

A G E N D A
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
June 22, 2021
1:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATION

1. Commendation Presentation - Tom Tingle
2. VDOT Quarterly Update
3. 2021 Historical Commission Essay Contest Awards
4. James City County Telework Program Overview

D. CONSENT CALENDAR

1. Minutes Adoption
2. Acceptance of Funds - Virginia Forfeited Asset Sharing Program - \$5,290
3. Appointment and Authorization of Police Powers and Fire Prevention Powers for Assistant Fire Marshal Nathan Otis
4. Appointment of Animal Control Officer and Deputy Animal Control Officers
5. Appropriation - FEMA Reimbursement - \$210,000
6. Authorization for the Reclassification of the Existing Part-time Administrative Assistant (Volunteers and Social Media) Position to a Full-time Marketing and Communication Specialist Position
7. Budget Appropriation of Transportation Match Funds - \$749,251
8. Building F Board Room Broadcast Lighting Upgrade
9. Contract amendments - County Administrator and County Attorney
10. Grant Award - James City County Child Health Initiative - \$265,000
11. Proposed Street Name Change - Portion of West Kingswood Drive to Klam Court
12. Repeal of Continuity of Government Ordinance and End to State of Local Emergency
13. Supplemental Funding Request - Children's Services Act

E. BOARD DISCUSSIONS

F. BOARD CONSIDERATIONS

G. BOARD REQUESTS AND DIRECTIVES

H. REPORTS OF THE COUNTY ADMINISTRATOR

I. 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
2. Historical Commission Appointments

3. Parks and Recreation Advisory Commission Appointment
4. Thomas Nelson Community College Board Appointment
5. WATA Board of Directors - Staff Appointment
6. Peninsula Alcohol Safety Action Program - Staff Appointment

J. ADJOURNMENT

1. Adjourn until 5 pm on July 13, 2021 for the Regular Meeting

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Commendation Presentation - Tom Tingle

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 3:18 PM

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Rossie Carroll, VDOT Williamsburg Residency Administrator

SUBJECT: VDOT Quarterly Update

ATTACHMENTS:

	Description	Type
	VDOT Report	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	3/16/2021 - 8:49 AM

James City Board of Supervisor Meeting

June 22, 2021

Maintenance Accomplishments (March 1 to May 31)

We have completed 781 of 910 maintenance work orders from March 1st to May 31st with 129 outstanding (86% complete).

Drainage	77
Roadway	46
Vegetation	6

Residency Direct Line 757-253-5138. VDOT's Customer Service Center **1-800-FOR-ROAD (1-800-367-7623)**

A few highlights of the accomplishments are:

Drop inlet repair 25 each cleaned

Swept 98 lane miles of roadway (Rte 199, 321,60, & 607)

Completed Ditching on 4 miles of roadway

Patching Road Surface with 56 tons of asphalt

Mowing – Primary & Secondary mowing cycles started June 14, Primary only completed in April, and Primary & Secondary completed in May. Once this cycle is completed the next planned cut is Primary only starting July 19th.

Current Projects

I-64 Widening Segment 3 (UPC 106689) Shirley

The I-64 Segment 3 project includes reconstruction of the existing lanes and an additional 12' wide travel lane and median shoulder in each direction. The outside paved shoulders will be widened from 10' to 12'. Ramp acceleration and deceleration lanes on I-64 will be lengthened. Two bridges over Colonial Parkway and two bridges over Lakeshead Drive will be rehabilitated and widened. The two 900' long Queens Creek bridges will be replaced. In mid May 2021 EB traffic was switched onto the new EB Queens Creek Bridge and construction began on the final portion of the WB bridge which is estimated to be complete in November of 2021. 300 feet of transparent noise panels have been placed on the new EB Queens Creek Bridge and approximately two miles of noise walls with a rustic brick finish have been installed along the corridor. All of the I-64 travel lanes in both directions have been shifted over to the new inside travel lanes in the former median area to allow for the next stage of construction to begin. Now that traffic has been shifted over, work has begun on the full reconstruction of the outside travel lanes and shoulders. Project construction is scheduled to be completed in December 2021.

Longhill Road Widening (UPC 100921)

Longhill Road Project from Rte 199 to Olde Towne Rd. Work began in November 2019 with Phase 1 complete. Phase 2 started with widening from the roundabout, moving toward Olde Town, reconstruction of Devon Road, addition of a right turn lane on Olde Town Road, landscaping and sod. Construction completion is Fall of 2021

James City Board of Supervisor Meeting

June 22, 2021

Olde Towne Rd/Longhill Rd Turn Lane Improv (UPC 108805) (Revenue Share FY 2017)

Improve the signalized Intersection of Olde Towne Road at Longhill Road and add turn lanes with added capacity. This project will extend the existing right turn lane and the adjacent sidewalk. Project completion is Fall 2021.

Skiffes Creek Connector (UPC 100200)

Project is a Design Build process. The project design is for a new two-lane connecting roadway between Route 60 and Route 143, new turn lanes and intersection improvements, two bridges Skiffes Creek, and CSX railroad tracks / Route 143, and the addition of a multi-use path along eastbound Route 60 between Green Mount Parkway and the existing bus stop. The estimated start by stage is listed below with open to traffic projected for Fall 2022.

Stage 1 - Route 60 and Route 143 widening / improvements - April 2021

Stage 2 - New Construction between Rte 60 and 143 - May 2021

Stage 3 - Final Paving, Overlay, Striping, & Signage - Jun 2022

Plant Mix – (UPC 117403/04 - 2021) Advertised January 2021

Rte 5 from Eagle Way to W of Ironbound Rd

Rte 143 from Rte 199 to Penniman Rd

Rte 143 from Regional Jail to Skiffes Creek Project

Rte 199WB from Rte 321 Overpass to College Creek Bridge

Rte 321 Monticello Ave from Rte 199 ramp to Route 615

Rte 5000 Monticello Ave Rte 199 ramp to News Road

Rte 614 Centerville Rd from Rte 5 to Theodore Allen Rd

Rte 682 Neck –O-Land Rd from Rte 31 to Turn around

The Colony – Lake Powell Rd, The Colony, Lakeside Cir

Elmwood - Elmwood Ln, Birch Cir, Chinkapin Ln, Locust Pl

Chanco's Grant

On Call Pipe Rehabilitation (UPC 115806)

Pipe rehabilitation contract to repair damaged pipes within the Williamsburg Residency

Issued six Task Orders to repair 12 pipes within the Residency. Start date was May and work is commencing.

Upcoming Projects

Croaker Road Four Lane Widening from Library to RT 60 (UPC 100920)

Widen road for increased capacity from Rte 60 to RTE 1647 Point O Woods Rd. Right of Way projected to start in the next month and CN starts in late 2023.

Sidewalk and Bikeway on Rte 60 from Croaker to Old Church Rd (UPC 17633)

Approximate 0.4 mile sidewalk and bike lane project to increase pedestrian and bikeway connectivity. Project is being coordinated with Croaker Road Widening. Currently the project is in Right of Way with projected start of construction in late 2022.

SMART SCALE 20

#SMART20 Longhill Road Shared Use Path (UPC 115512)

Construction of a shared use path to fill gaps on Longhill Rd from DePue Dr to Lane Place. PE currently started with scoping activities and survey. Construction start is 2024.

County Safety & Operational Projects

Signal Synchronization ongoing for Route 60 in the Lightfoot area

Traffic Studies

Route 1452 (Morgan Drive) Stop Sign Instal STOP signs at both intersections.

Route 742 (Old News Rd) Crosswalk - Install a crosswalk once curb ramps are upgraded

Rte 30 Speed Study corridor - Adjust speed limit to 50 mph

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: John Risinger, Staff Liaison to the Historical Commission

SUBJECT: 2021 Historical Commission Essay Contest Awards

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Attachment 1. Essay Contest Rules	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	6/5/2021 - 10:14 AM
Development Management	Holt, Paul	Approved	6/5/2021 - 10:14 AM
Publication Management	Daniel, Martha	Approved	6/7/2021 - 8:06 AM
Legal Review	Kinsman, Adam	Approved	6/8/2021 - 5:15 PM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:35 PM
Board Secretary	Carnifax, John	Approved	6/15/2021 - 10:54 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:52 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: John Risinger, Staff Liaison to the Historical Commission

SUBJECT: 2021 Historical Commission Essay Contest Awards

The Historical Commission sponsored an essay contest for high school students within the Williamsburg-James City County (WJCC) Public School System. Students who attend private or home school within the WJCC Schools attendance area were also eligible to enter. This year's essay topics were Benjamin Ewell, the Battle of Green Spring, and the Chesapeake and Ohio (C&O) Railroad. The contest offered prizes of \$1,500 for first place, \$500 for second place, and \$250 for third place. Nine members of the Historical Commission served as judges and evaluated each essay (with identifying information removed) based on a formal rubric that accompanied the essay contest rules.

The Commission is proud to present the following students with this year's essay contest awards:

- 1st Place - Benjamin Sheriff, Jamestown High School
- 2nd Place - Aaron Green, Lafayette High School
- 3rd Place - Henry Kester, Home-schooled

JR/md
21HisCommEssayAwd-mem

Attachment:
1. Essay contest rules

**JAMES CITY COUNTY HISTORICAL COMMISSION
2021 STUDENT ESSAY CONTEST RULES**

First prize: \$1,500; Second prize: \$500; Third prize: \$250

The mission of the James City County Historical Commission is to further the efforts of the County to document, commemorate, preserve, protect, and promote the rich historical heritage of James City County. The Commission is responsible for documenting, commemorating, and preserving the historic legacy of James City County.

In support of this mission, the James City County Historical Commission is sponsoring an essay contest for Williamsburg-James City County high school students (grades 9-12). Students who reside in James City County or in the City of Williamsburg and attend a public or private school, or are home-schooled, are eligible to participate.

The essay should be 1,000-1,500 words (4-6 pages, double-spaced) on one of the following topics:

1. ***Benjamin Ewell.*** Benjamin Ewell's former home still stands in what is now Williamsburg Memorial Park. Summarize Ewell's life and the impact he had on the history of James City County and the College of William and Mary.
2. ***The Battle of Green Spring.*** July 6, 2021 will mark the 240th anniversary of the Battle of Green Spring. Summarize the battle and its significance to the Revolutionary War and to James City County.
3. ***The Railroad.*** The Chesapeake and Ohio (C&O) Railroad built a rail line between Richmond and Newport News in 1881. Depots to support the rail line were constructed in Toano, Norge, Ewell, and Grove. Describe how the rail line influenced the history of James City County.

The paper should include citations - footnotes or endnotes plus a bibliography. The footnotes/endnotes and bibliography will not be included in the total word count. The student should use the Chicago Manual of Style for citations.

The cover page, which is not included in the total word count, should include the essay title; the student's name, address, phone number and email address; the name of the student's school (or "homeschooled"), and the total word count (not including the title page, footnotes/endnotes, and bibliography).

The first page of the essay should have the essay's title at the top. Do not include the student's name or other personal identifying information in the main body of the essay. Pages of the essay main body should be numbered.

Essays are due no later than 11:59 p.m. on Friday, April 16, 2021. Essays may be in Microsoft Word (.doc or .docx), Rich Text Format (RTF), or Portable Document Format (PDF). Students can submit their essay online at the James City County Historical Commission web page, <https://jamescitycountyva.gov/history>. Look for the "Learn more or submit your essay here" link.

Students will be asked to affirm the following: "By submitting this essay, I certify that it is my own work, based on my own research and analysis, and that I have properly cited all material and sources used in its preparation."

Award winners will be notified by Wednesday, May 12, 2021. Winners will be invited to a public meeting of the James City County Board of Supervisors for an award presentation (date to be determined).

Judges will use the following Essay Scoring Rubric:

CATEGORY AND MAX SCORE	EXCELLENT 9-10	ACCEPTABLE		UNACCEPTABLE 0-5
		HIGH 7-8	LOW 6	
Factual Content 10 points	Facts are highly relevant to the topic and properly cited.	Some relevant content; points not fully developed.	Marginally relevant facts; little supporting detail included.	Cursory treatment of the topic; little or no relevant facts presented.
	5	4	3	0-2
Structure, Logic and Transitions 5 points	Logical progression of ideas with well-executed transitions.	Logical progression of ideas, but often lacks transitions.	Gaps in logic or no transitions.	Disorganized; written as a stream of disconnected thoughts.
	5	4	2-3	0
Punctuation, Spelling and Presentation 5 points	Correct punctuation and spelling; correct format as specified (Chicago).	A few (less than three) punctuation, spelling and format errors.	Occasional (three to five) punctuation, spelling, and format errors.	Frequent (more than five) punctuation, spelling, and format errors.
	26-30	16-25	11-15	0-10
Analysis: Critical and Original Thought, Supported by Examples 30 points	Central idea is well developed; clarity of purpose evident throughout; abundance of evidence of thought, analysis and/or insight; evidence and examples are specific and highly relevant.	Central idea and clarity of purpose are generally evident throughout the essay; evidence of thought, analysis and/or insight; supporting evidence and examples are relevant.	The central idea is expressed, but vague or too broad; some sense of purpose is maintained; some evidence of thought, analysis and/or insight; there are some examples and evidence, though general.	Central idea and clarity of purpose are absent or incompletely expressed and maintained; little or no evidence of critical, careful thought or analysis and/or insight; few, if any, relevant examples or supporting evidence.
Total 50 points				

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Patrick Teague, Director of Human Resources

SUBJECT: James City County Telework Program Overview

ATTACHMENTS:

	Description	Type
	Presentation	Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Human Resources	Teague, Patrick	Approved	6/9/2021 - 3:55 PM
Publication Management	Daniel, Martha	Approved	6/9/2021 - 3:57 PM
Legal Review	Kinsman, Adam	Approved	6/9/2021 - 4:05 PM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:40 PM
Board Secretary	Rinehimer, Bradley	Approved	6/15/2021 - 11:33 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:53 PM

JCC TELEWORK POLICY

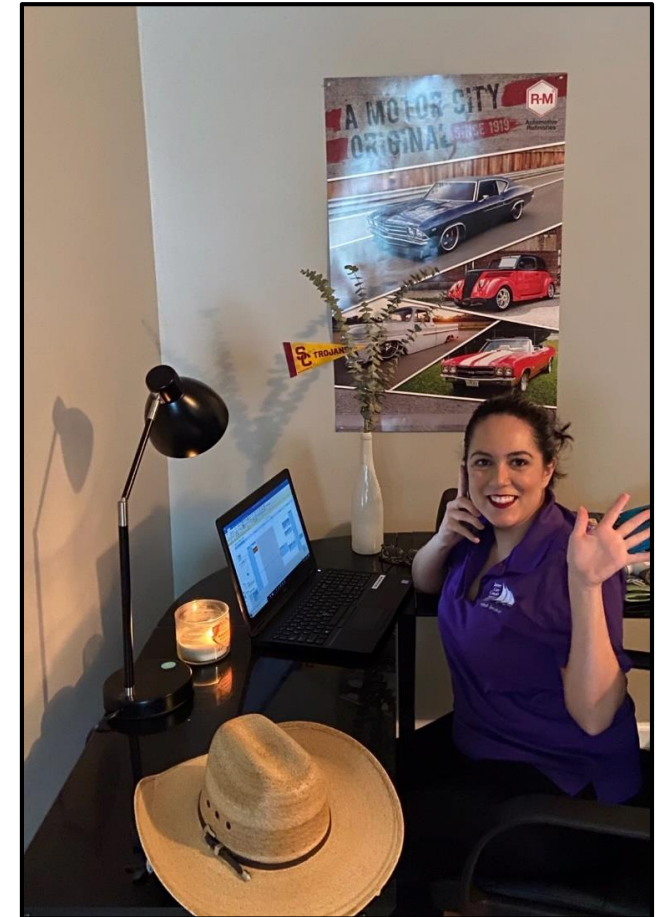
BOARD BUSINESS MEETING – BOARD OF SUPERVISORS

Patrick O. Teague, Director
Human Resources
June xx, 2021



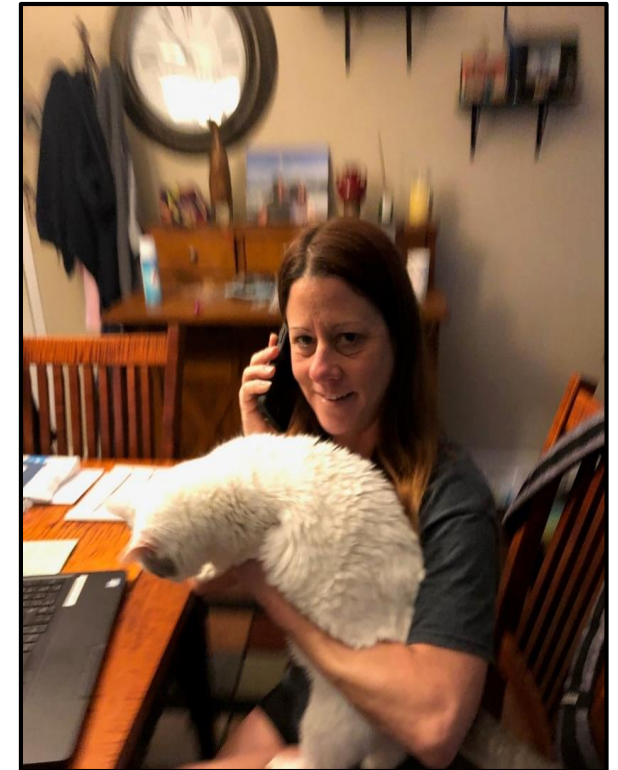
PROGRAM BENEFITS: EMPLOYEES

- Working remotely saves 40 minutes daily on commuting
- US remote workers save up to \$7,000 a year on transportation, food, clothing and child care if telework 1/2 time
- 1 in 4 employees quit their on-site jobs because of commute
- 91% of employees believe working from home promotes a better work-life balance



PROGRAM BENEFITS: EMPLOYER

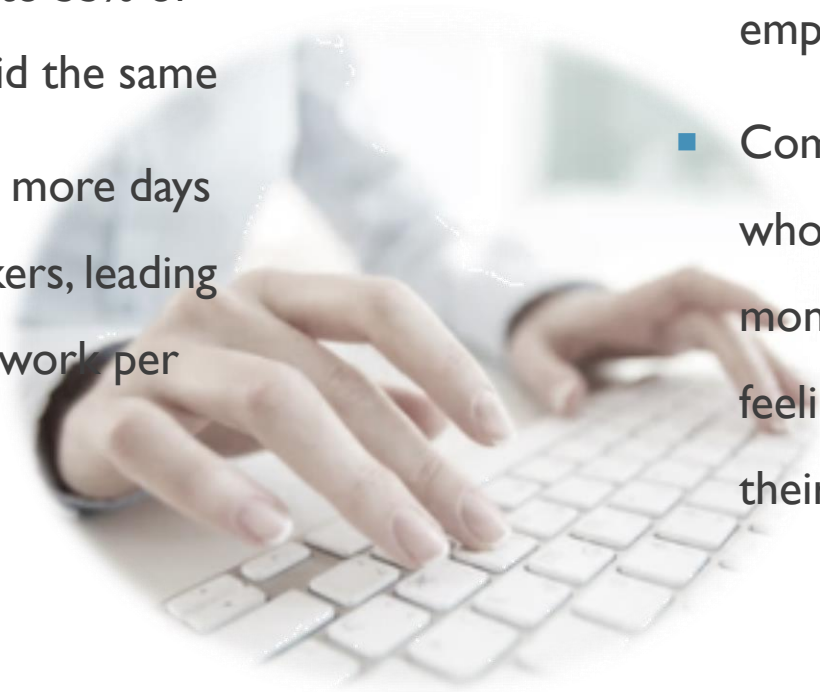
- Productivity — Teleworkers are 35-40% more productive than their office counterparts, and have measured an output increase of at least 4.4%.
- Performance — With stronger autonomy via location independence, workers produce results with 40% fewer quality defects.
- Engagement — Higher productivity and performance combine to create stronger engagement, or in other words, 41% lower absenteeism.
- Retention — 54% of employees say they would change jobs for one that offered them more flexibility, which results in an average of 12% turnover reduction after a remote work agreement is offered.
- Profitability — Organizations save an average of \$11,000 per year per part-time telecommuter, or 21% higher profitability.



PROGRAM BENEFITS: EMPLOYER



- 71% of remote workers say they are happy in their job compared to 55% of office-based workers who said the same
- Remote employees work 1.4 more days per month than on-site workers, leading to three additional weeks of work per year
- 80% of remote workers believe that by allowing working from home, their employer cares
- Compared to on-site workers, employees who work from home at least once a month are 24% more likely to report feeling happier and more productive at their jobs



PROGRAM BENEFITS

- Many people seek jobs with an option to telework as a means to reduce commuting time and costs, and to improve their work-life effectiveness.
- Telework can broaden the pool of highly qualified candidates because it provides flexibilities that meet varying needs.

For example, telework may be used as a reasonable accommodation for an individual with a disability who may require, or prefer, to work at home.



PROGRAM BENEFITS



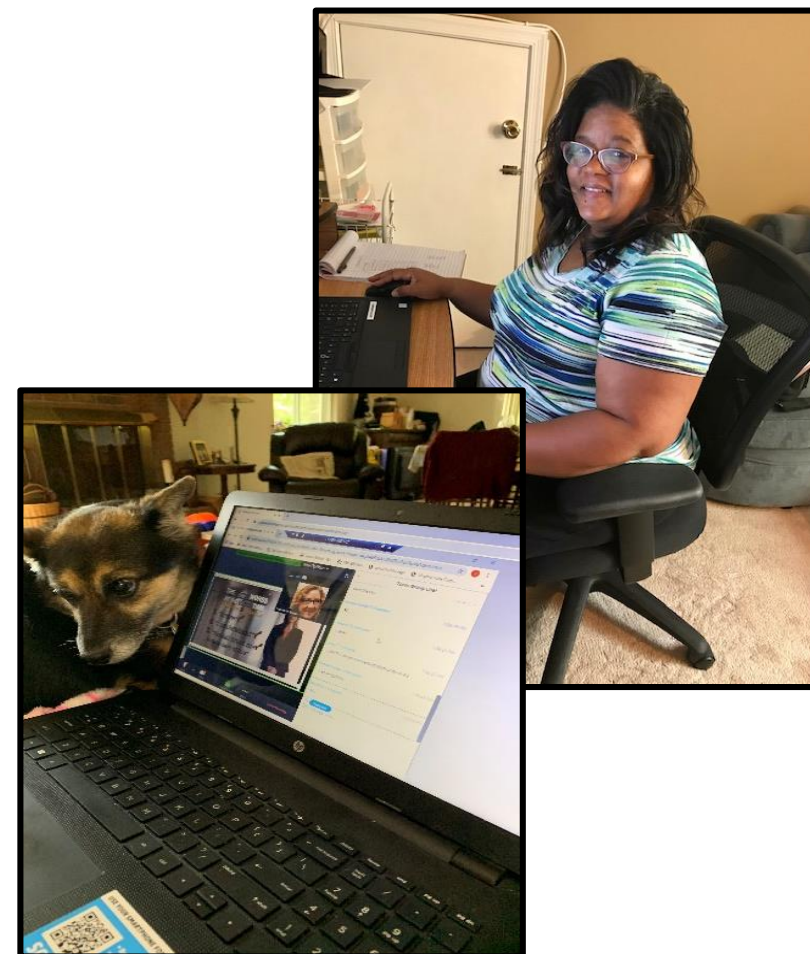
- Telework allows employers to hire individuals who live further away from what would be considered a reasonable commuting distance from their place of employment and who are not able to relocate. It also helps employers retain top-performing employees who want or need to relocate their residence beyond the local commuting area.
- Telework is an appealing option for many retirees who are willing to continue working with their former organization, thereby helping to facilitate a smooth and continuous transition of institutional knowledge and technical competencies.



JCC TELEWORK PROGRAM



- JCC was successful in operating a telework program for the past year
- JCC Social Services has operated a pilot telework program due to facility space issues for over 2 years
- JCC's telework program is position based to avoid potential favoritism
- Employees in eligible positions must meet performance standards before and during the program
- Telework is a benefit, not an entitlement, and can be rescinded at any time



BACKGROUND



COVID-19 TELEWORK PROGRAM:

Spring 2020 JCC implements COVID-19 Emergency Telework Program

- Allowed increased social distancing while COVID-19 prevention efforts were rolled out
- Provided staff greater flexibility in work schedules to address pandemic challenges
- Teleworked over 75% of their time, 99 (Regular Teleworker)
- Teleworked less than 75% of their time, 170 (Intermittent Teleworker)



PROJECTION

FY 21 Teleworked

77 Regular
162
Intermittent

FY 22 PR/FR Positions

JCSA 98
JCC 950

FY 22 Telework Projection

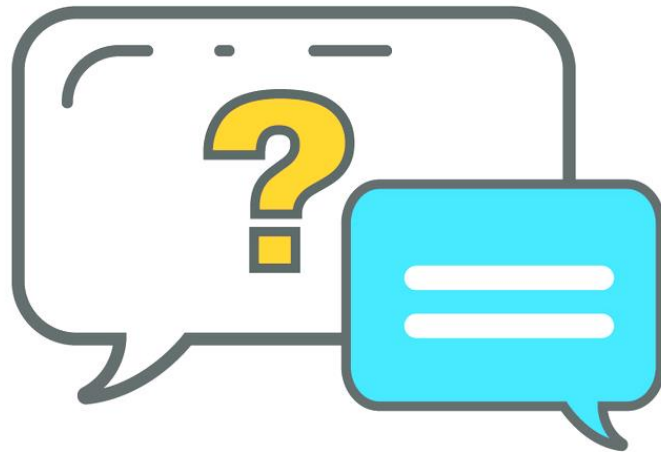
19 Regular
40
Intermittent

FINDINGS/RECOMMENDATION

- Only one locality surveyed in Hampton Roads is not implementing an ongoing telework program
- Maintaining an ongoing telework program is critical to attract and retain a 21st century workforce
- Are there any concerns as the County moves forward with a regular telework policy?



COMMENTS AND/OR QUESTIONS



ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Minutes Adoption

ATTACHMENTS:

	Description	Type
📎	May 11, 2021 Regular Meeting	Minutes
📎	May 25, 2021 Business Meeting	Minutes
📎	June 8, 2021 Regular Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 8:34 AM

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
May 11, 2021
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

P. Sue Sadler, Vice Chairman, Stonehouse District - Absent
James O. Icenhour, Jr., Jamestown District
Ruth M. Larson, Berkeley District
John J. McGlennon, Roberts District
Michael J. Hipple, Chairman, Powhatan District

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney

Mr. Hipple requested an Agenda addition of a commendation presentation after the Pledge of Allegiance. He noted a Closed Session for a property discussion was also requested as an additional Agenda item by the County Administrator. He asked for a motion to amend the Agenda to add these items.

A motion to Amend the Agenda was made by James Icenhour, the motion result was Passed.
AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: Hipple, Icenhour Jr, Larson, McGlennon
Absent: Sadler

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Mr. Jim Kelly, Williamsburg-James City County School Board Chair, led the Board and citizens in the Pledge of Allegiance at Mr. Hipple's invitation.

PRESENTATIONS

Mr. Hipple and Mr. Icenhour presented Dr. Daniel Miani, Principal, and Coach Andy Linn, from Lafayette High School, with a Commendation entitled 2020-2021 Lafayette High School Rams Football Team commending their win of the Class 3 State Championship Title.

Coach Linn thanked the Board for the recognition and stated how proud he was of the student athletes.

