

**A G E N D A**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**April 14, 2015**  
**6:30 PM**

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**A. CALL TO ORDER**

**B. ROLL CALL**

**C. MOMENT OF SILENCE**

**D. PLEDGE OF ALLEGIANCE**

1. Pledge Leader - Emily Johnson

**E. PRESENTATIONS**

1. Get It Together High School 2014-2015 Seatbelt Challenge
2. Presentation of Resolution of Appreciation

**F. PUBLIC COMMENT - Until 7 p.m.**

**G. CONSENT CALENDAR**

1. Minutes - March 11, 2015, Joint Meeting with City of Williamsburg and W-JCC School Board
2. Contract Award – JCC Recreation Center Natatorium Structural Repairs – \$108,470
3. Resolution of Appreciation

**H. PUBLIC HEARING(S)**

1. Sale of Jamestown Marina
2. FY 2016 James City County Budget and Real Estate Tax Increase

**I. BOARD CONSIDERATION(S)**

**J. BOARD REQUESTS AND DIRECTIVES**

**K. REPORTS OF THE COUNTY ADMINISTRATOR**

1. County Administrator's Report

**L. PUBLIC COMMENT**

**M. CLOSED SESSION**

**N. ADJOURNMENT**

1. Adjourn until 4 p.m. on April 15, 2015, for Budget Work Session

**AGENDA ITEM NO. D.1.**

**ITEM SUMMARY**

DATE: 4/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Pledge Leader Information - Emily Johnson

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**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/27/2015 - 4:41 PM

**AGENDA ITEM NO. E.1.**

**ITEM SUMMARY**

DATE: 4/14/2015

TO: The Board of Supervisors

FROM: Bradley J. Rinehimer, Chief of Police

SUBJECT: Get It Together High School 2014-2015 Seatbelt Challenge

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**ATTACHMENTS:**

	Description	Type
■	Memorandum	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Police	Rinehimer, Bradley	Approved	4/6/2015 - 12:14 PM
Police	Rinehimer, Bradley	Approved	4/6/2015 - 1:00 PM
Publication Management	Burcham, Nan	Approved	4/6/2015 - 2:17 PM
Board Secretary	Fellows, Teresa	Approved	4/6/2015 - 2:43 PM
Board Secretary	Kinsman, Adam	Approved	4/6/2015 - 4:08 PM
Board Secretary	Fellows, Teresa	Approved	4/6/2015 - 4:26 PM

## MEMORANDUM

DATE: April 14, 2015

TO: The Board of Supervisors

FROM: Bradley J. Rinehimer, Chief of Police

SUBJECT: Get It Together High School 2014-2015 Seatbelt Challenge

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In the fall of 2014, Senior Officer Andre McLaughlin from the James City County Police Department was presented with a challenge: to help reduce injuries and fatalities by increasing seatbelt usage by students at Lafayette High School where he is assigned as the School Resource Officer. Officer McLaughlin, reflecting back to last summer, when he observed numerous critically injured individuals in vehicle accidents from not wearing their seatbelts, gladly accepted the challenge. Officer McLaughlin and Mr. John Hundley, Driver Education teacher at Lafayette High School, used different activities and events to help the students recognize the importance of seatbelt usage.

Officer McLaughlin's first method to help deliver the message was to get students to draw and write on the walkways outside using chalk. Students composed various messages such as: "Click It or Ticket," "Buckle Up or Die," "Drive Safe you Fruit Flies," "Get it Together LHS" and many others. Officer McLaughlin provided "Click It or Ticket" signs to Mr. Hundley and his driver's education class. Those signs were posted along the main driveway of Lafayette High School. As you enter and exit the campus the signs are a constant reminder to buckle up. During lunches Officer McLaughlin passed out "Click It or Ticket" stickers and posted a "Click It or Ticket" banner. Officer McLaughlin helped hand out "Get It Together" wrist bands at Lafayette High School football games as well. On November 5, 2014, Officer McLaughlin partnered with the James City County Police Department Traffic Unit and the Mooretown Road Chick-Fil-A to pass out free Chick-Fil-A vouchers to students who were wearing their seatbelt as they left the school campus.

Officer McLaughlin's contributions to this project helped Lafayette High School win 1st place for highest seat belt use in the "Get It Together High School 2014-2015 Seatbelt Challenge" sponsored by Drive Safe Hampton Roads and AAA Tidewater Virginia. Lafayette competed against 21 schools in the Hampton Roads area and achieved a seatbelt use rate of 99.1 percent. The next highest rate was York High School with 94.1 percent. For winning the challenge, Lafayette received a 1st Place plaque, a certificate, a banner, and a check for \$500.

BJR/nb  
SeatbeltChallenge2014-15

**AGENDA ITEM NO. E.2.**

**ITEM SUMMARY**

DATE: 4/14/2015

TO: The Board of Supervisors

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

SUBJECT: Presentation of Resolution of Appreciation

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Presentation of Resolution of Appreciation for Mr. John E. McDonald.

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/6/2015 - 10:13 AM

**AGENDA ITEM NO. G.1.**

**ITEM SUMMARY**

DATE: 4/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Minutes - March 11, 2015, Joint Meeting with City of Williamsburg and W-JCC School Board

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Attached are the minutes of the Joint Meeting, held at Legacy Hall, between the Board of Supervisors, the City of Williamsburg, and W-JCC Schools. These minutes were drafted by Ms. Janet Cerza, Clerk to the W-JCC School Board.

**ATTACHMENTS:**

	Description	Type
	Minutes	Minutes

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/31/2015 - 9:54 AM

**WILLIAMSBURG-JAMES CITY COUNTY SCHOOL BOARD**  
**Minutes from March 11, 2015**  
**Joint Meeting**  
**Legacy Hall, 4301 New Town Avenue, Williamsburg, VA**

**1. Joint Meeting at 1 p.m.**

**1.01 Call to Order/Roll Call** – Mr. Kelly called the School Board to order at 1:00 p.m. Present were Ms. Kyra Cook, Mrs. Heather Cordasco, Ms. Elise Emanuel, Mr. Joseph Fuentes, Mr. Jim Kelly (Chair), Ms. Ruth Larson, and Mr. James Nickols. Also present were Dr. Steven Constantino, Superintendent; Ms. Janet Cerza, Clerk of the Board; staff, press, and the public.

Mr. Hipple called the Board of Supervisors to order at 1:00 p.m. Present were Ms. Mary Jones, Mr. John McGlennon, Mr. Kevin Onizuk, Mr. James Kennedy, and Mr. Michael Hipple (Chair). Also present was Mr. Bryan Hill, County Administrator.

Mr. Haulman called City Council members to order at 1:00 p.m. Present were Ms. Judith Knudson, Mr. Douglas Pons, Mr. Scott Foster, Mr. Clyde Haulman, and Mr. Paul Freiling. Also present was Mr. Jackson Tuttle, City Manager.

**2. Joint Meeting Agenda Items**

**2.01 Division Performance Update** – Dr. Steven Constantino, Superintendent, presented a snapshot of the school division's performance successes and challenges. *See Attachment*

**2.02 FY2016 Operating Budget and 2016 Capital Improvement Plan** – Dr. Constantino and Ms. Christina Berta, WJCC CFO, reviewed the budget needs of the school division. *See Attachment*

Mr. Kelly noted that due to changes in the statutes this year, he acknowledged that he has an interest in the FY 2015-2016 School Budget because his wife is an employee of the WJCC Schools; however, he believed he was able to participate in the consideration of and vote on the budget fairly, objectively, and in the public interest.

Mr. Nickols stated that he has an interest in the FY 2015-2016 School Budget because his wife is an employee of the WJCC Schools; however, he believed he was able to participate in the consideration of and vote on the budget fairly, objectively, and in the public interest.

Ms. Cook stated she is an employee of the Williamsburg Health Foundation, which gives WJCC a grant to the school system; however she believed she was able to participate in the consideration of and vote on the budget fairly, objectively, and in the public interest.

Ms. Jones noted that at the March 3, 2015 School Board meeting, the Health Care and 2018 Affordable Health Care Act impacted WJCC. The health care was under the PPO plan so employees are able to keep their doctor. Other school districts have changed over from that type of plan to reduce expenses. Dr. Constantino responded they were recommending a shift in the level of insurance in the PPO plan and the current cost sharing with employees. Some of the more robust programs will be eliminated, but employees will still have a choice.

Mr. Onizuk said he engaged with teachers on a regular basis and there is the perception that they are doing more for less. Their net pay is decreasing. He asked how the proposed health care contribution

would impact teachers' pay and how it would impact the FY16 budget. Dr. Constantino responded it would depend upon the health care plan and tier the employee selects. Ms. Berta added that employees will need to be educated on the health care options.

