

A G E N D A
JAMES CITY COUNTY BOARD OF SUPERVISORS
WORK SESSION
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
November 26, 2019
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. BOARD DISCUSSIONS

1. Meeting with State Legislators
2. James City County Recycling Public Policy Project
3. Fiscal Year 2019 School Year-End Spending Plan Appropriation - \$1,697,787
4. Amend Adopted Calendar for Location Change of the Joint Meeting

D. BOARD REQUESTS AND DIRECTIVES

E. 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 and pertaining to the Economic Development Authority

F. ADJOURNMENT

1. Adjourn until 9 a.m. on December 3, 2019 for the Joint Meeting at the Law Enforcement Center

ITEM SUMMARY

DATE: 11/26/2019

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Meeting with State Legislators

ATTACHMENTS:

	Description	Type
	Legislative Agenda	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	11/19/2019 - 9:46 AM



JAMES CITY COUNTY 2020 LEGISLATIVE PROGRAM

Part I. Legislation Introduced on Behalf of the County

1-1 DISTRIBUTION OF ONLINE SALES TAX BY PHYSICAL ADDRESS

The County requests that the General Assembly require online retailers to distribute sales tax by physical address vs. ZIP codes to ensure that each locality receives the proper amount.

1-2 AMEND SECTION 9.1-101 OF THE VIRGINIA CODE TO INCLUDE SPECIAL CONSERVATORS OF THE PEACE EMPLOYED BY A LOCALITY IN THE DEFINITION OF "CRIMINAL JUSTICE AGENCY."

The County requests that the General Assembly amend Section 9.1-101 of the Virginia Code to include Special Conservators of the Peace who are employed by a locality in the definition of "Criminal Justice Agency." This change would allow James City County Park Rangers to access the Virginia Criminal Information Network ("VCIN").

1-3 AMEND THE VIRGINIA CODE TO ALLOW LOCALITIES TO PROHIBIT E-CIGARETTE STORES FROM LOCATING WITHIN 1000 FEET OF A PUBLIC SCHOOL.

The recent deaths associated with the unknown health effects of e-cigarettes and "vaping" have proven that these products may be deadly. Research has proven that the e-cigarette flavoring is intended to appeal to youth and that youth "vaping" is increasing. Legislation allowing localities to prohibit e-cigarette stores from locating near public schools will help remove this temptation.

1-4 AMEND SECTION 58.1-3720 ET SEQ. OF THE VIRGINIA CODE TO ALLOW THE IMPOSITION OF LICENSE TAX ON AMUSEMENT MACHINES THAT TAKE PAYMENT IN FORMS OTHER THAN COINS.

Section 58.1-3720 et seq. of the Virginia Code allows localities to impose license tax on "coin operated" amusement machines. Many, if not all, such amusement machines only accept paper money or electronic forms of payment. These sections should be updated to include alternative forms of payment.

1-5 AMEND THE VIRGINIA CODE TO REQUIRE THAT ABSENTEE VOTES BE REPORTED BY PRECINCT WHEN THERE ARE MORE THAN 25 SUCH VOTES CAST IN THAT PRECINCT.

**JAMES CITY COUNTY
2020 LEGISLATIVE PROGRAM**

Part II. Position/Legislation Supported by the County

2-1 AIRPORT ROAD – RICHMOND ROAD INTERSECTION IMPROVEMENTS

The County encourages the General Assembly to provide funding to the Virginia Department of Transportation specifically for improvements to the Airport Road – Richmond Road intersection.

2-2 IMPACT FEES

The County encourages the General Assembly to revise existing impact fee laws to encourage the use of statutorily-calculated impact fees in lieu of cash proffers.

2-3 PRIMARY DATE

The County supports changing the primary date from the second to the third Tuesday in June.

2-4 NONPARTISAN REDISTRICTING.

James City County supports nonpartisan redistricting at the state and local levels.