E. PUBLIC COMMENT

1. Ms. Peg Boarman, 17 Settlers Lane, addressed the Board on "Trash" talk and litter in the County. She noted the Annual Spring Cleanup on April 17, 2021 with over 200 volunteers participating in the event. Ms. Boarman further noted over 400 volunteer hours were logged and over 50 miles of roadways were cleaned. She extended her thanks to everyone who

participated, from staff to families with small children, in addition to the James City Ruritan Club, the Oak Tree Hunt Club, the Warhill Environmental Club, Season's Trace, Wexford Hills, Stonehouse Association, and others for a total of 34 groups. Ms. Boarman noted the May 8, 2021 beautification project at Veterans Park. She further noted approximately 50 people assisted with planting in the pollinator garden. Ms. Boarman extended her thanks to these volunteers. She noted the James City Ruritan Club's work at the Willis G. Barnes Field Shelter. She further noted thanks to Ms. Peggy Krapf, County ground crews, and many others.

Mr. Hipple thanked Ms. Boarman for her work in organizing and preparing the events.

2. Ms. Rosemarie Vaticanu, 100 Parker View Court, Apartment 118, addressed the Board to talk about Cox Communications and the cost of the service. She noted a lack of service and asked the Board to get involved with Cox Communications offering a reasonable senior rate. She further noted a petition coming from her senior apartments to address the problem. Ms. Vaticanu noted the opportunity to enjoy educational shows and entertainment, but cost and service were issues.

3. Ms. Edith Heard, 5402 Lane Drive, addressed the Board regarding Cox Communications. She noted concerns over the Cox Communications contract and details on charges in reference to credit rating and other criteria. She further noted a group was organizing to petition against Cox Communications.

Mr. Hipple noted work to obtain other providers in the community was taking place. He further noted staff involvement and the availability of the 5G network for County coverage. Mr. Hipple noted citizens could email their Board representative with comments and feedback.

Ms. Larson asked about addresses and information.

Mr. Stevens noted the information would be on the Speaker cards and staff could follow up.

Ms. Heard had a follow-up question on the schools.

Mr. Hipple noted emailing the Board representatives for answers to citizen questions.

Mr. Icenhour noted Ms. Heard was one of his constituents and they had been discussing this situation.

Mr. McGlennon noted the Board's limited impact to the pricing structure and other factors due to federal regulations. He further noted other vendors had been invited to provide service, but had declined. Mr. McGlennon noted inclusion of the County's federal representatives as federal legislation established many criteria.

F. CONSENT CALENDAR

None.

G. PUBLIC HEARING(S)

1. Ordinance to Levy a Cigarette Tax

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 3 NAYS: 1 ABSTAIN: 0 ABSENT: 1

Ayes: Icenhour Jr, Larson, McGlennon

Nays: Hipple

Absent: Sadler

Mr. Richard Bradshaw, Commissioner of the Revenue, noted the Ordinance would enact a cigarette tax in James City County to be effective September 1, 2021. He further noted during the 2021 session, the Virginia General Assembly granted authority to levy the tax for all counties within the Commonwealth. Mr. Bradshaw noted based on the September 1 timeline, the estimated revenue was approximately \$850,000 for the fiscal year. He further noted approximately \$20,000 would be required for stamps and shipping costs.

Mr. Icenhour noted he had spoken with Mr. Bradshaw about the stamp process. He further noted cigarette wholesalers acquired their stamps from the Commissioner of the Revenue's Office, which they paid directly to the Office.

Mr. Hipple read a statement from Ms. Sadler, who was unable to attend the meeting. He noted Ms. Sadler was opposed to the cigarette tax, adding she felt it was detrimental to small businesses particularly in her area of the County. Mr. Hipple further noted Ms. Sadler felt the tax was ill-timed during the pandemic, adding as the cigarette tax was included in the County's budget, she was not supportive of this year's budget. He noted Ms. Sadler expressed her appreciation of Ms. Sharon Day, Director of Financial and Management Services, and her staff on the hard work put into the budget process. Mr. Hipple further noted Ms. Sadler's remarks on the School Division requesting trailers at County schools. He noted her concerns centered on inadequate justification and the number of trailer requests, adding a shorter timeline of one to two years for trailer usage with a more detailed permanent plan for pre-Kindergarten facilities be addressed. Mr. Hipple noted Ms. Sadler thanked her colleagues for their support of her absence at the meeting, adding it was an important family time.

Mr. Hipple opened the Public Hearing.

Mr. Hipple closed the Public Hearing as there were no speakers.

Mr. Hipple noted Board members' efforts to move the cigarette tax forward. He further noted with federal funding and personal property tax revenue, he was not in support of the cigarette tax at this time. Mr. Hipple acknowledged the Board's work on tax equalization with cities.

2. Board of Supervisors' and Board of Directors' Annual Salary

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

Ms. Liz Parman, Assistant County Attorney, addressed the Board noting consideration of salaries for the Board of Supervisors and James City Service Authority Board of Directors at their January 2021 retreat. She noted the respective salaries had remained unchanged in at least 20 years. Ms. Parman further noted the Ordinances and resolutions in the Agenda Packet set the Supervisors' annual salary at \$11,000 effective January 1, 2022 and the Directors' annual salary at \$3,000 effective July 1, 2021. She noted a 2.5% salary increase every two years thereafter.

Mr. Hipple opened the Public Hearing.

Mr. Hipple closed the Public Hearing as there were no speakers.

Ms. Larson noted her appreciation of the Board's consideration in reviewing this matter.

3. Ordinance to Amend County Code, Chapter 9, Article I - Fire Prevention Code

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

Ms. Parman noted the Ordinance in the Agenda Packet was a revision to the County's current Fire Prevention Ordinance. She further noted clarification to the Code for staff and citizens.

Ms. Parman noted she and Fire Marshal Kenny Lamm recommended adoption of the Ordinance.

Mr. Hipple noted many of the changes were mandated from state changes. He further noted the County had revised definitions of yard trash and household trash.

Ms. Parman confirmed yes that the revisions were for clarification.

Ms. Larson thanked Mr. Stevens and Fire Chief Ryan Ashe, as well as the fire crew that responded to an incident on the evening of May 9, 2021.

Mr. Hipple opened the Public Hearing.

Mr. Hipple closed the Public Hearing as there were no speakers.

4. An Ordinance to Amend and Reordain Chapter 23, Chesapeake Bay Preservation, of the Code of County of James City, Virginia, to Regulate the Use of Retaining Walls by Adding New Section 23-9.1, Performance Standards for Retaining Walls; and by Amending Section 23-10, Plan of Development; an Ordinance to Amend and Reordain Chapter 4, Building Regulations, of the Code of the County of James City, Virginia, by Amending Article II, Supplemental Regulations, by Adding New Section 4-17, Performance Standards for Retaining Walls

A motion to Approve was made by James Icenhour Jr, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

Mr. Paul Holt, Director of Community Development and Planning, noted a March 9, 2021 deferment by the Board pending additional review. He further noted the changes were not applicable to seawalls or bulkheads. Mr. Holt noted suitable materials were revised to include masonry, aluminum, vinyl, stone, and/or steel, adding other changes and requirements that had been incorporated into the Ordinances. He further noted staff recommended adoption of the Ordinances. Mr. Holt noted Ms. Toni Small, Director of Stormwater and Resource Protection, and Mr. Tom Coghill, Director of Building Safety and Permits, were also in attendance.

Mr. Icenhour thanked staff and the community members who were part of the Retaining Wall Working Group.

Mr. Hipple opened the Public Hearing.

Mr. Hipple closed the Public Hearing as there were no speakers.

Mr. Icenhour made the motion, adding this process started when he was notified of a retaining wall in New Town. He noted citizen concern for the property. Mr. Icenhour noted staff recognized several other areas in the County with similar walls and these concerns prompted changes to the Ordinances. He further noted staff had revised the Ordinances for administrative consideration with only variances coming before the Board for consideration.

Mr. Hipple thanked everyone involved, noting the local professional groups and their feedback.

5. Z-21-011. 115 Norge Center Proffer Amendment

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

Mr. Brett Meadows, Planner, addressed the Board detailing the application and proffer amendment. He noted the proposed uses for the property, adding the Planning Commission approved the application. Mr. Meadows further noted staff's recommendation of the Board's approval.

Mr. Hipple opened the Public Hearing.

1. Mr. Vernon Geddy, Geddy, Harris, Franck, & Hickman, LLP, 1177 Jamestown Road addressed the Board on behalf of Chesapeake Bank. He noted details of the application and the proffer amendment.

Mr. Hipple noted traffic volume was projected to be less with the proposed property uses.

Mr. Geddy confirmed yes.

Mr. Stevens asked about the Planning Commission representative on the telephone line.

Mr. Hipple noted Ms. Julia Leverenz was participating remotely.

Ms. Leverenz noted the Planning Commission's support of the application. She further noted the Commission's positive comment on the additional day-care services in the County, adding the application was unanimously approved.

Mr. Hipple closed the Public Hearing as there were no additional speakers.

6. SUP-21-0005. Clara Byrd Baker Elementary School Learning Cottage

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

Ms. Larson asked if each case would be presented individually.

Mr. Hipple noted a group presentation with an individual vote on each case or as a collective vote. He further noted he wanted the Board's direction on that point after the presentation.

Mr. John Risinger, Planner, noted the applications were on behalf of the Williamsburg-James City County (WJCC) Schools. He further noted the six Special Use Permits (SUPs) allowed for the installation of eight temporary learning cottages at elementary schools throughout the County. Mr. Risinger noted each cottage consisted of two classrooms with a 50-student capacity. He further noted additional details of the applications. Mr. Risinger noted staff's recommendation that the Board approve the applications. He further noted WJCC representatives were present.

Mr. Hipple opened the Public Hearing.

Mr. Hipple noted he had no Speaker cards, but asked if any Board member wanted to invite either Mr. Kelly or Dr. Olwen Herron, School Superintendent, to speak.

Mr. Icenhour noted he had provided a list of questions via email.

Mr. McGlennon noted he also had provided several questions.

Mr. Icenhour suggested having Mr. Kelly and Dr. Herron come forward to discuss those questions.

Dr. Herron noted her appreciation of the advance questions and consideration of the SUPs. She further noted three reasons were driving the need for the learning cottages: 1) social distancing of three feet as much as possible; 2) need for smaller class sizes due to learning loss while addressing emotional and social needs; and 3) ensure all students are in school five days a week starting next year. Dr. Herron noted over 3,500 elementary students were learning in-person with the three feet social distancing in place. She further noted over 1,000 elementary students were learning via the virtual academy, but would need to return to in-person learning. Dr. Herron noted the annual lease cost was \$23,296 per trailer with the total cost of eight cottages for four years equaling \$745,459. She further noted set-up costs and lease of additional space may be an expenditure funded by Coronavirus Aid, Relief, and Economic Security (CARES) Act money or the Elementary and Secondary School Emergency Relief Fund (ESSER). Dr. Herron noted the additional space for social distancing was an allowable expense under the ESSER criteria. She further noted two cottages were in the operating budget with the balance being CARES Act or ESSER funded. Dr. Herron noted ESSER funds needed to be used by September 2024, adding the least cost after that date would be at the local level. She further noted the targeted class size was 20 to 1 in Kindergarten through Second Grade (K-2), 23 to 1 in Third Grade, and 25 to 1 in Grades Four and Five, adding these past few years have shown those numbers were 23 to 1, 25 to 1, and 28-30 to 1, respectively. Dr. Herron noted the trailers would allow K-2 to remain at 20 to 1, with the remaining grades at 23 to 1 or below to maintain social distancing with each trailer holding approximately 44 students. She further noted the K-2 numbers had no impact on the need for trailers. Dr. Herron noted K-2 operated at all five elementary schools with a total of 31 classrooms, adding all classrooms were in use this year and will be fully used next year. She further noted Mr. Daniel Keever, Chief Operating Officer, Mr. Sean Walker, Assistant Superintendent for Elementary Schools, Mr. Marcellus Snipes, Senior Director for Operations, and Mr. James Falzone, Supervisor of Facilities/Capital Projects were also in attendance in addition to Mr. Kelly.

Ms. Larson thanked Dr. Herron. She asked Dr. Herron if she had a timeline on the social distancing requirement.

Dr. Herron noted no, but added that vaccinations for children 12 years and older were available. She further noted vaccinations were not currently required. Dr. Herron noted with vaccination, social distancing would not be done to the same extent.

Ms. Larson noted if the social distancing requirement was not part of the school scenario for the next school year, would the recommendation for class size reduction still be considered. She asked about loss of learning and the Standards of Learning (SOL) results.

Dr. Herron noted the SOL results were currently unknown. She further noted the preliminary assessment showed loss of learning in math and reading. Dr. Herron noted a three-year plan with summer school to address the learning loss over the three years.

Mr. Icenhour noted Dr. Herron's reference to K-2 in five schools and asked for clarification. He asked if James River Elementary was the school.

Dr. Herron noted two K-2 classes had been added at D.J. Montague Elementary School two years earlier.

Mr. Icenhour noted the classroom size adjustment was based on the number of students in the free and reduced lunch program. He further noted in reviewing the materials, the social distance and other criteria were overall considerations.

Dr. Herron noted previously the need for trailers had been at Norge Elementary and James River Elementary Schools based on different class size and the number of students receiving free and reduced lunches. She further noted that had been the original thought, but after reevaluating the social distancing needs for next year and the additional 1,000 students, the needs changed.

Mr. Icenhour noted the clarification on that point. He asked if pre-K was currently fully operational, particularly with the virtual learning.

Dr. Herron noted pre-K was the first group back at every level and fully operational.

Mr. Icenhour asked how long pre-K had been back.

Dr. Herron noted since September.

Mr. Icenhour noted that was practically the entire school year.

Dr. Herron noted the students were out for several weeks at the peak of the pandemic.

Mr. Icenhour noted the higher grade students were introduced back into school later, with the younger students earlier in the year.

Dr. Herron confirmed yes based on data that the spread of COVID-19 was less in the lower grades than adults.

Mr. Icenhour asked about the cost of the trailers.

Dr. Herron noted the cost was \$745,459 for four years.

Mr. Icenhour noted the CARES Act or recovery relief would cover approximately half of that amount.

Dr. Herron confirmed yes. She noted equipment and such would be paid for prior to the end of the grant. She further noted approximately one year and nine months of the four years would be local funding.

Mr. McGlennon thanked Dr. Herron for clarification on several points. He noted the free and

reduced lunch program as criteria for class size reduction, adding reduction was being implemented at all schools. He further noted the reduction was based on a higher student expectation for the upcoming year.

Dr. Herron confirmed yes that free and reduced lunches were not the point, but smaller classroom sizes and the pandemic restrictions.

Mr. McGlennon noted the two issues of social distancing and smaller classroom sizes. He asked how many trailers were needed for social distancing or classroom reduction.

Dr. Herron noted Mr. Walker had specific data on individual classrooms by grade in each school.

Mr. Walker noted the trailers at Norge and James River Elementary Schools were established. He further noted the other six trailers and the class sizes were reflective of the staffing needs.

Mr. McGlennon asked if the additional trailers would allow for the desired student teacher ratio while also maintaining social distancing.

Dr. Herron confirmed yes.

Mr. Icenhour asked which schools currently had trailers and the number.

Mr. Keever noted two trailers were at Matthew Whaley Elementary School, with one leased in 2014 and the other in 2019, and both with SUP expirations of July 2022. Mr. Keever noted one trailer was at Stonehouse Elementary School with a lease date of 2020 and an SUP expiration of July 2024. He further noted a trailer at Jamestown High School with a lease date of 2020 with an SUP expiration of July 2024. Mr. Keever noted eight trailers, adding the Board had reviewed one at James River Elementary School.

Mr. Icenhour noted the James River Elementary School trailer had already been approved.

Ms. Larson noted the County Administrator's budget did not currently reflect an elementary school. She asked if the School Division would retain the school in its Capital Improvements Program (CIP).

Dr. Herron noted if the school was not funded nor part of the CIP that returned to the School Division, it would have to be put back on the budget.

Ms. Larson noted more discussion after September 30, 2021 to review. She further noted always looking for the optimum class size and asked if class size would be obtainable with these trailers. Ms. Larson noted unexpected variables with enrollment and staff discussion regarding maintaining lower class sizes.

Dr. Herron noted the additional trailers also meant additional teachers. She further noted the unknown enrollment number in the fall. Dr. Herron noted statistics of student enrollment and 287 Kindergarten registrations to date. She further noted she was hopeful of increased numbers in the fall.

Ms. Larson asked if some Kindergarten-aged children were starting a year out.

Dr. Herron noted that was very likely and School staff would communicate with parents. She further noted virtual Kindergarten registration over the past week.

Ms. Larson thanked Dr. Herron for the information.

Mr. McGlennon asked about the financial arrangement and if there were positives or negatives for a shorter time on the SUPs.

Dr. Herron noted it was difficult to say, adding the pre-K assessment was important for establishing the best way to serve the community's students. She further noted with a shorter timeline, planning for pre-K and other concerns. Dr. Herron noted with the school removal from the CIP, there were time considerations regarding the design build. She further noted the four years allowed for space capacity whether through new elementary school construction or pre-K.

Mr. McGlennon asked if there were differences in the trailer rental agreements.

Dr. Herron noted the trailer rentals were stable for the next four years.

Mr. McGlennon thanked Dr. Herron for the information.

Mr. Icenhour noted the plan to have all students return in-person in the fall. He asked if there was a virtual option for Kindergarten students next year.

Dr. Herron noted there was a virtual option, adding it was not in School Division buildings nor with its staff. She further noted the use of Virtual Virginia through the Virginia Department of Education, which has a K-5 option. She further noted this option had been presented to parents seeking a virtual option. Dr. Herron noted approximately 75 students were enrolled in the Virtual Virginia program with a July deadline if students choose another option.

Mr. Icenhour noted 395 students in pre-K with approximately 160 on a waiting list. He asked if those numbers were still accurate. Dr. Herron confirmed yes. Mr. Icenhour noted the approximately 160 wanted to be in pre-K, but the space was unavailable.

Dr. Herron confirmed yes.

Mr. McGlennon asked if they qualified.

Dr. Herron confirmed yes.

Ms. Larson asked if elementary schools were back to in-school learning four days a week.

Dr. Herron confirmed yes to all schools having that schedule.

Ms. Larson asked about the health environment.

Dr. Herron noted there were cases as well as quarantines.

Mr. Keever noted positive cases of students, possibly on a daily basis, but no transmission within the building had been determined. He further noted 82 students were currently quarantined based on close contact designation. Mr. Keever noted the number fluctuates weekly and the School Division's Dashboard is updated every Monday with those numbers for community awareness.

Ms. Larson thanked Mr. Keever.

Mr. Icenhour noted he had compiled information on where the schools would be with and without the trailers in terms of capacity. He further noted he had used data that showed overcrowding and the need for space, adding a reduction was noted with the use of the

trailers. Mr. Icenhour noted J.B. Blayton and Laurel Lane Elementary Schools were in the upper 90% range for capacity. He further noted 76% capacity at D.J. Montague Elementary School and referenced reallocation below 90% for all schools. Mr. Icenhour noted the School Division needed the additional space and the possibility of better equity between the schools in allocation percentage. He further noted he welcomed discussion of the School Division's thoughts.

Dr. Herron thanked Mr. Icenhour for the analysis.

Ms. Larson noted the School Liaison meeting on May 12, but that was not enough time for the information. She further noted the follow-up meeting would be good and that information could be shared with the Board.

Dr. Herron noted redistricting rather than moving students. She further noted the difficulty of redistricting in the midst of the pandemic and the additional stress on families.

Mr. Icenhour noted moving the buildings to the students at this time, but long-term should address moving students to permanent buildings for maximum capacity.

Mr. Hipple asked for clarification on the number of trailers and how many were included in the budget.

Mr. Keever noted six trailers would be covered under CARES Act or ESSER funds, while two trailers are currently in the operating budget. He further noted the \$745,459 covered all eight trailers, but the two trailers could be pulled out for that financial portion.

Mr. Hipple noted the money for the two trailers could use CARES Act funding and the trailer amount could then be used elsewhere in the budget. He further noted all eight trailers could then use the CARES Act funds.

Mr. McGlennon noted the cost timeline of one year and nine months, which equated to approximately \$250,000-300,000 coming from federal funding.

Mr. Hipple noted eight trailers at \$745,459 with two trailers already in the budget.

Mr. McGlennon asked if the two could be included in the funding as they were already in the budget. He noted the remaining six trailers.

Mr. Keever noted the total project cost, which included eight trailers, had been presented.

Mr. McGlennon noted he appreciated that information, but wanted to also know how much of the project would be covered by the federal funds and how much from local and state level. He further noted the project was only eligible for part of the time period.

Mr. Stevens noted provisions in the CARES money for previously budgeted items not being covered, adding there were some exceptions. He further noted the American Rescue Plan (ARP) funding was more flexible. Mr. Stevens noted there were still questions on uses of that funding being addressed.

Dr. Herron noted the School Division was waiting on direction and answers. She further noted using federal funds as available.

Mr. McGlennon noted the availability of the federal funding to assist in these needs.

Dr. Herron confirmed yes.

Mr. Hipple noted the classroom size in relation to the decrease due to social distancing requirements. He asked if the smaller class size would stay in place when the three-foot social distancing requirement was removed.

Dr. Herron noted the teacher-student ratio depended on the level. She further noted the lower grades still needed smaller class sizes post-pandemic for effectiveness.

Mr. Hipple noted the class sizes were effective pre-pandemic. He questioned the post-pandemic level of effectiveness when social distance requirements were lifted.

Dr. Herron noted meeting ideal class sizes and serving student needs.

Mr. Hipple asked if the option to learn remotely would still be available or was the goal for all in-person learning as the pandemic eased.

Dr. Herron noted face-to-face classroom learning was the best scenario, adding the effectiveness of some classrooms using virtual teaching, but that did not meet all student needs. She further noted a Virtual Academy for middle and high school students for the upcoming year. Dr. Herron noted approximately 250 students had applied for the academy, but she was unsure if all would remain virtual. She further noted the upcoming year would be transitional and more detailed data would be known later. Dr. Herron noted the virtual atmosphere was an opportunity for families who had not been in the public school system to learn virtually while still participating in sports and activities.

Mr. Hipple noted dual options for learning could be advantageous for students and the School Division. He further noted state funding could also be a factor.

Dr. Herron noted K-5 had used the state program, Virtual Virginia, this year. She further noted the School Division did not staff the classes, but paid a portion of the average daily membership (ADM) for each student with some of that ADM to remain with the School Division. Dr. Herron noted that model may be considered later as well as other options. She further noted the skillset teachers had acquired with virtual learning.

Mr. McGlennon expressed his thanks to Dr. Herron and her staff, as well as Mr. Kelly, for their presence and information.

Mr. Hipple closed the Public Hearing as there were no speakers.

Dr. Herron thanked Mr. Stevens and staff on coordinating the trailer projects.

Ms. Larson noted Virtual Virginia had been in existence for a while. She further noted caution with teacher and School Division stress on oversized classrooms and accommodating enrollment numbers. She thanked Dr. Herron and others for their participation.

The Board thanked Dr. Herron.

Mr. Hipple noted each application could be voted separately or all the applications as a block.

Ms. Larson made the motion to vote on the applications as a block.

Mr. Icenhour noted he had some concern, but he would defer the concern to the School Division, and was ready to vote on the block. He further noted he had several points of discussion with the Board.

Mr. Hipple noted those points could be discussed prior to the vote. He further noted confirming with Mr. Kinsman on voting for the applications as a block.

Mr. Kinsman noted as a block vote was acceptable, adding that point needed to be clearly stated.

Mr. Icenhour noted his thanks to the School Division for the answers. He further noted the overcrowding issues in the elementary schools, adding he was in favor of the additional space. Mr. Icenhour noted pre-K in addressing the long-term overcrowding impact and a facilities study to accommodate current students as well as those unable to attend due to space constraints. He further noted how much could be done for how much money in reference to the options of a new elementary school or expansion of an existing one. Mr. Icenhour noted he wanted a careful analysis of costs and benefits for each option. He further noted pre-K expansion over the next 10 years in planning. Mr. Icenhour noted the trailers presented a bridge to ensure the community's children had educational needs met, but he wanted the analysis quickly so a permanent solution could be addressed long before the expiration of the SUPs.

Mr. Hipple read the SUP numbers for the block vote recording purposes.

7. SUP-21-0006. J.B. Blayton Elementary School Learning Cottage

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

8. SUP-21-0007. D.J. Montague Elementary School Learning Cottage

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

9. SUP-21-0008. Laurel Lane Elementary School Learning Cottage

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

10. SUP-21-0010. Norge Elementary School Learning Cottages

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

11. SUP-21-0011. Stonehouse Elementary School Learning Cottages

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

H. BOARD CONSIDERATION(S)

1. Fiscal Year 2022 Budget Appropriation

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 3 NAYS: 1 ABSTAIN: 0 ABSENT: 1

Ayes: Icenhour Jr, Larson, McGlennon

Nays: Hipple

Absent: Sadler

Ms. Day addressed the Board noting the resolution in the Agenda Packet appropriated Fiscal Year 2022 Budget changes to the County Administrator's Proposed Budget. She noted these changes resulted in no change to the total overall budget as proposed. Ms. Day further noted staff's recommendation for the Board to adopt the resolution.

Ms. Larson asked if there was a change regarding the cigarette tax and the dollar amount.

Ms. Day noted the tax estimate in the proposed budget was approximately \$900,000. She further noted that was a conservative figure and all those funds were designated for the capital expenditure program, which would be monitored throughout the year as the revenue was received.

Ms. Larson thanked Ms. Day.

Mr. Hipple noted Mr. Bradshaw's estimate was \$850,000.

Ms. Day confirmed that amount with an effective date of September 1, 2021.

Mr. McGlennon thanked Ms. Day, staff, and Mr. Stevens for fiscal conservancy and tax payer dollars while meeting the community's needs.

Mr. Hipple noted his appreciation of the budget work. He further noted he supported the budget, but not the cigarette tax, therefore he could not support the entire budget since the tax was a component of it.

I. CLOSED SESSION

A motion to Enter a Closed Session was made by John McGlennon, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

At approximately 6:33 p.m., the Board entered Closed Session.

At approximately 6:43 p.m., the Board re-entered Open Session.

A motion to Certify the Board only spoke about those items indicated that it would speak about in Closed Session was made by John McGlennon, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

1. Consideration of the acquisition of an interest in real property along Ironbound Road, pursuant to Section 2.2-3711(A)(3) of the Code of Virginia

J. ADJOURNMENT

1. Adjourn until 1 pm on May 25, 2021 for the Business Meeting

A motion to Adjourn was made by John McGlennon, the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Absent: Sadler

At approximately 6:43 p.m., Mr. Hipple adjourned the Board of Supervisors.

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
May 25, 2021
1:00 PM

A. CALL TO ORDER

B. ROLL CALL

P. Sue Sadler, Vice Chairman, Stonehouse District
James O. Icenhour, Jr., Jamestown District
Ruth M. Larson, Berkeley District
John J. McGlennon, Roberts District
Michael J. Hipple, Chairman, Powhatan District

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney

Mr. Hipple requested a motion to amend the Agenda to remove Item No. 5 from the Consent Calendar as the County Attorney's Office has deemed this item is subject to a public hearing and will be considered at the June 8, 2021, Regular Meeting.

A motion to Amend the Agenda was made by John McGlennon, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

C. PRESENTATION

1. AARP Tax Aide Volunteers Recognition

Mr. Hipple requested Ms. Betsy Fowler, Williamsburg Regional Library (WRL) Director, and Mr. George Richmond, AARP Tax-Aide District Coordinator, and his team come forward. He read a commendation acknowledging the WRL, in conjunction with AARP tax aide volunteers, for free tax return preparations to citizens over 50 years old with low to moderate income for more than 30 years. Mr. Hipple noted many AARP tax aide sites in Virginia were unopen due to the COVID-19 pandemic. He further noted despite restrictions, the 55 Internal Revenue Service certified volunteers continued to offer the tax service at both the Williamsburg and James City County Libraries. Mr. Hipple noted 5,590 AARP tax aide volunteer hours were logged during the tax season, which ran from February 17, 2021 to April 15, 2021. He further noted 817 tax returns were completed with approximately \$1.2 million in refunds. Mr. Hipple commended both groups for their service to the community.

