

# A G E N D A

## JAMES CITY COUNTY BOARD OF SUPERVISORS

County Government Center Board Room

May 27, 2008

7:00 P.M.

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<b>A. ROLL CALL</b>	
<b>B. MOMENT OF SILENCE</b>	
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4. State Board of Elections Security Plan Presentation	
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**I. PUBLIC COMMENT****J. REPORTS OF THE COUNTY ADMINISTRATOR****K. BOARD REQUESTS AND DIRECTIVES****L. CLOSED SESSION**

1. Consideration of a personnel matter, the appointment of individuals to County boards and/or commissions pursuant to Section 2.2-3711(A)(1) of the Code of Virginia
  - a. Clean County Commission
  - b. Historic Triangle Bicycle Advisory Commission
  - c. Parks and Recreation Advisory Commission
2. Consideration of the disposition of parcels of public property pursuant to Section 2.2-3711(A)(3) of the Code of Virginia
3. Consideration of the acquisition of a parcel(s) of property for public use; pursuant to Section 2.2-3711(A)(3) of the Code of Virginia

**M.      ADJOURNMENT** to 7 p.m. on June 10, 2008

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**AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 22ND DAY OF APRIL 2008, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

Bruce C. Goodson, Chairman, Roberts District  
James G. Kennedy, Vice Chairman, Stonehouse District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District  
Mary Jones, Berkeley District

Sanford B. Wanner, County Administrator

**C. BOARD DISCUSSIONS**

**1. Six-Year Secondary Road Program**

Mr. Marvin Sowers, Planning Director, Mr. Jim Brewer, Virginia Department of Transportation (VDOT) Resident Engineer for the Williamsburg Residency, and Todd Halacy from the VDOT Suffolk District Office gave an overview of the nine proposed priorities and funding for the Six-Year Secondary Road Program projects: Ironbound Road Widening, Jolly Pond Road/Centerville Road Intersection, Centerville Road/Longhill Road Intersection Improvements, Longhill Road Corridor Study, Olde Towne Road Straightening, Longhill Road/Ford's Colony Deceleration Lane, News Road Shoulder Strengthening and Turn Lane, Pedestrian Improvements, and Old News Road Improvements.

The Board and staff discussed a citizen request for improvements at Croaker Road and Richmond Road near the James City County Library and funding for bike and pedestrian access projects. The Board recommended the addition of the Croaker Road and Richmond Road project as an additional priority.

**2. Business Climate Task Force**

Mr. Steven Yavorsky, Economic Development Assistant Director, and Mr. Mike Mathews and Mr. Tom Tingle of the Business Climate Task Force gave an overview of the recommendations presented by the Business Climate Task Force. The Board, staff, and the Business Climate Task Force representatives discussed further direction based on the recommendations presented in the report.

**D. BREAK**

At 6:22 p.m., the Board broke for dinner.

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Sanford B. Wanner  
Clerk to the Board

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**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 22ND DAY OF APRIL 2008, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

Bruce C. Goodson, Chairman, Roberts District  
James G. Kennedy, Vice Chairman, Stonehouse District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District  
Mary Jones, Berkeley District

Sanford B. Wanner, County Administrator  
Leo P. Rogers, County Attorney

**C. PLEDGE OF ALLEGIANCE** – Hayden Stilwell, an eighth-grade student at Toano Middle School, led the Board and citizens in the Pledge of Allegiance.

**D. PRESENTATION** – James City County Volunteer Appreciation Week - April 27-May 3, 2008

Mr. Goodson presented a certificate of recognition to Ms. Carol Schenk, Volunteer Services, on behalf of all of the volunteers for James City County.

**E. HIGHWAY MATTERS**

Mr. Jim Brewer, Virginia Department of Transportation (VDOT) Williamsburg Residency Administrator, stated this was his last meeting and introduced Mr. Todd Halacy, who will be taking his place.

Mr. Goodson thanked Mr. Brewer for a job well done.

Mr. Kennedy commended Mr. Brewer for his efforts.

Mr. McGlennon thanked Mr. Brewer for his efforts, his care of the community, and willingness to solve problems.

Mr. Goodson stated the rest of the Board concurred and welcomed Todd Halacy.

**F. PUBLIC COMMENT**

1. Mr. Richard Bradshaw, 99 Bush Springs Road, commented that May 1, 2008, is the due date for Virginia State Income Taxes, Business Personal Property, and Machinery Taxes. Applications for Real Estate Exemption are also due. He also commented that there are some changes to the Real Estate Exemption and the Federal income tax return rebate is still available.

2. Mr. Gary Massey, 8846 Merry Oaks Lane, commented on improving Croaker Road to five lanes.

3. Mr. Ed Oyer, 139 Indian Circle, commented on Mr. Brewer and a job well done; April 18, Route 60 was backed up; the downsize of family by 11 percent; Hampton Roads Transportation Area (HRTA) letters are up to 93 No's and 1 Yes, and the Mayor of Norfolk is also the chairman of HRTA.

4. Mr. Christopher Elmers, 144 Racefield Drive, commented that ditches in Racefield are becoming worse, thus causing more flooding. He requested that something be done to help this flooding situation.

5. Mr. Sasha Digges, 3612 Ironbound Road, commented on the Board and Mr. John Horne by saying they are doing a good job, and asked them to keep up the good work.

**G. CONSENT CALENDAR**

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

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).

1. Minutes – April 8, 2008, Regular Meeting

2. James City County Volunteer Appreciation Week - April 27 - May 3, 2008

**RESOLUTION**

**JAMES CITY COUNTY VOLUNTEER APPRECIATION WEEK – APRIL 27 - MAY 3, 2008**

WHEREAS, April 27 – May 3, 2008, has been designed as National Volunteer Appreciation Week; and

WHEREAS, volunteers enhance our quality of life, promote community involvement, generate civic pride, preserve our environment, and support our families; and

WHEREAS, volunteers work in partnership with James City County staff and in 2007 contributed 43,446 hours valued at \$815,047; and

WHEREAS, the citizens of James City County are deserving of recognition for their commitment and hard work to make a real difference in the lives of their fellow citizens.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby designates the week of April 27 – May 3, 2008 as Volunteer Appreciation Week and calls its significance to all of our citizens.

3. Contingency Transfer - Juvenile Detention and Regional Jail - \$180,000

**RESOLUTION**

**CONTINGENCY TRANSFER – JUVENILE DETENTION AND REGIONAL JAIL - \$180,000**

WHEREAS, the Board of Supervisors of James City County has been advised that anticipated spending for services in FY 2008 at the Merrimac Center and the Virginia Peninsula Regional Jail will exceed budgeted funds.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County Virginia, amends the adopted FY 2008 budget as follows:

General Fund Expenditures:

Juvenile Detention	\$120,000
Regional Jail	<u>60,000</u>
Operating Contingency	<u>\$180,000</u>

4. Installation of “Watch for Children Sign” – Powhatan Secondary Subdivision

**RESOLUTION**

**INSTALLATION OF “WATCH FOR CHILDREN” SIGNS –**

**POWHATAN SECONDARY SUBDIVISION**

WHEREAS, Section 33.1-210.2 of the Code of Virginia provides for the installation and maintenance of signs by the Virginia Department of Transportation, alerting motorists that children may be at play nearby, upon request by a local governing body; and

WHEREAS, Section 33.1-210.2 further requires that the funding for such signs be from the secondary road system maintenance allocation for the County; and

WHEREAS, residents of the Powhatan Secondary community have requested that “Watch for Children” signs be installed on Powhatan Parkway and Falcon Creek Drive as illustrated on the attached drawing titled “Powhatan Secondary Subdivision ‘Watch for Children Signs’”.



NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby request that the Virginia Department of Transportation install and maintain two “Watch for Children” signs as requested with funds from the County’s secondary road system maintenance allocation.

## **H. PUBLIC HEARINGS**

Mr. Goodson recognized Planning Commissioner Chris Henderson in the audience.

### **1. FY 2009-2010 County Budget**

Ms. Sue Mellen, Director of Budget and Accounting, stated a brief overview of the County Administrator’s proposed FY 2009-2010 budget. She stated that the proposed budget includes the elimination of the stormwater fee, no annual reassessment in FY 09, an increase in recreation fees, an increase in Convenience Center fees, and a reduction in hours of operation. She stated an overview of the proposed FY 09 spending for the County at 31 percent and the Schools at 55 percent, and highlighted the FY 2010 Revenue/Spending Plan.

Ms. Mellen stated that the James City Service Authority is proposing changes in utility rates and service fees.

Ms. Mellen requested to open all Public Hearings.

Ms. Jones asked if the Board should not plan on the increase in the FY 2010 Budget.

Ms. Mellen stated that the increase in budget for FY 2010 is due to the increase in funding for the Schools and will be discussed in the Work Sessions.

Mr. Goodson opened the Public Hearing.

1. Mr. J. H. Willis, Williamsburg Regional Library Board of Trustee Chairman, thanked the Board for their generous support of the library. He stated that he will come back to the Board at a later date to discuss the opening of a third library. Mr. Willis recognized Mr. John Moorman, Director of the Library, and Ms. Tory Gussman and Ms. Sue Mellen, members of the Board of Trustees.

Mr. Goodson thanked Mr. Willis for his comments.

2. Ms. Debra Siebers, 3504 Quail Hollow, Fieldcrest Homeowners Association, stated that the budget shortfall presents a challenge and she has concerns in three areas; stormwater utility fees, greenspace improvements, and storm runoff that causes flooding.

3. Mr. David Jarman, 117 Landsdown, James City County Citizens Budget Advisory Committee, stated that the County budget problems have become worse, and he suggested a neutral third party be brought in to offer suggestions on the budget. He stated that the budget should be simplified for every citizen to understand; the County should compare administrative spending to other schools around the State; and commented on the need to reduce school construction cost.

4. Mr. Christopher Ellmers, 144 Racefield Drive, stated his concerns for the Convenience Center's new proposed hours of operation.

5. Mr. Ray Basley, 4060 South Riverside Drive, stated his concerns on the Convenience Center's new proposed hours of operations. He stated that he picks up trash through Adopt-A-Highway, and that more trash will occur on County roads if hours of operation are shortened and rates are raised.

6. Ms. Deborah Kratter, 113 Long Point, stated that she wants the Board to reject the proposal to eliminate previously adopted separate stormwater utility fee. She stated that the elimination of the stormwater fee will make homeowners pay greater amounts and small businesses will be paying less.

7. Mr. Jack Haldeman, 1597 Founder's Hill North, James City County Coalition Group, stated that the elimination of the stormwater fee has placed an overall strain on the County Budget. He also stated that drainage improvements need to be made in order to prevent flooding in major storm events and the Purchase of Development Rights is critical. He stated that James City County Concerned Citizens (J4C) would like to see the Board be more proactive in land and easement acquisitions.

8. Ms. Karen T. Armstead, 225 Reflection Drive, Williamsburg-James City County Education Association, stated that the schools should be fully funded.

9. Ms. Geri Farrell, 3424 Wexford Run, stated that she is an elementary school teacher, and asked the Board to fully fund the Schools.

10. Mr. Robert Duckett, 760 McGuire Place, Peninsula Housing and Builders Association, stated that he does not understand why the County wants to do their own Best Management Practice (BMP) and stormwater inspections for the storm drainage channels that will be taken over by VDOT in residential areas, or commercial property because it will be maintained by the commercial development.

11. Ms. Peg Boarman, 17 Settlers Lane, James City Clean County Commission, stated that the Convenience Center hours should not be changed, and the County citizens are doing a good job recycling.

12. Ms. Stephanie Smith, Active Williamsburg Alliance, stated that she would like to see more walking and biking trails in the County.

13. Mr. John Laben, 200 Nina Lane, Historic Bicycle Advisory Commission, stated that he wants to ensure bicycles and pedestrians are included in road improvements.