2-5 LEGISLATIVE PROGRAMS OF VML/VACO/VIRGINIA COALITION OF HIGH GROWTH COMMUNITIES

James City County supports the legislative agendas of the Virginia Municipal League, the Virginia Association of Counties, and the Virginia Coalition of High Growth Communities.

2-6 STATE FUNDING

James City County requests that the state adequately fund for local road improvements, tourism, substance abuse and mental health treatment, public education, stormwater local assistance funds (“SLAF” funding), and public libraries.

2-7 EASTERN STATE HOSPITAL SURPLUS PROPERTY

James City County encourages the Department of General Services, with the cooperation of the Department of Behavioral Health and Developmental Services, to work with the County to identify a minimum of ten acres on the Eastern State Hospital site for the location of a new facility for Colonial Behavioral Health, which may or may not include a joint facility with Olde Towne Medical Center. The subject property shall be transferred to James City County upon such terms and conditions as may be agreed to by the parties.

2-8 THE STONEHOUSE PRESERVE

James City County encourages the Commonwealth of Virginia to purchase the approximately 2,300 acre property located in James City County known as The Stonehouse Preserve for the expansion of the Ware Creek Wildlife Management Area or the York River State Park.

ITEM SUMMARY


DATE: 11/26/2019

TO: The Board of Supervisors

FROM: Dawn Oleksy, Environmental Sustainability Coordinator and Students from William & Mary

SUBJECT: James City County Recycling Public Policy Project

ATTACHMENTS:

	Description	Type
	Presentation	Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	11/19/2019 - 4:26 PM

Moving Toward Consolidation: Feasibility of a Unified Solid Waste Collection Scheme

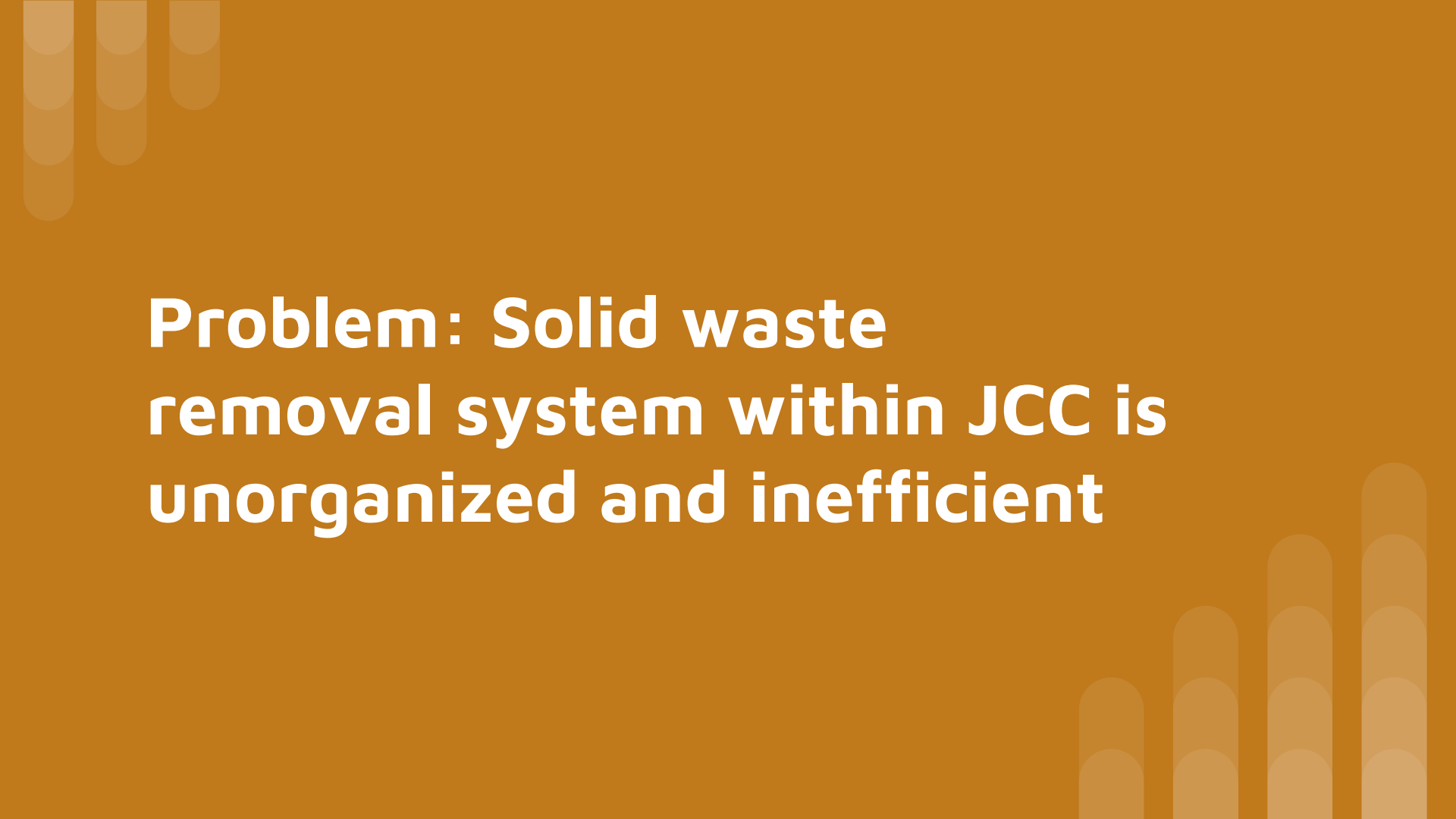
Shelley Harris, Xiaoyu (Nancy) Chen, Patrick Wise
William & Mary Public Policy Department