The Board thanked the group for its work.

D. BOARD DISCUSSIONS

1. Facilities Master Plan Update

Mr. Shawn Gordon, Chief Civil Engineer, addressed the Board noting Mr. Tony Bell,

Managing Principal, and Mr. Adam Bricker, Project Manager, with Moseley Architects were present. Mr. Gordon noted the presentation before the Board reflected a 75% update of the Facilities Master Plan. He further noted two options would be presented: 1) on-site and 2) new locations. Mr. Gordon noted some recommendations were no expansion on current sites, thus the new location criteria. He further noted the Facilities Master Plan included the Williamsburg-James City County School Administration and the Williamsburg-James City County Courthouse, adding a recent court stakeholder meeting and a June 1, 2021 meeting with the School Board. Mr. Gordon noted the Board's feedback and comments would help develop the best option for the County's Facilities Master Plan over the next 20 years.

Mr. Bricker addressed the Board noting in some circumstances only one option was apparent. He noted comments from the Board and alternative options were welcome. Mr. Bricker further noted the highlights of the space needs assessment in a PowerPoint presentation and the number of County facilities. He noted some facilities, such as the independent fire stations, would clearly remain independent entities. Mr. Bricker continued the PowerPoint presentation noting the 19 County facilities and the goal of addressing the County's 20-year space needs, which would carry to 2040. He noted the presentation's exhibits reflected the vision for the respective facilities in 20 years. Mr. Bricker noted the naming pattern for the different sites as shown in the PowerPoint presentation. He further noted Option 1 was represented in blue on the PowerPoint diagrams, with Option 2, if available, in red. Mr. Bricker continued the PowerPoint presentation noting the option of relocation for the Emergency Operations Center (EOC) to be with other County administrative functions. He noted when the EOC was active, everyone would be together. He further noted Satellite Services and Fire Station 1 would remain at the Forge Road campus. Mr. Bricker noted Option 2 addressed a purpose built space for Satellite Services instead of expanding its current space. He further noted positive feedback on the Satellite Services location for that end of the County, adding Option 2 would occur in the nearby vicinity. Mr. Bricker noted the four remaining Fire Stations were stand-alone sites and the next point in the PowerPoint presentation. He further noted Fire Station 2 had two options: Option 1 was same-site replacement, possibly later in time; and Option 2 was renovation and expanding to the current facility. Mr. Bricker noted the saddlebag design of fire stations with personnel areas on either end and equipment bays in the middle of the building. He further noted the design of newer fire stations as the reason for Option 1, which addressed less personnel moving through the equipment bays to avoid possible contamination. He further noted the goal for the master plan was to have one option for everything, adding the Board's input on direction was necessary. Mr. Bricker continued the PowerPoint presentation addressing Fire Station 3 and the Fire Training Administration options. He noted discussion on moving the Fire Administration with other administrative functions, with the training aspect as a separate piece. Mr. Bricker continued the PowerPoint presentation noting Fire Station 4 was a newer design. He noted this location only had one option, which was on-site expansion. Mr. Bricker further noted Fire Station 5, an older building, had two options similar to those cited for Fire Station 2. He continued the presentation addressing the Tewning Road Campus which housed the James City Service Authority (JCSA) and many of General Services' divisions. Mr. Bricker noted the proposal for this campus was a JCSA-only site as the majority of JCSA's infrastructure was already in place there as well as administration. He further noted land limitations, adding if General Services relocated then JCSA could expand its facility. Mr. Bricker noted a consolidation of the smaller on-site buildings for manageability. He further noted the option of keeping the General Services fleet building on-site as that division is responsible for JCSA fleet maintenance and public safety equipment. Mr. Bricker continued the PowerPoint presentation addressing the Colonial Community Corrections facility and Williamsburg/James City County Courthouse options. He noted one option for the Health and Human Services Center and ongoing discussion regarding Olde Towne Medical Center. Mr. Bricker further noted the James City County Recreation Center's recent use as an in-person voting location and space needs on an as-needed basis. He noted the options for this site. Mr. Bricker continued the presentation noting the Warhill Tract/Opportunity Way site, which he added was the largest one. He noted the details of Option 1 highlighted inclusion of

departments in a single building over 100,000 square feet. He further noted the site also included plans for future Fire Station 6 and the existing Law Enforcement Center (LEC). Mr. Bricker continued the presentation showing the Warhill Sports Complex, the LEC, and surrounding County facilities in this site. He noted the LEC was basically the same for both options as it had been built with a 20-plus-year plan. Mr. Bricker highlighted future space needs which included a new centralized County Administration building and Fire Station 6. He noted this site was also being considered as a possibility for the Williamsburg-James City County (WJCC) School Administration. Mr. Bricker noted Moseley Architects had worked with WJCC Schools on its master plan and a June 1, 2021 meeting with the School Board was scheduled. He further noted WJCC School division needs regarding parking and expansion. Mr. Bricker noted the option to include the Fire Training Facility at the Opportunity Way site and designated it on the PowerPoint presentation map.

Mr. Hipple noted the option of the main building and a secondary building. He further noted it would be less cost to the County to add floors rather than build a separate building. Mr. Hipple noted personnel consolidation under one roof and the possibility of an underground parking garage. He further noted the benefits of the garage included staff security and inclement weather. Mr. Hipple noted it was more affordable to build up rather than construction of an additional building. He further noted extra floor space for future needs, a staff café, and other points in favor of a centralized multi-floor facility.

Mr. Bricker noted the next step was looking at cost and evaluation of the options. He asked Mr. Hipple if he envisioned the parking all underground or a partial level.

Mr. Hipple noted staff would use the underground parking with visitors using outside parking. He further noted the impact to greenspace and Best Management Practices (BMPs). Mr. Hipple noted some instances where spare floors were rented to outside vendors as a revenue source until the space was needed.

Mr. Bricker noted the dashed line in the diagram outlined wetlands on the property site. He further noted construction was possible in wetlands, but very expensive and challenging.

Mr. Hipple noted the advantage of adding floors and going up on the existing facility to save space and costs. He further noted the land behind the LEC as walking trails.

Ms. Larson asked if the Warhill Tract was the only option for land. She asked about the option for adding upward in the current location.

Mr. Stevens noted the latter had not been done based on discussion at the Board's retreat in January 2021. He further noted that point could be considered as an option. Mr. Stevens noted other sites could be considered that were more centrally located, adding if the Board wanted to pursue that route, other locations could be reviewed.

Discussion ensued.

Ms. Larson noted the site would need to be located where citizens had access either through private transportation or the Williamsburg Area Transit Authority (WATA).

Mr. McGlennon noted if this site was chosen, the need for a satellite office in the southern end of the County, similar to the northern end, would be warranted.

Mr. Bricker noted this point was not in the master plan, adding the popularity of the satellite services on the western side of the County. He further noted the possibility of a similar satellite site for the eastern side if this location was chosen.

Ms. Sadler asked Mr. Stevens if the County already had the property to do an expansion.

Mr. Stevens confirmed yes, the County had the property at the Warhill site.

Ms. Sadler noted Ms. Larson's comment regarding convenience for citizens as a consideration.

Mr. Hipple noted the distance to the Mounts Bay location and the more centralized site for citizens. He further noted a satellite facility at the other end of the County, particularly near a WATA route.

Mr. McGlennon asked about Thomas Nelson Community College's offer to return some property where expansion was intended.

Mr. Stevens confirmed yes the property had been transferred back to the County. He noted it was the property behind the LEC, adding much of it was not developable. Mr. Stevens further noted the area was 20 acres and difficult to access.

Mr. McGlennon asked if the EOC was relocated, would a backup site be available. He noted exploring possibilities for such a site. Mr. McGlennon asked if the plan accounted for changes in employment practices such as the ones seen in federal government with telecommuting. He noted possible reduced staff on-site in the future.

Mr. Bricker noted the space needs were based on the recent study. He further noted that study was pre-COVID and teleworking. Mr. Bricker noted the understanding that teleworking may be optional in the County, but not as a full-time option. He further noted if staffing was reduced by 30% at on-site facilities, then the space needs would change. Mr. Bricker noted no space needs update had been made as there had been no discussion on that option being a plan.

Mr. Stevens noted discussion among localities regarding telecommuting and the future. He further noted a presentation would be presented to the Board for discussion at a later date. Mr. Stevens noted most staff had returned to their working spaces, adding Social Services Department was an exception. He further noted square footage of buildings could be impacted if new construction was involved.

Mr. Icenhour asked how many square feet were in the Mounts Bay Government Complex.

Mr. Bricker noted that number was not in the presentation, but it was significantly less than what was planned.

Mr. Icenhour noted the Government Complex Campus would be absorbed as well as others like Fire.

Mr. Bricker confirmed yes. He noted the biggest jump in the space needs was not based on current space as no major construction for a large building had been done. He further noted making up the deficit from current space to current need for space. Mr. Bricker noted the next part of the presentation addressed the other half of the Warhill Tract, which was named the Water Tower Site. He further noted locating General Services and the Fire Training facility in this area as Option 1. Mr. Bricker noted the details of this option. He further noted Option 2 for the Jolly Pond Road Campus involved General Services Solid Waste Division. Mr. Bricker noted this was also considered a possibility for the Fire Training Facility location. He further noted utility issues at the location, including fiber connections and water service size. Mr. Bricker noted the need for larger utility improvements. He further noted this location was a farther distance for General Services to travel for vehicle servicing, which equated to lost time.

Mr. Bricker noted the Transfer Station for the Solid Waste Division would remain at the Jolly Pond Road location. He further noted the other County convenience centers were slated for replacement with larger facilities as an option. Mr. Bricker continued the PowerPoint presentation noting the properties that were not slated for expansion or development, but the property could be reviewed if the Board deemed it. He noted the sites included Mounts Bay Road, Palmer Lane Campus-Ironbound Road, and Information Resources Management (IRM) Video Center. Mr. Bricker noted the last two sites housed staff from departments with administrative facilities elsewhere in the County. He further noted in the PowerPoint presentation a summary of the options for the Facilities Master Plan. Mr. Bricker noted the WJCC School options would be discussed in more detail at a later date. He further noted the Courthouse was only 20 years old so the option there would include expansion and renovation in place.

Mr. Icenhour asked about the Mounts Bay Government Center square footage.

A consulting staff member noted it was 58,500 square feet.

Mr. Icenhour noted 100,000 square feet in the new building.

Mr. Bricker confirmed yes, adding that included some functions currently not on-site at the Mounts Bay Campus.

Ms. Sadler asked if schools were included.

Mr. Bricker noted the footprint did not include schools.

Mr. Icenhour noted the 20-year plan and the details of expansion. He asked about the total 20-year capital requirement, adding he felt it would be a significant amount to that price tag.

Mr. Bricker noted that analysis was the next step. He further noted developing project budgets so the Board would have the costs. Mr. Bricker noted this presentation offered the Board an opportunity to give feedback on site preferences, particularly regarding combining staff in the most effective way.

Ms. Sadler asked about existing land and land purchase.

Mr. Bricker noted land purchase was not applicable to any of the current options presented. He further noted the site reviews had been on existing County-owned property.

Ms. Sadler thanked Mr. Bricker.

Mr. Hipple noted the cost study would need to include maintenance and upkeep to existing facilities. He further noted the ability to sell existing property that may not be needed. Mr. Hipple noted the initial costs, but the long-term savings on maintenance and other factors with one building would prove beneficial in his opinion. He further noted different building materials that were long-lasting and durable.

Ms. Larson noted General Services would be her first priority. She asked if that piece could be addressed separately. Ms. Larson noted the cost for each piece.

Mr. Bricker confirmed yes. He noted separate costs for Administration, Fire, and others would be available.

Ms. Larson noted the cost of construction for additional Fire buildings. She noted the age of some of the General Services buildings, whereas expansion to existing Fire Stations may be

more efficient.

Mr. Bricker noted it would depend on the timing of the project. He further noted an add-on would align with a shorter timeline. Mr. Bricker noted if it was a long-term project, it could be incorporated into the Capital Improvements Plan (CIP). He further noted replacement may not be a current option, but a long-term one over the next 15-20 years.

Mr. McGlennon asked if the analysis would incorporate traffic impacts.

Mr. Bricker noted that point had been discussed. He further noted the volume of activity particularly at the Warhill Tract, especially at the Sports Complex.

Mr. McGlennon noted the timing of sports team near the end of the business day. He further noted schools in that area.

Ms. Larson noted the traffic concerns on Jolly Pond Road. She further noted the need for a traffic impact study.

Mr. Bricker noted no traffic study had been done. He further noted that site as an option was based on the property being County owned. Mr. Bricker noted the heavy equipment that General Services maintained and not locating a facility in a residential neighborhood. He further noted that site was considered as Option 2 due to its remoteness, road conditions, utilities, and longer travel time.

Ms. Larson noted the School Division Operations Center was located on Jolly Pond Road. She asked if expansion of that facility was an option or was the facility serving the current needs.

Mr. Bricker noted the School Division was currently looking at expansion.

Ms. Larson asked about joining both groups' fleets. She noted bus service as well as some vehicular service. Ms. Larson asked if two large properties were being considered with one piece for County and the other for the School Division.

Mr. Bricker noted a combination had not been addressed. He further noted the School Division expansion was more limited than the County's General Services. Mr. Bricker noted the School Division needed more bay space and administrative space.

Mr. Icenhour asked if the School Division had room on the existing property for expansion.

Mr. Bricker confirmed yes. He noted available land to the west of the facility. He further noted a building expansion and some site improvements for better bus circulation. Mr. Bricker noted this was a more limited expansion than General Services, which incorporated many different pieces being brought together.

Mr. Hipple noted Option 1 for General Services worked well. He further noted the infrastructure and costs.

Mr. Icenhour addressed Mr. Stevens noting the cost analysis and a priority list for the next 20 years with incremental projects planned. He noted compiling the list based on priority and cost.

Mr. Stevens noted evaluating the list by groups and then with the five-year CIP. He further noted this would be an ongoing discussion with the Board for any necessary adjustments.

Mr. Bricker noted the goal of the long-term vision. He further noted some adjustments could be needed, adding the teleworking aspect as a possible example. Mr. Bricker noted the need for space was evident as growth was occurring.

Ms. Sadler thanked Mr. Bricker for the thorough presentation.

2. Briefing on the Engage 2045 Comprehensive Plan Update Process

Mr. Hipple recognized Mr. Jack Haldeman, Planning Commission Chairman, was in attendance.

At approximately 2:04 p.m., Mr. Haldeman called the Planning Commission May 25, 2021, meeting to order.

Mr. Paul Holt, Director of Community Development and Planning, called the roll.

ROLL CALL

Planning Commissioners Present:

Barbara Null
Julia Leverenz
Frank Polster
Tim O'Connor
Rich Krapf
Jack Haldeman

Planning Commissioners Absent:

Rob Rose

Mr. Holt noted as the Planning Commission meeting this evening was a public meeting with a physical quorum present. He further noted Dr. Rose requested remote participation to the meeting. Mr. Holt noted per State Code and adopted Planning Commission policy, a majority vote of the Planning Commission members physically present was required for the remote participation. Mr. Holt sought a motion for the remote participation.

Ms. Leverenz made the motion for acceptance of remote participation.

Mr. Holt called Roll and the motion was passed unanimously on a voice vote.

Dr. Rose joined the meeting remotely.

Ms. Ellen Cook, Principal Planner, noted this meeting marked the seventh Comprehensive Plan update process to the Board. Ms. Cook noted Mr. Vlad Gavrilovic, Principal with EPR P.C., and Ms. Leigh Anne King, Clarion Associates, were in attendance. She further noted Ms. Ginny Wertman, a member of the Planning Commission Working Group (PCWG) and Chairman of the Community Participation Team (CPT) was in attendance. Ms. Cook noted updates to the Comprehensive Plan chapters were highlighted in the PowerPoint presentation. She further noted final revisions from the PCWG, which are included in the Board's packet. Ms. Cook continued the presentation highlighting the topics for discussion. She noted the first topic was Mooretown Road Extended. Ms. Cook further noted background and other details of Mooretown Road Extended in the PowerPoint presentation, adding staff requested Board direction on inclusion in the Comprehensive Plan/Land Use Map and language addressing various forms of funding. Ms. Cook noted Mr. Haldeman would provide the PCWG's summary.

Mr. Haldeman noted discussion on the Hill Pleasant Farm Economic Opportunity (EO) and the possible extension of Mooretown Road. He further noted there were six key points made by the group that did not want Mooretown Road removed from the map: 1) beneficial transportation corridor in the future as a parallel route to Route 60 to alleviate congestion; 2) removal will lessen the County's ability to push economic opportunities with private developers between Lightfoot and Croaker; 3) protective rights through specific descriptors of funding; 4) York County's work along the corridor and James City County's preparation in light of that work; 5) residents' comments to increase density within the Primary Service Area (PSA), while maintaining protection of rural land outside the PSA; and 6) some members indicated a preference for private funding, but noted public, private, or shared funding should also be considered. Mr. Haldeman noted the points for Mooretown Road Extension removal were: 1) adding additional lanes in the 1.25-mile corridor will encourage more sprawled development in the area; 2) degradation of the area's economic opportunity zone if used as a cut-through for traffic with congestion as a deterrent to business deliveries while providing enhanced marketability for businesses to York County, whereas a single dedicated entrance serving the economic opportunity businesses would be more attractive for James City County; 3) the solar farm on this site gives the County a 30-year respite from these threats. Mr. Haldeman noted the recommendation to remove the extension and reassess it in the 2075 Comprehensive Plan.

Mr. Icenhour asked about the PCWG's vote of 4-2 with two absences and the recommendation to remove the extension.

Mr. Haldeman confirmed yes to both points.

Ms. Sadler asked about the Planning Commission.

Mr. Haldeman noted the PCWG recommended removal of the extension from the Land Use Map.

Ms. Sadler asked about comments from other PCWG members.

Mr. Holt noted with the conclusion of Mr. Haldeman's points, other members could be called upon for comment.

Ms. Sadler noted she would like to hear from Ms. Null and Mr. O'Connor as both are residents in the area. She further noted they may have heard additional citizen comments.

Mr. O'Connor noted he and Ms. Null cast dissenting votes with Mr. Krapf and Dr. Rose at that meeting. He further noted removing the Mooretown Road extension 'handcuffed' future opportunities, adding retaining it in the Comprehensive Plan served as a placeholder. Mr. O'Connor noted as a resident of the Toano area, traffic conditions were steadily degrading, adding railroad crossings in the area were also detrimental.

Ms. Sadler noted if the extension remained in the Comprehensive Plan and continued, development would need to come before the Board for approval.

Mr. Holt noted it would need to be a future legislative case to rezone the property with a master plan.

Ms. Sadler noted either way the Board would review the case if the extension remained in the Comprehensive Plan.

Mr. Holt confirmed yes.

Ms. Sadler noted the neighboring jurisdiction had numerous apartments in the area. She asked about plans for the apartment complex regarding residential and traffic concerns.

Mr. O'Connor noted he was unsure of plans. He further noted continued residential development along the Home Depot area of Mooretown Road toward Airport Road.

Mr. Holt noted he had not heard any plans. He further noted much of that property was owned by the Williamsburg Pottery, adding the York County part of the property would not come before the James City County Board of Supervisors.

Mr. McGlennon noted if the extension was removed, it would require an act, particularly if a developer came forward with private funding for the road, then legislative action could occur.

Mr. Holt noted traditionally the Board had not chosen to make changes to the Comprehensive Plan in an off-cycle year, but it could be done.

Mr. McGlennon noted the James City County portions of the area were predominately designated as residential development in the briefings.

Mr. Holt noted on the County side, as with the EO version, residential would be limited.

Mr. McGlennon asked about the Williamsburg Pottery on the James City County side and the suggested use of its land.

Mr. Holt noted residential would be inconsistent with the current 2035 Comprehensive Plan vision.

Mr. Icenhour asked if a developer wanted to come in and build and requested a rezoning, and the Board approved it, then the action would not have to wait until a Comprehensive Plan cycle to proceed.

Mr. Holt noted the Board historically did not entertain off-cycle changes to the Comprehensive Plan. He further noted the Board could make those changes.

Mr. Icenhour noted if the developer wanted to proceed, the Board could approve it regardless of the Comprehensive Plan.

Mr. Holt confirmed yes the Board could approve it.

Mr. Icenhour noted with the removal of the Mooretown Road extension, if a developer wanted to proceed, there was nothing to prevent the Board from approving it.

Mr. Holt noted that would be an inconsistent piece of the Comprehensive Plan and would factor in staff recommendations, but ultimately it could be done.

Ms. Sadler noted the potential of a delay if the placeholder was not in the Comprehensive Plan.

Mr. Holt noted the Comprehensive Plan assisted staff in communication with developers. He further noted when a developer presents the conceptual plan to staff, one of the initial questions addresses if the development master plan is consistent with the Comprehensive Plan. Mr. Holt noted the Comprehensive Plan's policies and procedures drives the developer's plans. He further noted funding and if the road was removed from the Comprehensive Plan, then no request for transportation funding would be pursued. Mr. Holt added that funding could be pursued if the Board deemed it.

Ms. Sadler asked for Ms. Null's comments.

Ms. Null addressed the Board, noting her concurrence with Mr. O'Connor's comments. She noted the traffic concerns with congestion and the railroad. Ms. Null further noted there was no need to remove Mooretown Road Extended from the Comprehensive Plan at this time, adding removal could serve as a deterrent to potential businesses. She noted the access to Interstate 64 (I-64) would be advantageous for businesses and commercial traffic, adding the tax revenue from businesses was important. Ms. Null noted schools and homes were not being built, but business was being built by retaining the extension in the Comprehensive Plan.

Ms. Sadler thanked Ms. Null.

Mr. Icenhour asked Mr. Frank Polster, Planning Commissioner, to come forward. He noted the road was conceptual, and did not actually exist, adding the County had no plans of building the road with its funding. Mr. Icenhour further noted if someone wanted to develop the property, the County would require that party to put a road in and identify the plan to make that happen. He noted a traffic study.

Mr. Polster noted a traffic study was done. He further noted the traffic study confirmed that the intersections at Route 60 and Croaker Road, Lightfoot Road and Richmond Road, and Mooretown Road and Lightfoot Road were red with a Level of Service (LOS) of EF, adding the Board's LOS standard is C. He further noted that was the study result if the road was not built. Mr. Polster noted if the road was built, there was no change to the LOSs with all remaining red.

Mr. Icenhour noted if a development was allowed, with a road to service it, then traffic generated by the development would still have congestion issues and basically maintain the current traffic level.

Mr. Polster noted it was not just the Mooretown Road development, but building occurring in the Fenton Mill and Old Mooretown Road areas that were problems. He further noted the LOS would remain the same regardless of the road extension.

Mr. Hipple noted discussion on development and industrial sites as two different points. He further noted industrial sites would not generate the same level of traffic as a development. Mr. Hipple noted the developments were already being built or in planning stages, which would impact the traffic. He further noted with the road and the commercial growth, the tax revenue would increase.

Mr. Polster noted the Virginia Department of Transportation (VDOT) traffic study and its projections for those particular intersections.

Mr. Icenhour noted when the EO zone was developed, it was not only commercial, but was designed to be industrial, commercial, and include a workforce housing component. He further noted these areas are designed to have a mix, but historically the mix is usually more residential. Mr. Icenhour noted when VDOT conducted the traffic study, the projection showed some residential component was incorporated and it was not an industrial complex, adding the EO zone was more like a Mixed Use. He further noted the Comprehensive Plan was a visionary document for what the community would look like 20-25 years in the future. Mr. Icenhour noted the concentration on preserving the rural aspect outside the PSA, while focusing on more intense development within the PSA. He further noted the County had an EO zone outside the PSA, which made no sense. Mr. Icenhour noted a definitive decision needed to be made. He further noted most of the rural area over the next 20 years would be occupied by a solar farm. Mr. Icenhour noted he was glad some EO zones were inside the

PSA. He further noted two contradictory points in the Comprehensive Plan which addressed intense commercial/industrial development in an area that are rural lands outside of the PSA per the Plan.

Ms. Sadler noted if the placeholder remained, and was outside of the PSA, would that still be part of the process for Board approval. She asked Mr. Holt about the process.

Mr. Holt noted this land was designated EO on the Future Land Use Map as Mr. Icenhour had mentioned. He further noted a small part was located within the PSA, but the majority was outside the PSA, including the area for the solar farm construction. Mr. Holt noted if a proposal came in to rezone the land outside of the PSA to an EO Zoning District, there was a requirement that the land be located inside the PSA and that the development be served by public water and sewer. He further noted a concurrent request to the Board would need to be made to include the land inside the PSA when the rezoning was considered.

Ms. Sadler asked how much residential was involved on the James City County side.

Mr. Holt noted no more than 15% residential was allowed in the EO zone.

Mr. McGlennon noted 15% of developable land area.

Mr. Holt confirmed yes. He noted he was unsure how that percentage translated in terms of dwelling units in response to Ms. Sadler.

Mr. McGlennon noted the EO zone examples shown during a Board meeting were Tyson's Corner in Northern Virginia and Short Pump in western Henrico County as representative visions. He further noted EO zone language which addressed the possibility of bus rapid transit and light rail service within a quarter mile of the residential units in the EO zone. Mr. McGlennon noted the vision showed dense high-rise residential.

Mr. O'Connor referenced Mr. Icenhour's comments. He noted discussion at the time the EO zone was created and the pace of the County's growth rate. He further noted the area was identified as an Urban Development Area (UDA) and was not recommended to be included in the PSA at that time.

Mr. Haldeman noted the residential development versus commercial business value aspect. He further noted no removal of the commercial aspect of the EO zone, adding the components of the EO zone would need an access road. Mr. Haldeman noted the location of the road, whether all the way from Croaker Road to Lightfoot Road or just come in from Croaker Road and service the businesses up to the James City County/York County line. Mr. Haldeman noted he had been in support of removing Mooretown Road from the map, adding the degradation of commercial value with the road as a major cut-through for commuting and residential traffic. He further noted a dedicated road that serviced the businesses in the EO zone and emptied onto Croaker Road within a quarter mile of I-64 was a valuable selling point in his opinion for the commercial aspect. Mr. Haldeman noted the time spent discussing the concept of induced demand or "build it and they will come". He further noted two of the larger residential developments in York County along Lightfoot Road came after the proposal to put in the cut-through road. Mr. Haldeman noted the national trend of widening or lengthening highways resulted in residential frontiers being pushing back. He further noted the Washington, D.C. area with 16-lane roads leading in and out of that area, and it still was not enough roadway. Mr. Haldeman noted areas in the County where traffic congestion were problems, adding never enough was the rationale behind the four Commissioners who asked for the extension removal.

Ms. Sadler noted the road was not enough now and having the option of the placeholder was

valid. She further noted addressing the situation, adding if it is a problem now, it will continue to be a future one as well.

Mr. Haldeman noted the problem was caused by poor land use planning, not transportation.

Mr. Hipple noted the possibility of a cul-de-sac off Croaker Road as the area grows. He further noted his change of thoughts since his involvement on the various Transportation Boards and understanding VDOT's plans on traffic alleviation. Mr. Hipple noted Route 199 with traffic lights impacting the traffic flow, adding the lights creating a bypass with segregated parts that curtailed movement. He further noted the need for a road or possibly a partial road, adding a developer will only develop as far as they needed for the cost of roads. Mr. Hipple noted the possibility of patches of road and the Planning Division's involvement with the connector to avoid patches.