Mr. McGlennon asked what share of health care coverage is being carried by the employee for family health insurance on the mid-range plan. (Will get that information.)

Mr. Onizuk stated the County is facing significant budget restraints and residents may be facing a tax increase. He asked how the schools look towards efficiencies processes. What has been done and will it continue to be done to keep funds focused on the classroom? Dr. Constantino responded WJCC uses the North Star Program for performance and process management. WJCC began the process with three different projects:

- Overtime costs
- Extended contracts – extra duties to employees
- Copy machines and copier paper

Over \$100,000 in savings have resulted by studying contracts and making changes to keep the contracts in line with today's needs in the school division. Savings are expected over the next 3-4 years as the copy machine contracts are renegotiated. Savings can then be redirected. WJCC is also looking at performance management on required employee training.

Mrs. Cordasco noted that these were an organizational change. People are valued for their input and are part of the process. Best Management Practices are replicated. WJCC was asked by the National School Boards Association to present their cost saving strategies at the NSBA annual conference.

Mr. Nickols stated that a lot of the federal and state mandates are unfunded. IDEA was passed 4 years ago and only 17% is being funded by the federal government. The localities must pay the rest.

Ms. Larson said that when Governor Warner was in office, WJCC participated in an Efficiency Study and was found to be very efficient and under staffed in Central Office. They have always been on a continuous improvement track. Training is now required for restraint of students – that's another unfunded mandate.

Dr. Constantino felt the Standards Of Quality (SOQ) were antiquated and the state needs to become more efficient in determining SOQs that drive expenses. If divisions were released from some of the SOQs, monies could be redirected where they are needed.

Mr. Freiling asked what the reasoning was for moving technology refresh from the capital to the operating budget; the bus fleet; and, what the \$1 million investment in buses means. Dr. Constantino responded that the technology refresh was in the operating budget instead of the CIP and was absorbed into the operating budget for technology students' needs. They felt it was more transparent and clear. WJCC has not replaced buses because of the recession. There are not enough buses to change the tier system. The CIP continues to refresh buses that age out to maintain the current fleet. It does not add buses.

Mr. Pons said he appreciated the disadvantaged students having their needs met. He asked if there was a trend and results we are not seeing because of these students. Were test scores coming down



because of them (disadvantaged students)? Dr. Constantino responded he didn't know what tests will look like for accreditation. School division is not threatened by socio-economically disadvantaged students. The state has implemented more rigorous testing. Reading tests were just made more rigorous. All school divisions are affected. For the subgroups of students, what they need to be successful is clearly more resources. We can make up some deficits, but it requires staff and affects other budget issues.

Ms. Jones asked about the status regarding block scheduling. Citizens feel it's much more expensive and offers fewer choices to the students. Are we meeting required instructional hours? Dr. Constantino responded yes, the School Board asked us to look at start times for high school this year. The buses are the key to changing the high school schedule. Legislature is looking at high school design and online learning, blended learning, flexibility learning, etc. WJCC is hoping for pilot opportunities from the state.

Ms. Larson said if we had more buses it would help student attendance at the Governor's School and New Horizons. The time kids have to catch the bus is the deterrent.

Mr. Fuentes said he was an advocate for the block schedule. WJCC's high schools have out-performed other high schools on the peninsula. There are advantages of the modified block schedule, and there is technology we can take advantage of that would change things.

Mr. Onizuk asked for an explanation of the life cycle of a bus. Dr. Constantino answered the state recommends 150,000 miles or 15 years. Most of the division's buses exceed 180,000 miles before 15 years. A matrix of the buses has been created to follow their life cycles. They do not want to compromise safety.

Mrs. Cordasco noted that WJCC does not pay for slots at the Governor's School and New Horizons if they are not used, but in order to transport students to these facilities, the students are picked up very early to meet at a central location to take one bus. New Horizons is building a special education facility on the campus at Woodside, but most of the programs are at the Butler Farms site.

Mr. Kennedy said that during the last budget, when WJCC had unspent funds, they did not use the money for bus purchases. He recommended that in the future any savings should be put into buses and get caught up. This year the county administrator has proposed providing funding for new buses. We hear every year that buses are needed. Parents would like to see kids not to have to get up so early to attend New Horizons. He would like the school division to get on a bus replacement schedule. The Board of Supervisors hears from citizens about WJCC policies and curriculum. He would like to start referring these questions to Dr. Constantino and his staff. The supervisors have encouraged citizens to speak to the school district.

Dr. Constantino was asked what the number of buses was that the school division would need. The information will be sent the Board of Supervisors and City Council. Current cost of a bus is \$100,000.

Ms. Jones heard from citizens their greatest concern was the lack of vocational training offered within the public schools. They know about TNCC and New Horizons, but it's a conception the citizens have. Currently the vocational students are separated from their classmates. WJCC may need to communicate better with the community to tell their story.

Dr. Constantino noted that Project Lead the Way and STEM are in the high schools, but they need to do more. They rely on student interest for courses offered.

Mr. Haulman said, regarding the Portrait of Graduate, he would like to see if the differences are statistically significant; and, if so what are determinants of statistical differences? We have 15 schools; the peer groups have 19-26 schools. SOL performance with comparable school districts may be due to some efficiency of scale. What is the cost of educating the Limited English Proficient and students with disabilities? How much efficiency do we have because of having fewer schools related to students with needs?

Dr. Constantino responded he would question what efficiencies are we losing? He will look into determining if data is available for analysis.

Mrs. Cordasco said Project Lead the Way students from JHS engineering class went to DC to present as finalists for building of the ship. There are many activities going on that people don't know about. There are also activities through the Explorer Program in medical and firefighting/EMT. We are open to suggestions. Classes are driven by student interest. WJCC participated with the County and the Association of Manufacturing Excellence throughout the commonwealth on what our Manufacturing Day looks like.

Ms. Knudson noted the proximity to the TNCC Historic Triangle campus should be promoted and the career café and workforce development.

Mr. Kennedy said there was talk about students continuing to college and asked if there was a study of kids going to votech and if they are successful in their career paths.

Mr. Hipple said the staff in the school system does a wonderful job. They are very dedicated.

Ms. Larson said WJCC cannot replicate what is done at New Horizons because of the cost.

Mr. Fuentes said he had a conversation in 2007 with Mr. Kennedy about making votech more acceptable to students. WJCC is a part owner of New Horizons. A lot of the technical programs have moved to the Hampton campus. New Horizons is working on moving some of the classes back to Newport News.

The Perkins Grant required a completers survey. Thought it was done yearly. Data should be available.

Mrs. Cordasco said it is difficult to get responses, especially once a student turns 18.

Mr. Nickols said there are organizations that do this type of follow up. WJCC hasn't been able to pay for the service. It would be nice to know how effective we are in the CTE programs and if students continue on to college.

Mr. Foster said it would be helpful to see data on overtime.

Mr. Hipple said gathering data was a tough thing to do. People move and you lose touch with them.

Mr. Kelly noted that the majority of the cost is people. We are asking them to do more. We have more students and less funding from the state. Our demographics are also changing. The ESL students

require more demands on our resources. He thanked the supervisors and council members for their support, contributions and participation. Success does not happen by accident. We have challenges, but are confident we have the right leadership, administration, buildings and teachers. We have a school system to be proud of.

**3. Adjournment** – Mr. Hipple adjourned the Board of Supervisors until their 4 p.m. work session at 2:52 p.m.

Mr. Haulman adjourned the City Council at 2:52 p.m.

Mr. Kelly adjourned the School Board at 2:53 p.m.



## AGENDA ITEM NO. G.2.

### ITEM SUMMARY

DATE: 4/14/2015

TO: The Board of Supervisors

FROM: Barry E. Moses, Capital Projects Coordinator

SUBJECT: Contract Award – JCC Recreation Center Natatorium Structural Repairs  
– \$108,470

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This project will remove the existing brick masonry veneer and replace the veneer and veneer support system along approximately 100 linear feet of exterior wall at the James City County Recreation Center.

### ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution
☐	Attachment	Exhibit

### REVIEWERS:

Department	Reviewer	Action	Date
Capital Projects	Moses, Barry	Approved	3/24/2015 - 9:57 AM
General Services	Horne, John	Approved	3/24/2015 - 11:13 AM
Publication Management	Burcham, Nan	Approved	3/24/2015 - 11:51 AM
Board Secretary	Fellows, Teresa	Approved	3/24/2015 - 1:54 PM
Board Secretary	Kinsman, Adam	Approved	4/6/2015 - 10:34 AM
Board Secretary	Fellows, Teresa	Approved	4/6/2015 - 12:35 PM
Board Secretary	Kinsman, Adam	Approved	4/6/2015 - 1:22 PM
Board Secretary	Fellows, Teresa	Approved	4/6/2015 - 1:23 PM

## MEMORANDUM

DATE: April 14, 2015

TO: The Board of Supervisors

FROM: Barry E. Moses, Capital Projects Coordinator

SUBJECT: Contract Award – JCC Recreation Center Natatorium Structural Repairs – \$108,470

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As part of a June 2014 inspection of the James City County Recreation Center Natatorium ceiling, it was observed that previously noted corrosion of structural elements supporting the curved wall soffit has continued despite previous efforts to seal the area off from warm, moist air above the pool ceiling. The corroding steel support elements in the wall, constructed around 1987, was determined to present a serious defect and repairs are necessary (see attachment for wall location). This project will remove the existing brick masonry veneer and replace the veneer and veneer support system along approximately 100 linear feet of exterior wall. It is not anticipated that this work will affect recreation center operations. Three firms submitted bids and were considered for award as listed below.

<u>Firm</u>	<u>Bid Amounts</u>
Richmond Primoid, Inc.	\$108,470
Strickland Waterproofing Company, Inc.	111,500
Spacemakers, Inc.	149,950

Richmond Primoid, Inc. provided references that attested to the company's ability to successfully perform similar work and the company has been determined to be the lowest responsive and responsible bidder. The contract amount of \$108,470 is within the overall budget. Funds for the contract are available in the approved Capital Improvement Project budget.

Attached is a resolution authorizing the contract award to Richmond Primoid, Inc. for the James City County Recreation Center Natatorium structural repairs.

Staff recommends approval of the attached resolution.

BEM/nb  
CA-NatatoriumRepair-mem

Attachments

**RESOLUTION**

**CONTRACT AWARD – JCC RECREATION CENTER NATATORIUM**

**STRUCTURAL REPAIRS – \$108,470**

WHEREAS, this project is necessary to replace the corroded masonry veneer support system; and

WHEREAS, funds are available from the Capital Improvement Project accounts; and

WHEREAS, three bids were considered for award and Richmond Primoid, Inc. was the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby awards the contract in the amount of \$108,470 for the James City County Recreation Center Natatorium structural repairs to Richmond Primoid, Inc.

\_\_\_\_\_  
Michael J. Hipple  
Chairman, Board of Supervisors

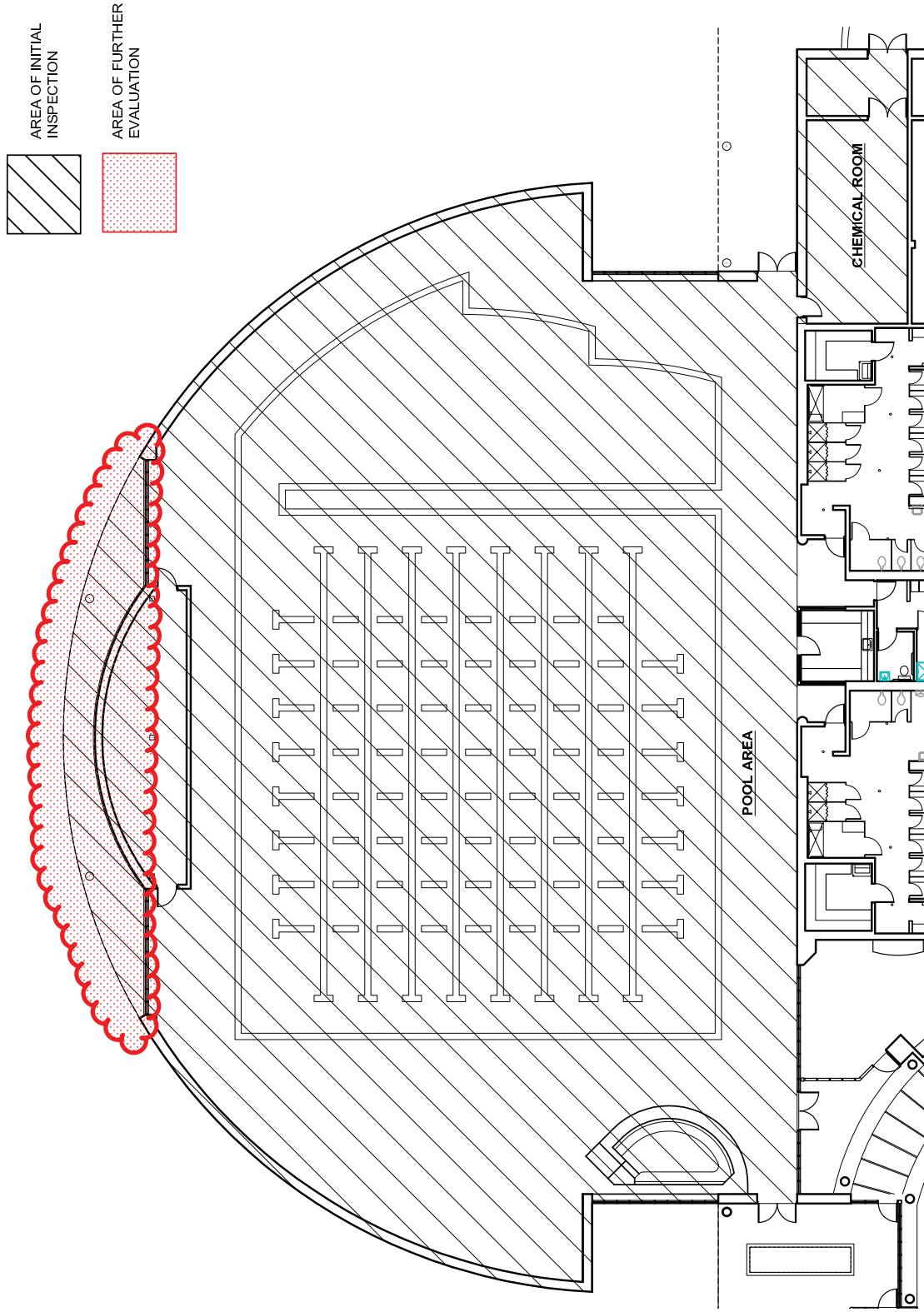
ATTEST:

\_\_\_\_\_  
Bryan J. Hill  
Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 14th day of April, 2015.

CA-NatatoriumRepair-res



FLOOR PLAN







## **AGENDA ITEM NO. G.3.**

### **ITEM SUMMARY**

DATE: 4/14/2015

TO: The Board of Supervisors

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

SUBJECT: Resolution of Appreciation - John E. McDonald

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Adoption of Resolution of Appreciation for Mr. John E. McDonald

### **ATTACHMENTS:**

	Description	Type
▣	Resolution of Appreciation	Resolution

### **REVIEWERS:**

Department	Reviewer	Action	Date
Financial Management	Mellen, Sue	Approved	4/3/2015 - 3:31 PM
Publication Management	Burcham, Nan	Approved	4/3/2015 - 3:40 PM
Board Secretary	Fellows, Teresa	Approved	4/6/2015 - 9:37 AM
Board Secretary	Kinsman, Adam	Approved	4/6/2015 - 10:50 AM
Board Secretary	Fellows, Teresa	Approved	4/6/2015 - 12:35 PM

## **RESOLUTION OF APPRECIATION**

### **MR. JOHN E. MCDONALD**

WHEREAS, Mr. John E. McDonald played a critical role in James City County by providing financial expertise, in shaping his community, and in serving his fellow citizens; and

WHEREAS, Mr. McDonald began his career as James City County's first Director of Finance in 1976 and the County benefitted from his sound guidance, judgment and factual information for 38 years; and

WHEREAS, Mr. McDonald led James City County in financial policy development, budgeting, financial statement preparation and financing of major building and land acquisition projects; and

WHEREAS, under Mr. McDonald's leadership, James City County was awarded the Government Finance Officer's Association Certificate of Achievement for Excellence in Financial Reporting for 29 consecutive years; and

WHEREAS, Mr. McDonald served on numerous community boards, such as Olde Towne Medical and Dental Center, Colonial Behavioral Health and the Middle Peninsula Juvenile Detention Commission; and

WHEREAS, Mr. McDonald mentored many professionals within the organization through patience, an inherent ability to challenge, and a quiet yet direct manner; and

WHEREAS, Mr. McDonald played a crucial role in leading the County to AAA bond ratings from Standard and Poor's and Fitch Ratings; and

WHEREAS, Mr. McDonald passed away November 29, 2014.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby commend the service of

### **MR. JOHN E. MCDONALD**

as an example to his fellow colleagues and citizens and acknowledge his significant contributions in making James City County a vibrant and attractive community.