Outline

- Problem background
- Analysis of alternatives
 - Models
 - Anticipated impacts
- Board action requested
 - Recommended alternatives
 - Implementation plan
 - Final notes



**Problem: Solid waste
removal system within JCC is
unorganized and inefficient**



Background

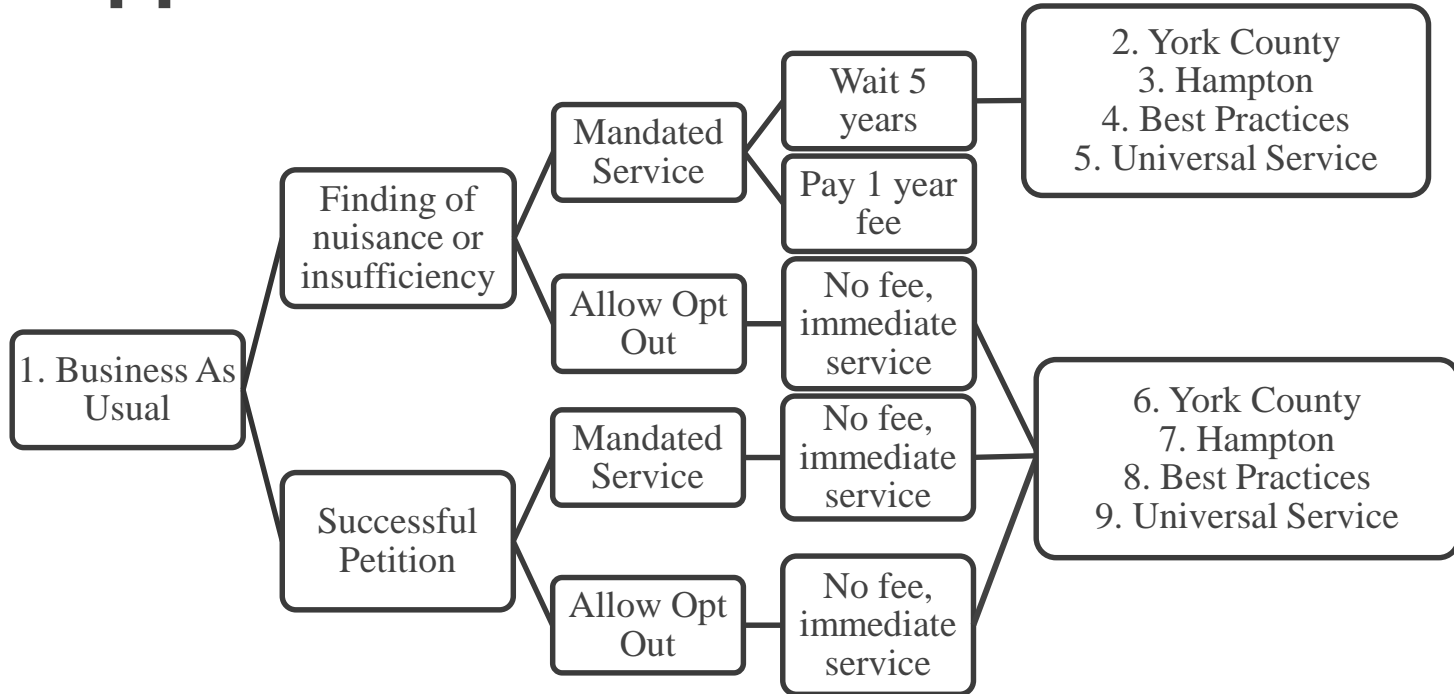
- The current system creates inefficiency related to the number of haulers in the county and the disorganized nature of pricing
- Previous concerns for small, local haulers are no longer relevant
- Consolidated waste service has become the norm for cities and counties with similar population and density