Mr. Haldeman noted the development of this EO zone would be done under a master plan for the entire area.

Mr. Holt confirmed yes.

Mr. Haldeman noted that point would eliminate the patch work.

Mr. Hipple noted if the extension was removed from the Comprehensive Plan and a developer wanted to come in and develop a particular piece of land, then another developer could come in and do the same, which would create tie-ins to different pieces of development. Mr. Hipple noted more detailed planning was a better alternative than individual requests to the Board for development and it was already in place. He further noted with the removal of the extension, VDOT's SmartScale funding was no longer available.

Mr. Holt noted a majority of SmartScale's scoring was related to congestion relief.

Mr. Hipple noted if Mooretown Road Extension was removed then there would be no SmartScale scoring.

Mr. Holt noted the road would need to connect all the way through to be in accordance with the traffic analysis for congestion relief. He further noted that aspect would be required also. Mr. Holt noted a consistent thread among the traffic corridor study included tying in the road at both ends based on the stated need for the road at that time. He further noted if the road did not go through or provide congestion relief, then the road would not rank well in the SmartScale process.

Mr. Icenhour noted there was no discussion of state or federal money to build the road. He further noted this road was to be built by a developer and that no James City County tax money would go into the project.

Mr. Holt noted the current language reflected an expectation of private and/or public-private funding.

Mr. Hipple noted Skiffes Creek was an example of funding to alleviate congestion.

Mr. Icenhour noted the County was building that connector, not a developer.

Mr. Hipple confirmed yes.

Mr. McGlennon noted Mooretown Road had never been prioritized. He further noted this road had never been on the list for state or federal funding to construct transportation.

Mr. Holt noted there had been other priority roads such as Skiffes Creek connector, Longhill Road widening Phase I, Croaker Road widening, and several others.

Ms. Larson asked about other interest in the property.

Mr. Holt noted none from the Croaker Road side. He further noted mention of possible activity in York County at the Pottery property.

Mr. Icenhour noted a meeting regarding the Pottery's project which was similar to a Disney-type facility with hotels and an amusement park.

Ms. Sadler asked if the Board would have to approve it.

Mr. Icenhour noted most of it would have been in York County.

Ms. Larson noted Mr. Haldeman had addressed the traffic strain coming to the Lightfoot area when affordable housing was being reviewed in the Norge area.

Ms. Larson asked how much SmartScale would provide to assist with the congestion issues. She noted no one was coming forward to build the road.

Mr. Holt confirmed yes. He noted SmartScale funding was an every other year cycle so it would be available next summer (2022). He further noted if the Board wanted staff to pursue Mooretown Road for consideration, part of the SmartScale process involved a resolution from the Board, an application, and likely six to 10 years before acceptance into the program.

Ms. Larson asked if a private developer had come forward to build the road.

Mr. Holt noted not on the James City County side.

Ms. Sadler asked if any residential came forward, would that be a separate item for the Board to review.

Mr. Holt confirmed yes.

Mr. Hipple noted the placeholder allowed for options. He further noted the placeholder gave the Board the ability to move forward if needed.

Mr. Icenhour noted two traffic problem areas in which both were level CSX train track crossings. He further noted neither James City County, York County, or other groups were going to be able to do a short-term fix regardless of residential development. Mr. Icenhour noted the track issue was a separate problem and a function of the railroad. He further noted people's driving habits and using alternate routes to avoid going over the railroad tracks.

Ms. Sadler noted she was in favor of maintaining the placeholder.

Ms. Larson noted she was unsure as she recognized the merits of both sides. She further noted she wanted more time to research the subject, but questioned if an answer was needed today.

Mr. McGlennon noted the adoption of the Comprehensive Plan and no projects sitting before the Board currently. He further noted when a project did come forward, it would likely be two-three years into the Comprehensive Plan, which would coincide with the time to prepare for the next Comprehensive Plan. Mr. McGlennon noted that would be a reasonable time to

consider revision to the Plan.

Mr. Holt noted several large policy implications requiring Board guidance. He further noted the need for a consensus to guide the Planning Commission and staff for the draft Comprehensive Plan and draft proposed Future Land Use Map for the public hearing process. Mr. Holt noted the current timeline for presentation of those drafts to the Planning Commission was prior to the end of June, followed by a public hearing at the Board's July 13, 2021, meeting. He further noted consensus on the Board's direction would be helpful if known at the current meeting, adding today was not when the Board would vote on the Plan. Mr. Holt noted this draft Comprehensive Plan would still come before the Board for a vote, adding more discussion could take place in July.

Mr. Hipple noted providing guidance to staff in preparing the draft Comprehensive Plan. Mr. Hipple made a motion to retain the Mooretown Road Extension in the draft Comprehensive Plan. The motion failed with two Ayes (Hipple and Sadler) and three Nays (Icenhour, Larson, and McGlennon).

Mr. Holt noted a second motion would be helpful for clarification at the public hearing.

Mr. Icenhour made a motion to remove the Mooretown Road Extension in the draft Comprehensive Plan. The motion passed with three Ayes (Icenhour, Larson, and McGlennon) and two Nays (Hipple and Sadler).

Ms. Larson asked for clarification on the motion regarding the public hearing.

Mr. Holt noted the consensus from the motion on the table would be for staff's removal for the public hearing draft. He further noted it could still be added back in before the Board's final vote on the Comprehensive Plan. Mr. Holt noted if the Extension was not included in the Plan, based on Board consensus, then funding would not need to be addressed.

Mr. McGlennon confirmed yes.

Mr. Hipple concurred.

Mr. Holt noted Mr. Icenhour's earlier comment on the EO designation and if it should remain in place if the road was not there.

Mr. Icenhour noted to address that point later. Mr. Holt noted the EO designation was tied to the road. Mr. Icenhour noted more discussion on the EO could follow later.

Mr. Holt agreed and moved to the next topic.

Ms. Sadler asked for a short recess.

At approximately 3:01 p.m., the Board recessed for a break.

At approximately 3:09 p.m., the Board reconvened.

Mr. Gavrilovic addressed the Board on the new Rural Lands Policy recommendations and a brief history. He noted the 2035 Comprehensive Plan recommended very low density development. Mr. Gavrilovic further noted public input expressed a recurring theme of protecting rural lands from conversion to residential subdivisions. He noted revisions were made to the language of the Land Use Chapter text, Goals, Strategies, and Actions (GSAs), and the Rural Lands Designation Description based on that input. Mr. Gavrilovic further noted in the PowerPoint presentation that density in Rural Lands be reduced to one unit per 20 acres

either through large lot or cluster development. He noted this was a policy consideration and not a proposed Ordinance change. Mr. Gavrilovic further noted possible changes to the Ordinance could reflect this point by addressing utility regulations and other factors. He noted Mr. Krapf would address the PCWG's guidance on this section.

Mr. Krapf addressed the Board noting the discussion on rural lands with the public as well as the PCWG and CPT. He noted the PCWG's consensus to preserve the rural lands for agricultural and forestal use, while recognizing the rights of rural landowners. Mr. Krapf noted developing initiatives which provided monetary return to landowners without rural residential development. He further noted those initiatives could be in the form of rural economic development and other factors. Mr. Krapf noted review was done on peer localities to see how they deal with rural land development and densities. He further noted the research paper from the consultant team, adding state-wide initiatives were documented regarding rural character preservation analysis. Mr. Krapf noted one finding showed rural land zoning density of one to 10 acres was ineffective in the long run in the preservation of rural character. He further noted the densities of 20 to 50 acres were required for preservation. Mr. Krapf noted the PCWG reviewed utilities and independent water requirements for rural developments. He further noted the consultant team's paper indicated when a central independent water system was eliminated in rural lands, then a greater demand for development occurs with financial viability to the developer to have larger lots. Mr. Krapf noted if the County chose to eliminate the independent water supply requirement, certain offsetting requirements would need to be in place. He further noted options included one house per 20 acres or conservation easements on open land to prevent further development. Mr. Krapf noted the PCWG's premise of minimized development in rural lands with growth within the PSA. He further noted the long-term evaluation of the A-1 Zoning District with any Ordinance changes and consideration of those changes as the A-1 Zoning District encompassed all the rural lands. Mr. Krapf noted based on discussions, the PCWG gave staff feedback to proceed with the Land Use draft as prepared and move forward.

Ms. Larson asked if the PCWG's decision was unanimous.

Mr. Krapf noted a unanimous decision.

Ms. Larson noted the uniqueness of James City County in reviewing peer areas. She further noted very populated areas and businesses as well as the rural areas within the County. Ms. Larson noted Mr. Holt nodded other localities had been reviewed.

Mr. Krapf noted the consultants' paper included the counties of Isle of Wight, Fauquier, Fairfax, Hanover, and Albemarle. He further noted Albemarle County was 95% rural lands, but continued to build 300 homes annually since the 1980s. Mr. Krapf noted Albemarle County's system of development credits, which was five credits per parcel, ensured limited development and open land.

Mr. Icenhour noted the 20-acre parcel provision for the future while smaller parcels currently in the County would remain unchanged.

Mr. Krapf noted yes.

Mr. Icenhour noted a provision to allow for family subdivisions.

Mr. Krapf confirmed yes.

Mr. Icenhour noted the family subdivisions were happening in the rural lands.

Mr. Hipple asked about the current number and the projected number if the change was made

to 20 acres.

Mr. Holt noted the potential number of lots with the current minimum three acres in A-1 zoned land as approximately 6,521. He further noted an approximately 336 additional lots in the R-8 zoned land outside the PSA. Mr. Holt noted with the 20-acre lot minimum, A-1 would have 662 with approximately 40 in R-8.

Mr. Hipple noted a significant reduction. He further noted removal of the central water system.

Mr. Holt noted that would be a consideration point. He further noted costs and impacts to the James City Service Authority (JCSA).

Mr. Hipple noted cluster development with a central water system, rather than individual well and septic. He further noted the central system is a cost to the citizens.

Mr. Holt confirmed yes.

Mr. Hipple noted maintenance on all the individual systems as opposed to a central system. He further noted this proposed change would be one home per 20 acres and elimination of the central water system. Mr. Hipple noted there could be some clustering for land preservation.

Mr. Krapf noted the clustering would be consistent with the one to 20 density.

Mr. Hipple noted yes.

Mr. McGlennon noted understanding the economics in relation to the property owner. He further noted the value of the land.

Mr. Krapf noted that point was a major concern. He further noted more discussion on what tools were available for property owner compensation. Mr. Krapf noted properties that were grandfathered and criteria around that point. He further noted additional discussion was needed if the Board chose to go the one per 20-acre route.

Mr. Holt noted the one to 20 was most directly attributable to residential development outside the PSA and residential development in rural lands. He further noted reference to non-residential uses within rural lands.

Mr. McGlennon noted property owners addressing what they could do on three acres versus 20 acres. Mr. Holt noted A-1 Zoning Ordinance changes and if those changes address new non-residential uses.

Mr. Icenhour noted the previous work of the Rural Lands Working Group and the factor of larger land parcels. He further noted discussion about a threshold, grandfathering, and lot size, while protecting landowners.

Ms. Larson asked if anyone had heard from any landowners who would be impacted.

Mr. Krapf noted no, adding he had spoken with individual landowners in his area who were supportive. He further noted they were in favor of no residential development in rural lands. Mr. Krapf noted he had not heard from owners of large tracts of property. He further noted landowners and investment in their futures with the PCWG's focus on providing some tools for compensation.

Ms. Sadler asked if compensation referenced the Purchase of Development Rights (PDR) program. Mr. Krapf noted yes to the PDR program. He further noted other innovated

development ideas may be available, such as viticulture, adding several wineries were within 20 miles of James City County.

Ms. Larson asked the dollar amount for the compensation, adding that amount may be unknown.

Mr. Holt noted the amount was unknown as no direction on the Ordinance had been determined to date. He further noted that staff would need to return with alternatives.

Ms. Sadler noted the reference to reexamining utility regulations and asked what other utilities in addition to water.

Mr. Holt and Mr. Krapf noted that referenced the central water system.

Mr. McGlennon asked if 50 units were required for the central water system.

Mr. Holt noted no, adding it was six units or more.

Mr. Icenhour noted if the change was one to 20, reconsideration of that policy would need to be addressed.

Mr. Krapf noted it was not an easy decision.

Mr. Icenhour noted the costs to developers as well as JCSA rate payers to support the system. He further noted most rural lands had private well and septic and that appealed to the rural landowners.

Mr. Krapf noted deficits with the central water system.

Mr. Holt noted a vote was not necessary with the general consensus of the Board.

Mr. Hipple agreed.

Mr. Holt noted rural lands and its policies were involved in almost every chapter of the Comprehensive Plan. He further noted the need to know if the Board wanted to pursue other directions.

Mr. Icenhour noted there was still more work to be done. He made the motion to move forward with the concept.

The motion passed unanimously.

Ms. Cook noted the next presentation was on Economic Development Designation and Mr. Gavrilovic would discuss this one.

Mr. Gavrilovic noted three areas in the County were designated EO. He further noted the consultant team was asked to review and assess this designation in the new Comprehensive Plan. Mr. Gavrilovic noted the recommendation to retain the EO designation due to strategic importance as areas of significant economic impact to these key locations. He further noted the analysis recommendation for the County to conduct an initiative for master planning of the EO for more predictability for landowners and public. Mr. Gavrilovic noted a portion of the Mooretown Road area outside of the PSA and the analysis recommendation was refinement of the PSA boundary during master plan development for the particular area. He further noted Mr. O'Connor would address the PCWG's perspective.

Mr. O'Connor noted EO and Mixed Use designations were major points of discussion. He further noted the PCWG's consideration of the EO land use concepts included elimination of the Mooretown Road/Hill Pleasant Farm area. Mr. O'Connor noted the PCWG voted 5-2 with one abstention to not move forward or change the existing EO designation. He further noted some members felt a portion of the parcel outside the PSA should not be designated EO, but instead become part of the Croaker Mixed Use designation. Mr. O'Connor noted some members felt the EO designation allowed for commercial growth while limiting residential development, adding the proximity to railroad could support a potential transportation hub to support commercial development. He further noted PCWG discussed eliminating the Toano/Anderson's Corner EO and Anderson's Corner Mixed Use designations, adding PCWG voted 5-3 to not move forward on any changes to existing EO and Mixed Use designations. Mr. O'Connor noted little consensus with conflicting views of maintaining open rural farmland versus an urban environment at this important intersection in this part of the County. He further noted some members felt proximity and description of adjacent Mixed Use parcels was sufficient, while other members felt the EO designation offered more rural economic development strategies than the Mixed Use designation. Mr. O'Connor noted PCWG was not interested in altering the designation fundamentally in terms of consolidation with another designation. He further noted the PCWG's thoughts on the Toano/Anderson's Corner EO area included the need for coordinated planning of EO and Mixed Use areas, adding many of them are adjacent and create transitional uses from industrial areas to Anderson's Corner. Mr. O'Connor noted significant discussion on EO and its appropriateness as a land use designation with the PCWG noting EO still remained a useful designation.

Ms. Sadler asked for clarification on Anderson's Corner.

Mr. O'Connor noted Anderson's Corner had some Mixed Use and some EO designation. He further noted the recommendation was those designations stay in place there.

Mr. McGlennon noted he wanted to see examples of the EO zone success, adding he was unconvinced it was a useful zoning category. He further noted changing Mixed Use with some residential use limitations in that zone.

Mr. O'Connor noted the benefit point had been a major part of discussion. He further noted the master plan and the vision of the community. Mr. O'Connor noted the vision of economic opportunity in James City County and York County in the area were very different.

Mr. McGlennon noted the RT zone and if any parcels were in it. He further noted if the EO was such a strong attractant, why had no one shown interest.

Mr. Icenhour noted he had no opposition to the EO designation. He further noted it should have focused on places within the PSA from the beginning. Mr. Icenhour noted two areas within the PSA currently. He further noted retaining the designation in the Comprehensive Plan, adding future changes would come before the Board.

Mr. Holt noted no changes to the EO designation.

Mr. Icenhour confirmed yes.

Mr. Hipple noted the Board's consensus.

Ms. Cook noted the Land Use application, LU-20-0020, would be the next point of discussion. She further noted the application was for the parcels adjacent to Colonial Heritage on Richmond Road. Ms. Cook noted the application would change the redesignation of two parcels from Community Commercial to Mixed Use-Lightfoot area. She further noted the specifics of the application as it pertained to land use. Ms. Cook noted staff sought Board

guidance on redesignation of the parcels. She further noted Ms. Wertman would address the PCWG's discussion on the application.

Ms. Wertman addressed the Board noting the Mixed Use designation allowed for moderate density residential. She further noted that implication was the focal point when the PCWG reviewed the application. Ms. Wertman noted each of the Mixed Use land designation change applications involved traffic discussion and putting all of the population growth within the PSA. She further noted the discussion of managing that growth and where to put it. Ms. Wertman noted the primary concerns of traffic and noise, particularly with current traffic conditions along Richmond Road and in the Lightfoot area. She further noted consideration of this concern in reference to the 2035 Comprehensive Plan. Ms. Wertman noted noise concerns from the go-kart facility if residential was put in place. She further noted three positive points if the parcels were designated Mixed Use, adding the change could possibly limit further strip shopping center development; Mixed Use designation would support the complete community concept with improvements for pedestrians and bicyclists; and the moderate density residential aspect could be used for the inclusion of workforce housing. Ms. Wertman noted a 6-2 vote in favor of the Mixed Use designation change with the condition to lower the allowed density and intensity of development in the Mixed Use category generally and in particular, the Lightfoot area. She further noted the specifics of the designation, classified Mixed Use Level One, which allowed for a maximum eight dwelling units per acre with a maximum three-story building height. Ms. Wertman noted these conditions addressed a balance of key items, with staff instructed to develop language which encouraged workforce housing.

Ms. Sadler asked Mr. Holt how workforce housing was part of this designation.

Mr. Holt noted many of the recommendations generated from the Workforce Housing Task Force's work several years earlier and their inclusion into the Comprehensive Plan. He further noted an expectation of building affordable workforce housing as a component of new residential development under the former Housing Opportunities Policy (HOP). Mr. Holt noted the Candle Station development was an example. He further noted while the HOP program no longer existed, the hope and expectation for developments to address the need for affordable and workforce price points.

Ms. Sadler noted Candle Station development as a model if the development came.

Mr. Holt noted yes, if it came.

Mr. Icenhour noted one of the parcels was a thriving car dealership. He further noted the second parcel was a prime candidate for redevelopment. Mr. Icenhour noted his concern about the Neighborhood-Commercial designation and the possible same zoning.

Ms. Cook noted it was designated Community Commercial with zoning partially B-1 and partially A-1.

Mr. Icenhour noted his concern about addressing the impact with Mixed Use. He further noted that point had been addressed with the conditions Ms. Wertman had referenced. Mr. Icenhour noted the notion of Mixed Use would offer variety, but too often it was residential with some small medical office or storage facility. He further noted a need for true Mixed Use.

Ms. Sadler noted her agreement and her concern along that corridor with more people. She further noted more guidance would be helpful.

Mr. Holt noted future action on either the A-1 or B-1 part would require future legislative action. He further noted the redevelopment term and determining the best areas for that redevelopment. Mr. Holt also noted reviewing future areas for the redevelopment and the

collective efforts from the different groups.

Mr. Icenhour asked if there were different standards for Mixed Use-Lightfoot. He questioned how that point translated to the Ordinances.

Mr. Holt noted that was a good question. He further noted the Mixed Use-New Town was different than the Mixed Use-Lightfoot. Mr. Holt noted each Mixed Use had its own text description within the Comprehensive Plan and was implemented through the legislative process. He further noted the Mixed Use Ordinance did not have specific Zoning Ordinance criteria depending on the different districts. Mr. Holt noted more work was needed to determine if certain language needed to transfer into the Ordinance, but those would be later discussion with the Board and the Planning Commission.

Mr. McGlennon noted the objective of providing additional opportunities for workforce housing. He question what was meant by workforce housing as it covered a wide range of possibilities. Mr. McGlennon noted the sale of properties like Candle Station and the affordability for people. He further noted some mechanisms in place for income restriction and other factors.

Mr. Holt noted recommendations from the Workforce Housing Task Force and the PCWG has recommended those be translated into Goals, Strategies, and Actions (GSAs). He further noted as the Comprehensive Plan moved into implementation, those items would be reviewed by staff. Mr. Holt addressed the GSAs and the Average Median Income.

Mr. McGlennon noted the volume of GSAs. He asked if some of the GSAs could be consolidated with an ancillary checklist for some of the broader items. He noted the detailed list focused on mobile home parks as an example. Mr. McGlennon further noted reviewing the list and determining what could be done during the five years of the plan.

Mr. Holt noted there was no one recommendation to address affordable housing, thus the development of a “toolbox” and the detailed GSA list. He further noted the assumption that not all GSAs could be addressed in five years, but the Strategic Plan process helped staff prioritize the recommendations in conjunction with the annual budget process.

Ms. Larson noted the importance of workforce housing. She further noted unavailable transportation and employment locations as factors for consideration.

Ms. Sadler asked how those points would be addressed.

Mr. Holt noted the PCWG’s recommendation attempted to resolve those points specific to the Richmond Road location. He further noted this location was on the Williamsburg Area Transit Authority (WATA) bus line as well as employment opportunities within walking distance.

Ms. Larson noted those points, adding these were retail areas. She further noted the increase in minimum wage, but that was difficult to support a family on that wage. Ms. Larson noted the need to have more discussion and consider many points. She further noted how workforce housing and economic development are linked together.

Mr. Holt asked if the Board consensus was to retain the Community Commercial zoning or change the property to Mixed Use per the PCWG recommendation.

Ms. Sadler asked if the discussed items would need to be incorporated.

Mr. Holt noted Board consensus was needed, adding the recommendations of both residential and non-residential components for the complete community concept would be included.

Mr. McGlennon noted the traffic issues on Richmond Road. He further noted discussion on workforce housing, particularly affordable housing for service workers, and the proximity of the housing to established single-family home neighborhoods as a flashpoint. Mr. McGlennon noted an initially integrated economic neighborhood helped ease some of the conflict. He further noted housing was one piece of the whole issue and there was continual pressure to provide workers in retail, food services, and other areas with affordable housing. Mr. McGlennon noted the need to have a more age-balanced community when considering economic development. He further noted the Mixed Use designation for this application made sense.

Ms. Sadler noted to Mr. Icenhour's point how is residential controlled when it seems to overtake and dominate the use.

Mr. Holt noted legislative process would address that point through the master plan for Board approval.

Mr. Icenhour noted the Mixed Use designation was good, but the Ordinances needed to allow for more control so the balance would be there. He further noted the Mixed Use needed to be more than just condominiums.

Ms. Sadler noted she did not want a New Town on Richmond Road.

Mr. Icenhour made a motion to accept the change to Mixed Use for the Land Use application with the considerations discussed. The motion passed unanimously.

Ms. Larson requested to be excused to address a County-level matter for a Board of which she was a member.

At approximately 4:07 p.m., Ms. Larson excused herself to address the matter.

Mr. Hipple noted yes to the request. He further noted the meeting would continue to which Ms. Larson agreed.

Ms. Cook noted the next topic was a potential change to the Future Land Use Map in the vicinity of the Croaker/I-64 interchange. She further noted interest in removing parcels on the east side of the interchange from the PSA. Ms. Cook noted this area was not currently serviced by public water or sewer with utilities likely needed to be extended under I-64 for this area to be served. She further noted an initial assessment indicated 15 parcels could be impacted by this potential redesignation. Ms. Cook noted staff had prepared information relating to a portion of this area for the application LU-20-0016. She further noted this application applied to two parcels on the eastern side, owned by the Historic Virginia Land Conservancy. Ms. Cook noted the PCWG recommended redesignation to Community Character Open Space or Recreation. She further noted the parcel designations in a PowerPoint presentation. Ms. Cook noted staff sought Board guidance on the specific parcels, adding the PCWG had not voted on the larger parcel and no formal summary was available.

Ms. Sadler asked how many acres were included.

Ms. Cook noted it was slightly over 500 acres.

Mr. Icenhour noted the land to the right of the interchange and the two parcels owned by the Historic Virginia Land Conservancy would all move outside the PSA.

Ms. Cook and Mr. Holt confirmed yes.

Mr. Icenhour asked if Mixed Use was the current proposed land use. He noted a change to Open Space or A-1 would possibly be needed.

Mr. Holt noted land typically outside the PSA would be Rural Lands.

Mr. Icenhour asked about the redesignation on the two parcels.

Ms. Cook noted the PCWG voted the two parcels be changed to Community Character Open Space or Recreation. She further noted there were other parcels outside the PSA designated that as well.

Mr. Icenhour asked where the PSA line would be drawn.

Mr. Holt noted the understanding of the request was the PSA line would move to the center line of I-64.

Mr. Hipple noted the difficulty of getting across the interstate and the PSA.

Ms. Sadler asked if that was infrastructure.

Mr. Hipple confirmed yes.

Mr. Icenhour asked if the residential to the north were on well and septic systems.

Mr. Holt noted there may be some independent systems, referencing the map and the red PSA line.

Mr. Icenhour asked outside the PSA.

Mr. Holt confirmed yes. He noted farther out was Riverview Plantation, which was on an independent system. Mr. Holt further noted everything outside of the red line was rural.

Mr. Hipple noted it did not make sense to have property that was not available to access. He further noted future options for the PSA in other areas with changes made at this location.

Mr. Icenhour noted the bulk of space, in addition to the two parcels, was the Kiskiack golf course. He further noted the long stretch of predominantly farmland.

Mr. Holt noted that property was the site of a previously approved Special Use Permit for construction debris disposal and the storage area for the Presidential heads from Presidents Park. He further noted the orange parcel of the map was the 7-Eleven store with the remaining parcels commercial or vacant.

Ms. Sadler agreed the infrastructure would likely be an issue, so she could agree with it.

Mr. McGlennon asked about any Economic Development Authority discussion.

Mr. Holt noted obtaining a consensus from the Board. He further noted outside of the Land Conservancy owned land, this designation would be new and staff would prepare notice for property owners of the request and public hearing for the Planning Commission and Board of Supervisors.

Mr. Hipple asked the number of parcels.

Ms. Cook noted staff was still reviewing, but it was 15 or 16 parcels.

Mr. Holt noted that number included the parcels in orange on the other side of Croaker Road. He further noted several small parcels were in that area.

At approximately 4:15 p.m., Ms. Larson rejoined the meeting.

Mr. McGlennon asked if some of those parcels were residential units.

Mr. Hipple confirmed yes.

Ms. Sadler noted she was in support of taking the line to I-64, adding it seemed like the logical move.

Mr. Icenhour noted drilling under the interstate for utilities.

Mr. Holt noted he was unsure of the Virginia Department of Transportation's (VDOT) process to accommodate the utilities. He further noted VDOT would not allow open trenching, adding the numerous federal highway regulations that would need to be met.

Mr. Hipple asked about the acreage. Ms. Cook noted approximately 500 acres total.

Mr. Icenhour asked about the property's history, specifically when it was designated Mixed Use and why. He noted the Mixed Use rationale was focused around the I-64 interchange. Mr. Icenhour further noted there was no infrastructure to develop the property nor minimal interest in it.

Mr. Holt noted the property had been in the master plan for a long time with plans for a winery, development, and other factors. He further noted timeshare units around the golf course also, particularly at a time when timeshares were very popular.

Mr. Hipple noted taking these 500 acres and moving to another area to expand for PSA use. He further noted this could be discussion for a later time, adding it could be a swap for another area closer to the County's infrastructure.