14. Mr. Mike Ludwick, 3012 Mussy Creek Drive, Support Schools Now, stated that he would show data from the Comparative Report for Local Government Expenditures for FY 2007 to compare spending from Williamsburg-James City County Schools and York County.

15. Mr. Robert Richardson, 2786 Lake Powell Road, stated that he resents utility rates being raised due to the contract with Newport News Water Works.

16. Mr. Ed Oyer, 139 Indian Circle, commented on school funding, indexing pay raises for schools, stormwater inspection fees not needed, and funding for new schools.

17. Dr. David Coe, Colonial Services Board Executive Director, thanked the Board for the Colonial Services Board proposed full funding.

As no one else wished to speak to this matter, Mr. Goodson closed the Public Hearing.

2. FY 2009-2014 Six-Year Secondary Road Plan (Continued from March 25, 2008)

Mr. Marvin Sowers, Planning Director, stated that VDOT has requested priorities for Secondary Roads and that the County has received more Federal funding. He also commented that staff has come up with a list of nine projects with one added at the Work Session.

Mr. McGlennon commented on the staff report and noted that the criteria for the nine projects also stated that sidewalks and bike improvements are not included on the list due to no funding available, but may be able to get funding from the Congestion Mitigation and Air Quality Improvement Program (CMAQ).

Mr. Goodson opened the Public Hearing.

1. Mr. John Laben, 200 Nina Lane, commented that all road improvements should include bike lanes.

2. Mr. John Heslink, Jr., 8720 Merry Oaks Lane, commented that his street is filled with pot holes and that there is flooding on his street when it rains.

As no one else wished to speak to this matter, Mr. Goodson closed the public hearing.

The Board deferred action on this item until May 13, 2008.7y

3. Special Use Permits (SUPs): Temporary Classroom Trailers for Schools

- a. SUP-0002-2008. Toano Middle School Temporary Classroom Trailers
- b. SUP-0003-2008. Norge Elementary School Temporary Classroom Trailers

Mr. Jose Riberio, Senior Planner, stated Mr. Bruce Abbott has applied for an SUP on behalf of Williamsburg-James City County Public Schools to extend the SUP of two classroom trailers located at Toano Middle School and two classroom trailers located at Norge Elementary School until July 1, 2010. The applicant requests to extend the SUP for these four existing classroom trailers until the new elementary and middle schools open in September 2010. The properties are Toano Middle School, located at 7817 Richmond Road in the Stonehouse District and Norge Elementary School, located at 7311 Richmond Road in the Stonehouse District. The properties can be further identified as Tax Map/Parcel Nos. 1240100051 for Toano Middle School and 2320100035 for Norge Elementary School. The parcel sizes are 34.1 acres and 20.6 acres respectively and the properties are zoned PL, Public Lands. The Comprehensive Plan designates the properties as Federal, State, and County land.

Mr. Goodson opened the Public Hearing.

Mr. Icenhour commented that both schools are below capacity, and asked for clarification for two trailers that are below capacity.

Mr. Riberio passed Mr. Icenhour's question onto Mr. Ed Montrow, Supervisor of Maintenance for the School Division.

Mr. Montrow stated that capacity studies were done in 2005, and programs have changed which caused decreases in the capacity of the facilities. He stated that he will request the trailers at DJ Montague to be extended when the SUP expires.

Mr. Icenhour requested that the School Board give a revised figure for common point of reference on programming and capacity.

Ms. Jones asked for clarification that the four trailers are not for Pre-Kindergarten and early education, but are for students at the schools.

Mr. McGlennon stated that the Board has a hard time understanding effective capacity when the number relates to students that are Kindergarten through fifth grade, when schools are housing programs such as Pre-Kindergarten.

As no one else wished to speak to this matter, Mr. Goodson closed the Public Hearing.

Mr. McGlennon moved the resolution to approve the SUP.

On a roll call vote, the vote was: AYE: Icenhour McGlennon, Jones, Kennedy, Goodson (5). Nay (0).

## **RESOLUTION**

### **CASE NO. SUP-0002-2008. TOANO MIDDLE SCHOOL**

### **CASE NO. SUP-0003-2008. NORGE ELEMENTARY SCHOOL**

### **TEMPORARY CLASSROOM TRAILERS**

WHEREAS, in accordance with § 15.2-2204 of the Code of Virginia, 1950, as amended, and Section 24-15 of the James City County Zoning Ordinance, a public hearing was advertised, adjoining property owners notified, and a hearing scheduled on Case Nos. SUP-0002-2008 and SUP-0003-2008; and

WHEREAS, temporary classroom trailers accessory to an existing school may be permitted upon the issuance of a Special Use Permit (SUP) by the Board of Supervisors; and

WHEREAS, the Williamsburg-James City County School Board has applied for an SUP to extend the permit period for two existing temporary classroom trailers at Toano Middle School on property owned and developed by the applicant located at 7817 Richmond Road and further identified as Parcel No. (1-51) on James City County Real Estate Tax Map No. (12-4); and

WHEREAS, the Williamsburg-James City County School Board has applied for an SUP to extend the permit period for two existing temporary classroom trailers at Norge Elementary School on property owned and developed by the applicant located at 7311 Richmond Road and further identified as Parcel No. (1-35) on James City County Real Estate Tax Map No. (23-2).

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve the issuance of SUPs for the placement of temporary classroom trailers as described above and on the attached site location maps with the following conditions:

1. The conditions listed below shall replace and supersede the conditions for approval for the following previously approved temporary classroom trailers for Toano Middle School and Norge Elementary School: SUP-10-05, SUP-10-06, and SUP-14-05

2. At Toano Middle School no more than two classroom trailers shall be permitted on the school site.
3. At Norge Elementary School no more than two classroom trailers shall be permitted on the school site.
4. This SUP shall expire on July 1, 2010.
5. This SUP is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.

## **I. BOARD CONSIDERATION**

### **1. Water System Waiver – Chieftain’s Village**

Mr. Larry Foster, JCSA Manager, stated that Haven Lands has proposed and requested a water system wavier for a seven-lot subdivision, which is proposed to be located off Little Creek Dam Road. Staff recommended approval.

Mr. McGlennon asked if small scale requests for waivers are expected.

Mr. Foster stated that he did not have any request at the time and that there was one larger scale, about 20 lots, 200 acres of land.

Mr. Icenhour asked if he put in a central well then would he have to put in a central facility for the seven lots.

Mr. Foster stated the access issues, which require this development to be considered a major subdivision.

Mr. Icenhour stated that there is one road that would be a public road, but multiple driveways that would have flag lots.

Mr. McGlennon asked if these lots would be eligible for family subdivisions.

Mr. Foster called on Mr. Bill Porter, Acting Development Manager, to answer the question.

Mr. Porter stated that the lots are eligible for family subdivision.

Mr. Goodson asked if he could develop four of the lots and then the other three.

Mr. Foster stated that it is still considered a large subdivision due to the access road and the number of lots.

Mr. Icenhour stated that he is weary of waving a policy in place for central wells, and is concerned with the majority of flag lots.

Mr. Kennedy asked for an estimated cost to maintain a well facility on-site.

Mr. Foster commented on an estimate of \$3,000-\$5,000.

Mr. Goodson commented on doing away with the access road.

Mr. Porter said that four lots is all that could be developed and without a central well system.

Mr. Kennedy asked about the upkeep of a well system for JCSA.

Mr. Foster stated that it would be a losing cost of expenses over revenues.

Mr. McGlennon commented that there is not enough community benefit to support this issue.

No Board action was taken.

**J. PUBLIC COMMENT**

1. Mr. Kelly Place, 312 Waller Mill Road, commented on a new website set-up by citizens to talk about the quality of life in James City County.
2. Mr. Jeff Suho, 700 Jamestown Road, commented on getting the School budget fully funded.
3. Mr. Ed Oyer, 139 Indian Circle, commented on the Hampton Roads Bridge Tunnel and the potential for a bridge.

**K. REPORTS OF THE COUNTY ADMINISTRATOR**

Mr. Wanner noted that the Comprehensive Plan Community Conversation will take place at the James River Community Center on Thursday, April 24, 2008, from 6:30 – 8:30 p.m. He noted that this is the last Board meeting for Barbara Watson as Acting Assistant County Administrator. He stated that the James City Service Authority meeting would follow, and the Closed Session on the Cable Committee is recommended for deferral until after the Budget Work Session on April 28.

**L. BOARD REQUESTS AND DIRECTIVES**

Mr. McGlennon complimented the Earth Day Event. He noted those involved in the Climate Community event he attended in Washington, D.C., were working with local governments to help achieve energy efficiency.

Mr. Icenhour commented on the workforce development and some Federal monies that may be available and contributions to the schools for summer programs. He also commented on a conversation with Ms. Jones regarding the Prime Outlets. He stated the turn lanes coming off Richmond Road pose a traffic safety hazard. He recommended looking into a solution. He also commented that he would like to have an update on closing off the entrance at Prime Outlets.

Ms. Jones commented that the B&B looked out of scale. She also stated that the Regional Issues Committee will meet and coordinate issues.

**M. ADJOURNMENT to 7 p.m. on April 28, 2008.**

Mr. Icenhour made a motion to adjourn.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).

At 10:30 p.m. Mr. Goodson adjourned the Board to April 28, 2008, at 7 p.m.

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Sanford B. Wanner  
Clerk to the Board

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**AT A BUDGET WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 30TH DAY OF APRIL 2008, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

Bruce C. Goodson, Chairman, Roberts District  
James G. Kennedy, Vice Chairman, Stonehouse District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District  
Mary Jones, Berkeley District

Sanford B. Wanner, County Administrator

**C. BOARD DISCUSSIONS**

The Board met with members of the School Board and Williamsburg-James City County School Administration, including Chair, Elise Emmanuel, Vice Chair, Jim Nichols, Denise Cook, Ruth Larson, Joe Fuentes, Dr. Mathews, Mr. Burckbuchler, Dr. Chantry, Dr. Lindsay, Dr. Yitbarek, and Dr. Becker for discussion on the School Board budget.

Discussion was held on academic goals, personnel goals, and technology goals proposed in the School Board Budget. The Board and the School Administration discussed school bus fuel standards, special education, preschool classrooms, alternative education, and teacher compensation.

The Board and staff discussed the proposed County budget in relation to Public Safety, Community Services, Neighborhood Connections, Extension Services, and contributions to Outside Agencies. Discussion was held regarding the purchase of fuel-efficient vehicles and buses.

The Board recommended maintaining the current Convenience Center coupon fee of \$4, and maintaining the hours of operation. There was discussion on the stormwater fee. Discussion was held regarding pay for performance of employees. The Board discussed School Board budget requests.

**D. ADJOURNMENT**

At 11:18 p.m., Mr. Kennedy made a motion to adjourn.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).



The Board adjourned until 7 p.m. on May 6, 2008.

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Sanford B. Wanner  
Clerk to the Board

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**AT A BUDGET WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 6TH DAY OF MAY 2008, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

Bruce C. Goodson, Chairman, Roberts District  
James G. Kennedy, Vice Chairman, Stonehouse District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District  
Mary Jones, Berkeley District

Sanford B. Wanner, County Administrator

**C. BOARD DISCUSSIONS**

The Board and staff discussed pay for performance and compensation for County employees as well as school employees. The Board considered maintaining the three percent pay raise for performance as proposed in the County Administrator's budget.

The Board and staff discussed Capital Projects, the James City Service Authority, and Other Funds.

**D. ADJOURNMENT**

At 10:11 p.m., Mr. McGlennon made a motion to adjourn.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).

The Board adjourned until 7 p.m. on May 8, 2008.

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Sanford B. Wanner  
Clerk to the Board

**AT A BUDGET WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 8TH DAY OF MAY 2008, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

Bruce C. Goodson, Chairman, Roberts District  
James G. Kennedy, Vice Chairman, Stonehouse District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District  
Mary Jones, Berkeley District

Sanford B. Wanner, County Administrator

**C. BOARD DISCUSSIONS**

The Board and School Board continued discussion of the School Board operating budget and employee compensation. Discussion was held on fiscal measures needed to provide funding in anticipation of opening new schools in 2011.