BE IT FURTHER RESOLVED that we extend sincere condolences to his family and appreciation for his legacy in our community.

\_\_\_\_\_  
Michael J. Hipple  
Chairman, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Bryan J. Hill  
Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 14th day of April,  
2015.

ROA-JohnMcDonald-res

## AGENDA ITEM NO. H.1.

### ITEM SUMMARY

DATE: 4/14/2015

TO: The Board of Supervisors

FROM: Adam R. Kinsman, Interim County Attorney

SUBJECT: Sale of Jamestown Marina

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### ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Additional Memo	Cover Memo
☐	Resolution	Resolution
☐	Attachment A	Exhibit
☐	Attachment B1	Exhibit
☐	Attachment B2	Exhibit
☐	Attachment B3	Exhibit

### REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Kinsman, Adam	Approved	4/7/2015 - 3:17 PM
Publication Management	Burcham, Nan	Approved	4/7/2015 - 3:28 PM
Board Secretary	Fellows, Teresa	Approved	4/7/2015 - 3:29 PM
Board Secretary	Kinsman, Adam	Approved	4/7/2015 - 3:29 PM
Board Secretary	Fellows, Teresa	Approved	4/7/2015 - 3:30 PM

## MEMORANDUM

DATE: April 14, 2015  
TO: The Board of Supervisors  
FROM: Adam R. Kinsman, Interim County Attorney  
SUBJECT: Sale of Jamestown Marina

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In 2014 the County issued a Request for Proposals (“RFP”) to receive offers from parties interested in purchasing the Jamestown Yacht Basin, which is currently occupied by Eco Discovery Park. Eco Discovery Park was the only responsive bidder and the \$250,000 offer was not accepted. Following the RFP, the County continued to solicit buyers for the Jamestown Yacht Basin and received two additional offers. During a closed session on March 24, 2015, the Board considered all three proposals.

Two of the three potential buyers have indicated that they will provide revised offers by April 10, 2015. An updated memorandum will be provided to the Board prior to its meeting on April 14, 2015, when all three offers are in their final form.

ARK/nb  
JamestownMSale-mem

## MEMORANDUM

DATE: April 14, 2015

TO: The Board of Supervisors

FROM: Adam R. Kinsman, Interim County Attorney

SUBJECT: Sale of Real Property Jamestown Yacht Basin

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In 2014 the County issued a Request for Proposals (“RFP”) to receive offers from parties interested in purchasing the Jamestown Yacht Basin (the “Yacht Basin”), which is currently occupied by Eco Discovery Park. Eco Discovery Park was the only responsive bidder and the \$250,000 offer was not accepted. Following the RFP, the County continued to solicit buyers for the Yacht Basin and received two additional offers. During a closed session on March 24, 2015, the Board considered all three proposals. Since that meeting, one proposal has been withdrawn and one new proposal (Swan Landing at Jamestown, LLC) has been submitted.

### THE YACHT BASIN PROPERTY

#### Purchase History

The Yacht Basin property was included in the County’s purchase of the adjacent Jamestown Beach Campground site in 2006. Together, the Yacht Basin and the Campground sites were purchased for \$12,500,000. The sources of funding were as follows:

General Obligation Bonds for Conservation Easements	\$ 6,000,000
Greenspace Funds	3,128,313
N.O.A.A. Federal Grant	1,871,687
Land Conservation Foundation	750,000
General Obligation Bond Premium	500,000
Dominion Foundation/Trust for Public Lands	<u>250,000</u>
	\$12,500,000

Subsequent to the purchase, the County sold a portion of the property to the Commonwealth for a total of \$4,500,000. These parcels became the property of the Virginia Department of Transportation and the Jamestown-Yorktown Foundation.

#### Property Details

The Yacht Basin is located at 2054 Jamestown Road and is identified as James City County Real Estate Tax Map No. 4640100012. The current configuration of the Yacht Basin property is approximately 7.75 acres. The Yacht Basin is zoned B-1, General Business, and is assessed at \$3,540,400.

### THE PROPOSALS

#### Eco Discovery Park

On behalf of EDP, LLC, Mr. Steve Rose has submitted an offer of \$500,000 to purchase the Yacht Basin. EDP, LLC has rented the Yacht Basin from the County since 2011 and no longer wishes to rent from the County, citing an inability to acquire grant money for a rented property. EDP, LLC’s desire is to continue to operate the property as Eco Discovery Park and to that end has stated that it will place permanent conservation easements on the property to help fund improvements to the park and to ensure that it will remain a park in perpetuity.



Planned improvements include building out the upper floor of the marina store building, including four, all-season restrooms; construction of a café in the second floor of the existing building, including a deck overlooking the marina basin; marina upgrades, including a new boat ramp, bulkhead restoration, slip reconstruction and modifications needed to existing floating docks; construction of a trail system on the property to link together environmental exhibits; and additional investment in rental equipment.

EDP, LLC's complete proposal is attached as Attachment A.

*Carm Moody*

On behalf of real estate investor Mr. John A. Franklin, Realtor Carm Moody has submitted an all-cash offer of \$650,000 to purchase the Yacht Basin. Mr. Franklin has no firm plans for future use of the Yacht Basin, though he will seek to lease it out to interested businesses within the allowable zoning regulations. Mr. Franklin has indicated that the offer price would be increased if the Board rezoned the property to allow residential use.

*Swan Landing at Jamestown, LLC*

On behalf of Swan Landing at Jamestown, LLC ("Swan Landing"), Ahmed Hassan has submitted an offer of \$825,000 to purchase the Yacht Basin. Swan Landing has completed a number of water-related projects in the Commonwealth, including Rockett's Landing, The Locks, and the Bridges Project in Richmond.

The proposed Swan Landing project would require that the Yacht Basin be rezoned and would include:

Water-based recreational amenities, including renovation of the existing marina slips, the addition of a boat ramp, and a floating dock for self-powered marine craft; up to three restaurants; marina-related commercial businesses; 15,000 square feet of retail commercial space in two new buildings; and 65-70 townhomes.

Swan Landing's complete proposal is attached as Attachment B.

**CONCLUSION**

Should the Board desire to sell the Yacht Basin property, it should adopt the attached resolution authorizing the County Administrator to execute those documents necessary to transfer the Yacht Basin property. The Board's motion should indicate which of the three proposals it chooses so that the resolution may be amended to include the correct party and dollar amount.

ARK/nb

Sale-JmstwnMarina-mem

Attachments

**RESOLUTION**

**SALE OF REAL PROPERTY JAMESTOWN YACHT BASIN**

WHEREAS, James City County currently owns a certain parcel of land located in the County of James City, containing approximately 7.75 acres located at 2054 Jamestown Road and identified as James City County Real Estate Tax Map No. 4640100012 (the "Property"); and

WHEREAS, \_\_\_\_\_, has offered to purchase the Property for \$\_\_\_\_\_; and

WHEREAS, the County has not identified any current or future need for the Property; and

WHEREAS, the Board of Supervisors, following a public hearing, is of the opinion that the County should sell the Property to \_\_\_\_\_ for \$\_\_\_\_\_.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby authorize and direct the County Administrator to execute those documents necessary for the sale and transfer of the Property.

\_\_\_\_\_  
Michael J. Hipple  
Chairman, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Bryan J. Hill  
Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 14th day of April, 2015.

Sale-JmstwnMarina-res

## **Sale of Property located at 2054 Jamestown Road**

### **Submitted by Eco Discovery Park**

#### **Executive Summary**

Eco Discovery Park, a registered 501(c)3 nonprofit organization, has operated Jamestown Yacht Basin facility since 2011. We embarked on this project with the intention of revitalizing the property and making it available for all those who love the outdoors, nature, and who care about the environment.

When we took over, the property was very neglected, plagued by dilapidated buildings and failing infrastructure. After many volunteer hours, we are proud of the considerable improvements that have been made.

Prior to our involvement, there were approximately 40 boat owners using the property, and a small boat repair facility. In two years, our annual visitation has grown to over 3,600 unique visitors who come to kayak, bike, geo-cache, and attend special events. More than 2,200 users have launched boats and personal watercraft. More than 90% of the available slips are now occupied, serving 82 boat owners and their families. In addition, many locals have made it a regular destination in their pursuit of a healthy lifestyle.