Mr. Holt noted if a request to move the PSA to the center line of I-64 with lands to the side would be designated Rural Lands on the Comprehensive Plan's Future Land Use Map. He further noted the Comprehensive Plan and the Zoning process were two separate entities. Mr. Holt noted this land already a non-agricultural zoning which would remain.

Mr. Icenhour noted Mr. Hipple's comment on a property swap regarding the PSA. He further noted he was unsure if he wanted to tie both together at this time. Mr. Icenhour noted the parcel was inside the PSA, but not likely to be developed. He further noted the swap could potentially boost development elsewhere. Mr. Icenhour noted the PCWG had worked diligently to reduce the densities and development outside of the PSA and move them inside of it. He further noted the balance, but added public input impact and what citizens wanted. Mr. Icenhour noted control of the housing aspect and the Comprehensive Plan as the tool to control development. He further noted his support of drawing the line down I-64 and removing the designation.

Mr. Hipple noted this could be a future discussion. He further noted development was not likely there.

Ms. Sadler noted moving the PSA line to the interstate.

Ms. Larson noted she would abstain as she was not in attendance during the majority of the discussion.

Mr. McGlennon noted removal as it did not seem likely for development.

Mr. Hipple noted consensus to move the PSA line down the interstate.

Mr. Holt noted the motion would indicate the PSA line would move to the center line of the interstate with everything on the other side designated Rural Lands, but for the two parcels that the PCWG recommended be changed to Open Space or Recreation component which reflected the easement status.

Mr. McGlennon asked if a rural economic development opportunity with no need for public water came along, would that still be acceptable in those parcels.

Mr. Holt confirmed yes because of the underlying zoning.

Mr. Icenhour asked if a formal motion was needed.

Mr. Holt noted four nodding heads with one abstention.

Ms. Cook noted the next topic was the Comprehensive Plan name. She further noted the update process had used the name Engage 2045. Ms. Cook noted at the PCWG's May 12, 2021 meeting, the PCWG recommended Our County, Our Shared Future James City County 2045 Comprehensive Plan as the name. She asked the Board if it wished to proceed with this name for the Plan.

The Board gave unanimous consensus.

Mr. Holt noted the next steps and the challenge of the legal ad for the Comprehensive Plan. He further noted using the formal name of the Plan in the public hearing ad was important and having Board consensus was helpful.

Ms. Julia Leverenz, Planning Commissioner, noted the original name suggestion had been Our County, Our Future. She further noted other Board members wanted to emphasize the volume of citizen participation so "Shared" had been added to the Plan name.

Mr. Holt noted discussion would take place on any items the Board wished to address.

Ms. Sadler noted she had several items. She commended all participants who had worked on the draft Comprehensive Plan, adding everyone was good stewards of the environment through stormwater, trash, or other areas. Ms. Sadler further noted the variety of ways everyone has worked together to protect the land. She noted four items she felt were currently overarching and overreaching with regard to the state and the Department of Environmental Quality (DEQ). Ms. Sadler noted these items were in an email and addressed Public Facilities (PF) 4.7, Environmental 1.17, Environmental 3.8.1, and Environmental 4.6. She further noted using state legislation to address those particular items, adding the unknown time and cost for the County, citizens, and businesses to address them. Ms. Sadler noted removal of those four items and await state guidance on how to proceed and achieve the goals listed, adding a similar process to the criteria adjustment made when the state addressed sea level rise and established guidance. Ms. Sadler further noted directing staff to revise the language concurrent with the Board's legislative agenda.

Ms. Larson asked if the change would be in the Comprehensive Plan or the legislative agenda.

Ms. Sadler noted the legislative agenda.

Mr. McGlennon noted these items related to Ordinance adjustments due to changes in the County. He further noted extensive rainfall, more storms, more applications for renewable energy sources, and other factors and the need to revise County Ordinances that address the new technology and climate related issues. Mr. McGlennon noted environmental concerns and the path for fossil fuel utilization and energy consumption reduction. He further noted in reviewing the future of County facilities, consideration and incorporation of energy efficiency, improved air quality, and other factors. Mr. McGlennon noted a better understanding of technology such as solar farms so that County Ordinances protect the County, its residents, and businesses when such projects are approved by the Board. He further noted the items that addressed stormwater issues that had come before the Board in the past decade, adding citizen awareness of pollution generated from excessive stormwater and an increase in it. Mr. McGlennon noted the Comprehensive Plan should reflect Ordinances and how they appropriately address these issues.

Ms. Sadler noted obtaining measurable costs on these items. She further noted rural lands with corridors of windmills and solar panels throughout the state, adding she did not want to see that in the County's rural lands.

Mr. McGlennon noted reviewing the Ordinances could help ensure protection of the land.

Ms. Sadler noted the state could determine the guidance, which staff could address and incorporate into the Ordinances.

Mr. McGlennon noted staff recognized the increased pressure for the County to move toward 100% carbon neutral. He further noted review of Ordinances to see if the County was moving in the right direction.

Discussion ensued.

Mr. Icenhour noted the Comprehensive Plan was a vision for the County. He further noted the items reflected review, exploration, and such, but not a definitive action, adding most of them were levied from the state or federal level. Mr. Icenhour noted legislation will direct the steps to become carbon free, with the County reviewing and adapting for the best way to get there. He further noted studying these items so research would be done when climate change and other factors needed to be addressed. Mr. Icenhour noted he would not remove the items from the Comprehensive Plan.

Discussion ensued.

Mr. Hipple noted he agreed with Ms. Sadler. He questioned what 100% carbon neutral looked like and was it a graduated scale that this time next year would be 95% and so on. Mr. Hipple noted he had asked Mr. Holt if staff was capable of identifying what 100% carbon neutral looked like and how to achieve it by a particular point in time. He further noted Mr. Holt replied no, adding someone would need to be hired to identify it. Mr. Hipple noted the Comprehensive Plan was the County's document for guiding it, adding if the County was not carbon neutral by a specified date, and the Comprehensive Plan indicated it, then citizens could question why it had not happened. He further noted leaving the items in the Plan were equivalently to a bulls-eye. Mr. Hipple noted changes in the world and processes in place to protect the earth. He further noted waiting for state guidance that could then be addressed at the County level, adding James City County did an excellent job with stormwater. Mr. Hipple noted the uncertainty of management and metrics for the four items, adding now was not the time, but they could be addressed later as needed.

Ms. Larson noted her responsibility for the Comprehensive Plan. She further noted reviewing carbon neutral criteria through the legislative agenda. Ms. Larson noted retaining Environmental 1.17 with additional information on 3.8.1 and 4.6 and how staff would measure achievement on those items.

Mr. Holt noted those items, for the Comprehensive Plan as a whole, were not critical to the Planning Commission vote. He further noted the Plan would be brought before the Board again.

Mr. McGlennon noted in reference to Mr. Icenhour's earlier comments that most instances were research, investigation, and consideration of the items. He further noted if citizen complaints about windmills and noise were known, those points merited investigations so when wind turbine applications came before the Board, concern for the noise level would be recognized as a factor. Mr. McGlennon noted in reviewing the public's attitudes in the County that citizens expected decisive action to improve the County's environment. He further noted positioning the County in terms of decisions regarding environment impact, fiscal responsibility, and priorities.

Ms. Sadler asked Ms. Larson if she was in favor of removal of 4.7.

Ms. Larson confirmed yes.

Mr. Polster addressed the Board noting the aspirational point was true. He noted the carbon neutral piece in the Public Facilities section. Mr. Polster further noted the Planning Commission, as part of the Capital Improvements Plan (CIP) facility, had reviewed two projects which were not formally submitted. He noted the projects proposed solar panels to reduce the overall electrical bill. Mr. Polster noted General Services was asked about solar panels for electrical cost reduction and carbon footprint. He further noted the response was the study was done, cost was known, but uncertainty about the other facility plans. He noted that point would be addressed at design time. Mr. Polster further noted the analysis used standards to achieve LEED certification, which is required for County public facilities, adding all of those things were part of reducing the carbon footprint. He noted the possibility of a request for electric school buses and the cost. Mr. Polster further noted looking at possible reduction and the costs associated as preparation for a decision. He noted a second point addressed Ordinances associated with solar and wind, adding two had been approved with another one coming on Racefield Drive. Mr. Polster noted the DEQ had spent two years with a citizen survey to evaluate standards, buffering, and other factors, adding those studies were completed and certified. He further noted the issue of sea level and the work of the Hampton Roads Planning Organization in adopting a C-PACE Ordinance, which allowed commercial firms to take a low-cost loan to replace some HVAC systems or solar panels. Mr. Polster noted those funds could also be used for loans to elevate or fix properties that were known would be damaged. He further noted the state standards which were currently available and applying those to the County's Geographic Information System (GIS) overlay to determine flooding, property damage, sea level rise, and other factors. He further noted Chickahominy Haven would have excessive flooding by 2040. Mr. Polster noted the same problem the Grove area had would be seen in Chickahominy Haven, adding flooding will cause the sewer systems and fields to fail. He further noted the opportunity to put an Ordinance in place to obtain the low-cost loan and remediate the problems. Mr. Polster noted he had contacted Mr. John Carnifax, Interim Assistant County Administrator, regarding Phase II of the James City County Marina. He further noted the GIS database for flooding at 1.5 feet would put the parking lot at the Marina underwater. Mr. Polster noted rural lands and reimbursement for resident participation, adding state programs and funding such as the Stormwater Local Assistance Fund (SLAF) program. He further noted for additional funding, the need for a resiliency plan would be required.

Ms. Sadler asked Mr. Holt if a vote was needed to remove 4.7 from the Comprehensive Plan.

He noted he saw three nodding heads, but deferred that point to the Board.

Ms. Sadler noted she was good with that point. She asked if sea level rise was being addressed.

Mr. Holt noted the difference in this Comprehensive Plan process and the one five years previously addressed adoption of the State Code regarding strategies to address sea level rise.

Ms. Sadler noted those were issued from the state.

Mr. Holt confirmed yes. He noted that legislation was specific to the Hampton Roads region of which James City County was a part of the Hampton Roads Planning District Commission (PDC).

Ms. Larson asked Mr. Holt to get back to her about 3.8.1 and 4.6.

Mr. Holt confirmed yes, adding he would send the information to the Board.

Mr. Icenhour noted 1.1.7 would remain with three votes.

Mr. Holt confirmed yes. He noted one item to keep in, one item to remove, and two to come back with additional information. He further noted that concluded the presentation.

Mr. Icenhour noted he had a question on a Land Use application that he wanted the Board to consider. He further noted he was referencing LU-17, the four parcels on Monticello Avenue across from Monticello Marketplace. Mr. Icenhour noted originally it was Residential, changed to Commercial, and the recent request for rezoning, which was denied based on traffic congestion and other factors. He further noted the proposal was Low Density Residential at staff's recommendation.

Ms. Cook confirmed yes. She noted staff recommendation was Low Density Residential.

Mr. Icenhour noted the PCWG had declined that change and retained the property as commercial. He further noted the property had been commercial and development had been denied based on the adverse impact created in such a congested area. Mr. Icenhour noted it should change to Low Density Residential, adding two of the four parcels already had homes on them. He further noted housing was the ideal solution with back access from Ironbound Road, adding commercial property and access would intensify the traffic problem there. Mr. Icenhour asked the Board to consider changing the zoning to Low Density Residential.

Ms. Sadler asked about the acreage and the number of homes. She asked if this was a large development.

Mr. Icenhour noted no. He further noted the WindsorMeade traffic light at Monticello Avenue area.

Discussion ensued.

Ms. Larson noted the two homes had been there prior to the development of Monticello Avenue. She asked Mr. Haldeman if he would address the decision to remain commercial.

Mr. Haldeman noted development would have required a left-bound turn off Monticello

Avenue, immediately after the exit ramp. He further noted this location was the highest traffic accident area in the County. Mr. Haldeman noted the property was located inside the PSA, in-fill development, and other factors. He further noted neighborhood-commercial required 40,000 square feet limit maximum coverage while this area was only 14,000-15,000 square feet. Mr. Haldeman noted the Planning Commission voted against this application based on the traffic situation and configuration of Monticello Avenue. Discussion ensued.

Mr. Icenhour noted there were valid reasons why neither zoning should apply. He further noted using the property as Greenspace. Mr. Icenhour noted commercial did not seem a viable option, adding residential may not bring development.

Ms. Sadler asked if that area was a Commercial Corridor.

Mr. Haldeman noted it was the last piece.

Ms. Sadler noted she was not in favor of zero revenue from the property. She asked about guidelines to assist a potential business for road access.

Mr. Holt noted no for Low Density Residential, which was a designation applied County-wide. He further noted the Mixed Use did not have separate areas.

Ms. Sadler asked the current zoning of the property.

Mr. Holt noted Neighborhood-Commercial, adding it was zoned Rural Residential.

Ms. Larson noted this property and its relation to the Comprehensive Plan. She further noted an empty bank just down the street that could become a business or something that would impact traffic on Monticello Avenue. Ms. Larson asked what the plans were.

Mr. Haldeman noted the property owners had land that had been rendered unusable.

Ms. Larson noted 'by us'.

Mr. Icenhour noted it had been changed from residential to commercial.

Ms. Larson noted everything around the property had been changed.

Mr. Icenhour asked when the property changed from Residential to Commercial.

Ms. Tammy Rosario, Assistant Director of Community Development and Planning, noted the 2009-2015 timeframe. Mr. Icenhour noted when New Town was being built, the property was still Residential.

Ms. Rosario confirmed yes.

Mr. Icenhour noted during the 2009 Comprehensive Plan, it was changed to Commercial.

Ms. Rosario noted staff's recommendation was not to change the zoning. She further noted an application for Community Commercial at that time. Ms. Rosario noted traffic concerns and Neighbor-Commercial was the compromise.

Ms. Larson asked if the landowner requested the change.

Ms. Rosario confirmed yes.

Mr. Icenhour noted if the zoning remained Neighborhood-Commercial, then the landowner would know commercial aspects may be considered. He further noted when the application comes before the Board for legislative change, then other factors such as traffic create issues. Mr. Icenhour noted fairness to the property owner. Ms. Larson noted the possibility of commercial development.

Mr. Icenhour noted if a piece of property was zoned Commercial, the landowner will want to get as much as possible from it.

Mr. Hipple agreed.

Mr. Icenhour noted yes also. He further noted the denial would be based on the adverse impacts such as traffic. Mr. Icenhour noted the possibility of Low Density Residential with Habitat for Humanity purchasing the property for a house to be built there.

Ms. Sadler noted consideration of the property owner.

Discussion ensued.

Mr. Hipple noted contacting the landowner.

Ms. Larson noted the landowner was unaware of the Board's discussion.

Ms. Cook noted the landowner had been notified as this was a Land Use application which had been considered by the PCWG. She further noted all the property owners had been notified.

Ms. Larson asked if the owners knew the application would be addressed by the Board at this meeting.

Mr. Holt noted the landowners had been notified of the process moving forward.

Ms. Larson noted the owners knew the PCWG had reviewed the request, adding the possibility they thought everything was alright.

Mr. Holt noted the owners could track the PCWG's recommendation, adding they would be aware of the additional phases of public hearings. He further noted he was unsure if each of the owners tracked updates daily, but added each owner had been notified. Mr. Holt noted correspondence had been received from some owners, while others not so. He further noted the public hearing advertisement could serve as notice to the landowners also.

Mr. McGlennon asked if all the properties were currently owned by the same person or individually owned.

Ms. Cook noted they were not owned by the same person.

Mr. Hipple noted this was Mr. Icenhour's district and how to proceed.

Mr. Icenhour noted changing the property back to Low Density Residential, but acknowledged his Board peers may differ. He further noted the disconnection, adding the Comprehensive Plan should say what the Board supports. Mr. Icenhour noted the property was in his district and he was unwilling to support the intensity of development that would be requested. He further noted it would have to be a very unusual commercial operation for his support.

Ms. Sadler asked how intense could the development be on four lots.

Mr. Icenhour noted not much. He further noted taking the existing three-way intersection and potentially making it a four-way one at that location. Mr. Icenhour noted that was an area of citizen concern. He further noted limited accessibility for any incoming commercial development. Mr. Icenhour noted a doctor's office with limited traffic could prove more supportable.

Mr. Hipple noted installing a traffic light to address the four-way pattern. Mr. Icenhour noted that proposal never reached the Board, adding that proposal generated more negative feedback than anything from the past 15 years.

Mr. Hipple asked if Mr. Icenhour was making a motion.

Mr. Icenhour made a motion to change the property back to Low Density Residential. The motion failed with three Nays (Hipple, Larson, and Sadler) and two Ayes (Icenhour and McGlennon).

Mr. Holt noted if there was no more Board discussion, the Planning Commission meeting would need to be adjourned. He further noted a request for a motion for adjournment until the June 2, 2021, Regular Meeting for the Planning Commission.

Mr. Haldeman addressed the Board noting the foundational aspect of the planning work. He noted the consultants had based the Land Use Model on two scenarios. He further noted Scenario A assumed no impacts to the Comprehensive Plan or Land Use Map. Mr. Haldeman noted Scenario B involved reduction of development capacity in the rural lands and directing it into the PSA, adding the development would be organized into complete communities. He further noted both scenarios accounted for the population growth with the current 77,000 to 120,000 in 2040 in comparison in each scenario of the County's fiscal condition, traffic, and environment. Mr. Haldeman noted the consultants had used 120,000 as an estimate and not a target goal, adding the information would assist planners in the future. He further noted Scenario B was the citizens' choice. Mr. Haldeman noted the lack of a third scenario which addressed reduced development capacity in rural lands and protection of Open Space and Community Character within the PSA. He further noted the scientific University of Virginia survey from April 2019, which indicated 94% of respondents noted James City County had enough or too much housing, retail and office space. Mr. Haldeman noted only 6% thought development should occur either in or out of the PSA. He further noted a question about rural land protection during Round 3 of the public engagement, in which 30% of the respondents selected the option of reducing the allowable development potential outside and also inside the PSA, adding this was the most popular option selected. Mr. Haldeman noted of the 13 Land Use applications, which would increase population density, residents voted no to 12 of them. He further noted of the eight applications to decrease density, residents voted for seven. Mr. Haldeman noted the need for affordable housing, which had been discussed. He further noted meeting this need with adaptive reuse, maintenance, and redevelopment per subsequent outreach. Mr. Haldeman noted in Round 3, all five High Density alternatives were ranked in the lowest preference category by citizens, adding the only option in the Mixed Use category that had more than two stories received the lowest score. Mr. Haldeman noted during the two-year community outreach process, it is obvious that citizens want rural, historic, and natural ambiance protected, as integral parts of the County's community character and economy. He further noted this pattern was obvious in the past two Comprehensive Plans. Mr. Haldeman noted upcoming public hearings and meetings on development standards and designation descriptions on the Land Use Map, adding Scenario C should be a consideration for reduced land use capacity in rural lands as well as Open Space and Community Character protection within the PSA.

Mr. Hipple noted the wonderful job the PCWG had done over the past 18 months. He further noted the time and effort that goes into the process and to express that appreciation to the group.

Ms. Larson requested the last Land Use application, LU-17, be reopened for vote. She asked Mr. Kinsman if that was allowed.

Mr. Kinsman confirmed yes, noting it would be a motion to reconsider.

Ms. Larson made a motion to reconsider the last vote.

Mr. Hipple noted a motion to reconsider the last vote to change to Low Density Residential.

Mr. Kinsman noted as a point of clarification that this was a motion to reconsider, which becomes open for discussion, and then another vote can be made.

As there was no discussion, Mr. Hipple asked for a roll call.

The motion to reconsider passed with three Ayes (Icenhour, Larson, and McGlennon) and two Nays (Hipple and Sadler).

Ms. Larson made a motion to make the property Low Density Residential.

The motion to change to Low Density Residential passed with three Ayes (Icenhour, Larson, and McGlennon) and two Nays (Hipple and Sadler).

Mr. Holt asked Mr. Krapf if a motion to adjourn the Planning Commission meeting had been made.

Mr. Krapf confirmed yes.

Mr. Holt noted the adjournment motion passed unanimously by a voice vote.

At approximately 5:25 p.m., the Planning Commission adjourned its meeting.

E. CONSENT CALENDAR

1. Minutes Adoption

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

The Minutes Approved for Adoption included the following meeting:

-March 12, 2021, Joint Meeting

-April 13, 2021, Regular Meeting

-April 27, 2021 Business Meeting

2. Acceptance of Community Participation Team Reports for Engage 2045

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

3. Acceptance of Funds - Distribution to Local Law Enforcement - \$68,585

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

4. Contract Award - Solid Waste Consolidation Study

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

5. Grant Award - American Rescue Plan Act

Item moved to June 8, 2021 meeting.

6. Grant Award - Circuit Court Records Preservation Program - \$22,216

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

7. Grant Award - Southeast Recycling Development Council (SERDC) and O-I Glass, Inc.

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

8. Fiscal Year 2021 Budget Amendment for Sales Tax for Education

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

9. Reappointment and Authorization of Police Powers and Fire Prevention Powers for Assistant Fire Marshal Jared Randall

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

10. Suspension of Convenience Fees

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

F. BOARD CONSIDERATION(S)

None.

G. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon noted he would wait until the next meeting for his comments.

Ms. Larson noted her empathy for the landowner of the case previously discussed. She further

noted after hearing Mr. Haldeman's comments, it seemed the Board was not in a position to approve the application and it was not right to keep the landowner in a state of flux. Ms. Larson noted her explanation of why she changed her vote. She further noted the Tourism Council met and the visitation numbers were good, with an increase in leisure. Ms. Larson noted business and group travel had not reached their levels, adding she was hopeful those numbers would increase soon. She further noted Ms. Vicki Cimino, Chief Executive Officer of the Williamsburg Tourism Council, was proactive in having industry leaders speak at the Council's meetings and give national news. Ms. Larson noted the President of the Bus Association had been a recent speaker. Ms. Larson further noted the issue of labor and finding enough bus drivers for tours and such. She noted employment opportunities if anyone was interested. Ms. Larson noted the recent activity for the College of William & Mary's graduation and the upcoming Memorial Day weekend. She further noted the positive feedback on social media that focused on Jamestown and Yorktown. Ms. Larson noted her recent attendance at the LPGA golf tournament at Kingsmill Resort, adding the tournament went very well. She further noted she had a Wednesday morning meeting with Cox Communications to discuss broadband. Ms. Larson noted she would be talking with Mr. Mark Morrow from Greenwood Christian Academy, adding the Academy has seen enrollment numbers significantly increase. She further noted the Academy may need to make some changes and would be coming before the Board in the future.

Ms. Sadler congratulated the County's new Police Chief, Eric Peterson. She noted her appreciation of some recent help in her district. Ms. Sadler noted at a recent Economic Development Authority (EDA) meeting she had extended appreciation on behalf of the Board to Mr. Tom Tingle, who was completing his term with the EDA. She further noted Mr. Tingle's many years of service.

Mr. Icenhour noted the Hampton Roads Transportation Planning Organization (HRTPO) and PDC meetings were via Zoom. He further noted the total budget passed unanimously with TPO at \$7.4 million and the PDC was \$9 million. Mr. Icenhour noted the per capita fee from localities was raised 80-85 cents, which cost the County \$3,750. He further noted a special meeting would be held to adopt the Long-range Transportation Plan in June.

Ms. Larson noted she finished her third certification class for the Virginia Association of Counties (VACo). She expressed her thanks to the Board for its support.

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens addressed the Board noting the vaccination progress in the community was significant. He commended everyone who had participated. Mr. Stevens noted if citizens still wanted a vaccination, most local pharmacies were available to provide it. He further noted continued support of vaccinefinder.org for assistance. Mr. Stevens noted he would be introducing Police Chief Eric Peterson. He further noted his appreciation to Deputy Chief Steve Rubino for serving as the department's Interim Chief since January 2021. Mr. Stevens noted three internal candidates had expressed interest in the Chief position, adding the high caliber of leadership within the department. Mr. Stevens further noted the details of the selection process. He noted Chief Peterson's 26 years of service to the County's Police Department, citing his education, leadership, and service accolades. Mr. Stevens noted Chief Peterson's telephone number was 757-259-5143.

The Board joined Mr. Stevens in congratulating Chief Peterson.

Chief Peterson noted it was his honor and pleasure to be selected. He further noted accountability and transparency start with him at the top as the Chief of Police. Chief Peterson noted he was looking forward to working with the Board and Mr. Stevens.

I. CLOSED SESSION

A motion to Defer was made by John McGlennon, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. Hipple noted the Closed Session would be deferred until the next meeting.

1. Appointment to the Board of Zoning Appeals
2. Appointments - Economic Development Authority

J. ADJOURNMENT

1. Adjourn until 5 p.m. on June 8, 2021 for the Regular Meeting

A motion to Adjourn was made by John McGlennon, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 5:37 p.m., Mr. Hipple adjourned the Board of Supervisors.

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
June 8, 2021
5:00 PM

A. CALL TO ORDER

This meeting started at approximately 5:13 p.m.

B. ROLL CALL

P. Sue Sadler, Vice Chairman, Stonehouse District
James O. Icenhour, Jr., Jamestown District
Ruth M. Larson, Berkeley District
John J. McGlennon, Roberts District
Michael J. Hipple, Chairman, Powhatan District

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Mr. Doug Powell, General Manager, James City Service Authority, led the Board and citizens in the Pledge of Allegiance at Mr. Hipple's invitation.

E. PUBLIC COMMENT

1. Ms. Peg Boarman, 17 Settlers Lane, addressed the Board on "Trash" talk and litter in the County. She noted she had previously provided the Board with a summary of the Annual Spring Cleanup. Ms. Boarman noted the success of the event, adding some groups were out in the community picking up trash. She further noted the groups included Publix employees and the Oak Tree Hunt Club. Ms. Boarman noted the majority of trash and litter debris was the result of uncovered loads. She further noted dump trucks and local vendors with uncovered loads. Ms. Boarman noted she welcomed Board and staff feedback on what measures could be put in place to stop littering. She further noted the Clean County Commission was hosting a Volunteer Appreciation Day on Saturday, June 12, 2021 in honor of Mr. Will Barnes. Ms. Boarman noted the James City Ruritan Club would be awarding the Will Barnes/Jim Robertson \$1,000 Scholarship to a graduating senior. She further noted both men had been members of the James City Ruritan Club. Ms. Boarman noted both men's past involvement with the Clean County Commission. She further noted paying homage to Ms. Eula Radcliff for her work in the County. Ms. Boarman noted the Volunteer Appreciation Day picnic would be held at Veterans Park in the Will Barnes Shelter from 4-7 p.m.

2. Ms. Briar Ownby-Connolly, 1 Prestwick, addressed the Board noting she was a Marine Science Major and Environmental Science Minor at Coastal Carolina University. She further noted a recent article in The Virginia Gazette and the May 25, 2021 Board of Supervisors meeting broadcast and a misunderstanding of climate change and renewable energy resources. Ms. Ownby-Connolly noted caution in making climate decisions without the full understanding of its impact on James City County for generations. She further noted an example was the Chesapeake Bay Board, adding it needed environmental engineers, not developers. Ms.

Ownby-Connolly noted the need for educational reform for sustainability and environmental sciences with strong leadership also. She further noted she would email the Board her lecture on the basics of climate change which she has presented at several area schools. Ms. Ownby-Connolly noted timing and adaptation were critical, adding the Board should reconsider its decision as it was imperative to acknowledge the state's pledge to be carbon free by 2045. She further noted statistics on global warming and the significance of addressing climate change, adding it was necessary.