The Board and staff discussed excluding the Special Projects Fund in the budget presented at the Board meeting.

Discussion was held on the errata sheet provided by staff. The Board and staff discussed staffing and future attrition in relation to services provided to citizens.

**D. ADJOURNMENT**

At 10:17 p.m., Mr. McGlennon made a motion to adjourn.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).

The Board adjourned until 7 p.m. on May 13, 2008.

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Sanford B. Wanner  
Clerk to the Board

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 13TH DAY OF MAY 2008, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

Bruce C. Goodson, Chairman, Roberts District  
James G. Kennedy, Vice Chairman, Stonehouse District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District  
Mary Jones, Berkeley District

Sanford B. Wanner, County Administrator  
Leo P. Rogers, County Attorney

**C. PLEDGE OF ALLEGIANCE** – RayQuan Williams, a seventh-grade student at James Blair Middle School, led the Board and citizens in the Pledge of Allegiance.

Mr. Wanner recognized Boy Scouts from Troop 155 attending the meeting as part of the requirements to obtain a Communications merit badge.

Mr. Goodson indicated that Consent Calendar Item No. 2, Endorsement of the FY 2009 Strategic Management Plan, would be deferred for consideration with the budget. He stated that a public hearing would be opened for Case No. Z-0012-2007/MP-0010-2007/SUP-0033-2007. Williamsburg Auto Group-Honda Expansion, continued from April 8, 2008, in order to close the public hearing, but the application had been withdrawn by the applicant and any new application would require a formal review to include the Planning Commission. He noted that all the items relating to the County Budget were being deferred also.

**D. PUBLIC COMMENT**

1. Mr. John Laben, 200 Nina Lane, on behalf of the Historic Triangle Bicycle Advisory Committee, requested room for bicycle and pedestrian access on County roads.

2. Mr. Robert Richardson, 2786 Lake Powell Road, commented on the County's Project Development Agreement with Newport News Water Works in relation to the budget and stated his opposition to the agreement.

3. Mr. Ed Oyer, 139 Indian Circle, commented on County greenspace purchases; traffic on Route 60 East; congratulations to Williamsburg City Councilperson Judy Knudson; disapproval of the Hampton Roads Transportation Authority; neglected property at 101 Indian Circle; housing market decline; and accountability of public officials to the constituents.

4. Mr. Chris Henderson, 101 Keystone, commented on personnel spending issues and stated that the government needed to follow the suit of private businesses by cutting personnel expenses.

5. Mr. Craig Morris, 108 Gate House Boulevard, commented on cuts to the school budget and stated his disapproval.

**E. CONSENT CALENDAR**

Mr. McGlennon asked why Item No. 2 was pulled.

Mr. Wanner indicated that it was related to the budget.

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

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).

1. Minutes –
  - a. April 28, 2008, Budget Work Session
3. Appointment - 2008 County Fair Committee

**RESOLUTION**

**APPOINTMENT - 2008 COUNTY FAIR COMMITTEE**

WHEREAS, annually the Board of Supervisors appoints the James City County Fair Committee; and

WHEREAS, the 2008 County Fair will be held Thursday, June 19, to Saturday, June 21.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby appoint the attached list of volunteers to the 2008 James City County Fair Committee for the term of June 19, 2008, through June 21, 2008.

4. Peninsula Emergency Medical Service Council, Inc. - Grant Award - \$5,313

**RESOLUTION**

**PENINSULA EMERGENCY MEDICAL SERVICE COUNCIL, INC. -**

**GRANT AWARD - \$5,313**

WHEREAS, the Peninsula Emergency Medical Service Council, Inc. (PEMS) was awarded a grant from the Williamsburg Community Health Foundation, in which the James City County Fire Department was a sub-recipient of \$5,313; and

WHEREAS, the grant funds are to be used to equip medic units with Tellular boxes, which facilitate sending 12 lead tracings via telemetry/fax from an Electrocardiogram (ECG) monitor/defibrillator within the medic unit to the emergency rooms, thus reducing treatment response times for patients; and

WHEREAS, there are no matching funds required of this grant.

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:

Revenue:

PEMS – ECG’s	<u>\$5,313</u>
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Expenditure:

PEMS – ECG’s	<u>\$5,313</u>
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5. Virginia Wireless E-911 Services Board Grant Award - \$187,500

**RESOLUTION**

**VIRGINIA WIRELESS E-911 SERVICES BOARD**

**GRANT AWARD - \$187,500**

WHEREAS, the Virginia Wireless E-911 Services Board has awarded the James City County Fire Department Emergency Communications Center a grant for \$187,500 (\$150,000 E-911 Services Board; \$37,500 local match); and

WHEREAS, the grant funds are to be used towards a fixed backup for the primary items of Public Safety Answering Point (PSAP) operation; and

WHEREAS, the grant requires a match of \$37,500, which is available in the James City County Grant Match Account.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the acceptance of this grant and the following budget appropriation to the Special Projects/Grants Fund:

Revenue:

911 Services - PSAP	\$150,000
JCC Grant Match Account	<u>37,500</u>
Total	<u>\$187,500</u>

Expenditure:

E-911 Services - PSAP	<u>\$187,500</u>
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6. Virginia Department of Historic Resources Grant Award - \$5,000

**RESOLUTION**

**VIRGINIA DEPARTMENT OF HISTORIC RESOURCES GRANT AWARD - \$5,000**

WHEREAS, James City County has received grants from the Virginia Department of Historic Resources totaling \$5,000; and

WHEREAS, the grant will allow for the creation and installation of the first of three statues to be erected at the Courthouse Circle; and

WHEREAS, the grant requires no matching funds.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the acceptance of the grant and the following budget amendments and changes in appropriations to the Special Projects/Grants Fund:

Revenue:

Virginia Department of Historic Resources	<u>\$5,000</u>
Courthouse Statues 024-309-5904	

Expenditure:

Courthouse Circle	<u>\$5,000</u>
Courthouse Statues 024-176-5904	

7. Grant Appropriation - Litter Prevention and Recycling Grant - \$2,718

**RESOLUTION**

**GRANT APPROPRIATION - LITTER PREVENTION AND RECYCLING GRANT - \$2,718**

WHEREAS, the Department of Environmental Quality has awarded James City County a Litter Prevention and Recycling grant in the amount of \$13,139; and

WHEREAS, the grant was originally appropriated for \$10,421.

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

Revenue:

Litter Control Grant	<u>\$2,718</u>
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Expenditure:

Litter Control Grant	<u>\$2,718</u>
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8. Homeless Intervention Program Application FY 09

**RESOLUTION**

**FY 09 HOMELESS INTERVENTION PROGRAM APPLICATION**

WHEREAS, the Virginia Department of Housing and Community Development has issued a notice of funding availability and has requested applications under the Homeless Intervention Program (HIP) for Fiscal Year 2009; and

WHEREAS, assistance is needed to effectively and adequately address the housing and supportive service needs of persons at risk of becoming homeless, including families and individuals from James City County, the City of Williamsburg, and York County with a Williamsburg address; and

WHEREAS, an HIP application for Fiscal Year 2009 funding in the amount of \$170,260 has been prepared; and

WHEREAS, James City County Office of Housing and Community Development (OHCD) agrees that if an award is received, OHCD is to provide coordination of supportive services to persons at risk of becoming homeless in conformance with the regulations and guidelines of the HIP; and

WHEREAS, the County Administrator can act on behalf of James City County and will sign all necessary documents required to complete the grant transaction.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to apply for and accept the grant and enter into a grant agreement with the Virginia Department of Housing and Community Development and perform any and all actions and responsibilities in relation to such Agreement.

**F. PUBLIC HEARINGS**

1. Special Use Permit-0008-2008. Aadahl Family Subdivision

Mr. Luke Vinciguerra, Planner, stated that Mr. Edwin Aadahl has applied for a Special Use Permit (SUP) to allow a family subdivision generating one lot less than three acres in size in an A-1, General Agricultural District, located at 4405 Centerville Road. The proposed subdivision would create one new 1.0-acre parcel to be conveyed to the owner's daughter who currently lives in the trailer as shown on the proposed plat. The parent lot would be reduced in size from about 6.5 acres to 5.5 acres. The applicant has lived on the property for over 30 years.

Staff found the proposal to be generally consistent with the surrounding development and Section 19-17 of the James City County Subdivision Ordinance.



Staff recommended approval of the application.

Mr. Goodson opened the Public Hearing.

As no one wished to speak to this matter, Mr. Goodson closed the Public Hearing.

Mr. Icenhour made a motion to adopt the resolution.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).

## **RESOLUTION**

### **CASE NO. SUP-0008-2008. AADAHL FAMILY SUBDIVISION**

WHEREAS, the Board of Supervisors of James City County has adopted by ordinance specific land uses that shall be subjected to a Special Use Permit (SUP) process; and

WHEREAS, the applicant has requested an SUP to allow for a family subdivision in an A-1, General Agricultural, District, located at 4405 Centerville Road, further identified as Parcel No. 3620100029 on the James City County Real Estate Tax Map; and

WHEREAS, a public hearing was advertised, adjoining property owners notified, and a hearing was held on Case No. SUP-0008-2008; and

WHEREAS, the Board of Supervisors, following a public hearing, is of the opinion that the SUP to allow for the above-mentioned family subdivision should be approved.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve the issuance of SUP No. 0008-2008 as described herein with the following conditions:

1. This SUP is valid for a family subdivision for the creation of one new lot of 1.0 acres or larger with one parent lot of approximately 5.563 acres remaining, generally as shown on the preliminary subdivision plat submitted with this application.
  2. Final subdivision approval must be received from the County within 12 months from the issuance of this SUP or the permit shall become void.
  3. This SUP is not severable. Invalidation of any word, phrase, clause, sentence, or paragraph shall invalidate the remainder.
2. Case No. Z-0012-2007/MP-0010-2007/SUP-0033-2007. Williamsburg Auto Group-Honda Expansion (continued from April 8, 2008).

Mr. Goodson indicated that the application has been withdrawn and no action was required of the Board for this application.

Mr. Goodson opened the Public Hearing.

1. Mr. John Laben, 200 Nina Lane, stated that buffers between commercial and residential zoning should be maintained to protect property owners.

As no one else wished to speak to this matter, Mr. Goodson closed the Public Hearing.

No Board action was taken.

Ms. Jones asked for clarification that if the application came forward again, it would need to go through the entire approval process again.

Mr. Goodson indicated that was correct.

## **G. BOARD CONSIDERATIONS**

### **1. FY 2009-2014 Secondary System Six-Year Program**

Mr. Marvin Sowers, Planning Director, gave an overview of the FY 2009-2014 Secondary System Six-Year Program priorities with adjustments recommended by the Board. Staff recommended approval of the resolution.

Mr. McGlennon commented on the priorities for non-vehicular transportation projects, specifically pedestrian and bike trails.

Mr. McGlennon made a motion to adopt the resolution.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).

## **RESOLUTION**

### **FY 2009-2014 SIX-YEAR SECONDARY SYSTEM ROADS PROGRAM**

WHEREAS, Sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary System Six-Year Construction Program; and

WHEREAS, the James City County Board of Supervisors had previously agreed to assist in the preparation of the Program, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Construction Priority List (2009) on April 22, 2008, after being duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Priority List; and

WHEREAS, James W. Brewer, Residency Administrator, Virginia Department of Transportation, appeared before the Board of Supervisors and recommended approval of the Secondary System Six-Year Program (2009 through 2014) Construction Priority List (2009) for James City County; and

WHEREAS, the Commonwealth has reduced State funding for transportation to the point where it no longer meets the needs of the citizens of James City County.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that although Six-Year Plan for Secondary Roads and the Construction Priority List for James City County ranks James City County's priorities in the proper order, the Plan lacks the funding required to complete the projects in a timely manner and thus does not meet the needs of the Secondary Road System in James City County or of its citizens.