This early success is a very strong indicator of the need for an Eco-tourism outlet and the desire of locals and tourists to explore and appreciate the natural beauty of the area.

Our next phase is to focus on completion of the goals set forth in the mission statement of the park. This requires substantial capital investment, which we intend to raise through grants and corporate partnerships. After much investigation, we have found that most grant opportunities are dependent upon the grant-seeker owning the property. We have identified a myriad of grant makers within Virginia and beyond that would fund a private, 501(c)3 organization in the areas of environmental education and programming, water conservation, wildlife protection, and wetland and storm water management.

Following is our formal proposal outlining a way in which we can take ownership of the property, and in doing so, help the County to fulfill its initial purchase goal of preserving “the historic, recreational, environmental, and aesthetic values of the property”.

## **Purchase Proposal**

- Eco Discovery Park will acquire the deed to the 30+/- acres known as the Jamestown Yacht Basin (JYB).
- Eco Discovery Park will obtain financing totaling \$250,000.
- Eco Discovery Park will work with the Williamsburg Land Conservancy to place development easements on the property. This will result in tax credits being issued and allow for an additional \$250,000 to be offered to the County.
- The total purchase price for the property being \$500,000
- EDP will continue to operate the marina and begin needed upgrades and capital improvements as outlined below.
- EDP will preserve this historical waterfront parcel for future generations by placing easements on the property with the assistance of James City County or the Williamsburg Land Conservancy. The easements will prevent commercial and/or residential development beyond the scope of the park in perpetuity.
- EDP will work closely with James City County to coordinate activities and programs with the nearby JCC-owned campground.

Plans for the property include:

- Building-out the upper floor of the marina store building, included four all-season restrooms, which are one month away from being finished and operable.
- All building permits have been approved for the Eco Discovery Park Café. Once the decision is made to move forward the Cafe could be open within 3 months. A second floor deck overlooking the marina basin will be built to provide outdoor seating for 30 people. Solar-powered panels will be installed above second floor deck. The cafe would seat 34 inside.
- A comprehensive study of the current marina infrastructure will begin immediately and a plan outlining the priorities and timelines for implementing

needed upgrades would be created.

- Marina upgrades would include a new boat ramp, bulkhead restoration, slip reconstruction and modifications needed to existing floating docks. These upgrades would be done in phases over a three year period.
- A trail system will be built on the property to link together environmental exhibits. These exhibits would be constructed as grant funding becomes available. Two exhibits are currently being planned for Eco Discovery Park: one highlights sustainable living and the other focuses on The Powhatan Creek Watershed. The trail system would be in place ready for the 2016 spring season and new exhibits would be added thereafter.
- Additional investment in Rental equipment will be made based on demand.

Partnerships located at the park, all of which have committed to staying under Eco Discovery Park ownership.

- Hampton Marine Services, a full service boat repair and maintenance company.
- Chesapeake Experience, a 501(c)3 Environmental Education non-profit, whose mission is to provide hands-on experiential programs, typically from kayaks, for students, teachers, and the general public.
- Jamestown Discovery Boat Tours, a custom-built 28 passenger pontoon boat offering tours on Powhatan Creek and the James River.

## **Primary Goals**

Upon acceptance of this proposal, EDP will continue with the current projects, while aggressively pursuing grant funding to realize the full implementation of a community asset that will leverage the location, cultural significance, and environmental importance of the property to offer a unique experience for a wide range of visitors. We will continue to pursue the organization's primary goals:

- To create an environmental learning center for residents and visitors.
- To demonstrate alternative technologies and sustainable living practices.
- To promote adventure and recreation that appreciates our natural world.
- To engage community members in environmental planning and programs.
- To encourage Eco-tourism in our region.

## **Financial Partner: Chesapeake Bank**

Chesapeake Bank has been the financial partner of EDP since its inception. We have firm commitments from Chesapeake Bank to support our plans as we move forward.

## **The Organization**

Eco Discovery Park (EDP) is a registered 501(c)3 organization operating at 2054 Jamestown Road. EDP's mission is to inspire people, organizations, businesses, and government to make the health of our environment a priority in our actions. EDP was founded in 2010 by local entrepreneur Steve Rose, and joined on its initial board of directors by local businessmen Harold Philipsen and Tinsley Goad. These volunteer board members have subsequently been joined by two additional local residents Ted Hanson and Eric Bardrof to form the current board of directors for the organization. EDP employs 1 full-time and 4 part-time employees. None of the board members are compensated.

## **Qualifications of Founder**

Steve Rose has demonstrated his leadership and business skills locally, as owner of Williamsburg Event Rentals LLC. He is a graduate of the Leadership Historic Triangle Program and a former Director on the Board of the Greater Williamsburg Chamber and Tourism Alliance. His ability to motivate individuals to achieve a common goal has been demonstrated many times in the local community. Steve has experience in running a non-profit organization with a Board of Directors. He was the founder of Inclusion ([www.inclusion-i3.org](http://www.inclusion-i3.org)), which donated over \$60,000 to the community. Additionally, he has held a Class-B Contractor's license for 15 years.

Steve is passionate about the Eco Discovery Park concept and is connected with many well-qualified local individuals who are willing to collaborate and give of their time and resources. "It has been a lifelong goal of mine to create a center that would bring together children from diverse backgrounds to experience the great outdoors. This goal has evolved as the world around us has changed. I believe that the time is right for a project of this magnitude because there is a growing realization that a shift towards environmental awareness and sustainable living is essential. The goal now is to educate people about the critical environmental problems and to encourage them to participate in the solutions to our planet's challenges. Eco Discovery Park will inspire people to make the health of our environment a priority in our actions."

## **Profile of Board Members**

Harold Philipsen, Board Member

Harold Philipsen is a native of The Netherlands and holds a bachelor's degree from

the Amsterdam Business School. He first came to the US as an exchange student in Missouri, and then later as an intern in Atlanta for a year leading up to the 1996 Olympic Games. In 2004, he and his family moved back to the Virginia Peninsula to be near his wife's family. Shortly thereafter, Harold became a NFMN client and subsequently an advisor with Northwestern Mutual in Williamsburg. Now serving as Managing Director of The Virginia Peninsula Group of Northwestern Mutual in Williamsburg, he is committed to giving back to the community. Harold currently serves on the board of the Williamsburg Montessori and is a graduate of the 2010-11 class of the Leadership Historic Triangle program.

#### Tinsley Goad, Board Member

Tinsley Goad has been a member of the Williamsburg community for more than 20 years since graduating from the MBA program at the College of William and Mary in 1992. Mr. Goad has been active in both the local business and nonprofit sectors, as well as a number of local community initiatives over the course of his career. He has been

an executive with local organizations GuideStar and GuideStar International, and is currently the Chief Financial/Chief Operating Officer of AdvancePath Academics. Mr. Goad has extensive experience in nonprofit management, fundraising, and financial reporting. He acts as the Financial Chair of the EDP board.

#### Eric Bardorf, Board Member

Eric Bardorf was born in upstate New York and graduated from the State University Of New York at Oswego. He then spent seven years teaching Industrial Arts in Vermont where he was married and raised a family of three daughters. He purchased a Mom and Pop camera store and developed it into a chain that he sold to Kodak and became employed as a corporate quality control engineer. He then ran a company in the US Virgin Islands for ten years before moving to Williamsburg to be close to his Richmond based daughters. He did technical work for both Busch Gardens and Kingsmill before retiring.

#### Ted Hanson, Board Member

Ted grew up in Southern California. After college he joined General Electric Co. in Los Angeles in 1967. His last assignment was Contract Risk Manager for GE's Industrial Systems business in Connecticut, until his retirement in 2004. Prior to that he was CFO for the GE Switchgear Division, a \$350 million business headquartered in Burlington, IA. Other assignments included numerous Finance and Accounting positions, International Marketing, international affiliate/branch management, international power plant projects and Training and Development.

Ted's current interests center on his family, cycling, pickleball, the Virginia Capital Trail, Eco Discovery Park and the Open Arms Institute.

### **Impact on surrounding properties**

EDP's mission is to offer this unique property in a way that minimizes environmental impact while maximizing the enjoyment, education, and general appreciation of these natural resources but both the local community and visitors. The restrictive easements discussed above are evidence of our commitment to maintain the property in its natural state for the enjoyment of both current and future generations.

In this capacity, EDP will blend seamlessly into surrounding properties. Complementary programs for visitors will be offered with Historic Jamestowne and Jamestown Settlement. Cooperation with the 4-H center will continue. Our letters of support include statements from the College of William and Mary as well as the Colonial Williamsburg Foundation, and EDP will leverage these relationships for outreach and program development. We will build on these and our other existing relationships over time to ensure community engagement and cooperation remain as key components in our activities.