F. CONSENT CALENDAR

1. One-month extension of Cox franchise

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

G. PUBLIC HEARING(S)

1. Ordinance to Establish the Colonial Juvenile Services Commission

A motion to Approve was made by James Icenhour Jr, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Ms. Rebecca Vinroot, Director of Social Services, addressed the Board noting she was the County staff representative for the group now known as the Colonial Group Home Commission. She noted Mr. Brian Fuller, Director of Community Services for York County, was in attendance. Ms. Vinroot further noted Mr. Fuller oversaw the regional Commission. She noted a change in the initiation of the Colonial Group Home Commission, established in 1985 as a collaboration between James City County, Gloucester County, York County, and the City of Williamsburg pursuant to Virginia Code. Ms. Vinroot further noted one of the main impetus to the Commission was operation of the Crossroads Community Group Home. She noted in August 2020, the participating localities and the Commission decided to close the Crossroads Community Group Home, which created a shift for services to be provided in the community. Ms. Vinroot noted those actions prompted the need for the request a change to be the Colonial Juvenile Services Commission. She further noted under the Colonial Juvenile Services Commission, the same localities would continue their participation in working with juveniles to ensure comprehensive community-based programs and services.

Ms. Larson asked the maximum number of juveniles who had been served. She inquired if there was a maximum number or to serve as many as possible.

Ms. Vinroot noted there was a complicated formula to determine the number. She further noted the Crossroads Group Home was not the only service provided, adding there was a cap at the Crossroads Group Home. Ms. Vinroot noted there were varying numbers for the additional services provided. She further noted fluctuation over time as needs changed.

Ms. Larson noted the establishment of relationships and if data was available for success of the program. She further noted the determination of what services were successful and quantifying those services.

Mr. Fuller addressed the Board, thanking it for support. He noted there were several programs used, in addition to continual dialog with the court system unit. Mr. Fuller noted the use of an evidence-based model on program success with the court system, and a review of

those successful programs throughout the state. He further noted some programs being considered for instituting locally included working with the juveniles before they go through the court system on a remediation-type basis. Mr. Fuller noted the use of electronic monitoring and community service training and education. He further noted Anger Management training would begin in July 2021, adding truancy was another area being addressed. Mr. Fuller noted truancy involved schools, Social Services, law enforcement, and the courts to try to get ahead of any issues. He further noted addressing preventive issues into the community to the children prior to them getting into the court system. Mr. Fuller noted that would be a cost-effective measure not running the children through the courts.

Ms. Larson thanked Mr. Fuller.

Mr. McGlennon asked Mr. Fuller if the changes reflected the shift in the direction of the Commission. He noted the group home concept was not the direction the Commission was pursuing.

Mr. Fuller confirmed yes in relation to the group home. He noted some of the other programs were already in place, while others were being added. Mr. Fuller further noted Crossroads Community Group Home was licensed to keep 16 children, staffed to keep 12, but with an average census of three children, it was not cost-effective. He noted the court system and judges were reviewing alternative ways to keep families together. Mr. Fuller further noted even with electronic monitoring on the child, three home visits per week per child were required. He noted the state had mandated one visit had to be on a weekend, noting staff continued to make those home visits during the COVID-19 pandemic. Mr. Fuller further noted the addition of programs that also worked with the families, adding many times family situations may have caused an issue.

Mr. McGlennon thanked Mr. Fuller for the information and the important work on the Commission.

Mr. Hipple opened the Public Hearing.

Mr. Hipple closed the Public Hearing as there were no speakers.

2. Amendment to the Adopted Budget for Federal Coronavirus Relief Funding

A motion to Approve was made by Sue Sadler, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Ms. Sharon Day, Director of Financial and Management Services, addressed the Board regarding the Code of Virginia's requirement of a public hearing when amendments to the budget for adjustment to the aggregate amount to be appropriated exceeds 1% of the total expenditures. She noted the public hearing was to consider amendments to the adopted budget for federal Coronavirus Relief Funds which the County received. Ms. Day further noted the funds were received through the Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020 and the American Rescue Plan Act of 2021. She noted the first allocation of CARES Act funds the County received and the Board appropriated was June 2020, with the second CARES Act allocation received August 2020 with a September 2020 Board appropriation. Ms. Day further noted the total CARES Act funding was \$13.4 million. She noted American Rescue Plan Act funds of \$7.4 million were received by the County in May 2021 as noted in the resolution before the Board for appropriation. Ms. Day further noted recommendation to the Board to adopt the attached resolution for acceptance authorization and appropriation of the funds for eligible uses under the Act.

Mr. Hipple opened the Public Hearing.

Mr. Hipple closed the Public Hearing as there were no speakers.

H. BOARD CONSIDERATION(S)

Ms. Sadler noted a reminder for the June 12, 2021, special chemical and hazardous material collection at Warhill High School. She further noted the County website listed a link to the accepted materials (https://www.vppsa.org/services/#Acceptable_Materials). Ms. Sadler noted the event was 8 a.m.-12 noon. She further noted the 7:30 a.m. opening of the Lightfoot WAWA on June 10, 2021 and encouraged everyone to visit.

Mr. Icenhour noted he attended a ribbon-cutting ceremony on May 27, 2021 at the Marsala Craft Indian Kitchen restaurant, next to The Prescription Shoppe. He further noted that evening he and Mr. Hipple attended the Hunton and Brinkley Town Hall meeting in Ford's Colony via Zoom. Mr. Icenhour noted there were numerous questions for the 90-minute meeting. He further noted his attendance on May 29, 2021 at a service at Williamsburg Memorial Park behind the Outlet Mall and hosted by Colonial Williamsburg (CW). Mr. Icenhour noted CW oversaw the restoration of the gravesite marker for Mr. Talmadge Alphin, a Staff Sergeant, Green Beret, who had been a member of the Class of 1961 James Blair High School and was killed in the Vietnam War in 1968. He further noted the moving ceremony featured high school classmates and Vietnam camp survivors where Mr. Alphin was stationed, who spoke. Mr. Icenhour noted CW did another ceremony featuring the Sons and Daughters of the American Revolution at the Governor's Palace on Memorial Day.

Ms. Larson congratulated Muddy Marley's Dog Wash that opened at 5251 John Tyler Highway, welcoming the business to the Berkeley District and James City County. She noted the Finance meeting of the Tourism Council had taken place earlier in the day, adding there was an increase in visitation. Ms. Larson further noted a busy Memorial Day for the area with numbers rising. Ms. Larson extended her deepest sympathies to the family of Mr. Randy Cooper, one of the owners of Custom Building Supply. She noted Mr. Cooper's work on the Lake Powell dam project and other community work, adding her thanks for his contributions to James City County. Ms. Larson further noted Mr. Robert Hodge at WMBG radio station, who passed away unexpectedly. She noted Mr. Hodge's family were long-time residents of the area. Ms. Larson noted her sympathies to Ms. Vicki Cimino, Director of the Williamsburg Tourism Council, who unexpectedly lost her brother on Monday.

Mr. McGlennon noted Mr. Cooper's help with Lake Powell donating supplies for the dam repair. He further noted Mr. Hodge as a great entertainer. Mr. McGlennon extended condolences on the passing Mr. Bruce Goodson's mother. He noted Mr. Goodson was the former Roberts District Board of Supervisors representative prior to his tenure. Mr. McGlennon noted the passing of Ms. Sue Donaldson, whose husband, Mr. John Donaldson, had also been on the Board of Supervisors as the Jamestown District representative. He further noted her many contributions to the community. Mr. McGlennon thanked the County's Parks and Recreation Department, Police Department, Honey Butter's Restaurant, and the other vendors who contributed to the Grove Block Party and its success. He noted it was a drive-through event.

Ms. Larson noted Ms. Boarman's comment on preventative litter action. She further noted the Board had asked for a minimum \$250 fine for uncovered litter. Ms. Larson noted no state legislator picked up the request. She invited Ms. Boarman to be present at the legislators meeting to address the issue and to pick up the request.

Mr. Hipple noted the passing of community leaders and thanked his peers for their

acknowledgements. He further noted his June 10, 2021, Finance Committee meeting with the Hampton Roads Transportation Accountability Commission (HRTAC). Mr. Hipple noted that meeting would discuss the new Hampton Roads tunnel and financing.

I. CLOSED SESSION

Mr. McGlennon asked Mr. Hipple if the next item could be the County Administrator's Report rather than wait until after the Closed Session for viewing purposes.

Mr. Hipple agreed to the change of order.

Mr. Stevens noted he had no report, but added a reminder that it is hurricane season. He further noted the season started in June and for community awareness and preparation for a period of seven days.

A motion to Enter a Closed Session was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 5:45 p.m., the Board entered Closed Session.

At approximately 6:57 p.m., the Board re-entered Open Session.

A motion to Certify the Board only spoke about those items indicated that it would speak about in Closed Session was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

1. Consideration of a personnel matter, the performance evaluation discussion of the County Administrator and the County Attorney, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia
2. 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
3. Colonial Group Home Commission Appointment

A motion to Appoint Mr. Christopher McDonald to a term to expire June 30, 2023 to the Colonial Group Home Commission was made by James Icenhour, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

4. Economic Development Appointments

A motion to Appoint Mr. Brandon Nice to the Economic Development Authority for a term to expire May 31, 2025 was made by James Icenhour, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

5. Board of Zoning Appeals Appointment

A motion to recommend to the Circuit Court judge that Mr. Ron Campana be appointed to the Board of Zoning Appeals for a term ending June 30, 2025 was made by James Icenhour, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. Hipple noted Item 1 would be addressed at the June 22, 2021, Board meeting.

J. ADJOURNMENT

1. Adjourn until 1 pm on June 22, 2021 for the Business Meeting

A motion to Adjourn was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 6:59 p.m., Mr. Hipple adjourned the Board of Supervisors.

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Steven R. Rubino, Deputy Chief of Police, Nathan R. Green, Commonwealth's Attorney

SUBJECT: Acceptance of Funds - Virginia Forfeited Asset Sharing Program - \$5,290

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Police	Rubino, Steve	Approved	5/13/2021 - 2:58 PM
Police	Rubino, Steve	Approved	5/14/2021 - 10:13 AM
Publication Management	Daniel, Martha	Approved	5/14/2021 - 10:17 AM
Legal Review	Kinsman, Adam	Approved	5/20/2021 - 4:38 PM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:36 PM
Board Secretary	Rinehimer, Bradley	Approved	6/15/2021 - 11:31 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:52 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Steven R. Rubino, Deputy Chief of Police
Nathan R. Green, Commonwealth's Attorney

SUBJECT: Acceptance of Funds - Virginia Forfeited Asset Sharing Program - \$5,290

The James City County Police Department and the Williamsburg-James City County Commonwealth's Attorney's Office participate in the Virginia Forfeited Asset Sharing Program managed by the Virginia Department of Criminal Justice Services (DCJS). This program provides disbursement of funds received from the forfeiture of assets from drug enforcement activities to be used according to § 19.2-386.14 (D) of the Code of Virginia, "all forfeited property, including its proceeds or cash equivalent, received by a participating state or local agency pursuant to this section shall be used to promote law enforcement but shall not be used to supplant existing programs or funds."

The James City County Police Department and Williamsburg-James City County Commonwealth's Attorney's Office have entered a Memorandum of Understanding (MOU) with the Tri-Rivers Drug Task Force (TRDTF). Through TRDTF, funds are routinely received through assets forfeited in drug arrests involving the manufacturing or distribution of dangerous narcotics in James City County as well as from similar cases the other members of TRDTF conduct. The specific sharing percentages are detailed in the MOU with the other members of the TRDTF. Funds may also be received, however, through local drug cases not investigated by TRDTF.

The expenditure of forfeited funds is restricted to law enforcement activities specified by DCJS.

Funds have been dispersed to the James City County Police Department and the Williamsburg-James City County Commonwealth's Attorney's Office in the amount of \$5,290.

Staff recommends acceptance of the funds and adoption of the attached resolution to the Special Projects/Grants Fund.

SRR/NRG/md
VAForfASPJun21-mem

Attachment

RESOLUTION

ACCEPTANCE OF FUNDS -

VIRGINIA FORFEITED ASSET SHARING PROGRAM - \$5,290

WHEREAS, the James City County Police Department and the Williamsburg-James City County Commonwealth's Attorney's Office participate in the Virginia Forfeited Asset Sharing Program managed by the Virginia Department of Criminal Justice Services (DCJS); and

WHEREAS, this program provides disbursement of funds received from the forfeiture of assets from drug enforcement activities to be used according to § 19.2-386.14 (D) of the Code of Virginia, "all forfeited property, including its proceeds or cash equivalent, received by a participating state or local agency pursuant to this section shall be used to promote law enforcement but shall not be used to supplant existing programs or funds"; and

WHEREAS, funds have been dispersed to the James City County Police Department and the Williamsburg-James City County Commonwealth's Attorney's Office in the amount of \$5,290.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby accepts and appropriates funds of \$5,290 to the Special Projects/Grants Fund for the Police Department's and Commonwealth's Attorney's participation in the Virginia Forfeited Asset Sharing Program.

Revenues:

State - Police Department State Asset Forfeit Funds	\$4,570
State - Commonwealth Attorney State Asset Forfeit Funds	<u>720</u>
Total	<u>\$5,290</u>

Expenditures:

Police Department State Asset Forfeit Funds	\$4,570
Commonwealth Attorney State Asset Forfeit Funds	<u>720</u>
Total	<u>\$5,290</u>

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Liz Parman, Assistant County Attorney

SUBJECT: Appointment and Authorization of Police Powers and Fire Prevention Powers for Assistant Fire Marshal Nathan Otis

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Kinsman, Adam	Approved	5/6/2021 - 2:18 PM
Publication Management	Daniel, Martha	Approved	5/6/2021 - 2:23 PM
Legal Review	Kinsman, Adam	Approved	5/7/2021 - 8:58 AM
Board Secretary	Fellows, Teresa	Approved	5/14/2021 - 10:45 AM
Board Secretary	Rinehimer, Bradley	Approved	5/14/2021 - 10:52 AM
Board Secretary	Fellows, Teresa	Approved	5/14/2021 - 11:17 AM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Kenny Lamm, Fire Marshal
Elizabeth Parman, Assistant County Attorney

SUBJECT: Appointment and Authorization of Police Powers and Fire Prevention Powers for Assistant Fire Marshal Nathan Otis

Virginia Code § 27-36, et seq. allow the Board of Supervisors to appoint Assistant Fire Marshals and to authorize Assistant Fire Marshals to have the same police powers as local law enforcement and to have the powers of the Fire Marshal in his absence.

Mr. Nathan Otis has completed the training and certification requirements of the Department of Criminal Justice Services and the Department of Fire Programs.

Fire Marshal Kenny Lamm requests that the Board appoint Mr. Nathan Otis as Assistant Fire Marshal and authorize him to have all police and fire prevention powers provided in Virginia Code § 27-30, et seq.

Therefore, staff recommends approval of the attached resolution.

KL/EP/md
PolicePwr-AFMOtis-mem

Attachment

RESOLUTION

APPOINTMENT AND AUTHORIZATION OF POLICE POWERS AND FIRE PREVENTION

POWERS FOR ASSISTANT FIRE MARSHAL NATHAN OTIS

- WHEREAS, Section 27-36 of the Code of Virginia, 1950, as amended (the “Virginia Code”), provides that the Board of Supervisors may appoint one or more assistants, who, in the absence of the fire marshal, shall have the powers and perform the duties of the fire marshal; and
- WHEREAS, Section 27-34.2 of the Virginia Code provides that the County may authorize the fire marshal and his assistants to have the authority to arrest, to procure and serve warrants of arrest, and to issue summons in the manner authorized by general law for violation of fire prevention and fire safety laws and related Ordinances; and
- WHEREAS, Section 27-34.2:1 of the Virginia Code provides that the County may authorize the local fire marshal and his assistants to have the same police powers as a sheriff, police officer, or law enforcement officer; and
- WHEREAS, Section 27-34.3 of the Virginia Code provides that the County may authorize the local fire marshal to exercise the powers authorized by the Fire Prevention Code; and
- WHEREAS, Nathan Otis has completed the minimum training and certification requirements of the Department of Criminal Justice Services and Department of Fire Programs.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby appoint Nathan Otis as an assistant fire marshal and authorizes Assistant Fire Marshal Nathan Otis to have all police and fire prevention powers provided in Virginia Code Sections 27-30, et seq., and, without limitation, those contained in 27-34.2, 27-34.2:1, and 27-34.3.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Shirley Anderson, Animal Control Supervisor

SUBJECT: Appointment of Animal Control Officer and Deputy Animal Control Officers

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution
☐	Resolution	Resolution
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Kinsman, Adam	Approved	6/1/2021 - 11:48 AM
Publication Management	Daniel, Martha	Approved	6/1/2021 - 12:00 PM
Legal Review	Kinsman, Adam	Approved	6/1/2021 - 3:33 PM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:36 PM
Board Secretary	Rinehimer, Bradley	Approved	6/15/2021 - 11:32 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:53 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Shirley Anderson, Animal Control Supervisor
Liz Parman, Assistant County Attorney

SUBJECT: Appointment of Animal Control Officer and Deputy Animal Control Officers

Attached for your consideration is a resolution appointing Mr. Tony Quiros as Animal Control Officer and Mr. Ben Woodhouse and Mr. Jackson Swan as Deputy Animal Control Officers for James City County.

Board appointment is necessary for Officers Quiros, Woodhouse, and Swan to enforce State and County animal control and protection laws.

Staff recommends adoption of the attached resolutions.

SA/md
ACO-DACOApts-QWS-mem

Attachment

RESOLUTION

APPOINTMENT OF ANIMAL CONTROL OFFICER

WHEREAS, Virginia Code Section 3.2-6555 authorizes the Board of Supervisors of James City County to appoint an Animal Control Officer; and

WHEREAS, the Animal Control Officer is vested with the authority to enforce animal control and protection laws in the County pursuant to Virginia Code Sections 3.2-6555, et seq., and James City County Code Section 3-2.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that Mr. Tony Quiros is hereby appointed Animal Control Officer for James City County, Virginia.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

ACOApt-Quiros-res

RESOLUTION

APPOINTMENT OF DEPUTY ANIMAL CONTROL OFFICER

WHEREAS, Virginia Code Section 3.2-6555 authorizes the Board of Supervisors of James City County to appoint Deputy Animal Control Officers; and

WHEREAS, Deputy Animal Control Officers are vested with the authority to enforce animal control and protection laws in the County pursuant to Virginia Code Sections 3.2-6555, et seq., and James City County Code Section 3-2.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that Mr. Jackson Swan is hereby appointed Deputy Animal Control Officer for James City County, Virginia.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

DACOApt-Swan-res

RESOLUTION

APPOINTMENT OF DEPUTY ANIMAL CONTROL OFFICER

WHEREAS, Virginia Code Section 3.2-6555 authorizes the Board of Supervisors of James City County to appoint Deputy Animal Control Officers; and

WHEREAS, Deputy Animal Control Officers are vested with the authority to enforce animal control and protection laws in the County pursuant to Virginia Code Sections 3.2-6555, et seq., and James City County Code Section 3-2.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that Mr. Ben Woodhouse is hereby appointed Deputy Animal Control Officer for James City County, Virginia.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

DACOApt-Wdhouse-res

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

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

SUBJECT: Appropriation - FEMA Reimbursement - \$210,000

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Financial Management	Fellows, Teresa	Approved	6/15/2021 - 10:53 AM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

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

SUBJECT: Appropriation - FEMA Reimbursement - \$210,000

During Fiscal Year (FY) 2021, the County incurred expenditures related to the COVID-19 health emergency that were eligible for reimbursement through the Federal Emergency Management Agency (FEMA) Public Assistance Program. The reimbursement for these costs is 100% federal funding.

These expenditures include certain costs for personal protective equipment of approximately \$140,000 and the County's efforts related to the COVID-19 vaccination clinic of approximately \$70,000. Eligible costs are continuing to be incurred, and final amounts for FY2021 reimbursable expenditures will be determined once all eligible expenditures have been paid.

The attached resolution requests the authorization for a flexible budget to appropriate the actual costs (expenditures) and reimbursement (revenue) in the Special Projects/Grants Fund, once the final amounts for FY2021 are determined. A reimbursement request will be submitted by the County to FEMA based on the FY2021 final amounts.

Staff recommends the adoption of the attached resolution.

SBD/md
AppropFY21FEMA-mem

Attachment

RESOLUTION

APPROPRIATION - FEMA REIMBURSEMENT - \$210,000

WHEREAS, the County has incurred COVID-19 related expenditures during Fiscal Year (FY) 2021 that are eligible for reimbursement by the Federal Emergency Management Agency (FEMA) Public Assistance Program; and

WHEREAS, the County will seek reimbursement from FEMA for the total amount of COVID-19 eligible expenditures based on final amounts incurred through June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby appropriates a flexible budget in the Special Projects/Grants Fund for the final amount of expenditures eligible for reimbursement, as indicated.

Revenue:

Federal Government \$210,000 (or actual amount incurred)

Expenditures:

COVID-19 FEMA Costs \$210,000 (or actual amount incurred)

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

AYE NAY ABSTAIN ABSENT

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

AppropFY21FEMA-res

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Jason Purse, Interim Director of Parks and Recreation

SUBJECT: Authorization for the Reclassification of the Existing Part-time Administrative Assistant (Volunteers and Social Media) Position to a Full-time Marketing and Communication Specialist Position

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 3:35 PM
Board Secretary	Carnifax, John	Approved	6/15/2021 - 10:52 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:53 PM
Publication Management	Daniel, Martha	Approved	6/15/2021 - 2:27 PM
Legal Review	Kinsman, Adam	Approved	6/15/2021 - 2:40 PM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 2:41 PM
Board Secretary	Carnifax, John	Approved	6/15/2021 - 2:43 PM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 2:43 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Jason Purse, Interim Director of Parks and Recreation

SUBJECT: Authorization for the Reclassification of the Existing Part-time Administrative Assistant (Volunteers and Social Media) Position to a Full-time Marketing and Communication Specialist Position

Parks and Recreation Department currently operates and maintains its own social media content on multiple platforms. The existing part-time position, Administrative Assistant (Volunteer and Social Media), handles many of these duties. In order to more appropriately manage the day-to-day operations of these communications, as well as continue to work on volunteer services, staff believes a reclassification to a full-time position is necessary.

The newly created position will manage all of the social media post creation and monitoring, and serve as a backup to our Senior Communication Specialist on general press release and print media matters. Given the skill set necessary, we also believe this position can continue to help with our volunteer services.

This new position is a salary range 12 with a starting salary of \$38,527. The costs associated with this reclassification will be covered by Parks and Recreation Fiscal Year 2022 adopted budget from existing part-time hours, turnover, and attrition in personnel.

Staff recommends adoption of the attached resolution.

JP/md
PksRecSocMedia-mem

Attachment:
1. Resolution

RESOLUTION

AUTHORIZATION FOR THE RECLASSIFICATION OF THE EXISTING PART-TIME

ADMINISTRATIVE ASSISTANT (VOLUNTEERS AND SOCIAL MEDIA) POSITION TO A

FULL-TIME MARKETING AND COMMUNICATION SPECIALIST

WHEREAS, James City County has a Parks and Recreation Department that operates and maintains its own social media content on multiple platforms; and

WHEREAS, Parks and Recreation currently utilizes a part-time position, Administrative Assistant (Volunteer and Social Media), to handle these duties; and

WHEREAS, in order to more appropriately manage the day-to-day operations of these communications, as well as continue to assist with volunteer services, a reclassification to a full-time position is necessary; and

WHEREAS, the costs for this reclassification will be covered by Parks and Recreation Fiscal Year 2022 adopted budget from existing part-time hours, turnover, and attrition in personnel.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby approves the reclassification of a part-time position into a full-time position, titled Marketing and Communication Specialist.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

PkRecSocMedia-res

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Paul D. Holt, III, Director of Community Development and Planning

SUBJECT: Budget Appropriation of Transportation Match Funds - \$749,251

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Development Management	Holt, Paul	Approved	6/7/2021 - 9:17 AM
Publication Management	Daniel, Martha	Approved	6/8/2021 - 12:21 PM
Legal Review	Kinsman, Adam	Approved	6/8/2021 - 5:15 PM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:37 PM
Board Secretary	Carnifax, John	Approved	6/15/2021 - 10:55 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:53 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Paul D. Holt, III, Director of Community Development and Planning

SUBJECT: Budget Appropriation of Transportation Match Funds - \$749,251

On October 27, 2015, the James City County Board of Supervisors approved a resolution authorizing the submission of a Virginia Department of Transportation Revenue Sharing Program (VDOT RevShare) application to construct a turn lane on Olde Towne Road. The application was approved and at the time, the total project cost was estimated to be \$2,060,000, with the state providing \$1 million towards the cost. The County allocated \$1,060,000 of local funding from the Transportation Match account.

VDOT was able to bid this project and the Longhill Road widening project together, so the two projects could be constructed concurrently. As such, significant cost savings were realized. Both projects are on schedule to be finished later this year and the total cost for the turn lane is now expected to be \$501,497, with the County still funding half of the project cost and the state funding half. With the reduction in project costs, VDOT is returning \$749,251 in local match funds to the County.

Remaining VDOT RevShare funds must be used on another RevShare project. Currently, the Toano RevShare project is fully funded. However, the Grove RevShare project now needs additional funding as a result of recent scope changes required by VDOT. The Grove RevShare project cost estimate has increased from \$1,173,700 to \$1,895,300. VDOT RevShare funds will cover 50% of this cost increase.

Allocation of the returned funds from VDOT to the County's Transportation Match account will cover the local share of the cost increase to the Grove RevShare project. This will ensure that project remains fully funded and moving forward.

Staff recommends approval of the attached resolution appropriating the returned VDOT funds to the Transportation Match account.

PDH/md
BA-OTRevShRtn-mem

Attachment:
1. Resolution

RESOLUTION

BUDGET APPROPRIATION OF TRANSPORTATION MATCH FUNDS - \$749,251

WHEREAS, on October 27, 2015, the James City County Board of Supervisors authorized a Virginia Department of Transportation Revenue Sharing Program (VDOT RevShare) application to construct a turn lane on Olde Towne Road; and

WHEREAS, VDOT realized significant cost savings on the project resulting in a return of \$749,251 of local match funds; and

WHEREAS, appropriation of the funds back to the Transportation Match account will allow the County to cover cost increases on other projects.

NOW THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes acceptance of such returned funds from VDOT.

BE IT FURTHER RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the appropriation to the Transportation Match account in the Special Projects/Grants Fund for the purposes described above:

Revenue:

Prior Year Expenditure Refund	\$749,251
Total	<u>\$749,251</u>

Expenditure:

Transportation Match	\$749,251
Total	<u>\$749,251</u>

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Mark Abbott, Operations Project Coordinator

SUBJECT: Building F Board Room Broadcast Lighting Upgrade

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Capital Projects	Abbott, Mark	Approved	6/1/2021 - 3:37 PM
General Services	Boone, Grace	Approved	6/2/2021 - 3:23 PM
Publication Management	Daniel, Martha	Approved	6/2/2021 - 3:28 PM
Legal Review	Kinsman, Adam	Approved	6/3/2021 - 10:31 AM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:38 PM
Board Secretary	Carnifax, John	Approved	6/15/2021 - 11:03 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:53 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Mark Abbott, Operations Project Coordinator, General Services

SUBJECT: Contract Award - Building F Board Room Broadcast Lighting Upgrade - \$165,572

The Board Room broadcast lighting and controls upgrade includes the removal of the current lights that are antiquated and will be replaced with new technology LED lights. The lighting control panel will also be upgraded to allow for better lighting control during broadcast events.

General Services, in consultation with the Purchasing Office, determined that Audio Visual Solutions proposal to replace and install the new lighting system at a proposed cost of \$165,572 is reasonable in comparison to current construction cost indices.