BE IT FURTHER RESOLVED by the Board of Supervisors of James City County, Virginia, that since said Program improves the Secondary Road System in James City County, said Secondary System Six-Year Program (2009 through 2014) Construction Priority List (2009) is hereby approved as presented at the public hearing.

Mr. Goodson stated Item Nos. 2-6 were being deferred until after another budget work session.

2. Chesapeake Bay Preservation Ordinance - Proposal for Fee Changes - Deferred
3. Ordinance to amend Chapter 18A, Stormwater Management, by amending Section 18A-5, Structure of fees and charges; to eliminate the stormwater service fee - Deferred
4. Ordinance to amend Chapter 19, Subdivisions, by amending Section 19-2, Definitions; Section 19-15, Fees; Section 19-62, Inspection of public water and sewer system; to define the Stormwater Division; to establish a stormwater inspection fee for new construction; and to establish the inspection of new stormwater system installations - Deferred
5. Ordinance to amend Chapter 24, Zoning, by amending Section 24-7, Administrative fees; Section 24-159, Compliance with site plan required; to establish stormwater inspection fees; and the inspection of new stormwater system installations – Deferred
6. Budget FY 2009-2010 - Deferred
7. Resolution of Appropriation – Williamsburg-James City County School Budget

Mr. John McDonald, Financial and Management Services Manager, stated this item addressed the budget proposed for the County's contribution to Williamsburg-James City County Public Schools and that the item comes forward at this time due to a Virginia Code requirement to approve the education budget on or before 30 days after the State has released its figures. He indicated that the Code does not require an appropriation, but staff recommended that the appropriation be made to allow for teacher contracts to be renewed for the following school year. He stated that the appropriation resolution reflected changes the Board has made during the work sessions. Staff recommended adoption of the resolution.

Mr. Goodson asked how much lower the recommended appropriation amount was than the amount requested.

Mr. McDonald stated the amount requested was \$800,000 more than the recommendation for funding,

and the original proposed budget included a reduction of \$300,000 in the operating budget.

Mr. Goodson stated that staff's recommendation is to put \$800,000 into a future capital budget for the schools.

Mr. McDonald stated the funds would go into debt service for the monies to be used for opening the two new schools in August 2010.

Ms. Jones made a motion to adopt the resolution.

Mr. McGlennon stated that he felt this was a bad precedent for the Board to set. He stated his concern that the budget guidance that the Board gave to the School Board was changed repeatedly and that he stated he did not feel the Board treated the School Board with the proper respect. He said the funding reduction would likely not cause critical damage to the schools, but the additional State funds were intended to expand. He stated he could not support the resolution in process or content.

Ms. Jones thanked Mr. Fuentes and Mr. Nickols for their attendance and the other School Board members for their participation. She indicated that she understood that money had not previously been set aside for the new schools and did not want to raise taxes for the school construction. She stated the reductions and investments were to avoid raising the tax rate and that she clarified that teacher salaries were set by the School Board. She indicated that there was still an increase in funding over the previous year and stated that she supported the reduction in the increase of the allocation to the School Board.

Mr. Goodson stated his disappointment with the process, but that there should have been more dialogue as information was released. He indicated that State funding and other figures were very different from the guidance that was provided before the budget process and indicated that the reductions were preemptive measures to avoid significant tax increases, due to the opening of the new schools in FY 2011. He indicated that the County Budget was also reduced and that the money being cut was being put towards school debt service and would still contribute to education in the County. He indicated that for the next budget process, communication would be more open and the process would begin earlier. He stated his support for the resolution.

Mr. Icenhour stated his concern for how the Board and School Board worked together on the budget process and that the School Board stayed within the guidance even though budget cuts were not brought up until the budget work sessions. He stated that if the stormwater fee was collected as a fee or tax, the budget would be fiscally possible without raising the tax rate to open the schools in FY 2011 and stated his opposition to the resolution.

On a roll call vote, the vote was: AYE: Jones, Kennedy, Goodson (3). NAY: Icenhour, McGlennon (2).

## **RESOLUTION**

### **RESOLUTION OF APPROPRIATION**

WHEREAS, Section 22.1-93 of the Code of Virginia requires County approval of an annual budget for educational purposes; and

WHEREAS, James City County anticipates approving a James City County General Fund budget in accordance with Section 15.2-2503 of the Code of Virginia.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that:

1. The following amounts are hereby appropriated from the FY 2009 General Fund for educational purposes.

Contribution to WJCC Schools	\$74,844,700
Debt Service/Other	\$18,600,826

2. The following amount is hereby appropriated from the FY 2009 Capital Projects Fund for educational purposes.

Capital Projects	\$69,939,382
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#### **H. PUBLIC COMMENTS**

1. Mr. Ed Oyer, 139 Indian Circle, commented on the School Budget and excessive funds for particular line items; water withdrawals of private domestic wells in the County; and stated money was not the answer to education needs.

2. Mr. Robert Richardson, 2786 Lake Powell Road, stated his support for the stormwater management fee rather than increasing taxes.

3. Mr. Kelly Place, 213 Waller Mill Road, commented that stormwater management should have a dedicated fund and stated his disapproval of the County's Project Development Agreement with Newport News Water Works.

#### **I. REPORTS OF THE COUNTY ADMINISTRATOR**

Mr. Wanner stated that when the Board completed the Board Requests and Directives, it should take a 15-minute recess to set up the work session room. He stated that there would then be a budget work session followed by a meeting of the James City Service Authority. He said the Board would then come back into session. He stated that a Closed Session would need to be held for consideration of appointments to the Parks and Recreation Advisory Committee and that when the Board completed its business, it should adjourn to 4 p.m. on May 27, 2008.

Mr. Goodson asked if the JCSA meeting would be after the Board work session.

Mr. Wanner stated that was correct and indicated that the JCSA salaries were paid with the County salaries and that staff wanted to make sure the budget was solidified before action was taken on these items.

## **J. BOARD REQUESTS AND DIRECTIVES**

Mr. Goodson stated that he represented the Board on the Hampton Roads Economic Development Alliance (HREDA) and at its meeting on April 24, 2008, Busch Brewery was appointed to its Board of Directors. He noted that Jones Hooks, long-time HREDA President, would be leaving to go to Gentle Island, Georgia. He stated that he attended the recent meeting on the Hampton Roads Mayors and Chairs Caucus, and participated in discussion on regional transportation issues. He indicated that the Caucus asked Governor Kaine to eliminate the grantor's tax from the fee package. He stated that he also participated in a strategic planning off-site session for the Hampton Roads Military and Federal Facilities Alliance (HRMFFA).

Mr. Icenhour stated that he attended a meeting of the Peninsula Council for Workforce Development to discuss the creation of a Youth Career Café in the Williamsburg area. He stated that on May 21, 2008, representatives from York County and Williamsburg-James City County Schools, as well as staff representatives, and members of the Council would tour the Youth Career Café at Patrick Henry Mall. He stated that the group would later meet to put together aspects of the site's location and programs for this project.

Mr. Icenhour stated that he had asked about a special speed zone on a portion of Powhatan Parkway and that representatives from the Police Department were here for an update on this item.

Sergeant William McMichael and Major Stephen Rubino gave an overview of the traffic study done by the Police Department at 3912 Powhatan Parkway, 3900 Powhatan Parkway, and 3937 Powhatan Parkway. He indicated that about four percent of the vehicles in the study were exceeding the speed of 25 mph.

Mr. Wanner stated that the concern would be staffing this zone. He indicated that other methods should be considered and felt there were other methods to calm the traffic. He asked Mr. Sowers to speak to some of the other alternatives.

Mr. Goodson asked if a mobile radar trailer was used in the area.

Major Rubino stated it was.

Mr. Goodson asked if it has been successful in areas where it is used.

Sergeant McMichael stated the radar trailer had been on Powhatan Parkway a week prior to the study.

Mr. Icenhour asked for clarification that the intersection of Powhatan Parkway and West Providence was previously a four way stop which was changed by VDOT.

Major Rubino stated that was correct.

Mr. Icenhour stated that there has been major concern over the amount of traffic on this residential street.

Sergeant McMichael stated that there was a great deal of traffic.

Mr. Icenhour asked if the connection to West Providence was a major contributor to the traffic.

Sergeant McMichael stated that was correct.

Mr. Icenhour stated that there have been many complaints and that any effective measure would be acceptable and that the citizens in this area needed assistance with this. He thanked the officers for the study.

Mr. Sowers stated that there were two processes for traffic calming and that private streets could be reviewed internally and staff would work with the property owner to accomplish this through a site plan process. He stated public roads would fall under VDOT's process, including speed humps, raised medians, raised crosswalks, and other features. He stated that if a neighborhood is interested, the County would contact VDOT to evaluate the neighborhood and discuss various alternatives and request a petition from the neighborhood. He stated VDOT would then come to the Board of Supervisors for a resolution of support to begin the process and that there was a possibility of the use of State funds for this type of project.

Mr. Icenhour stated the homeowners association president and the committee should meet with VDOT and County staff.

Mr. Sowers stated this was correct.

Mr. Icenhour asked the timeframe of completing the process.

Mr. Sowers stated that he was not aware, but VDOT could be contacted to get an idea.

Mr. Hicks stated that depending on funding, the process would take approximately eight to twelve months for design requirements.

Mr. Icenhour indicated that he would contact the homeowners association to get the process started as soon as possible.

Ms. Jones stated that there has been some work on this and it should not be redone.

Mr. Icenhour stated that if the Board should need to, weigh in to expedite the process.

Mr. Sowers stated that VDOT has been very helpful in the past and that staff would be happy to start the process.

Mr. Icenhour stated that he understood it was only a few blocks that require attention.

Mr. McGlennon stated that there may be some other candidates for this solution and asked if there was a policy to determine where the funds should be used for these projects.

Mr. Wanner stated that there was none at this time.

Mr. McGlennon stated that he would like to see specific criteria for these measures.

Mr. Wanner stated that he would ask Mr. Hicks to work with Mr. Porter and Mr. Sowers, and that the Police Department would work on the specifics for Powhatan Parkway.

At 8:15 p.m. Mr. Goodson recessed the Board for a break followed by a work session.

At 9:34 p.m. Mr. Goodson reconvened the Board.

**K. CLOSED SESSION**

Mr. McGlennon made a motion to go into closed session pursuant to Section 2.2-3711(A)(1) of the Code of Virginia for the consideration of a personnel matter, the appointment of individuals to County boards and/or commissions.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).

At 9:37 p.m. Mr. Goodson recessed the Board into Closed Session.

At 9:46 p.m. Mr. Goodson reconvened the Board.

Mr. McGlennon made a motion to adopt the Closed Session resolution.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (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, the appointment of individuals to County boards and/or commissions.

Mr. Icenhour made a motion to appoint Mr. Michael Hand and Mr. Craig Metcalfe to four-year terms on the Parks and Recreation Advisory Committee, terms to expire on May 31, 2012.



**L. ADJOURNMENT** - May 27, 2008, at 4:00 p.m.

Mr. McGlennon made a motion to adjourn.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY:  
(0).

At 9:47 p.m. Mr. Goodson adjourned the Board to 4 p.m. on May 27, 2008.

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Sanford B. Wanner  
Clerk to the Board

051308bos\_min

**AT A BUDGET WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 13TH DAY OF MAY 2008, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

Bruce C. Goodson, Chairman, Roberts District  
James G. Kennedy, Vice Chairman, Stonehouse District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District  
Mary Jones, Berkeley District

Sanford B. Wanner, County Administrator

**C. BOARD DISCUSSIONS**

The Board discussed stormwater project funding and departmental collaboration between stormwater and environmental staff. Discussion was held regarding possible consolidation of the Stormwater and Environmental Divisions, and the Neighborhood Connections and Communications Divisions by the next budget.

The Board and staff discussed Purchase of Development Rights (PDR) and greenspace funds as well as debt service payments.