Legal Constraints

- Virginia State Code requires justification for 'displacement' of private waste haulers
 - 1) Find legal nuisance or insufficiency (high bar)
 - 2) $\geq 55\%$ of homeowners petition to consolidate
- Mandated participation under justification #1 penalties
 - Five-year waiting period
 - One year revenue compensation to haulers (costly)

Approach Framework





Available Alternatives

- York County model
 - Fee-for-service
 - Optional recycling
 - Discount rates for elderly, low-income
 - Additional services for added fees
- Hampton City model
 - Fee-for-service
 - *Strongly* incentivizes recycling
 - Adding recycling service reduces fee



Available Alternatives

- Best Practices model
 - “Pay-as-you-throw” fee structure
 - Incentivizes recycling and decreased trash production
 - Strongest sustainability benefits
- Universal Service model
 - Real estate tax-funded
 - All households receive identical service
 - Includes recycling for every house



Analysis: Anticipated Program Impacts



	Pros/Cons	Current	Immediate				5-year delay			
			York	Hampton	PAYT	Universal	York	Hampton	PAYT	Universal
Social & Economic	Resident cost-savings	L	M	L	M	H	M	L	M	H
	Nuisance level	H	M	L	L	L	M	L	L	L
	Congestion level	H	M	L	L	L	M	L	L	L
	Promotes equity	L	H	H	H	M	H	H	H	M
	Information accessibility	L	H	H	H	H	H	H	H	H
	Displacement of haulers	L	M	H	M	M	M	H	M	M
	Employment losses	L	M	H	M	M	L	M	L	M
Environment	Incentivizes recycling	L	M	H	H	M	M	H	H	M
	Promotes sustainability	L	M	H	H	M	M	H	H	M
	Normalizes composting	L	L	L	H	L	L	L	H	L
	Landfill diversion	L	M	M	H	M	M	M	H	M
	Pollutant emissions	H	M	L	L	M	M	L	L	M
Political & Procedural	County expenditure	L	M	H	H	H	M	H	H	H
	Procedural complexity	L	H	H	H	H	M	M	M	H
	Infrastructure wear and tear	H	M	L	L	M	M	L	L	M
	Clarity of public support	M	H	H	H	H	M	M	M	M
	Time delay	L	L	L	L	L	H	H	H	H
	Feasibility	H	H	M	L	M	H	M	L	H
	Unintended consequences	H	M	M	M	M	L	L	M	L
	Maintains free choice	H	M	M	M	L	M	M	M	L