112 Dunes, Williamsburg Virginia 23188  
V: (757) 206-0577  
[www.i-design-build.com](http://www.i-design-build.com)

April 13, 2015

Bryan Hill  
James City County  
Williamsburg, VA 23188

**Reference: Swans Landing at Jamestown Offer to Purchase**

Dear Mr. Hill,

On behalf of the development team I am submitting the following Letter of Intent, Qualifications, Team Summary and Conceptual Design.

If you have any concerns or questions please contact me at your earliest convenience. We look forward to teaming with James City County to make this much needed asset a reality to its citizens.

Respectfully,

Ahmed H. Hassan, AIA  
Architect  
Manager AH2 LLC

April 13, 2015

Bryan Hill  
James City County Administrator

RE: Letter of Intent for the Purchase of the **Jamestown Basin Marina Property**.

The following non-binding letter of intent will offer the terms and conditions **Swan Landing at Jamestown, LLC** ("Purchaser") to purchase the subject property.

The proposed terms and conditions are as follows:

1. SELLER: James City County
2. PURCHASER: Swan Landing at Jamestown, LLC
3. PROPERTY: Jamestown Basin Marina Property
4. PURCHASE PRICE: \$825,000.00
5. EARNEST MONEY: Within five (5) days of the execution Agreement (as defined below in Paragraph 11) by both Purchaser and Seller (the "Effective Date"), Purchaser shall deliver to Purchaser's Closing attorney (the "Escrow Agent") **\$15,000.00** (the "Deposit"). Upon the expiration of the Inspection Period, the First Deposit shall be increased by \$15,000.00 (the "Second Deposit"); the sum (the "Deposits") shall become non-refundable except for the required governmental approvals. The Deposits shall be credited against the Purchase Price at Closing, refunded to the Purchaser if Purchaser terminates the Agreement prior to the expiration of the Inspection Period, or delivered to Seller if Purchaser defaults under the Agreement.
6. INSPECTION PERIOD: Ninety (90) days from full execution of a Purchase and Sale Agreement which shall be extended by another ninety (90) days upon Purchaser's showing of due diligence (e.g., commission of studies, reports, etc.). Upon the Effective Date, Purchaser and its agents and employees shall have reasonable access to the Property to conduct such inspections, examinations and tests, as Purchaser desires. The Seller shall deliver copies of all studies relative to the Property it has in its possession to Purchaser within 5 days to include, if any: site plans, environmental reports, title policy. Seller agrees to provide Purchaser and its authorized agents and independent contractors reasonable access to the Property for such purposes. Seller agrees to provide all information

in its possession pertaining to the Property as may reasonably be requested. Seller shall have the opportunity to have its representatives present at all times during such inspections, examinations and tests at its sole discretion. Purchaser shall have the right to terminate the contract at any time prior to the end of its Inspection period if Purchaser is not satisfied, in its sole discretion, with the results of any test, study, or investigation undertaken by it and shall have its deposits returned.

7. CLOSING: The Closing on the Property 1 shall occur 30 days (30) after the approval of the plan and issuance of the land disturbance permits, but not later than **one hundred and twenty (120) days** from the expiration of the Inspection Period (the "Subdivision Period") unless mutually extended by Purchaser and Seller.
8. TITLE INSURANCE COMMITMENT: Purchaser, at Purchaser's expense, shall be responsible for ordering and receiving a title insurance commitment during the Inspection Period.  
  
Seller will provide a copy of its title insurance policy to Purchaser if reasonable available.
9. CLOSING COSTS, PRORATIONS & COSTS: Seller shall pay for preparation of the deed and the grantor's tax on the deed and Seller's attorney's fees. Purchaser shall pay the grantee's recording tax, all other transfer and recording taxes and fees, the cost of the owner's title policy, all costs in connection with recording of all of the closing documents, Purchaser's attorney's fees and all costs of Purchaser's due diligence. Any items of income and expense attributable to the Property shall be prorated as of the Closing Date.
10. PURCHASE AND AGREEMENT: Purchaser shall promptly prepare and deliver to Seller a draft of definitive, binding Purchase and Sale Agreement, which Agreement must be completed in thirty (30) days, containing, in general, the provisions of the Letter of Intent (the "Agreement"). The parties shall negotiate with one another in good faith, to arrive at an Agreement satisfactory to the Purchaser and Seller. Please note this Letter of Intent outlines the primary business points of the Agreement but does not incorporate all of the terms necessary to enter into the Agreement. This Letter of Intent is not a binding agreement.
11. EFFECTIVE DATE: The parties agree that the Effective Date shall be the date that the Seller and Purchaser execute a Purchase and Sale Agreement.

12. ASSIGNMENT: Purchaser will have the right to assign its interest a subsidiary or affiliate.
13. AGENCY (if any): The parties acknowledge William J. Kiniry is a licensed Real Estate Broker in the Commonwealth of Virginia and may be a principal in Purchaser.
14. CONFIDENTIALITY: The parties agree that the terms of the transaction shall remain confidential.
15. SIGNAGE: Purchaser may install temporary signage upon the Parcel after the P.S.A. is signed by both parties.

**PURCHASER:**

Swan Landing at Jamestown, LLC ( to be formed)

By: \_\_\_\_\_

Date: \_\_\_\_\_

**ACKNOWLEDGED BY SELLER:**

By: \_\_\_\_\_

Date: \_\_\_\_\_

# INTRODUCTION

Marina's are great amenities. They provide access to the water for boaters, rowers, and commercial operations that bring tourist onto the River. Unfortunately, they are difficult to operate as a profitable business. Our approach to the Property is to utilize the Marina as an important catalyst for a mixed-use development. In turn, the commercial and residential development can make the marina viably economically.

## CONCEPTUAL PLAN

Our plan for the property includes water based recreational amenities, restaurants, marina related commercial businesses, small office or retail waterfront spaces, and for sale residential with water views.

### Water - Based Recreational Amenities

- A. Marina Slips - We plan on maintaining and renovating the existing slips.
- B. Commercial Marina Slips - We plan on renovating and improving the commercial slips.
- C. Boat Ramp - We propose to enact the previous plan to add a boat ramp and marina parking on the south west corner of the property
- D. Kayak/Canoe/Rowing Shell Launch - We would like to add an improved floating dock specifically for self powered marina craft

The costs of these improvements will be approximately \$750,000. The increase revenue and reduced operating costs will not pay for these improvements. The proposed residential and commercial development will pay for these improvements through the value of working, eating, merchandising, and living at a vibrant waterfront location.

### Restaurants

We have allowed for up to 3 locations for restaurants. Each Restaurant would be a build-to-suit pad. The buildings are envisioned as long and narrow to maximize the view of the water. The kitchen, bathrooms, and storage would be on the non-water side of the restaurant. Each restaurant would have a significant patio on the water side to allow for outdoor dining. We have planned up to 240 parking spaces for commercial and restaurant uses, which would allow for greater than 10 spaces per gross square foot on nights and weekends.

### Marina Related Commercial Businesses

We would keep the boat lift and the dry storage building, but find a suitable location nearby for uncovered boat storage. There is a limited amount of accessible waterfront in James City County, and we believe that storing boats is not the highest and best use of that property.

### Small Office or Retail Waterfront Spaces

We have about 15,000 GSF of commercial space on the Marina Front. We believe that these will be rented by 1,000-3,000 SF businesses that could range from small retailers to environmental/marine science or professional offices. We would build the space in 2 buildings.

### Residential

We envision approximately 65-70 high end town homes. The houses would take advantage of the views with roof decks. We envision the houses as having 2 car garages, being in groups of 3-4, and being priced between \$400,000 and \$600,000.

## Experience

### WVS Companies

#### MARINAS

WVS companies has developed 2 marinas. Belmont Bay in Northern Virginia (with Caruthers and Epstein Families) is a 158 slip marina at the confluence of the Occoquan and Potomac River. Rocketts Landing in Richmond, Virginia is a 60 slip marina just below the Fall Line of the James River. WVS continues to operate the Rocketts Landing Marina.





## I. Developer

### A. WVS Qualifications & Experience:

#### 1. WVS Background

WVS is a full service development firm that was founded in 2001 as a natural progression of previous development companies. The development staff at WVS is experienced in obtaining entitlements and permits in multiple cities and counties. WVS has experience in conceptual and detailed land planning, building design, project and construction management, marketing strategy, marketing implementation, commercial leasing, residential sales, and financing for land and vertical development. Job-cost accounting and management of project finances are also included in the core team.