The Board discussed the Capital Improvement Program (CIP) project and schedule changes, alternate revenue sources, and reductions in spending. Mr. Goodson, Ms. Jones, and Mr. Kennedy stated their support for the CIP. Mr. Icenhour and Mr. McGlennon indicated that they were opposed to the proposed CIP.

Discussion was held regarding merit-based bonuses for County employees, versus pay for performance, and strategic plan goal alternatives for Spanish language materials and websites for Social Services.

**D. RECESS**

At 9:17 p.m., Mr. McGlennon made a motion to recess.

On a roll call vote, the vote was: AYE: Icenhour, McGlennon, Jones, Kennedy, Goodson (5). NAY: (0).

The Board recessed for a meeting of the James City Service Authority Board of Directors.

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Sanford B. Wanner  
Clerk to the Board

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## M E M O R A N D U M

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Jason Purse, Senior Planner

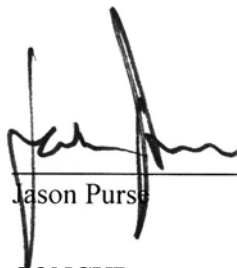
SUBJECT: Frances Ann Huckstep Hamilton Recognition

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The Historical Commission wishes to recognize the achievements of one of its members, Frances Ann Huckstep Hamilton, during her time serving on the commission, as well as throughout her life as a preserver and promoter of the Norge area in James City County. During her time serving on the commission and serving the community, Frances was active in many areas of historic preservation, including:

- Collecting and displaying photographs documenting the history of Norge.
- Co-authoring Velkommen til Norge, a pictorial history of Norge, for which she received the James City County Historical Commission Historic Preservation Award in 1990.
- Inspiring and organizing the relocation and restoration of the Norge Depot.
- Organizing and leading the Norge Civic League.
- Leading the Norge Community Club, and its preservation and use of the Norge Hall.
- Serving on the James City County Historical Commission

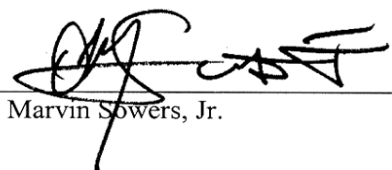
Because of all of her dedication to the County, staff recommends that the Board of Supervisors adopt the attached resolution recognizing Frances Ann Huckstep Hamilton.



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Jason Purse

CONCUR:



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O. Marvin Sowers, Jr.

JP/nb  
FHamilton\_mem

Attachment

## **RESOLUTION**

### **FRANCES ANN HUCKSTEP HAMILTON RECOGNITION**

WHEREAS, Frances Ann Huckstep Hamilton was a native of the village of Norge, Virginia, and a descendant of Mr. and Mrs. Halvor H. Anderson, one of the Norwegian farming families settling the village in the early 1900s; and

WHEREAS, Frances Ann Huckstep Hamilton was a descendant of founders of the early businesses in Norge, including H.H. Anderson, who established a grocery store, and I.W. Huckstep, who established a tea room and a frog farm; and

WHEREAS, Frances Ann Huckstep Hamilton was a descendant of those providing public services to the community of Norge, including postmaster Ellen Anderson Huckstep and its railway telegrapher, I.W. Huckstep; and

WHEREAS, except for a short residence in Toano, Frances Ann Huckstep Hamilton resided most of her life in the village of Norge; and

WHEREAS, Frances Ann Huckstep Hamilton honored this heritage by serving and promoting the people, history, and buildings of Norge, including:

- Collecting and displaying photographs documenting the history of Norge;
- Co-authoring Velkommen til Norge, a pictorial history of Norge, for which she received the James City County Historical Commission Historic Preservation Award in 1990;
- Inspiring and organizing the relocation and restoration of the Norge Depot;
- Organizing and leading the Norge Civic League;
- Leading the Norge Community Club, and its preservation and use of the Norge Hall;
- Serving on the James City County Historical Commission; and

WHEREAS, her efforts benefitted the citizens of James City County by fostering an interest in its distinctive history, preserving several of its historically and architecturally significant buildings, and developing a unique sense of identity and community.

NOW, THEREFORE, BE IT RESOLVED that the James City County Historical Commission does hereby express its gratitude and admiration for Frances Ann Huckstep Hamilton and her passion to serve, preserve, and promote the people, buildings, and heritage of the distinctive rural James City County village of Norge.

BE IT FURTHER RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby express its gratitude and admiration for Frances Ann Huckstep Hamilton and her passion to serve, preserve, and promote the people, buildings, and heritage of the distinctive rural James City County village of Norge.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of  
May, 2008.

FHamilton\_res

**MEMORANDUM**

DATE: May 27, 2008

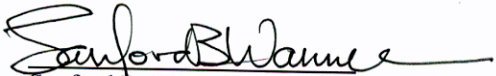
TO: The Board of Supervisors

FROM: Sanford B. Wanner, County Administrator

SUBJECT: Resolution of Recognition Presented to Mr. James "Jim" W. Brewer

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Mr. Jim W. Brewer has retired from the Virginia Department of Transportation (VDOT) as of May 23, 2008, with over 40 years of public service for the citizens of the Commonwealth. Attached for consideration is a resolution of recognition to be presented to Mr. Brewer for his exceptional public service.



Sanford B. Wanner

SBW/gb  
JBrewer\_mem

Attachment

## **RESOLUTION**

### **RECOGNITION PRESENTED TO MR. JAMES "JIM" W. BREWER**

WHEREAS, Jim Brewer began his career in 1964 as an Inspector Trainee with the Virginia Department of Transportation, also known as VDOT, in the Hampton Roads District; and

WHEREAS, Jim Brewer is known for his knowledge of construction and maintenance, and due to this proficiency was named Williamsburg Maintenance Operation Manager in 1974, Assistant Williamsburg Resident Engineer in 1995, and Williamsburg Resident Administrator in 2005; and

WHEREAS, Jim Brewer has been involved with numerous emergency operations and projects in the Williamsburg Residency, including the 1998 Ice Storm on Christmas Eve, 1999 Hurricane Floyd and the Jamestown Road emergency repair, 2003 Hurricane Isabel, as well as numerous projects including the extension of Monticello Avenue, Route 199 project, and the Virginia Capital Trail; and

WHEREAS, Jim Brewer sustained excellent and outstanding service to James City County citizens, civic groups, committees, and boards which afforded them great satisfaction and confidence with VDOT; and

WHEREAS, Jim Brewer retired from the Williamsburg Residency on March 23, 2008, after more than 40 years.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, on behalf of all residents of James City County, does hereby recognize the exceptional public service and more than 40 years of honorable service by Jim Brewer to the residents of Virginia and James City County.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of May, 2008.

JBrewer\_res



MEMORANDUM

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Needham S. Cheely, III, Director of Parks and Recreation

SUBJECT: May Is Bike Month

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The League of American Bicyclists; the State of Virginia; and local bicycle enthusiasts, organizations, and businesses recognize the month of May as "Bike Month." During this month, several organizations in conjunction with local government will be conducting a number of activities including the popular "Pedal the Parkway."

In conjunction with our partner, the Williamsburg Area Bicyclists, the attached resolution has been prepared for consideration by the Board of Supervisors. This resolution recognizes the many benefits of bicycling and formally proclaims May 2008 as "Bike Month" in James City County.

  
Needham S. Cheely, III

CONCUR:

  
Doug Powell

NSC/nb  
BikeMth\_mem

Attachment

## **RESOLUTION**

### **MAY IS BIKE MONTH**

WHEREAS, the bicycle is a viable and environmentally sound form of transportation and an excellent form of recreation; and

WHEREAS, today, millions of Americans will experience the joys of bicycling during the month of May through educational programs, commuting events, or just getting out and going for a ride; and

WHEREAS, James City County offers many bicycling opportunities for transportation, recreation, and exercise through beautiful scenery, trails, and parks.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of James City County, Virginia, does hereby recognize May 2008 as Bike Month in James City County, Virginia, and call this observance to the attention of its citizens.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of May, 2008.

BikeMth\_res

**MEMORANDUM**

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Scott J. Thomas, Environmental Director

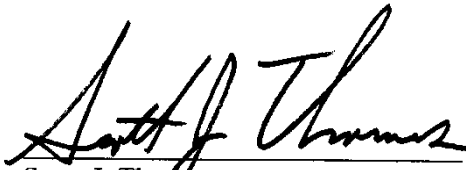
SUBJECT: Erosion and Sediment Control Ordinance Violation – Civil Charge – Prime Retail LP

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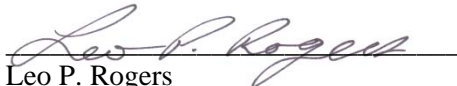
Attached is a resolution for consideration by the Board of Supervisors involving a violation of the Erosion and Sediment Control Ordinance. The case involves the disturbance of land in excess of 2,500 square feet performed beyond work authorized under the provisions of the approved plan of development, SP-025-06, and subsequent amendment for Prime Retail Expansion Phase 7 - SP-16-08.

In accordance with provisions of the Ordinance, the County issued a Notice of Violation on April 7, 2008, and requested that work stop with the exception of erosion and sediment control and permanent stabilization. The owner, Prime Retail L.P., has abated the violation. Under the provisions of the Ordinance, the Board may accept a civil charge of up to \$2,000 as offered by the responsible party. Rather than go to court, Prime Retail, L.P. has agreed to a civil charge of \$2,000. Staff believes that a civil charge of \$2,000 is equitable given the nature of the land disturbance and the cooperation exhibited by Prime Retail, L.P. in resolving the violation.

Staff recommends adoption of the attached resolution accepting a civil charge for the erosion and sediment control violation.

  
\_\_\_\_\_  
Scott J. Thomas

CONCUR:

  
\_\_\_\_\_  
Leo P. Rogers

SJT/pb  
PRViol\_mem

Attachment

## **RESOLUTION**

### **EROSION AND SEDIMENT CONTROL ORDINANCE VIOLATION**

#### **CIVIL CHARGE – PRIME RETAIL, L.P.**

WHEREAS, on or about April, 3, 2008, Prime Retail, L.P., Owner, violated or caused a violation of the County's Erosion and Sediment Control Ordinance by disturbing land without a permit and outside the limits of work as reflected in the approved plan of development, SP-025-06, and subsequent amendment, SP-16-08, for Prime Outlets Retail Expansion Phase 7 at the property commonly known as J.W. Crossing in Williamsburg, Virginia, identified by James City County Real Estate Tax Map No. 3330100002D within the James City County Real Estate System, and hereinafter referred to as the "Property"; and

WHEREAS, Prime Retail, L.P. has abated the violation at the Property; and

WHEREAS, Prime Retail, L.P. has agreed to pay \$2,000 to the County as a civil charge under the County's Erosion and Sediment Control Ordinance; and

WHEREAS, the James City County Board of Supervisors is willing to accept the civil charge in full settlement of the Erosion and Sediment Control Ordinance violation, in accordance with Section 8-7(f) of the Code of the County of James City.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes and directs the County Administrator to accept the \$2,000 civil charge from Prime Retail, L.P. as full settlement of the Erosion and Sediment Control Ordinance violation at the Property.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of May, 2008.

PRViol\_res





**Erosion and Sediment Control Violation-Prime Retail**  
**L.P.-5571 Olde Towne Road**

— Approximate Area of Violation

0 100 200 Feet





MEMORANDUM

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Jody Puckett, Communications Director

SUBJECT: Contract Award – Community Video Center and Board Room Communications Equipment - \$111,955

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A Request for Proposals (RFP) was advertised to design, furnish, and install new communications equipment at the Community Video Center and in the Building F Board Room to begin the process to comply with new Federal Communications Commission (FCC) requirements to switch analog TV to high-definition television by February 2009, improve security communications in the Board Room, and replace obsolete playback equipment. The proposed communications equipment will enhance current operations and move County television operations to comply with the FCC requirement.