Letters reflect intensity of impact (H-high, M-medium, L-low);
 colors reflect severity and urgency / timing of impact



Impacts: All Alternatives

- Benefits
 - Fairer pricing
 - Accessible information
 - Better environmental outcomes
 - Decreased nuisance and inefficiencies
- Drawbacks
 - Maintaining business-as-usual is easier
 - Legal risk under 'displacement' law
 - Will be more expensive for a portion of residents
 - Limits free market choice



Impacts: York Model

- Benefits
 - Moderate savings (\$80 per year for average HH)
 - Fairer to retirees and low-income residents
 - Highly feasible
 - Allows for a level of customer choice
- Drawbacks
 - Continued recycling opt-out?
 - Minimal impact on current nuisance issues



Impacts: Hampton Model

- Benefits
 - Strongly supports recycling
 - Popular among residents currently recycling
- Drawbacks
 - Liable to be unpopular
 - Minimal savings (\$30 per year for average HH)
 - Vulnerable to changes in recycling market



Impacts: Best Practices Model

- Benefits
 - Best environmental outcomes
 - Highly-variable savings (\$10 - \$190 per year)
 - Potential for lower disposal/tipping costs
- Drawbacks
 - Least feasible
 - Limited technological capabilities
 - May incentivize poor recycling habits



Impacts: Universal Model

- Benefits
 - Large savings (\$100-200 per year for median HH)
 - Streamlined and equitable service
 - Incentivizes proper recycling
- Drawbacks
 - Requires real estate tax increase
 - Some residents will pay more than under current system

**Ask: the Board of Supervisors
should consider adopting a York
or Universal Model, justified via
homeowner petition**



Implementation

- The York, Hampton, and Pay-as-you-throw models require individual billing to each household
- Property tax rate limits personal choice but provides significantly more cost savings and added convenience
- VPPSA requires 30 day notice to break contract



Final Notes

- JCC 2035 Strategic Plan - Sustainability Initiative
 - Modern Infrastructure
 - Protected Community Character
 - Exceptional Public Services
 - Fiscally Efficient Government
- Comprehensive report underway



Thank You

ITEM SUMMARY

DATE: 11/26/2019

TO: The Board of Supervisors

FROM: Sharon B. Day, Director, Financial and Management Services

SUBJECT: Fiscal Year 2019 School Year-End Spending Plan Appropriation - \$1,697,787

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution
☐	Spending Plan Letter	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	11/19/2019 - 1:51 PM

MEMORANDUM

DATE: November 26, 2019

TO: The Board of Supervisors

FROM: Sharon B. Day, Director, Financial and Management Services

SUBJECT: Fiscal Year 2019 School Year-End Spending Plan Appropriation - \$1,697,787

At a meeting on September 17, 2019, the Williamsburg-James City County School (WJCC) Board adopted a spending plan for the Fiscal Year (FY) 2019 year-end funds totaling \$1,876,630. These funds represent underspending for the fiscal year that ended on June 30, 2019. The School Division estimates that the total year-end surplus is \$2,541,743. The remaining \$665,113 would be returned to the funding localities.

The City/County School Contract, most recently revised in April 2017, includes the following provision:

Based on Section 22.1-100 of the Code of Virginia, local school funds unexpended in any year shall become part of the appropriated funds of the City and County for the School Board for the following year. However, based on a spending plan submitted by the School Board, unexpended local funds at year-end may be appropriated by the City and County for school purposes beyond those previously funded.