WVS has worked on projects in Northern Virginia, Central Virginia, Western Virginia and the Peninsula regions, and has completed over \$250 million of development. The reputation of WVS is based on its success in mixed-use, urban and new-urbanist projects. During the last 10 years WVS has completed 12 multi-family buildings, while master developing three large mixed-use projects. Therefore, the creation of a city-neighborhood or “village” feel with commercial, residential, and recreational amenities is the core focus of WVS and its prospectus. As a professional development company, WVS has worked with strong financial partners to complete quality, first class projects.

Still, there remain several constants pertaining to the projects themselves. These constants include: location, design, the product’s suitability to demand within the area, quality, and natural amenities. These characteristics are what WVS considers important and is adept at carrying out.

The ideal location includes being near or in a downtown area, with close proximity to job sources. In mixed-use developments, one of the incentives is the concept of “live, work, play”. Commercial space also creates daytime activity throughout the project. This vibrant lifestyle is appealing not only to residents, but also professionals.

Designing a master plan that determines the best use of the property is one of the central aspects of WVS. Designs incorporate diversity among uses, and include a layout which makes both pedestrian and automotive navigation comprehensible throughout the property, creating senses of place. The methods of design and make-up of WVS building products are high quality; including elevators, common areas, closed-in corridors, and aesthetically pleasing areas for pedestrian use. The standards of quality which WVS holds as a core value always compliment a higher standard of living for any consumer.

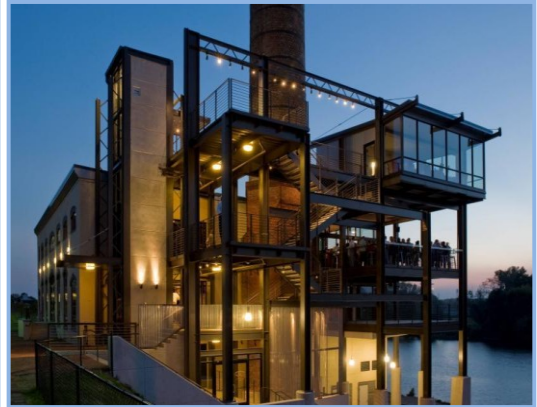
Having up-scale amenities within the project as well as in the surrounding areas are also considered critical factors by WVS. For example, WVS has utilized project location near bodies of water as one such amenity. Allowing residents the ability to have access to water incentivizes consumers, helping projects succeed. Standard amenities found in most projects (pools, gyms, clubhouses, etc), are provided and done on the highest level of quality. Amenities are important for home owners and renters, from security to recreation, boosting the project's ability to reach its full potential.

These distinguishing characteristics are what WVS looks for in potential projects. They are characteristics which are in demand, and also set the projects apart from competition.



## B. WVS Previous Projects

### 1. Rocketts Landing ([www.rockettsvillage.com](http://www.rockettsvillage.com))



- The project is currently 45 acres comprising 20 city blocks:
  - 30 acres in Henrico and 15 acres in the City of Richmond.
  - Could grow to approximately 60 acres through acquisition efforts in progress, which would be about 26 city blocks.
- All property owned and being pursued are in the respective comprehensive plans of City and County as urban mixed use zones.
- 30 owned acres in Henrico were zoned Urban Mixed Use on November 10, 2004.
- The Richmond property zoning process began in October 2007 with the rezoning of industrial property to River Front Mixed Use.
- The project is a brownfield site and has entered the State's Voluntary Remediation Program.
  - A remediation plan has been approved DEQ for the entire site including an allowance to incorporate properties not already acquired.
- Approximately 800,000 GSF has been developed, including restaurants, condominiums, offices, and a marina

## 2. The Locks ([www.lifeatthelocks.com](http://www.lifeatthelocks.com))



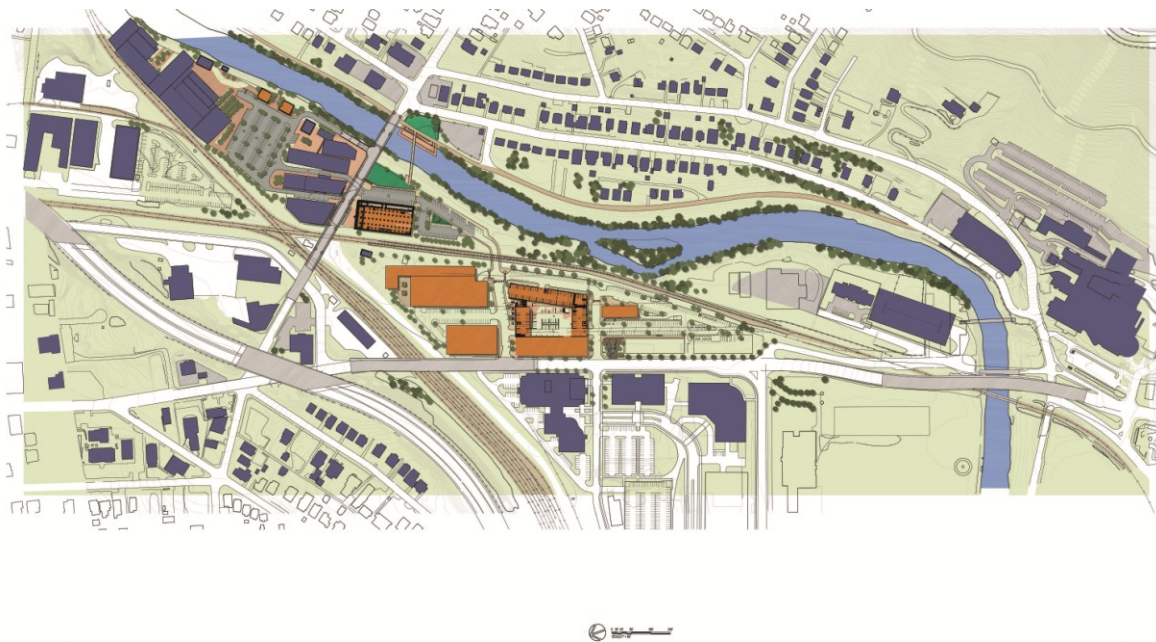
- The Locks is a joint venture between WVS companies and Fountainhead Development. The six acre project broken into 3 phases
- Phase 1 is complete and includes a 174 unit apartment complex with a 6,000 gsf restaurant.
- Phase 2 is under construction and includes 58 more apartment units with first level commercial
- Existing buildings are eligible for and have used historic tax credits.
- It will go a long way toward to completing the Richmond Canal Walk, which is a system of walking paths alongside the historic canals.





### 3. Bridges Project (partnership with PRG, Bern Ewert and Architecture by Saunders Crouse)

The Bridges ([www.bridgesroanoke.com](http://www.bridgesroanoke.com)) is the largest development of its kind in Roanoke, Virginia. This multi-phase, mixed-use construction will expand the city's downtown core, further enhancing the Star City's vibrant vibe – a place where people of all ages can live, work and play along the river that cuts through the Valley. Currently \$25 million of development is under construction including a 157 unit upscale apartment building, a 6,600 square foot restaurant building with 2 restaurants, and a 25,000 square foot office building. The project is estimated to be around \$100 million in costs over a ten year period.



## Corporate Overview/Services

Kiniry and Company is a Virginia based commercial real estate company. Founded in 1984, the company has participated in a wide range of commercial real estate transactions on behalf of local, regional and national clients.

Kiniry and Company has experience in a number of commercial projects in the Golden Crescent from Washington D.C. to Tidewater, Virginia. Kiniry and Company focuses on leasing, managing and marketing commercial properties. The company has distinguished itself by bringing a high focus and long-term market expertise to projects undertaken. Clients represent a broad spectrum of service and include United Dominion Realty Trust, University of Richmond, Jupiter Realty, The American Red Cross and Philip Morris.

Kiniry and Company has leased, managed and sold on behalf of its clients a diverse real estate product mix, such as high-rise buildings, suburban retail, single-use industrial and multi-family sites. It prides itself on being responsive to the regional marketplace and changing client requirements.

### Services

Kiniry and Company offers a competitive variety of services to its clients.

- Development
- Leasing
- Sales
- Management

## Key Individuals

Ours is a company that acts, adapts and develops opportunity. Our real estate specialists collaborate with one another within a framework of mutual respect that creates the opportunity for exploring new ideas.