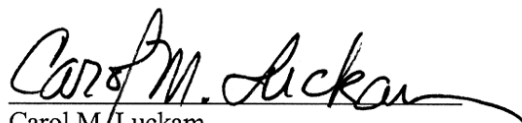
The Whitlock Group was the sole offeror. The Evaluation Committee evaluated the proposal and successfully negotiated a package at a fair and reasonable price that best suited the County's needs as defined in the RFP. A price of \$111,955 was negotiated with The Whitlock Group for this project. Funding for this project was allocated in the FY 08 communications budget, Capital Outlay Operating Equipment.

Staff recommends approval of the attached resolution.

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Jody Puckett

CONCUR:

  
Carol M. Luckam

JP/gb  
CommEquipContr\_mem

Attachment

## **RESOLUTION**

### **CONTRACT AWARD – COMMUNITY VIDEO CENTER AND**

### **BOARD ROOM COMMUNICATIONS EQUIPMENT - \$111,955**

WHEREAS, a Request for Proposals (RFP) to furnish, design, and install new communications equipment at the Video Center and the Board Room in Building F in order to enhance the current operations and begin the process to comply with Federal Communications Commission (FCC) requirements that analog television broadcasting switch to high-definition by February 2009 was publicly advertised, and staff reviewed a proposal from The Whitlock Group; and

WHEREAS, upon evaluating the proposal, staff determined that The Whitlock Group was fully qualified and submitted a proposal that fully satisfied the County's needs as presented in the RFP, and staff negotiated a fair and reasonable price for the required equipment and related services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, awards the contract in the amount of \$111,955 for this project to The Whitlock Group.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of May, 2008.

CommEquipContr\_res

**MEMORANDUM**

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Sanford B. Wanner, County Administrator

SUBJECT: Support for Doctors' Hospital of Williamsburg

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The Riverside Health System is reapplying for permission to site a hospital at Route 199 and Route 60 in support for Doctor's Hospital of Williamsburg. Riverside Health System has already received a Certificate of Public Need (COPN) from the State Health Commissioner to locate a long-term care facility on the property. The Board previously adopted resolutions of support for this project on May 10, 2005, and July 11, 2006.

The Greater Williamsburg Area market area is one of the fastest growing areas of population in Eastern Virginia. Its growth is in total numbers as well as an above-average aging of the population. The age segment of 65 and over continues to increase far beyond many other geographical areas in the State. Residents of the Greater Williamsburg Area should be provided a choice among their acute care providers, and reasonable competition will have the effect of increasing access, increasing quality and safety, and restraining costs to the consumers.


There are a significant number of Williamsburg area residents now commuting, despite the distance and inconvenience, to Riverside Regional Medical Center for health care services. As a result, Riverside Health System has been striving to improve health services and its efforts are demonstrated below:

- Riverside Health System is introducing a phased growth for the project in which the long-term care facility now under construction is the first phase. The second phase will incorporate physician offices and emergency facilities. Phase Three will include the construction of the hospital.
- There is now a 21st criterion to the statutory considerations required to be used by the State Health Commissioner, regional health planning agencies, and the Division of Certificate of Public Need (COPN) (§ 32.1-102.3). This criterion requires the consideration of citizen access, community support, and competition in all COPN applications.
- The growth of the Riverside Medical Group (RMG) now totals more than 325 employed physicians, with 58 members located and practicing in the Williamsburg area. The Williamsburg physicians cover 14 specialties in multiple locations throughout the area. It should be noted that most often patients do not choose the hospital - physicians do.
- Experience with the new Sentara Williamsburg Regional Medical Center has shown the growth projected in previous Doctors' Hospital of Williamsburg applications. In the first 12 months of operation at the York County location, the hospital averaged 90-95 inpatients per day. Statistics show that the hospital's growth has continued with patient days up 14.1 percent in 2008 over the first quarter of 2007, and discharges increased by 20 percent during the same time period.

Staff recommends that Board of Supervisors continue to support the plans of the Riverside Health System and endorse the proposed COPN for the Doctors' Hospital of Williamsburg.



Support for Doctors' Hospital of Williamsburg  
May 27, 2008  
Page 2



Sanford B. Wanner

SBW/gb  
DocHsptl\_mem

Attachment

## **RESOLUTION**

### **SUPPORT FOR DOCTORS' HOSPITAL OF WILLIAMSBURG**

WHEREAS, Riverside Health System is reapplying for permission to site a hospital at Route 199 and Route 60; and

WHEREAS, the James City County Board of Supervisors desires to continue to improve accessibility to health care services for its residents and to make them available and affordable to all citizens of the County; and

WHEREAS, with the significant increase in tourism in James City County and the business expansion in the eastern end of James City County and that Doctors' Hospital of Williamsburg will help EMS provide better access to services through closer hospital services; and

WHEREAS, with rapid population growth, it is desirable that our citizens have a distinct choice in the scope and quality of care they receive, in staff that provides that care, and in the facilities where that care is available; and

WHEREAS, the Board of Supervisors believes that this goal can be achieved by competition among health care providers through the establishment of an alternative to the present sole provider of hospital services; and

WHEREAS, Riverside Health System has historically made significant investments in health care facilities in the Greater Williamsburg Area, including dialysis, diagnostic services, primary and specialty medical care, retirement services, assisted living, and convalescent care; and

WHEREAS, Riverside Health System has already received a Certificate of Public Need (COPN) from the State Health Commissioner to locate a long-term care facility on the property.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby continues to support the plans of the Riverside Health System to establish an acute care facility within the City premises rezoned on April 14, 2005, and further, establish this hospital granting access to all citizens of the area without regard to ability to pay.

BE IT FURTHER RESOLVED, that the Board of Supervisors of James City County, Virginia, continues to endorse the proposed COPN for the Doctors' Hospital of Williamsburg to be submitted by the Riverside Health System on June 30, 2008, to establish an acute care hospital on the site known as "Quarterpath" in the City of Williamsburg, Virginia.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of  
May, 2008.

DocHsptl\_res

**MEMORANDUM**

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Scott J. Thomas, Environmental Director

SUBJECT: Chesapeake Bay Preservation Ordinance - Proposal for Fee Changes

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As part of the budget process, it was recommended that all divisions examine the operation cost of certain services and to review those fees which have not been adjusted within the past two years to determine if they warrant changes to recover costs. Also, the potential of new user fees was to be evaluated and documented against comparable jurisdictions to determine its feasibility. In response to this directive, the Environmental Division has performed appropriate examinations and comparisons to other jurisdictions. As a result, one fee change and one new fee are proposed under Section 23-15 of Chapter 23 of the County Code (Chesapeake Bay Preservation). These increases and additions will help increase revenue and offset operating expenses.

The proposed Chesapeake Bay ordinance amendments will adjust the fees for Chesapeake Bay Exception (CBE) requests that must appear before the County's Chesapeake Bay Board (CBB). This fee was first implemented in 2004. The proposed fee increase is from \$100 current to \$125. This will aid in offsetting costs associated with advertisement and processing. In addition, staff is requesting a new fee for administrative reviews and approvals needed for Chesapeake Bay Exceptions (CBEs). Currently there is no fee (\$0) imposed for administrative reviews and approvals which our Division routinely process under the County's Chesapeake Bay Preservation Ordinance. Generally, these administrative reviews and approvals include the following:

- Approvals for steep slope exceptions under Section 23-5, Permitted uses. An example is an exception for a large development plan which proposes an impact to steep slopes for utility construction or for a single-family plan which disturbs steep slopes for driveway construction.
- Administrative approvals allowed under Section 23-7, Development criteria for resource protection areas, specifically that under Sections 23-7(a), 23-7(c)(1), and 23-7(c)(2). Examples under 23-7(a) include administrative approvals for water-dependent facilities, redevelopment, and private roads and driveways. Examples under 23-7(c)(1) include permitted buffer modifications for sight lines, access paths, general woodlot management, and shoreline erosion control projects. An example under 23-7(c)(2) includes permission for house construction, platted prior to 1990, within the landward Resource Protection Area (RPA) buffer.
- Exceptions under Section 23-9, Performance standards. An example would include allowing a master-planned industrial park site to exceed 60 percent impervious cover in accordance with the provisions of Section 23-9(b)(1)(b) of the Ordinance.
- Variances, waivers, or exceptions under Section 23-10, Plan of development. Examples include variance to the County's 10-point system for water quality, reduction in width of an aquatic bench for a Best Management Practice (BMP) or a pond buffer variance request.
- Waivers under Section 23-12, Waivers for noncomplying structures. An example would be for an attached deck or small addition to a house, which existed prior to 1990 in a landward RPA.

- Exemptions under Section 23-13, Exemptions. An example would be an exemption issued for a JCSA sanitary sewer maintenance project or a County Stormwater Division storm outfall repair.
- Exceptions under Section 23-14(e). This is the general criteria by which the manager reviews exceptions under the County's Chesapeake Bay Preservation Ordinance.

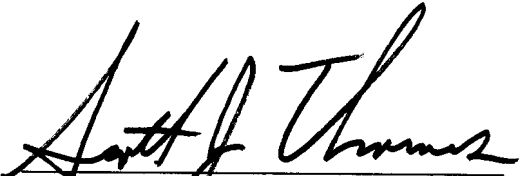
These fee considerations also represent an effort to satisfy Pathways 1A and 1D of the Strategic Management Plan by evaluating service and delivery costs and promoting revenue alternatives to property taxes. The changes are estimated to generate \$4,000 - \$5,000 in additional revenue per fiscal year to support Environmental Division operations. Past records and future projections show that our Division routinely processes around 200 administrative requests during any given calendar or fiscal year. Fees as proposed would be implemented in FY 09.

In preparing this proposal staff surveyed a representative cross-section of several local governments in Virginia including: Arlington County, the City of Chesapeake, Gloucester County, New Kent County, Prince William County, the City of Virginia Beach, and York County. The following table summarizes our proposal compared to these jurisdictions:

	<u>Board Fee</u>	<u>Administrative Reviews</u>	<u>Buffer Modifications</u>	<u>Minor WQIA</u>	<u>Major WQIA</u>
<b>James City County (Current)</b>	\$ 100	\$ 0	\$ 0	\$ 0	\$ 0
<b>James City County (Proposed)</b>	\$ 125	\$ 25	\$ 25	\$ 0	\$ 0
Arlington County	\$ 1,000	\$ 375	\$ 375	\$ 500	\$1,500
City of Chesapeake	\$ 400	\$ 125	\$ 125	\$ 0	\$ 0
Gloucester County	\$ 275	\$ 50	\$ 50	\$ 0	\$ 0
New Kent County	\$ 250	\$ 250	\$ 95	\$ 125	\$ 125
Prince William County	\$ 521	\$ 112	\$ 112	\$ 672	\$ 672
City of Virginia Beach	\$ 250	\$ 150	\$ 150	\$ 0	\$ 0
York County	\$ 250	\$ 0	\$ 0	\$ 0	\$ 0

At first glance, the administrative fee proposal of \$25 may appear low compared to the other jurisdictions. However, our Division has examined this situation in very much detail. There is a very wide spectrum of administrative requests handled by our Division under Chesapeake Bay Preservation Ordinance programs. These requests range from very simple requests such as steep slope waivers to more complex infrastructure administrative reviews associated with site and subdivision plans. Less complex type requests are proportionately larger than the more complex. Also, it is felt that our Division handles more administrative type requests compared to other jurisdictions due to unique provisions within our own Chesapeake Bay Ordinance (such as the steep slope prohibition) and due to the amount of RPAs within the County. Although the proposed fee is low, it is felt that the proposed fee meets the intent of Board and County Administrator directives; however, it does not place an undue or excessive burden on the development community and citizens of the County.

Staff recommends approval of the proposed fee changes for FY 09 implementation.

  
\_\_\_\_\_  
Scott J. Thomas

CONCUR:

\_\_\_\_\_  
William C. Porter, Jr.