The County share of the total local funding for FY 2019 was 90.47% and, as a result, \$2,299,515 would be returned to the County. The planned FY 2021 Capital Improvements Budget includes \$600,000 of anticipated surplus. The spending plan adopted by WJCC includes the following County funds of \$1,697,787:

Threat Vulnerability Assessment	\$ 27,141
Security Cameras	364,594
School Bus Replacement	398,068
Driver's Education Vehicle Replacement	49,424
Bus Garage HVAC	257,840
Classroom Wireless Projection	447,826
Elementary Literacy Resources	<u>152,894</u>
	<u>\$1,697,787</u>

Attached is additional documentation provided by the School Division regarding the request. The attached resolution, if adopted, approves the School Board's requested spending plan and appropriates the funding in the County's Capital Budget in order to keep the FY 2020 operational base at the original County approved amount.

SBD/md
SchYrEndSpend2019-mem

Attachments

RESOLUTION

FISCAL YEAR 2019 SCHOOL YEAR-END SPENDING PLAN APPROPRIATION - \$1,697,787

WHEREAS, the Williamsburg-James City County School Board (WJCC) adopted a spending plan for the Fiscal Year (FY) 2019 year-end funds totaling \$1,876,630 with the County share representing \$1,697,787; and

WHEREAS, the Board of Supervisors must approve a spending plan for these unspent local funds under the terms and conditions of the City/County School Contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the additional appropriation to the FY 2020 Capital Projects Fund for the following purposes:

Revenue:

Fund Balance	<u>\$1,697,787</u>
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Expenditures:

Threat Vulnerability Assessment	\$ 27,141
Security Cameras	364,594
School Bus Replacement	398,068
Driver's Education Vehicle Replacement	49,424
Bus Garage HVAC	257,840
Classroom Wireless Projection	447,826
Elementary Literacy Resources	<u>152,894</u>
	<u>\$1,697,787</u>

James O. Icenhour, Jr.
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
HIPPLE	_____	_____	_____
LARSON	_____	_____	_____
SADLER	_____	_____	_____
MCGLENNON	_____	_____	_____
ICENHOUR	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of November, 2019.

Commitment to Responsible Fiscal Practices

The Leadership of Williamsburg-James City County Schools is committed to sound fiscal management and upholding our responsibility to be good stewards of the taxpayers' money. The school division must strike a balance between meeting the instructional needs of students and sound spending practices. In doing so, the division mustn't operate with a deficit. As one might expect, financially conservative budgeting should thus result in a surplus at the end of a fiscal year.

By State Code Section 22.1-100, WJCC Schools cannot carry over funds from one fiscal year to the next. The contract by which WJCC Schools operates requires the approval of a year-end spending plan by both city and county governing bodies. Any non-allocated funds must be returned to those governing bodies.

Year-end Remaining Funds Estimate

The FY2019 year-end remaining funds estimate is just over \$2.5 million. The amount is made up of revenue in excess of the budget appropriation (\$381,044) and expenditures that were less (\$2,160,698) than the appropriated amount. Much of the savings is attributable to remaining balances in budget line items that are sensitive to external variables. The price of electrical services, vehicle fuel, and heating fuel are impacted by weather and political/economic factors. Due to the changing variables, these line items are challenging to forecast, and the budget must allow for unpredictable fluctuations.

Description	Amount	% of Total	% of Budget
Revenue in Excess of Appropriation	\$ 381,044	15.0%	0.3%
Expenditures Less than Appropriation	2,160,698	85.0%	1.6%
Total funds available for Spending Plan Request	\$ 2,541,743	100%	1.84%

The amount of \$665,113 is being returned to James City County and the City of Williamsburg for future Capital Improvement Plan projects; therefore, the actual 2019 fiscal year surplus is \$1,495,585 or 1.09% of the division's total operating budget.

Fuel & Utilities

WJCC conducts a 3-year analysis each budget cycle to evaluate fuel and utility trends. With the volatility of the oil market, this analysis provides baseline information, but it is still an estimate. In FY2019, there was \$285,874 in savings from fuel and utilities.