Staff recommends approval of the attached resolution authorizing the contract award of the installation of the lighting system from Audio Visual Solutions in the amount of \$165,572 for the Building F Board Room Broadcast Lighting Upgrade.

MA/md
BldgFBdRmLt-mem

Attachment

RESOLUTION

CONTRACT AWARD - BUILDING F BOARD ROOM BROADCAST

LIGHTING UPGRADE - \$165,572

WHEREAS, the Building F broadcast lighting and controls will be replaced; and

WHEREAS, it has been determined by General Services, in consultation with the Purchasing Office, that under the state contract VA-160519-AVIS, that Audio Visual Solutions will install the lights and controls required; and

WHEREAS, Audio Visual Solutions submitted a proposal to perform the required services, the proposed rates have been determined to be reasonable and adequate funds are available in the Capital Improvements budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the contract award in the amount of \$165,572 to Audio Visual Solutions for the Building F Board Room broadcast Lighting and controls.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

AYE NAY ABSTAIN ABSENT

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

BldgFBdRmLt-res

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Contract amendments- County Administrator and County Attorney

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Fellows, Teresa	Approved	6/15/2021 - 3:16 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Revisions to Contracts of the County Administrator and the County Attorney

At the regularly-scheduled meeting of the Board of Supervisors (the “Board”) on June 8, 2021, the Board conducted its annual review of the County Administrator and the County Attorney and, as a result, desired to make changes to the contracts of employment for each.

The desired changes are set forth in the attached resolution.

ARK/md
RevContrtCAdCAtt-mem

Attachment

RESOLUTION

REVISIONS TO CONTRACTS OF THE COUNTY ADMINISTRATOR AND

THE COUNTY ATTORNEY

WHEREAS, at its regularly-scheduled meeting on June 8, 2021, the Board of Supervisors of James City County (the "Board") conducted its annual review of the County Administrator and the County Attorney; and

WHEREAS, both reviews were positive and, in recognition thereof, the Board desires to make changes to the contracts of employment for the County Administrator and the County Attorney.

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby resolve to include the County Administrator and County Attorney in the 3% (three percent) pay increase given to all employees on October 1, 2021, and to amend the contracts of the County Administrator and the County Attorney to (1) conduct annual performance evaluations in June of each year, and (2) effective July 1, 2021, change the County contribution to the employees' 457 deferred compensation plans from 5% to 10% (five percent to ten percent).

BE IT FURTHER RESOLVED that sections 1 and 4 of the County Administrator's contract shall be replaced in their entirety as follows:

SECTION 1: TERM

The term of this Agreement shall be for an initial period of five (5) years commencing on July 1, 2021 and ending July 1, 2026 that automatically renews for successive one (1) year periods unless notice of nonrenewal is given by either party at least sixty (60) days prior to the conclusion of that term. In the event the Agreement is not renewed, such nonrenewal shall not be considered a termination pursuant to Section 9 of this Agreement and Employee shall be due only the compensation and benefits set forth in Section 11(D) of this Agreement. In the event that the Employee is terminated as described in Section 9 of this Agreement, the Employee shall be entitled to the compensation and benefits provided for in Section 10 of this Agreement as full and final settlement of all obligations due under this Agreement.

SECTION 4: HEALTH, DISABILITY, AND LIFE INSURANCE BENEFITS

The Employer agrees to provide and to pay the premiums for health, hospitalization, surgical, vision, dental, comprehensive medical insurance, and life insurance in the same manner as provided to all other employees of James City County. The Employee shall name the beneficiary of his life insurance policy. If: (1) the Employee resigns pursuant to Section 11 at any time after July 1, 2026, and (2) the Employee has not yet attained the age of Medicare eligibility (currently, 67 years of age), and (3) the Employee has no other health insurance, then the Employer agrees to pay the difference between the health insurance coverage cost then charged to retirees of the Employer and the cost to the Employee for a comparable health insurance plan, according to the terms set forth in this Section 4. Upon resignation, the Employee may present the County with quotes from no fewer than three (3) health insurance plans that provide coverage for the Employee and his spouse equal to or less than that provided to retirees of

the Employer. The Employer shall pay the Employee the difference between the lowest quoted amount and the amount then charged to retirees of the Employer until the Employee's age of Medicare eligibility or until the Employee accepts a permanent employment position elsewhere, whichever comes first. This benefit shall not be available upon an act of Termination pursuant to Section 9.

Example: The current amount paid for health insurance by retirees of the Employer is \$1,500/month. The Employee concludes his term of employment and has no other health insurance. The Employee provides the Employer with quotes from three health insurance companies with plans comparable to that provided to retirees of the Employer. The lowest-quoted, comparable insurance plan will cost the Employee \$1,750/month. The Employer shall pay \$250/month to the Employee until the Employee attains the age of Medicare eligibility.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

RevContrtCAdCAtt-res

ITEM SUMMARY

DATE: 6/22/2021

TO: Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Grant Award - James City County Child Health Initiative - \$265,000

ATTACHMENTS:

	Description	Type
▣	Grant Award - Child Health Initiative - \$265,000	Cover Memo
▣	Grant Award - Child Health Initiative - \$265,000	Resolution
▣	Exhibit	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Social Services	Vinroot, Rebecca	Approved	6/10/2021 - 1:54 PM
Publication Management	Daniel, Martha	Approved	6/10/2021 - 1:56 PM
Legal Review	Kinsman, Adam	Approved	6/10/2021 - 2:28 PM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:39 PM
Board Secretary	Rinehimer, Bradley	Approved	6/15/2021 - 11:33 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:53 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Grant Award - James City County Child Health Initiative - \$265,000

The James City County Child Health Initiative has received funding through a grant received by the Williamsburg Health Foundation to operate the program through the Department of Social Services for the fourth year. The program is a collaborative effort between the Williamsburg Health Foundation, Child Development Resources, Williamsburg-James City County Public Schools, Williamsburg Department of Human Services, James City Department of Social Services, and Olde Towne Medical and Dental Center.

Through the program, a Care Team works closely with families to improve health outcomes for children by eliminating barriers and promoting positive social determinants of health.

The Williamsburg Health Foundation's grant award in the amount of \$265,000 is for the continuation of the program from July 1, 2021 through June 30, 2022.

Included in the grant is full funding for the continuation of three full-time positions under the Department of Social Services - Care Team Coordinator, Social Work Case Manager, and Nurse Case Manager.

Staff respectfully requests that the Board accept the grant award in the amount of \$265,000 and approve the continuation of the three full-time positions for Fiscal Year 2022.

RV/md
GA-ChldHlthInit-mem

Attachment:
1. Resolution

RESOLUTION

GRANT AWARD - JAMES CITY COUNTY CHILD HEALTH INITIATIVE - \$265,000

WHEREAS, the Williamsburg Health Foundation seeks to continue the James City County Child Health Initiative, the goal of which is to improve health outcomes for children by eliminating barriers and promoting positive social determinants of health; and

WHEREAS, the program is a collaborative effort between the Williamsburg Health Foundation, Child Development Resources, Williamsburg-James City County Public Schools, Williamsburg Department of Human Services, James City County Department of Social Services, and Olde Towne Medical and Dental Center; and

WHEREAS, the Williamsburg Health Foundation has awarded \$265,000 (the "Grant") to James City County to continue implementation of the James City County Child Health initiative, to include the continuation of three full-time positions under the supervision of the Department of Social Services; and

WHEREAS, no direct financial support is needed from the County to continue the James City County Child Health Initiative except in-kind services provided by the Department of Social Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby directs the County Administrator to execute the Grant contract and authorizes the acceptance of the Grant, the continuation of three positions, and the following appropriation amendment to the Special Projects/Grants Fund.

Revenue:

Williamsburg Health Foundation	<u>\$265,000</u>
--------------------------------	------------------

Expenditure:

James City County Child Health Initiative	<u>\$265,000</u>
---	------------------

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

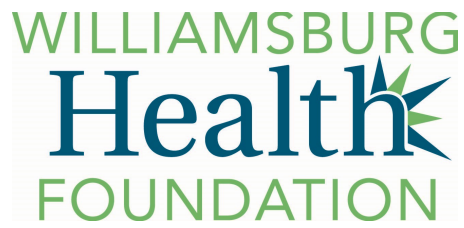
Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.



LETTER OF AWARD

June 9, 2021

Mr. Scott Stevens
County Administrator
James City County
101-D Mounts Bay Road
Williamsburg, VA 23188

Dear Mr. Stevens:

Congratulations! I am pleased to inform you that a grant to James City County in the amount of \$265,000 was approved at the Williamsburg Health Foundation's Board of Trustees meeting on June 7, 2021. These funds are awarded to support the Child Health Initiative.

Please read the attached *Grant Contract* in its entirety as it specifically describes your agency's contractual obligations including the reporting requirements and grant conditions specific to your grant when you accept these funds.

If you have any questions about this award, please contact Kyra Cook, Director of Strategy, at (757) 345-0912. Thank you for your good work in making ours a healthier community.

Carol L. Sale, RN, MSN
President & CEO

cc: Ms. Rebecca Vinroot, Director of James City County Department of Social Services

GRANT CONTRACT

This Grant from the Williamsburg Health Foundation (“Foundation”) is for the purposes described below and is subject to your acceptance of the conditions below. This *Grant Contract* will be effective when signed by an authorized representative of the grantee organization and a signed original is received and signed by the Foundation’s President. *This contract details specific conditions pertinent to this grant award and/or to your organization.*

Grantee:	James City County
Grant Number:	2021021
Grant Amount:	\$265,000
Grant Category:	Foundation Directed
Program Title:	Child Health Initiative
Program Description:	When children or adults in the family experience challenges in multiple areas of health and social domains, it can be difficult to stay well. The JCC Child Health Initiative brings community partners together to support families who are experiencing multiple challenges achieve better overall health and well-being.
Grant Period:	7/1/2021 to 6/30/2022

Grant Payment Process:

Payment Amount	Schedule
\$265,000	Upon receipt of this signed <i>Grant Contract</i> .

Reporting Requirements:

Report	Period	Deadline
Six Month Progress Report	7/1/2021 – 12/31/2021	January 14, 2022 at 12 p.m. (noon)
Final Progress Report	7/1/2021 – 6/30/2022	July 15, 2022 at 12 p.m. (noon)

Grant Conditions:

- Meet the program goals as stated in the grant application.
- Attend regular Child Health Initiative meetings facilitated by Community Health Solutions to actively collaborate with partner agencies.

The Foundation and Grantee agree to the following terms and conditions of this grant:

- 1. USE OF FOUNDATION FUNDS:** The Grantee agrees to expend the entire grant amount for the purposes described in the grant application and according to the approved budget. Grant funds may only be expended on charitable activities identified in the grant application and may not be expended for any other purpose without prior written approval by the Foundation. The Grantee agrees to return any unspent portion of the grant to the Foundation at the end of the grant period. If necessary, a grant extension request must be made by the Grantee 30 days before the end of the grant period. Any revisions that entail movement of more than \$1,000 between line items in the approved budget of a Responsive or a Foundation Directed grant must be requested by submission of a *Program Budget Revision* to the Foundation. No changes to the original program budget or use of funds may be implemented without written approval by Foundation staff. The *Program Budget Revision* form can be found on the Foundation's website at www.williamsburghealthfoundation.org
- 2. REPORTING REQUIREMENTS:** The Grantee is responsible for submitting all reports on time according to the deadline dates in the table above. The Foundation encourages grantees to submit reports before the deadline. Progress reports are evaluated based on their overall quality. Progress report quality indicators include the provision of up-to-date program statistics as well as thoughtful, comprehensive answers to each of the questions posed. A progress report is approved once Foundation staff is satisfied with the quality of the report. The Foundation will provide the Grantee with the date the staff has determined the progress report is satisfactorily completed. *Information about the online submission of progress reports to the Foundation will be emailed to grantees two months prior to the report deadline.*

It is the Grantee's responsibility to provide all reports to the Foundation on the dates set forth in this contract. Failure to do so, without prior notice and approval by Foundation staff, may result in the discontinuation or rescission of funding. In addition, late reports will be taken into consideration when evaluating any future funding requests submitted to the Foundation. Progress reports are taken into account when considering:

- a. Requests for continued program support and continued funding;
- b. Future grant proposals submitted by the Grantee to the Foundation regardless of the program or project; and
- c. Participation in Foundation-Directed activities.

This contract serves as notice of progress report due dates. *Requests for progress report extensions must be submitted to the Foundation no later than 15 days before the progress report due date and are subject to written approval by Foundation staff. If a progress report is not submitted by the due date, the following will occur, and the Grantee consents to the following actions:*

- a. A reminder e-mail will be sent by the Foundation to the Grantee one week after the due date has passed.
- b. A reminder e-mail will be sent by the Foundation to the Grantee and to the Grantee's board chair two weeks after the due date has passed.
- c. Remedial process will begin which may include rescission of funds.

3. **PROGRAM EVALUATION:** The Foundation may, at its own expense, monitor or evaluate the use of grant funds and other resources through various methods, including but not limited to site visits, formal audits, and conferences with Grantee staff, third party evaluations, surveys, and examination of financial and other records. The audit or examination of records can take place before, during, or up to three years after the completion of the grant. These methods will be used to determine:
- a. Extent to which the program has met its objectives;
 - b. Grantee's progress in generating or attracting resources to sustain the program;
 - c. Extent of community commitment, need, and support for the program;
 - d. Cost-effectiveness of the Grantee's approach;
 - e. Overall value of the program's approach to improving the health of people living in Greater Williamsburg; and
 - f. Any other relevant information regarding the expenditure of grant funds.
4. **TERMINATION OF GRANT:** The Foundation may, at its sole and absolute discretion, terminate the Grant and/or request the return of the Grant in its entirety, or any lesser portion thereof in the event:
- a. The Foundation is dissatisfied with the quality of the Grantee's progress toward achieving the program goals;
 - b. The Grantee has failed to comply with the provisions of this contract;
 - c. Any actual or threatened change in the Grantee's tax-exempt status under the Internal Revenue Code;
 - d. Termination is necessary to comply with the requirements of law; and
 - e. Any material question arises as to the operation of either the Grantee or the program(s) for which the grant is being made that is not satisfactorily resolved.

If termination occurs prior to the scheduled end date, the Grantee shall provide to the Foundation a full accounting of the receipt and disbursement of funds and expenditures incurred under the Grant as of the effective date of termination and will not incur additional expenses. The Grantee also agrees to return to the Foundation the *Grant Amount* in its entirety, or any lesser portion thereof, as requested by the Foundation.

5. **PUBLIC RELATIONS/COMMUNICATIONS:** Grantee shall acknowledge the Foundation's support in press releases, publications, advertisements, brochures, social media, and other forms of communication about activities and/or achievements of the Grant. The Grantee will provide the Foundation links to and/or copies of any materials mentioning the program *as soon as they become available*. The Foundation will provide its logo promptly upon request should the Grantee wish to use it in materials. All use of Foundation logo must be approved by the Foundation.
6. **RECORDS:** The Grantee is responsible for the expenditure of the grant funds and for maintaining adequate supporting records consistent with generally accepted accounting practices. The Foundation reserves the right to request copies of receipts for expenses incurred, to audit the financial records of the Grantee, and to require insurance coverage of the

Grantee. The Grantee must keep program records accessible for three years after the grant ends.

7. **NOTIFICATION:** The Grantee agrees to provide written notification by e-mail within 30 days to the Foundation in the event it has executed or has taken substantial steps to execute a:
 - a. Change of address;
 - b. Change in governing body leadership;
 - c. Change of executive leadership;
 - d. Change in ownership; or
 - e. Change in non-profit status.
8. **MODIFICATION:** This contract sets forth all terms of the grant and replaces all prior understandings and contracts. Any modification or amendment will be made only in writing signed by an authorized officer of the Grantee's organization and Foundation's President.
9. **WAIVER:** The failure of the Foundation to require Grantee performance of any contract obligation shall not affect its right to require performance at any time thereafter, nor shall a waiver of any breach or default of this contract constitute a waiver of any subsequent breach or default or a waiver of the provision itself.
10. **FOUNDATION DISCLAIMER:** The Grantee agrees that the Foundation, including all directors, officers, agents, and employees, shall have assumed no responsibility with respect to any loss, damages, injury, liability, suits, and proceedings arising out of the performance of this grant by the Grantee, its directors, officers, agents, volunteers, or employees and loss or damages arising from the use of the equipment acquired under this grant. The Grantee agrees to assume its own liability and responsibility for the acts, omission, or conduct of its own directors, officers, agents, volunteers and employees while such directors, officers, agents, volunteers and employees are engaged in the activities of the grant pursuant to this contract. Grantee shall, at its sole cost and expense throughout the term of this contract and any extensions thereof, maintain adequate insurance to defend itself against any loss, damages, injury, liability, suits, and proceedings arising out of the performance of this grant by Grantee, its directors, officers, agents, volunteers, or employees and loss or damages arising from the use of the equipment acquired under this grant.
11. **APPLICABLE LAW:** All grants are made and all funds shall be used in accordance with current and applicable laws and pursuant to the Internal Revenue Code, as amended, and the regulations issued thereunder.
12. **ATTESTATION OF VERACITY:** The Grantee hereby certifies that all information provided to the Foundation as part of the grant application is complete and accurate. By entering into this contract the Grantee certifies that it has not: (1) falsified, concealed, or covered up by any trick, scheme, or device a material fact; (2) made any materially false, fictitious, or fraudulent statement or representation; or (3) made or used any false writing or document knowing the same to contain any materially false, fictitious, or fraudulent statement or entry. Any violation of these requirements or any other term in this contract will constitute a breach of contract and

will result in punitive action including but not limited to, the return of all grant funds to the Foundation. All data provided to the Foundation are verifiable, and the Grantee understands the Foundation may audit same.

On behalf of James City County, I agree to all terms and conditions set forth in this Grant Contract.

Mr. Scott Stevens, County Administrator
James City County

Ms. Carol L. Sale, RN, MSN, President and CEO
Williamsburg Health Foundation

Date

Date

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: John Risinger, Planner

SUBJECT: Proposed Street Name Change - Portion of West Kingswood Drive to Klam Court

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	1. Resolution	Resolution
☐	2. Location Map	Backup Material
☐	3. Letter of Request	Backup Material
☐	4. Kingswood Section C Plat	Backup Material
☐	5. Citizen Correspondence	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	6/7/2021 - 9:07 AM
Development Management	Holt, Paul	Approved	6/7/2021 - 9:07 AM
Publication Management	Daniel, Martha	Approved	6/7/2021 - 9:14 AM
Legal Review	Kinsman, Adam	Approved	6/8/2021 - 5:30 PM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:41 PM
Board Secretary	Carnifax, John	Approved	6/15/2021 - 11:00 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:54 PM

MEMORANDUM

DATE: June 22, 2021
TO: The Board of Supervisors
FROM: John Risinger, Planner
SUBJECT: Proposed Street Name Change - Portion of West Kingswood Drive to Klam Court

Ms. Gina Waddell, representing the Kingswood Pool Board, has requested that the Board of Supervisors rename a portion of West Kingswood Drive in Section C of the Kingswood subdivision to Klam Court. This portion of the street begins on the east side of Spring Road and ends at the property line of the Kingswood Recreation Area. The purpose of the request is to eliminate confusion between the addresses of the recreation area, currently 111-A Spring Road, and an adjoining property, 111 Spring Road. Section 19-56(b) of the James City County Subdivision Ordinance allows street names to be changed by approval of the Board of Supervisors.

If approved, the parcel for the Kingswood Recreation Area would be addressed on Klam Court. No changes would occur to the addresses of the adjoining residential properties.

The Real Estate Assessments Division, Police Department, Fire Department, 911 Center, and the Williamsburg Post Office have no objections to the proposed street name change. Notification of the proposed street name change was sent to all adjacent property owners. The Planning Division has not received any complaints about the proposed street renaming.

Staff Recommendation

Staff recommends approval of the attached resolution that renames the portion of the street, currently named West Kingswood Drive, to Klam Court.

JR/md
PropStName-KlamCt-mem

Attachments:

1. Resolution
2. Location Map
3. Letter of Request
4. Kingswood Section C Plat

RESOLUTION

PROPOSED STREET NAME CHANGE:

PORTION OF "WEST KINGSWOOD DRIVE" TO "KLAM COURT"

WHEREAS, an application has been received requesting that the Board of Supervisors change the name of a portion of "West Kingswood Drive" to "Klam Court;" and

WHEREAS, Section 19-56(b) of the James City County Subdivision Ordinance provides for street names to be changed upon approval by the Board of Supervisors; and

WHEREAS, the proposed street name change has been reviewed with the Real Estate Assessment Office, Police Department, 911 Center, Planning Division, and Williamsburg Post Office, and these agencies have found it acceptable.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve renaming a portion of the street "West Kingswood Drive" in the Kingswood development to "Klam Court." The portion of "West Kingswood Drive" to be renamed to "Klam Court" is identified as that portion of right-of-way existing on the east side of Spring Road as shown in a subdivision plat titled "KINGSWOOD SECTION 'C' " and recorded at Plat Book 24, Page 53 in the Clerk's Office for the Williamsburg-James City County Circuit Court.

BE IT FURTHER RESOLVED that the Deputy Clerk shall send a certified copy of this resolution to the Clerk of the Circuit Court in accordance with Section 15.2-2019 of the Code of Virginia, as amended.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

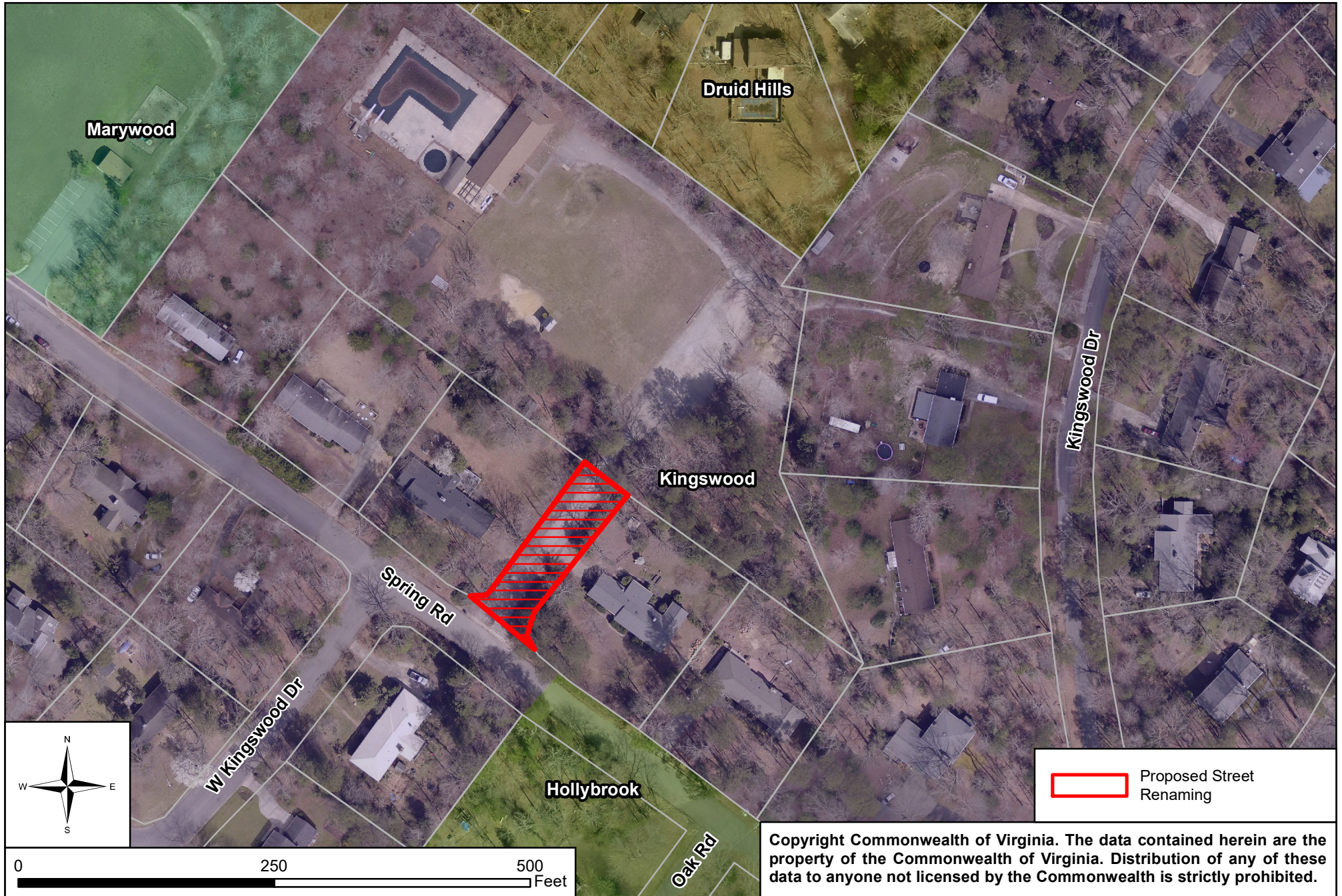
VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

PropStName-KlamCt-res

Proposed Street Renaming - Klam Court



Kingswood Pool Board
111A Spring Road
Williamsburg, VA 23185
April 12, 2021

Mr. Ashe,
Fire Chief
James City County Fire Department
5077 John Tyler Highway
Williamsburg, VA 23185

Dear Mr. Ashe,

At the request of the Kingswood Pool Board we would like to change the driveway to the Kingswood Pool facility parking lot to Klam Court. Over the years, when giving the address of 111A Spring Road, there has been confusion as many have come to the house at the corner of the pool drive and Spring Road, which is 111 Spring Road. The name Klam Court was chose as a nod to our team mascot and the fact that the pool drive does not provide an outlet to any other road in the neighborhood. Please feel free to contact me with any questions or concerns you may have.

Best,

Gina Waddell
Kingswood Pool Board Secretary

Recorded June 5th, 1967

CURVE		DATA		TABLE	
No.	Delta	Radius	Tangent	Arc	Chord bearing
1	90°00'00"	2500'	25.00'	39.27'	35.36' N01°54'00"W
2	90°00'00"	2500'	25.00'	39.27'	35.36' N88°06'00"E
3	07°21'10"	1142.29'	73.40'	146.59'	146.49' N46°46'35"E
4	07°21'10"	1192.29'	76.61'	153.01'	152.90' N46°46'35"E
5	07°10'10"	1054.41'	66.06'	131.94'	131.85' N46°52'05"E
6	02°05'23"	1104.41'	20.14'	40.28'	40.27' N49°24'29"E
7	84°55'13"	25.00'	22.88'	37.05'	33.75' N89°10'36"W
8	90°00'00"	25.00'	25.00'	39.27'	35.36' N01°43'00"W
9	48°11'24"	25.00'	11.18'	21.03'	20.41' N22°37'18"W
10	48°11'24"	25.00'	11.18'	21.03'	20.41' N70°48'42"W
11	276°22'48"	50.00'	—	241.19'	—
12	90°00'00"	25.00'	25.00'	39.27'	35.36' N88°17'00"E
13	04°30'00"	1883.88'	74.02'	147.96'	147.92' N44°28'00"W
14	04°30'00"	1933.88'	75.98'	151.89'	151.85' N44°28'00"W
15	48°11'24"	25.00'	11.18'	21.03'	20.41' N18°07'18"W
16	48°11'24"	25.00'	11.18'	21.03'	20.41' N66°18'42"W
17	250°31'44"	50.00'	—	218.62'	—
18	70°31'44"	25.00'	17.68'	30.77'	28.87' N81°58'52"W

Reserved Parcel = .21 ac.
 Lot Area = 35.73 ac.
 R/W Area = 5.59 ac.
 Total Area = 41.53 ac.