SJT/gb  
ChesBayFeeChg\_mem3

Attachment:  
1. Revised Ordinances

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 23, CHESAPEAKE BAY PRESERVATION, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY AMENDING SECTION 23-15, APPLICATIONS FOR EXCEPTIONS.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 23, Chesapeake Bay Preservation, is hereby amended and reordained by amending Section 23-15, Applications for exceptions.

Chapter 23. Chesapeake Bay Preservation

**Sec. 23-15. Applications for exceptions.**

Applications for exceptions shall be made in writing to the board or the manager as appropriate in accordance with sections 23-14(a) and (e), and shall include the following:

- (1) Name and address of applicant and property owner;
- (2) Legal description of the property and type of proposed use and development;
- (3) A sketch of the dimensions of the lot or parcel, location of buildings and proposed additions relative to the lot lines, the RPA, slopes greater than 25 percent and all wetlands;
- (4) Location and description of any existing private water supply or sewage system;
- (5) A water quality impact assessment completed in accordance with section 23-11 of this chapter and guidelines established by the manager; ~~and~~

- (6) For exceptions that must be granted by the Chesapeake Bay Board, a nonrefundable processing fee of ~~\$100~~ **\$125** shall accompany each application to cover the cost of processing; ~~and~~

- (7) *For exceptions that must be granted by the manager, a nonrefundable processing fee of \$25 shall accompany each application to cover the cost of processing. This fee shall be collected for any administrative approval, waiver, exception, exemption, variance and buffer modification which may be necessary through the plan of development process as outlined in sections 23-5, 23-7(a), 23-7(c), 23-9, 23-10, 23-12, 23-13, and 23-14(e).*

This ordinance shall become effective July 1, 2008.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, on this 27th day of May, 2008.

ChesBayFeeChg\_ord



**MEMORANDUM**

DATE: May 27, 2008

TO: The Board of Supervisors


FROM: Frances C. Geissler, Stormwater Director

SUBJECT: Ordinance to amend Chapter 18A, Stormwater Management, by amending Section 18A-5, Structure of fees and charges; to eliminate the stormwater service fee

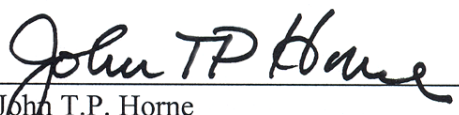
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At the Board's direction, the separate Stormwater Service fee has not been included in the Fiscal Year 2009 budget, and the County's stormwater program will instead be funded largely through General Fund revenues. Establishing the Stormwater Service fee at \$0.00 per Equivalent Residential Unit (ERU), instead of the current \$4.90 per ERU, supports this Board decision and is consistent with the proposed budget. Leaving the residual chapter language in place maintains needed definitions, and describes the allowable uses for funds remaining in the stormwater fund.

These changes are consistent with the General Services, Stormwater Division budget request and are submitted in order to comply with the Board's direction.

  
\_\_\_\_\_  
Frances C. Geissler

CONCUR:

  
\_\_\_\_\_  
John T.P. Horne

FCG/nb  
AmndChptr18\_mem3

Attachment

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 18A, STORMWATER MANAGEMENT, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY AMENDING ARTICLE I, IN GENERAL, SECTION 18A-5, STRUCTURE OF FEES AND CHARGES.

BE IT ORDAINED, by the Board of Supervisors of the County of James City, Virginia, that Chapter 18A, Stormwater Management is hereby amended and reordained by amending Section 18A-5, Structure of fees and charges.

Chapter 18A. Stormwater Management

Article I. In General.

**Section 18A-5. Structure of fees and charges.**

(a) *Stormwater service fee and charges.* The stormwater service fee per month shall be ~~\$4.90~~ **\$0.00** per ERU. Such stormwater service fee and charges set out in this section shall apply to all properties within the county except as altered by credits or specifically excluded under applicable state law.

This ordinance shall become effective July 1, 2008.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

---

Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, on this 27th day of May, 2008.

StrmwtrUpd\_ord

**MEMORANDUM**

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Frances C. Geissler, Stormwater Director


SUBJECT: Subdivisions - Ordinance to amend Chapter 19 by amending Section 19-2, Definitions; Section 19-15, Fees; Section 19-62, Inspection of public water and sewer system; to define the Stormwater Division; to establish a stormwater inspection fee for new construction; and to establish the inspection of new stormwater system installations

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The Stormwater Division was created, in part, to provide a heightened level of construction inspection for new stormwater facilities in James City County. Ensuring full compliance with approved plans is seen as the most cost-effective manner in which to improve the quality of the constructed stormwater system in the County. Improved construction and better compliance with the approved plans will result in fewer maintenance requirements, and longer life for the built system. In turn, this will result in lower maintenance costs for businesses and owners associations responsible for the stormwater system.

With the change from funding through the Stormwater Service fee and the proposal to cover stormwater program expenses by General Fund revenues, it is now appropriate to establish stormwater installation inspection fees of \$900 per Best Management Practice (BMP) and \$.90 per linear foot of storm drain or channel. These stormwater installation inspection fees will offset the cost of providing additional construction inspection activities for stormwater installations. Fees resulting from these changes will result in funding for one full-time construction inspector. Total revenue expected from this source is expected to be between \$70,000 and \$90,000 in FY 2009.

These changes are consistent with the General Services, Stormwater Division budget request and are submitted in order to comply with the Board's direction.

  
\_\_\_\_\_  
Frances C. Geissler

CONCUR:

  
\_\_\_\_\_  
John T.P. Horne

FCG/nb  
AmndChpt19\_mem3

Attachment

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 19, SUBDIVISIONS, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY AMENDING ARTICLE I, GENERAL PROVISIONS, SECTION 19-2, DEFINITIONS, SECTION 19-15, FEES; AND ARTICLE III, REQUIREMENTS FOR DESIGN AND MINIMUM IMPROVEMENTS, SECTION 19-62, INSPECTION OF PUBLIC WATER AND SEWER SYSTEM.

BE IT ORDAINED, by the Board of Supervisors of the County of James City, Virginia, that Chapter 19, Subdivisions is hereby amended and reordained by amending Section 19-2, Definitions, Section 19-15, Fees; and Section 19-62, Inspection of public water and sewer system.

Chapter 19. Subdivisions  
Article I. General Provisions

**Section 19-2. Definitions**

The following definitions shall apply in the interpretation and enforcement of this chapter.

*Stormwater division. The director of the James City County stormwater division or his designee.*

**Section 19-15. Fees.**

Fees shall be charged to offset the cost of reviewing plats and plans, making inspections and other expenses incident to the administration of this chapter. The following fees shall be charged and collected as provided below:

- (1) *General plan review.* There shall be a fee for the examination of every plan reviewed by the agent or commission. For all subdivisions that do not require public improvements, the fee for a major or minor subdivision shall be \$200.00 per plan plus \$70.00 per lot for each lot over two lots in the subdivision plat. For all subdivisions that require public improvements, the fee for a major or minor subdivision shall be \$250.00 per plan plus \$70.00 per lot for each lot over two lots in the subdivision plat. The fee for townhouse or condominium subdivisions which have undergone site plan review shall be \$50.00. The fee shall be submitted to the agent at the time of filing the plat for

review. Any check shall be payable to the James City County treasurer. An additional fee of \$250.00 shall be collected for any review after the second re-submission not to include resubmittals that are the result of substantial redesign due to additional agency comments.

(2) *Inspection fee for water and sewer lines.* There shall be a fee for the inspection by the service authority of public water and sewer system installations. Such fee shall be \$1.43 per foot for every foot of sewer main or water main constructed and shall be submitted as specified by the service authority regulations.

(3) *There shall be a fee for the inspection by the stormwater division of public stormwater installations and private stormwater installations required in accordance with section 23-10(4). Such fee shall be \$900 per practice for each best management practice constructed and \$.90 per foot for every foot of stormwater drain or channel constructed and shall be submitted at the time of filing an application for a land disturbance permit.*

### Article III. Requirements for Design and Minimum Improvements

#### **Section 19-62. Inspection of public water, and sewer, and stormwater system.**

(a) Inspection of public water or sewer system installations shall be the responsibility of the service authority. Any subdivider of a subdivision shall obtain a certificate to construct sewer or water lines and facilities from the James City Service Authority (JCSA) prior to either extending existing facilities or building new facilities. Certificates to construct shall not be issued until the subdivider has paid the JCSA inspection fees in accord with section 19-15 of this chapter. A certificate to construct shall be required prior to final approval of the subdivision plat.

(b) *Inspection of public stormwater system installations shall be the responsibility of the stormwater division. Surety provided in accordance with section 19-72 shall not be released until approved by the stormwater division in accord with section 19-72 (b).*

This ordinance shall become effective July 1, 2008.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, on this 27th day of May, 2008.

chp19upd\_ord

MEMORANDUM

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Frances C. Geissler, Stormwater Director


SUBJECT: Site Plan - Ordinance to amend Chapter 24, Zoning, by amending Section 24-7, Administrative fees; Section 24-159, Compliance with site plan required; to establish stormwater inspection fees; and the inspection of new stormwater system installations

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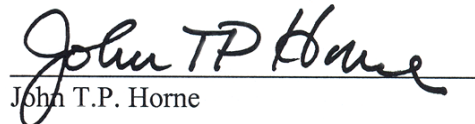
The Stormwater Division was created, in part, to provide a heightened level of construction inspection for new stormwater facilities in James City County. Ensuring full compliance with approved plans is seen as the most cost-effective manner in which to improve the quality of the constructed stormwater system in the County. Improved construction and better compliance with the approved plans will result in fewer maintenance requirements, and longer life for the built system. In turn, this will result in lower maintenance costs for businesses and owners associations responsible for the stormwater system.

With the change from funding through the Stormwater Service fee and the proposal to cover stormwater program expenses by General Fund revenues, it is now appropriate to establish stormwater installation inspection fees of \$900 per Best Management Practice (BMP) and \$.90 per linear foot of storm drain or channel. These stormwater installation inspection fees will offset the cost of providing additional construction inspection activities for stormwater installations. Fees resulting from these changes will result in funding for one full-time construction inspector. Total revenue expected from this source is expected to be between \$70,000 and \$90,000 in FY 2009.

These site plan changes are consistent with the General Services, Stormwater Division budget request and are submitted in order to comply with the Board's direction.

  
\_\_\_\_\_  
Frances C. Geissler

CONCUR:

  
\_\_\_\_\_  
John T.P. Horne

FCG/nb  
AmndChpt24\_mem3

Attachment

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 24, ZONING, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY AMENDING ARTICLE I, IN GENERAL, SECTION 24-7, ADMINISTRATIVE FEES; ARTICLE III, SITE PLAN, SECTION 24-159, COMPLIANCE WITH SITE PLAN REQUIRED.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 24, Zoning, is hereby amended and reordained by amending Section 24-7, Administrative fees; and Section 24-159, Compliance with site plan required.

Chapter 24. Zoning

Article I. In General

**Section 24-7. Administrative fees.**

Fees shall be charged at the time of application to offset the cost of making inspections, issuing permits, advertising notices and other expenses incident to the administration of this chapter or the filing or processing of any appeal or amendment thereto. The following fees shall be charged and collected at the time of application:

(12) *Stormwater inspection fees: There shall be a fee for the inspection of public stormwater installations and private stormwater installations required in accordance with section 23-10(4). Such fee shall be \$900 per practice for each best management practice constructed and \$.90 per foot for every foot of stormwater drain or channel constructed and shall be submitted at the time of filing an application for a land disturbance permit.*



Article III. Site Plan

**Section 24-159. Compliance with site plan required.**

- (a) *Inspection and supervision during development:*
- (1) Unless otherwise specifically provided in this chapter, the construction standards for all off-site and on-site improvements required by this chapter, the site plan or other documents approved by the county shall conform to county design and construction standards. The director of code compliance or his agents shall, after approval of the plan and specifications, inspect construction of all improvement and land disturbances to assure conformity with the approved plans to the maximum extent possible.
  - (2) The owner or agent shall notify the director of code compliance in writing three days prior to the beginning of all street or storm sewer work shown to be constructed on the site plan.
  - (3) *The stormwater division shall, after approval of the plan and specifications, inspect construction of all stormwater installations, including but not limited to BMPs, storm drains, channels, inlets, and outfalls to assure conformity with the approved plans to the maximum extent possible.*
  - (3 4) The owner or agent shall provide adequate supervision on the site during installation of all required improvements and have a responsible superintendent or foreman, together with one set of the approved plans, profiles and specifications available at the site at all times when the work is being performed.