Attrition

Attrition occurs annually with the natural employment cycle of most organizations. Often, when WJCC employees retire or resign, a new employee will be hired with a lower total cost to the division. This natural transition occurs each year across the division in all job titles and cost centers. As with fuel costs, attrition savings can vary widely, especially when outside forces impact employees (e.g., recession, health care costs, cost of living, etc.)

In fiscal year 2019, \$1,139,218 in attrition savings was realized, which includes savings from unfilled positions. For fiscal year 2020, estimated attrition savings of \$1.1 million was utilized to balance the division's Operating Budget.

Year-End Spending Plan

WJCC School's administration proposes a spending plan that includes the replacement of buses, replacement of driver's education vehicles, the purchase of safety and maintenance-related items, and classroom instructional needs.

Safety – Threat Vulnerability Assessment

A primary objective for school officials is to purposefully sustain safe, secure, and healthy learning environments for all students. Thus, school officials need assessment tools to properly prepare and mitigate hazardous situations. A Vulnerability Assessment is an ongoing process through which school districts and campuses identify and evaluate potential risks, and areas of weakness, capable of adversely impacting the campus or school system. Vulnerability assessment tools may vary from one school site to another, depending on variables such as location, environment, size, structure, and even student population and school culture. As a result of varying characteristics, assessments must be customized to fit the physical environment, culture, and resources of each educational facility.

The estimated cost is \$30,000.

Safety – Security Cameras

Several updates to the division's security camera infrastructure have been made over the years. Some of the upgrades include a centralized digital control and archive function, as well as the planned migration from an older analog camera technology (developed in the 1950's) to Internet Protocol (IP) cameras. To date, the division has nearly 600 IP cameras in place; however, 426 analog cameras are still in use. Replacing additional analog cameras with IP cameras provides the following benefits:

- Higher picture quality - IP cameras have higher resolution and increased frame rates;
- More detailed information - IP cameras are more than twice the resolution of analog cameras which provides more detail and better recognition of people, license plates and events, etc.;
- Enhanced Intelligence and analytics – IP cameras can detect and notify based on criteria such as tampering, loitering, directional detection, defocus detection, fog detection, virtual line cross, enter/exit, (dis) appear, face detection, motion detection, people counting and heat-mapping; and
- Improved management/servicing – IP cameras have remote management for troubleshooting by IT staff providing faster repairs, lower costs for service calls

This proposal would allow the division to make a significant impact in updating our security by providing a much-needed upgrade to our surveillance capabilities and allowing 80% of our cameras throughout the division to be IP based.

The estimated cost is \$403,000.

Maintenance/Safety - School Buses - Replacement

In 2019, WJCC Schools updated the bus replacement plan to a smooth replacement plan of 10 buses per year. The plan includes a proposed number of replacements buses each fiscal year, the age of the buses to be replaced and estimated future costs for each bus (including a 3% annual rate of inflation). The FY20 budget includes funds for the replacement of two buses. The purchase of four replacement buses is requested to stay current with the bus replacement plan. Currently, WJCC Schools has 22 buses with over 250,000 miles and 27 buses with between 200,000 and 250,000 miles. Replaced buses are used as spares, are sold at auction, or are used for parts.

		Age Based				Mileage Based		
Fiscal Year	Estimated Bus Cost \$ (3% Infl.)	Smooth Plan	Age>15 Years	Actual number of buses replaced	Estimated Future Cost for Smoothing Plan	Mileage Between 150k & 200k	Mileage Between 200k & 250k	Mileage >250k
FY2019	109,758	10	12	14	\$ 1,097,580	28	27	22
FY2020	113,051	10	12		1,130,507			
FY2021	116,442	10	8		1,164,423			
FY2022	119,936	10	21		1,199,355			
FY2023	123,534	10	0		1,235,336			
FY2024	127,240	10	6		1,272,396			
FY2025	131,057	10	26		1,310,568			
FY2026	134,988	10	4		1,349,885			
FY2027	139,038	10	12		1,390,382			
FY2028	143,209	10	5		1,432,093			
FY2029	147,506	10	8		1,475,056			
FY2030	151,931	10	4		1,519,307			
FY2031	156,489	10	12		1,564,887			
FY2032	161,183	10	13		1,611,833			
FY2033	166,019	10	5		1,660,188			
FY2034	170,999	10	12		1,709,994			
Total		160	160	14	\$ 22,123,790	28	27	22