### **William J. Kiniry, President**

Kiniry and Company, Inc. Founder

Bachelor of Arts; Virginia Military Institute

Masters of Business Administration; Darden School of Business, University of Virginia

Kiniry and Company, Inc.'s founder and president is William (Bill) Kiniry. Bill is a veteran of the Virginia real estate market and a graduate of the Virginia Military Institute and the Darden School of Business, University of Virginia. HE has been licensed by the Virginia Real Estate Board since 1968.

Bill has consistently been involved in and responsible for the leasing and marketing of millions of dollars of personal net transaction value in the Virginia marketplace every year since 1984.

### **Ahmed A. H. Hassan, AIA**

Ahmed A. H. Hassan, AIA is an award winning Architect and the founder of AH2 Studio located in Hampton Roads. As a registered architect and a Class A general contractor his firm has a unique business model that combines design, construction management, real-estate and development. He is a United States Air Force veteran who served in the First Civil Engineering Squadron located at Langley AFB Virginia, has taught as an adjunct instructor at Hampton University, served multiple years as the president of the American Institute of Architects Hampton Roads as well as the State Society Architectural Board and has held a gubernatorial appointment on the Virginia Design Build committee.



## THE BOARDWALK AMENITIES

1. RESTAURANTS
2. COMMERCIAL
3. RESIDENTIAL
4. COVERED SLIPS
5. UNCOVERED SLIPS
6. PUBLIC ACCESS BOAT RAMP
7. DOCKSIDE GENERAL STORE
8. BOARDWALK
9. OUTDOOR ACTIVITY RENTAL (OPERATIONAL MANAGEMENT FACILITY: Bike, Kayak, Canoe, Stand-Up Paddle Board, Jet Ski)
10. CAREFREE BOAT CLUB
11. MARINE REPAIR & SERVICES
12. FUEL STATION
13. OVERNIGHT TRANSIENT BOAT SLIPS
14. SCENIC/EDUCATIONAL BOAT TOURS
15. FISHING CHARTERS
16. COMMERCIAL BOATS
17. MARINE OPERATIONS
18. VIRGINIA CAPITAL BIKE TRAIL ACCESS
19. WATER FEATURES
20. PICNIC AREAS
21. WATERFRONT PROMENADES
22. PARK & RECREATION



# Swan Landing at Jamestown



## AGENDA ITEM NO. H.2.

### ITEM SUMMARY

DATE: 4/14/2015

TO: The Board of Supervisors

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

SUBJECT: FY 2016 James City County Budget and Real Estate Tax Increase

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### ATTACHMENTS:

	Description	Type
▣	FY2016 James City County Budget and Real Estate Tax Increase	Cover Memo

### REVIEWERS:

Department	Reviewer	Action	Date
Financial Management	Mellen, Sue	Approved	4/1/2015 - 9:36 AM
Publication Management	Burcham, Nan	Approved	4/1/2015 - 9:49 AM
Board Secretary	Fellows, Teresa	Approved	4/1/2015 - 9:56 AM
Board Secretary	Kinsman, Adam	Approved	4/6/2015 - 10:48 AM
Board Secretary	Fellows, Teresa	Approved	4/6/2015 - 12:35 PM

## MEMORANDUM

DATE: April 14, 2015

TO: The Board of Supervisors

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

SUBJECT: FY 2016 James City County Budget and Real Estate Tax Increase

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Pursuant to Sections 15.2-2503, 15.2-2506, 22.1-93, and 58.1-3007 of the *Code of Virginia*, 1950, as amended, the Board of Supervisors of James City County invite comments on the Proposed Budget for the fiscal year ending June 30, 2016. The purpose of the Public Hearing is to invite public comment on the real estate tax increase from the current rate of \$0.77 per \$100 of assessed valuation for real property to \$0.852 per \$100 of assessed valuation for real property and any aspect of the proposed FY 2016 Budget. Any public comments received could become part of the agenda for the upcoming budget work sessions at the direction of the Board of Supervisors.

The budget work sessions are scheduled for Wednesday, April 15; Monday, April 20; and Wednesday, April 22. No action is expected of the Board at this meeting. Staff expects to ask the Board to adopt the budget, as amended during the Budget Work Sessions, at its meeting on April 28, 2015.

SRM/nb  
FY16Budg-mem



**AGENDA ITEM NO. K.1.**

**ITEM SUMMARY**

DATE: 4/14/2015

TO: The Board of Supervisors

FROM: Bryan J. Hill, County Administrator

SUBJECT: County Administrator's Report

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**ATTACHMENTS:**

	Description	Type
▣	CA Report	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/27/2015 - 3:43 PM

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

DATE: April 14, 2015

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The following is a summary of activities that took place March 18, 2015 through April 7, 2015:

### March 18, 2015 (Wednesday)

- Attended the Virginia Peninsula Regional Jail Board Meeting
- Met with Diana Hutchens, Community Development Director
- Attended unveiling of two Historic Markers

### March 19, 2015 (Thursday)

- Attended Hampton Roads Planning District Commission, Hampton Roads Transportation Planning Organization, and Hampton Roads Transportation Accountability Commission meetings
- Attended Karaoke Dinner Party, Parks and Recreation Inclusion event

### March 20, 2015 (Friday)

- Interview with press
- Met with two candidates for the Human Resources Director position

### March 23, 2015 (Monday)

- Met with Jody Puckett, Communications Director, and Bobbie Walker, Virginia Tourism Corporation Development Specialist
- Met with Sue Mellen, Financial and Management Services Director
- Met with Department of Environmental Quality; Doug Powell, JCSA Manager; and Adam Kinsman, Assistant County Administrator

### March 24, 2015 (Tuesday)

- Met with Tal Luton, Fire Chief
- Attended the Anheuser-Busch and the Civil War Trust event
- Met with Allen Murphy, Development Management Director; Paul Holt, Planning Director; and Jason Purse, Zoning Administrator
- Met with Supervisor John McGlennon
- Board of Supervisors Work Session
- Board of Supervisors Meeting

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### March 25, 2015 (Wednesday)

- Met with Allie Kotula, Assistant County Attorney
- Met with Jamie Jackson, Deputy Executive Director
- Williamsburg Radio Spot

### March 26, 2015 (Thursday)

- Coffee with County Administrator, a staff event
- Met with Kim Laska, Executive Director, Heritage Humane Society; and Adam Kinsman, Assistant County Administrator
- Executive Leadership Team meeting
- Candidates' presentations: County Attorney prospects

### March 27, 2015 (Friday)

- Attended the Chamber 2015 Tourism Forum
- Attended the 50th Anniversary Regional Conference: The National Association of Negro Business and Professional Women's Clubs, Inc.
- Met with Cindy Monk, Human Resources Assistant Director

### March 28, 2015 (Saturday)

- Attended TOP Soccer, a Parks and Recreation Inclusion event

### March 30, 2015 (Monday)

- Met with Cindy Monk, Human Resources Assistant Director
- Met with Sue Mellen, Financial and Management Services Director
- Met with Jamie Jackson, Deputy Executive Director

### March 31, 2015 (Tuesday)

- Met with Brad Rinehimer, Police Chief
- Met with Sue Mellen, Financial and Management Services Director
- Met with Randy Wheeler, City Manager of Poquoson
- Met with Communications staff

### April 1, 2015 (Wednesday)

- Attended New Employee Orientation
- Met with Doug Powell, JCSA Manager, and Adam Kinsman, Assistant County Administrator
- Met with Diana Hutchens, Community Services Director
- Met with reporters: Austin Bogues and Gregory Connolly
- Attended the Child Abuse Prevention Month annual event

April 2, 2015 (Thursday)

- Met with Human Resources' candidate
- Met with Ryan Ashe, Interim Fire Chief
- Met with Russell Seymour, Economic Development Director
- Met with John Horne, General Services Director
- Attended Community Meeting led by John McGlennon, Roberts District

April 3, 2015 (Friday)

- Met with the Virginia Gazette Editorial Board
- Met with Greater First Colony, Doug Powell, JSCA Manager, and Adam Kinsman, Assistant County Administrator
- Met with Steven Constantino, W-JCC Schools Superintendent and Jack Tuttle, City of Williamsburg Manager

April 6, 2015 (Monday)

- Ceremony regarding John McDonald
- Met with Russell Seymour, Economic Development Director, and Adam Kinsman, Assistant County Administrator
- Met with Allen Murphy, Development Management Director
- Met with Sue Mellen, Financial and Management Services Director
- Tour of Five Forks Water Treatment Facility

BJH/nb

CARReport041415-mem

**AGENDA ITEM NO. N.1.**

**ITEM SUMMARY**

DATE: 4/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Adjourn until 4 p.m. on April 15, 2015, for Budget Work Session

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**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/27/2015 - 4:42 PM