This ordinance shall become effective July 1, 2008.

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Bruce C. Goodson, Chairman  
Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, on this 27th day of May,  
2008.

StrmwtrAdminFees\_ord

**M E M O R A N D U M**

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Suzanne R. Mellen, Assistant Manager of Financial and Management Services

SUBJECT: Appropriation Resolution FY 2009 Budget

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Attached is the appropriation resolution for the FY 2009 Budget. The resolution reflects the County Administrator's Proposed Budget and the changes made by the Board at its last Budget Work Session, as shown in the attached errata sheet.

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Suzanne R. Mellen

SRM/gb  
FY09Budget\_mem

Attachment

## **RESOLUTION**

### **RESOLUTION OF APPROPRIATION**

WHEREAS, the County Administrator has prepared a two-year Proposed Budget for the fiscal year beginning July 1, 2008, and ending June 30, 2009, along with the fiscal year beginning July 1, 2009, and ending June 30, 2010, and a five-year Capital Improvements Program, four years of which are for information and fiscal planning purposes only; and

WHEREAS, it is now necessary to appropriate funds to carry out the activities proposed therein for the fiscal year beginning July 1, 2008, and ending June 30, 2009, and to set tax rates on real estate, tangible personal property, and machinery and tools, to provide certain revenue in support of those appropriations; and

WHEREAS, the Board wishes to adopt the second year of the operating and capital budgets for planning purposes, beginning July 1, 2009, and ending June 30, 2010.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, that:

1. The following amounts are hereby appropriated in the FY 2009 General Fund for the offices and activities in the amounts as shown below:

#### **GENERAL FUND REVENUES**

	<b><u>FY 2009</u></b>
General Property Taxes	\$107,754,387
Other Local Taxes	22,030,000
Licenses, Permits and Fees	8,345,000
Fines and Forfeitures	375,000
Revenue from Use of Money and Property	1,315,000
Revenue from the Commonwealth	25,433,233
Revenue from the Federal Government	5,868
Charges for Current Services	4,728,036
Miscellaneous Revenues	<u>170,500</u>
<b>TOTAL REVENUES</b>	<b><u>\$170,157,024</u></b>

#### **GENERAL FUND EXPENDITURES**

	<b><u>FY 2009</u></b>
Administrative	\$ 1,316,186
Elections	347,090
Human Resources	1,367,379
Financial Administration	4,261,325
General Services	7,795,843
Information Resource Management	2,073,878

Development Management	4,629,568
Judicial	2,347,787
Public Safety	21,684,003
Community Services	6,759,715
Contributions - Other	3,573,683
Library and Arts Center	4,492,457
Health Services	1,662,869
Other Regional Entities	2,568,222
Nondepartmental	4,748,588
Contribution - Capital Projects Fund	4,200,000
Contributions - Other Funds	<u>2,882,905</u>
TOTAL EXPENDITURES	<u>\$76,711,498</u>

The appropriation for education of \$93,445,526 was executed on May 13, 2008.

Year-End Fund Balance	\$1,038,689
Contribution to Capital Projects Budget	\$1,038,689

2. That the property tax rates be set for the amounts shown below and revenues appropriated in the following classifications:

TAX RATES

Real Estate on each \$100 assessed value	\$0.77
Tangible Personal Property on each \$100 assessed value	\$4.00
Machinery and tools on each \$100 assessed value	\$4.00

3. That the following amounts are hereby appropriated in other budgets in FY 2008 for the activities in the amounts as shown below:

CAPITAL PROJECTS BUDGET

Revenues:

Debt Proceeds	\$66,852,605
Contribution from General Fund	5,238,689
Proffer Revenue	900,000
Other Revenue	<u>2,114,000</u>
	<u>\$75,105,294</u>

Expenditures:

The School appropriation of \$69,939,382 was executed on May 13, 2008.

County Capital Projects	<u>\$5,165,912</u>
	<u>\$5,165,912</u>

DEBT SERVICE BUDGET

From General Fund - Schools	\$18,570,000
From General Fund - Other	3,260,000
Fund Balance	195,126
Other Revenue	<u>3,100,000</u>
Total Debt Service Fund Revenues	<u>\$25,125,126</u>
Current Year Expenditures	<u>\$25,125,126</u>
Debt Service Fund Disbursements	<u>\$25,125,126</u>

VIRGINIA PUBLIC ASSISTANCE FUND

Revenues:

From the Federal Government/Commonwealth	\$4,279,107
From the General Fund	1,693,029
Other	<u>461,778</u>
Total Virginia Public Assistance Fund Revenues	<u>\$6,433,914</u>

Expenditures:

Administration and Assistance	<u>\$6,433,914</u>
Total Virginia Public Assistance Fund Expenditures	<u>\$6,379,395</u>

COMMUNITY DEVELOPMENT FUND

Revenues:

General Fund	\$ 691,292
Grants	1,525,924
Generated Program Income	200,000
Other	<u>100,000</u>
Total Community Development Fund Revenues & Fund Balance	<u>\$2,517,216</u>

Expenditures:

Administration and Programs	\$ 665,258
Housing & Community Development Programs	<u>1,851,958</u>
Total Community Development Fund Expenditures	<u>\$2,517,216</u>

SPECIAL PROJECTS/GRANTS FUND

Revenues:

From the School Division	\$ 12,000
Transfer from General Fund	217,426
Revenues from the Commonwealth	<u>275,850</u>
	<u>\$605,276</u>

Expenditures:

Comprehensive Services Act	<u>\$605,276</u>
	<u>\$605,276</u>

4. The County Administrator be authorized to transfer funds and personnel from time to time within and between the offices and activities delineated in this resolution as he may deem in the best interest of the County in order to carry out the work of the County as approved by the Board of Supervisors during the coming fiscal year.
5. The County Administrator be authorized to administer the County's Personnel Policy and Pay Plan as previously adopted by the Board of Supervisors. There will be a salary increase included on the employee's salary with variable increases based on performance and funded at an average of three percent.
6. The County Administrator be authorized to transfer funds to and from the Personnel Contingency account and divisional personnel line items in order to capture turnover savings at a divisional level.
7. All outstanding encumbrances in all County funds on June 30, 2008, shall be an amendment to the FY 2009 budget and appropriated to the FY 2009 budget to the same department and account for which they were encumbered in the previous year.
8. The County Administrator be authorized to make expenditures from the Donation Trust Fund for the specified reasons for which the fund was established. In no case shall the expenditure exceed the available balance in the fund as verified by the Treasurer.
9. The Board of Supervisors of James City County, Virginia, hereby adopts the following budgets for the purposes of future financial and operational planning only:

FY 2010

General Fund	\$176,070,756
Capital Budget	36,991,325
Debt Service	27,568,235
Public Assistance	6,533,255
Community Development	2,393,788
Special Projects/Grants	605,276

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of  
May, 2008.

FY09Budget\_res



**General Fund**  
**FY 2009 Proposed Budget Adjustments**  
**Balances**

\$	170,157,024	\$ 170,157,024	\$	-
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<u>Description</u>	<u>Revenues</u>	<u>Expenditures</u>
Beginning Balance	\$ 169,918,338	\$ 169,918,338
State Budget Cuts	\$ 238,686	\$ 193,664
Business Facilitator Position		\$ (81,038)
Animal Control-HHS		\$ 10,000
Convenience Center-Keep@\$4		\$ 88,600
Convenience Center-Hours		\$ 20,650
Other Errata		
Solid Waste-pay loader lease entered incorrectly		\$ (37,430)
County Attorney-turnover		\$ 8,392
Communications-salary error		\$ (9,636)
Electoral Board-technician hours correction		\$ 2,079
Fire-pay increase correction		\$ (2,898)
Police-standby pay correction		\$ 8,851
Code Compliance-eliminate vehicle replacement		\$ (27,548)
Motor Fuels		\$ 65,000
To achieve savings		
Transfer to Debt Service-Schools		\$ 800,000
School Contribution		\$ (500,000)
Personnel Contingency		\$ (300,000)

**MEMORANDUM**

DATE: May 27, 2008


TO: The Board of Supervisors

FROM: Sanford B. Wanner, County Administrator

SUBJECT: Endorsement of the FY 2009 County's Strategic Management Plan

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The County's Strategic Management Plan is an important document that guides our actions over the next few years. As part of the adoption of the Budget, I recommend that the Board endorse the County's FY 2009 Strategic Management Plan by adopting the attached resolution.



Sanford B. Wanner

SBW/nb  
SMP09\_mem

Attachment

## **RESOLUTION**

### **ENDORSEMENT OF THE FY 2009 COUNTY'S STRATEGIC MANAGEMENT PLAN**

WHEREAS, the County's Strategic Management Plan was developed collaboratively and serves as a framework for achieving the County's mission of working in partnership with all citizens to achieve a quality community; and

WHEREAS, the Strategic Management Plan charts the County's future direction by setting forth long-range Strategic Directions that describe our needs, priorities, aspirations, and outlines Pathways or key initiatives that will move us forward in the right direction; and

WHEREAS, it is important to re-affirm the County's Strategic Directions principles.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby endorses the FY 2009 Strategic Management Plan.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of May, 2008.

SMP09.res

MEMORANDUM

DATE: May 27, 2008

TO: The Board of Supervisors

FROM: Steven T. Yavorsky, Assistant Economic Development Director, and Staff Support to Business Climate Task Force

SUBJECT: Business Climate Task Force Report

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To complete the Business Climate Task Force (BCTF) report, which recommended that the Board of Supervisors (BOS), "Pass resolution to acknowledge and concentrate Economic Development resources on recruiting and retaining businesses with attributes noted in BCTF report," the attached resolution has been prepared.

The resolution reflects the work sessions held between the BOS and BCTF in 2008, and acknowledges the effort and commitment from the BCTF members.

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Steven T. Yavorsky

CONCUR:

  
Sanford B. Wanner

STY/nb  
BCTaskForce\_mem

Attachment

## **RESOLUTION**

### **BUSINESS CLIMATE TASK FORCE REPORT**

WHEREAS, the Board of Supervisors adopted the Economic Development Administration request to form a Business Climate Task Force (BCTF) to review and recommend ways the County can be more of a value added partner to business; and

WHEREAS, the Board of Supervisors appointed BCTF members in a manner to include public officials, County staff, and business representatives to ensure a complete and thorough assessment of the County's business climate; and

WHEREAS, the BCTF adopted a Mission Statement to identify qualities, characteristics, and categories of businesses preferred in James City County and propose policies, programs, and ordinance changes that will attract, retain, and expand those businesses; and

WHEREAS, the BCTF has analyzed, assessed, researched and reviewed James City County and peer communities' Economic Development practices.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, acknowledge and concentrate economic development resources on recruiting and retaining businesses with attributes noted in BCTF report.

BE IT FURTHER RESOLVED that the Board of Supervisors adopt the BCTF recommendations found within the BCTF Final Report dated January 2008.

BE IT FURTHER RESOLVED that the Board of Supervisors authorize the recommended responsible parties to act within the BCTF recommended timeline.

BE IT FURTHER RESOLVED that the Board of Supervisors provide the appropriate resources to the responsible parties, as in the BCTF recommendations outline needed to carry out the recommendations.

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Bruce C. Goodson  
Chairman, Board of Supervisors

ATTEST:

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Sanford B. Wanner  
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of May, 2008.

BCTaskForce\_res