The estimated cost is \$440,000

Maintenance/Safety – Driver’s Education Vehicle Replacement

We have six driver’s education vehicles, two per high school. Of these six, there are three with over 125,000 miles that range in age from 12 to 14 years. It is becoming increasingly difficult to maintain these vehicles as the manufacturer has stopped stocking most of the parts, and there are limited aftermarket parts available.

The estimated cost is \$54,630.

Safety – Bus Garage HVAC

Installing an HVAC unit in the mechanic bus bay at the Department of Operations is a work environment/safety-related request. The average temperature from 2016-2018 (three years) in Williamsburg from June to July of each year is 87.5. The temperature in the bus garage is an average of 10-15 degrees higher. Once humidity levels are factored in, the heat index is routinely above 100 degrees. The school division put several measures in place to help address working conditions in the bus garage:

- Authorized employees to begin their workday as early as 3 a.m. which allows them to depart the bus garage before the extreme heat of the day.
- Purchased Breezers that blow a mist on staff while they are working; this has not proven to be effective.
- Allowed staff to take as many breaks as they need to stay cool and hydrated

Despite these measures, the work environment at the bus garage continues to impact the division’s ability to operate efficiently. Adding HVAC will increase productivity and ensure a healthier and safer work environment for staff.

The estimated cost is \$285,000.

Instruction – Classroom Wireless projection

The classroom instructional technology infrastructure, which includes ceiling-mounted projectors, speakers, and a teacher control panel, is the current standard in each of the division's classrooms. This standard has been maintained; however, it has not seen a significant upgrade since the installation 12 years ago. Technology standards have changed over the years, such as the VGA video connection that is no longer widely supported since HDMI took its place. This project will retrofit every classroom in the division with current industry-standard wireless capabilities for projection and control of the classroom presentation. Instructionally, the upgrade will facilitate best practices such as small group instruction, and increased student engagement as the teacher would be able to control the presentation from anywhere in the classroom.

The estimated cost is \$495,000.

Instruction – Elementary Literacy Resources

Leveled books are an integral part of small group instruction because they allow students to practice learned reading skills in authentic reading situations. This recommendation is for purchasing leveled books to support small group reading instruction in grades 3-5. Each grade-level kit consists of 1,200 sequenced, high quality, leveled texts in a variety of genres and teacher cards to support small group instruction. This purchasing recommendation reflects the schools' preference for either Literacy Footprints or Fountas and Pinnell, which are both on the WJCC Schools approved vendor list.

The estimated cost is \$169,000.

ITEM SUMMARY

DATE: 11/26/2019

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Amend Adopted Calendar for Location Change of the Joint Meeting

At the October meeting, the Board amended their meeting calendar to add a Joint Meeting with WJCC School Board and Williamsburg City Council on December 3rd at Legacy Hall at 9 a.m. The location of this meeting needs to be changed to the Law Enforcement Center.

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	11/19/2019 - 2:44 PM

ITEM SUMMARY

DATE: 11/26/2019

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: 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 and pertaining to the Economic Development Authority

ATTACHMENTS:

Description

Type

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	11/19/2019 - 4:32 PM

ITEM SUMMARY

DATE: 11/26/2019

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Adjourn until 9 a.m. on December 3, 2019 for the Joint Meeting at the Law Enforcement Center

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	11/19/2019 - 4:36 PM