52 lots

Points of intersection, shown thus:

Drainage & utilities easements, shown thus:

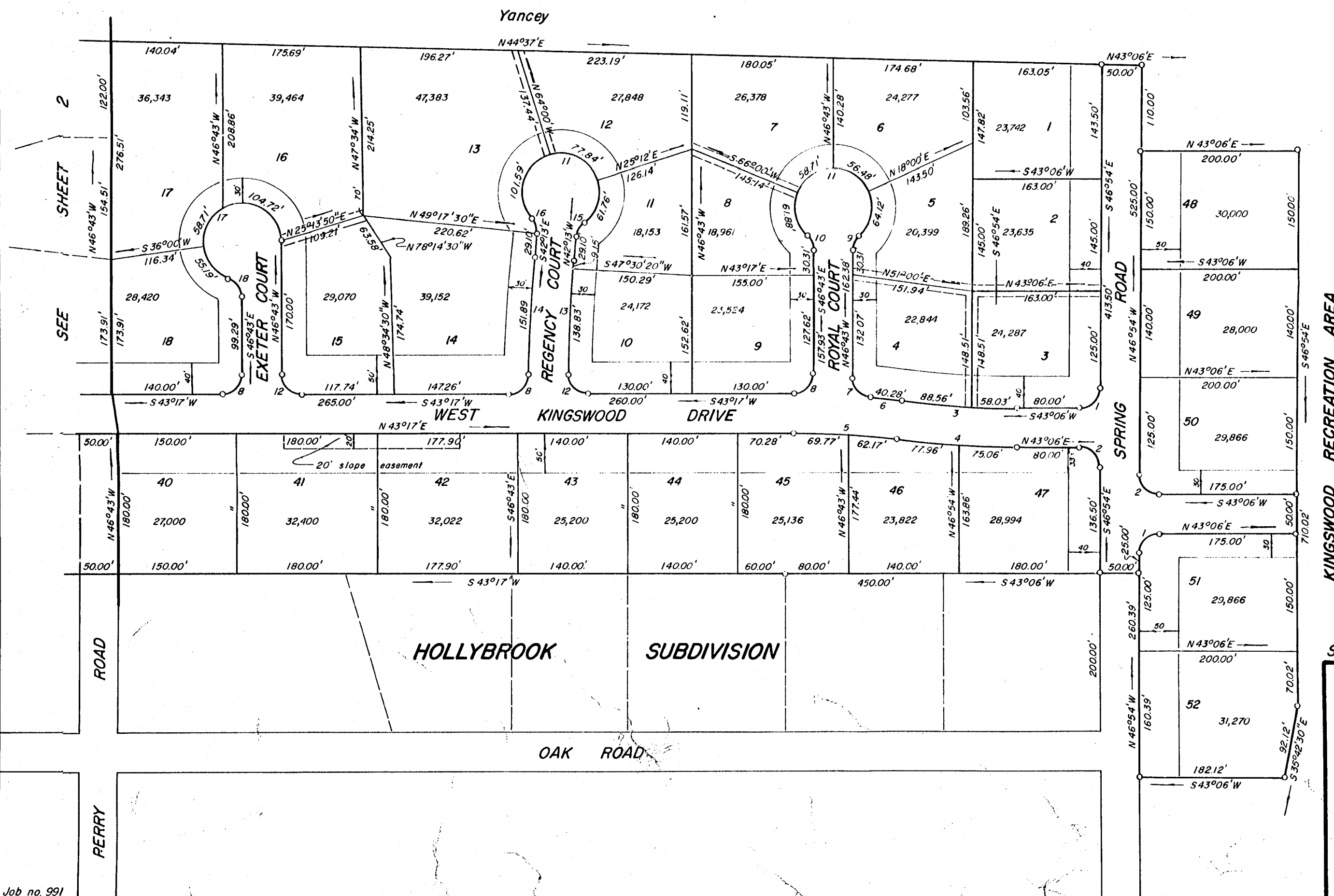
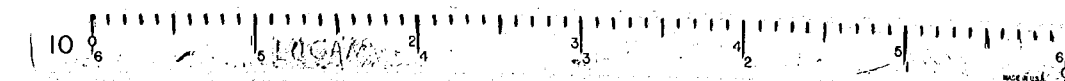
KINGSWOOD

SECTION "C"

JAMES CITY COUNTY
VIRGINIACOENEN & ASSOCIATES-ENGINEERS
NEWPORT NEWS, VIRGINIA

SCALE: 1"=100'

APRIL 20, 1967



This is to certify that the land embraced in this subdivision is in the name of Heritage Development Company and was acquired from Cedric M. Bozarth and Grace Bozarth by deed dated February 14, 1957, and recorded in the clerk's office of the Circuit Court of James City County, Virginia, in deed book 63, page 516. This subdivision is with the free consent and in accordance with the desires of the undersigned owners and proprietors.

HERITAGE DEVELOPMENT COMPANY

By Robert S. Hornsby, Susie S. Thomas
 Robert S. Hornsby, President Susie S. Thomas, Secretary

Debbie B. Lee

I, Debbie B. Lee, a notary public in and for the City of Williamsburg, Virginia, do hereby certify that the above persons whose names are signed to the foregoing writing have acknowledged the same before me in my City and state aforesaid.

Given under my hand this 5th day of May, 1967.

My commission expires 7-1-67

Debbie B. Lee
 Notary public

KINGSWOOD RECREATION AREA

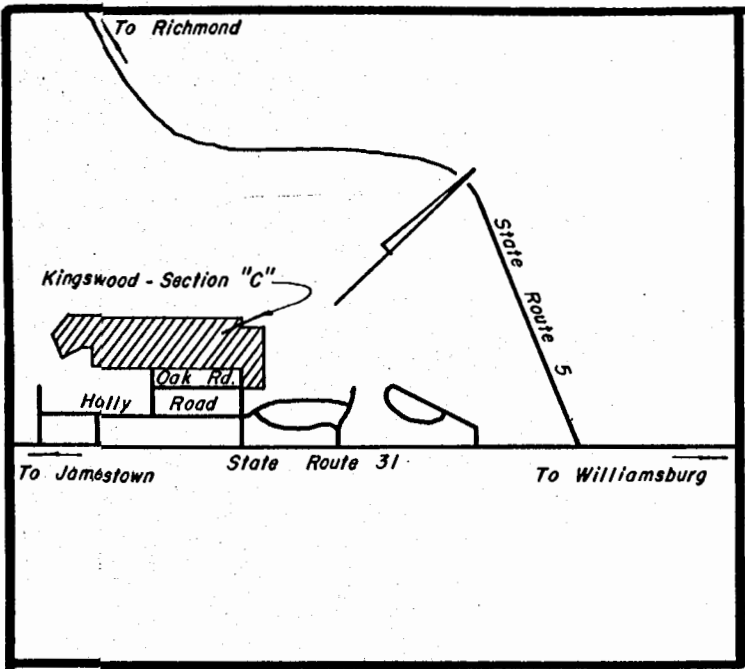
SHEET 1 OF 2

Recorded June 5th, 1967.

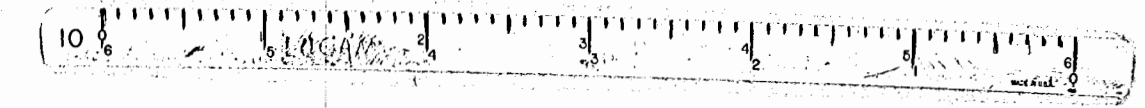
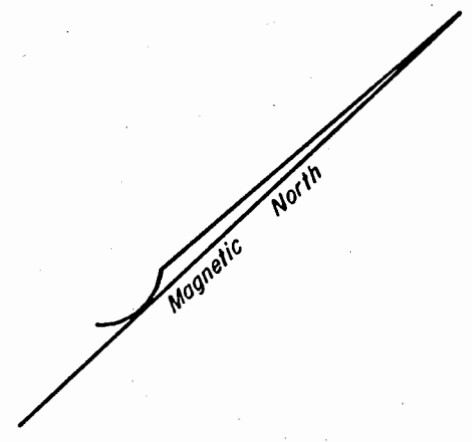
KINGSWOOD

SECTION "C"
JAMES CITY COUNTY
VIRGINIA

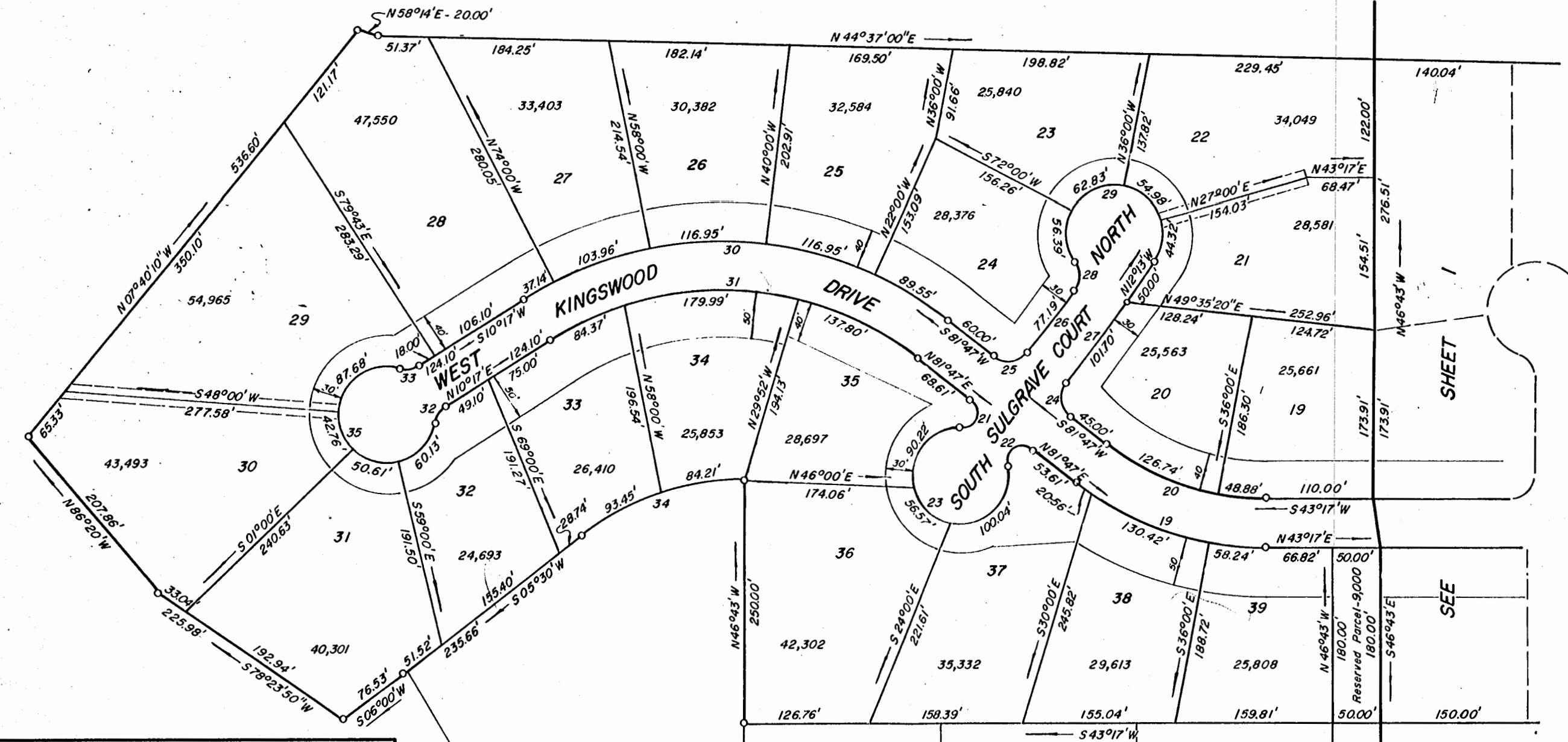
COENEN & ASSOCIATES-ENGINEERS
NEWPORT NEWS, VIRGINIA
SCALE: 1"=100' APRIL 20, 1967



Vicinity Map
Scale: 1"=2000'



Now or formerly
ROBERT S. HORNSBY



I hereby certify that to the best of my knowledge and belief all of the requirements of the board of supervisors and ordinances of the county of James City, Virginia, regarding the platting of subdivisions within the county have been complied with.
Given under my hand this 24 day of May, 1967.
John D. Coenen
John D. Coenen
State Certified Engineer

This subdivision known as Kingswood, Section "C", is approved by the undersigned in accordance with existing subdivision regulations and may be committed to record.
6-1-67 *W.C. Jeffery*
Date Highway Engineer
6-2-67 *J.H. Sandy*
Date Health Officer
6-2-67 *Garland D. Shaddy*
Date Agent or Representative of Governing Body

CURVE		DATA					TABLE
No.	Delta	Radius	Tangent	Arc	Chord	Chord bearing	
19	38°30'00"	311.36'	108.73'	209.22'	205.30'	N62°32'00"E	
20	38°30'00"	261.36'	91.27'	175.62'	172.34'	N62°32'00"E	
21	141°25'55"	16.39'	46.84'	40.46'	30.94'	N27°30'02"W	
22	141°25'55"	16.39'	46.84'	40.46'	30.94'	N11°04'02"E	
23	282°51'50"	50.00'	—	246.83'	—	—	
24	90°00'00"	25.00'	25.00'	39.27'	35.36'	N53°13'00"W	
25	90°00'00"	25.00'	25.00'	39.27'	35.36'	N36°47'00"E	
26	03°08'37"	1406.81'	38.60'	77.19'	77.17'	N09°47'18"W	
27	04°00'00"	1456.81'	50.87'	101.70'	101.68'	N10°13'00"W	
28	71°15'31"	25.00'	17.92'	31.09'	29.13'	N46°59'22"W	
29	250°24'08"	50.00'	—	218.52'	—	—	
30	71°30'00"	372.27'	268.00'	464.56'	435.80'	N46°02'00"E	
31	71°30'00"	322.27'	232.00'	402.16'	376.57'	N46°02'00"E	
32	48°11'24"	25.00'	11.18'	21.03'	20.41'	N13°48'42"W	
33	48°11'24"	25.00'	11.18'	21.03'	20.41'	N34°22'42"E	
34	38°03'00"	267.52'	92.24'	177.66'	174.19'	N24°15'30"E	
35	276°22'48"	50.00'	—	241.19'	—	—	

HOLLYBROOK SUBDIVISION

OAK ROAD

PERRY ROAD

SHEET 2 OF 2

John Risinger, Planner
Community Development
James City County
101-A Mounts Bay Road
Williamsburg, Virginia

June 10, 2021

RE: Proposed Street Name Change – Portion of West Kingswood Drive to Klam Court

Mr. Risinger,

We strenuously object to the renaming of West Kingswood Drive as indicated in the referenced letter we received from you dated June 7, 2021. Our objections are as follows:

1. The stated purpose of the requested name change “is to eliminate confusion between the addresses of the recreation area, currently 111-A Spring Road, and an adjoining property, 111 Spring Road.” Changing the name of West Kingswood Drive does absolutely nothing to eliminate this confusion.
2. The involved segment of West Kingswood Drive has two adjacent properties, the home at 111 Spring Road and our home at 113 Spring Road. We are the only two homeowners who should have a say in what this road is named. Property valuations could be impacted. We alone would have to deal with the consequences of the name change.
3. West Kingswood Drive is a continuous road that runs from street address numbered 100 through street address numbered 131, then continues across Spring Road to the Kingswood Community Pool. Changing the name of one segment of this road would create confusion, which this request purports to eliminate.
4. The source of the address confusion is that the pool’s address is on Spring Road and not on West Kingswood Drive. Following established conventions, the Kingswood Community Pool, at the end of West Kingswood Drive, should have a street address of 99 West Kingswood Drive. Formally renaming this address will eliminate the confusion.
5. The Kingswood Pool Board that requested this change, as best we can determine, consists of a majority of people that do not live in the Kingswood neighborhood. None of them live on properties adjacent to West Kingswood Drive. As such, they do not have standing to bring this request before the Planning Commission and the Board of Supervisors. This third-party request is spurious, arbitrary, capricious, and outrageous.
6. Adopting a goofy name like Klam Court is objectionable to those of us who live here and would be impacted. Our neighborhood street names are all stately – names like Kingswood, Royal, and Oak. We object to the proposed name as unsuited for our neighborhood. Please save us from this embarrassment and potentially eternal ridicule.

7. We are not affiliated with Kingswood Klams and have no desire to be. We do not want to live at the corner of Spring Road and Klam Court. We want our property to be independent, isolated, and in no way associated with the swim team.
8. Should the Board of Supervisors approve this request, we will feel empowered to request street name changes in the neighborhoods where Kingswood Pool Board live. We will request that street names adjacent to their properties be renamed Qangaroo Court and other similarly ridiculous and misspelled names.
9. The West Kingswood Drive name has been in place for decades without any issue. A name change now is not only unnecessary but would also require updating maps, databases, etc. that reflect the name.
10. Address confusion is a red herring being used to entertain a swim club fantasy of having a street named for them. Are we being asked to believe that swimmers can't locate the pool or that service providers aren't capable of using GPS and map applications that provide clear direction to the Kingswood Community Pool? These ideas are ludicrous.
11. Street types have meaning. A Drive is generally a road that connects several residences, as is the case with West Kingswood Drive. A Court generally terminates in a T-intersection or cul-de-sac. West Kingswood Drive ends at the dirt and gravel parking lot at the Kingswood Community Pool, not an intersection or cul-de-sac.
12. My searches of the county's database failed to find 111-A Spring Rd. The hyphen creates problems for searches of the county's property database. Renumbering to 99 West Kingswood Road resolves this issue.

We plan to attend the Board of Supervisors meeting to address our concerns. Thank you for sharing our concerns with the board.

Respectfully,

Mike and Karen Tinker
113 Spring Rd
Williamsburg, VA 23185
571-247-6626

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Repeal of Continuity of Government Ordinance and End to State of Local Emergency

ATTACHMENTS:

	Description	Type
☐	memo	Cover Memo
☐	reso	Resolution
☐	ordinance	Ordinance
☐	ordinance (final)	Ordinance

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Kinsman, Adam	Approved	6/3/2021 - 10:32 AM
Publication Management	Daniel, Martha	Approved	6/3/2021 - 10:36 AM
Legal Review	Kinsman, Adam	Approved	6/3/2021 - 2:04 PM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:41 PM
Board Secretary	Carnifax, John	Approved	6/15/2021 - 11:01 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:54 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Emergency Ordinance to Repeal Ordinance No. 231A-3, An Ordinance to Ensure the Continuity of Government; and Resolution Ending Declaration of Local Emergency

On June 2, 2021, the Governor of Virginia stated his intention to allow a June 30, 2021 expiration of the Commonwealth's State of Emergency related to the COVID-19 virus. As of June 2, 2021, the Virginia Department of Health (the "VDH") reports that the seven-day average number of daily new cases reported in James City County (the "County") is one and the seven-day average of new cases reported per 100,000 population is 1.9. Both of these numbers are significantly lower than those reported statewide (243 and 2.9, respectively). Given that nearly 60% of the County's population have received at least one dose of the vaccine, these numbers are not likely to trend significantly upward in the near future.

These numbers, combined with the Governor's decision to not renew the Commonwealth's State of Emergency, have obviated the need for the County's existing Continuity of Government Ordinance and for the existing Local State of Emergency.

I recommend that you adopt the attached Emergency Ordinance to repeal the Continuity of Government Ordinance, effective June 30, 2021, and the attached resolution to end the local emergency.

ARK/md
EORepeal231A-3-mem

Attachment

RESOLUTION

ENDING OF DECLARATION OF A LOCAL EMERGENCY

WHEREAS, the Director of Emergency Management of James City County declared a Local Emergency on March 13, 2020, due to the outbreak of the COVID-19 virus in the County and the resulting danger to the public's health, safety, and welfare due to the transmission and contraction of the virus; and

WHEREAS, at its meeting on March 17, 2020, the Board of Supervisors of James City County, Virginia, confirmed the Director of Emergency Management's Declaration of a Local Emergency; and

WHEREAS, the Governor of the Commonwealth of Virginia has stated that on June 30, 2021, he will allow the Commonwealth's Declaration of Emergency related to the COVID-19 virus to expire; and

WHEREAS, due to the decreasing numbers of virus infections and the proliferation of vaccines in the County, significant threat of transmission and contraction of the virus has been abated.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that, effective June 30, 2021, a local emergency no longer exists.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

AYE NAY ABSTAIN ABSENT

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

EndDec-LocEmerg-res

ORDINANCE NO. _____

AN EMERGENCY ORDINANCE TO REPEAL ORDINANCE NO. 231A-3, AN ORDINANCE TO
ENSURE THE CONTINUITY OF GOVERNMENT

WHEREAS, on January 31, 2020, the Secretary of Health and Human Resources declared a public health emergency in response to the spread of novel coronavirus, or COVID-19 (the “virus”); and

WHEREAS, at 11:30 a.m. on March 13, 2020, the James City County Director of Emergency Management declared a local State of Emergency (the “declaration”) in James City County (the “County”) due to the outbreak of the virus in the County and the resulting danger to the public’s health, safety, and welfare due to the transmission and contraction of the virus; and

WHEREAS, on March 17, 2020, the Board of Supervisors of James City County (the “Board”) convened in a special meeting, confirmed the declaration, and further found the emergency to be a “disaster” and amended the declaration accordingly; and

WHEREAS, on April 14, 2020, the Board found that emergency measures are necessary to mitigate the ongoing emergency and disaster that is occurring in the County and to protect the health, safety, and welfare of the citizens and, in response, adopted a Continuity of Government Ordinance pursuant to § 15.2-1413 of the Code of Virginia, 1950, as amended (the “Virginia Code”) and Section 3.6 of the Charter of James City County (the “Continuity Ordinance”); and

WHEREAS, on September 8, 2020, the Board found that continued emergency measures are necessary to mitigate the ongoing emergency and disaster and, in response, readopted the Continuity Ordinance effective through April 14, 2021; and

WHEREAS, on April 13, 2021, the Board found that continued emergency measures are necessary to mitigate the ongoing emergency and disaster and, in response, readopted the Continuity Ordinance effective through October 14, 2021; and

WHEREAS, on June 2, 2021, the Governor indicated that he was not going to renew the Commonwealth’s State of Emergency when it expires on June 30, 2021; and

WHEREAS, the need for County restrictions to prevent the spread of SARS-CoV-2, and the disease it causes, COVID-19, are no longer necessary.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Ordinance No. 231A-3 adopted on April 13, 2021 is repealed, effective June 30, 2021.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

AYE NAY ABSTAIN ABSENT

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of
June, 2021.

EORepeal231A-3-ord

ORDINANCE NO. _____

AN EMERGENCY ORDINANCE TO REPEAL ORDINANCE NO. 231A-3, AN ORDINANCE TO
ENSURE THE CONTINUITY OF GOVERNMENT

WHEREAS, on January 31, 2020, the Secretary of Health and Human Resources declared a public health emergency in response to the spread of novel coronavirus, or COVID-19 (the “virus”); and

WHEREAS, at 11:30 a.m. on March 13, 2020, the James City County Director of Emergency Management declared a local State of Emergency (the “declaration”) in James City County (the “County”) due to the outbreak of the virus in the County and the resulting danger to the public’s health, safety, and welfare due to the transmission and contraction of the virus; and

WHEREAS, on March 17, 2020, the Board of Supervisors of James City County (the “Board”) convened in a special meeting, confirmed the declaration, and further found the emergency to be a “disaster” and amended the declaration accordingly; and

WHEREAS, on April 14, 2020, the Board found that emergency measures are necessary to mitigate the ongoing emergency and disaster that is occurring in the County and to protect the health, safety, and welfare of the citizens and, in response, adopted a Continuity of Government Ordinance pursuant to § 15.2-1413 of the Code of Virginia, 1950, as amended (the “Virginia Code”) and Section 3.6 of the Charter of James City County (the “Continuity Ordinance”); and

WHEREAS, on September 8, 2020, the Board found that continued emergency measures are necessary to mitigate the ongoing emergency and disaster and, in response, readopted the Continuity Ordinance effective through April 14, 2021; and

WHEREAS, on April 13, 2021, the Board found that continued emergency measures are necessary to mitigate the ongoing emergency and disaster and, in response, readopted the Continuity Ordinance effective through October 14, 2021; and

WHEREAS, on June 2, 2021, the Governor indicated that he was not going to renew the Commonwealth’s State of Emergency when it expires on June 30, 2021; and

WHEREAS, the need for County restrictions to prevent the spread of SARS-CoV-2, and the disease it causes, COVID-19, are no longer necessary.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Ordinance No. 231A-3 adopted on April 13, 2021 is repealed, effective June 30, 2021.

ITEM SUMMARY

DATE: 6/22/2021

TO: Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Supplemental Funding Request - Children's Services Act

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Social Services	Vinroot, Rebecca	Approved	6/11/2021 - 3:02 PM
Publication Management	Daniel, Martha	Approved	6/15/2021 - 2:26 PM
Legal Review	Kinsman, Adam	Approved	6/15/2021 - 2:39 PM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 2:40 PM
Board Secretary	Carnifax, John	Approved	6/15/2021 - 2:43 PM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 2:43 PM

MEMORANDUM

DATE: June 22, 2021

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Supplemental Appropriation Request - Children's Services Act - \$295,000

The Children's Services Act (CSA), formerly known as the Comprehensive Services Act, was enacted in 1992 by the General Assembly through § 2.2-5200 in order for each locality to develop services to meet the needs of at-risk children. Pursuant to the Act, each fiscal year, localities are provided a base pool allocation of funds to pay for services that support at-risk youth referred by the Department of Social Services, Williamsburg-James City County Schools, Colonial Behavioral Health, and the 9th District Court Services Unit.

Funds received through the allocation require a local match, which varies based on the service provided. The funds are managed through James City County's (the County's) Department of Social Services, which oversees the Family Assessment and Planning Team and the Community Policy and Management Team to assess the needs of the youth referred and approve the services they receive.

In Fiscal Year (FY) 2021, the County's budget includes \$343,917 in state share funding and \$365,000 in the local match for a total of \$708,917 in projected revenue and expenditures for the County's share of CSA costs. During the year, supplemental appropriations may be necessary for additional cases that are approved or require special mandated services beyond the original budget appropriation.

Localities are allowed to request supplemental funding from the state to pay for services provided to youth who are mandated to receive services. Based on the projected spending for FY2021, additional CSA costs of \$295,000 are expected over the original budget. As a result, an additional state allocation of \$175,000 is estimated to be received from the State Office of Children's Services. The projected local match of \$120,000 is available in the Special Project/Grants Fund's fund balance, which resulted from no spending of the County's local CSA match in prior fiscal years.

The state allows the County to approve and report services three months after the end of each fiscal year, with a deadline of September 30 for services rendered on or before June 30. Therefore, a supplemental appropriation is needed for the anticipated additional costs and the related funding. The attached resolution requests authorization for a flexible budget to appropriate the actual amounts once determined, for the additional CSA expenditures and the related state revenue and local match funding.

Staff recommends the adoption of the attached resolution.

RV/md
SupplAppropCSA-mem

Attachment

RESOLUTION

SUPPLEMENTAL APPROPRIATION REQUEST - CHILDREN'S SERVICES ACT - \$295,000

WHEREAS, the Children's Services Act (CSA), enacted in 1992 by the General Assembly through § 2.2-5200, provides funding to each locality to develop services to meet the needs of at-risk children; and

WHEREAS, the Office of Children's Services provides additional allocations for the CSA program in order to provide services to youth who are mandated to receive services; and

WHEREAS, James City County is projected to incur an additional \$295,000 in CSA expenditures over the original budget for Fiscal Year (FY) 2021, and an additional allocation of \$175,000 is estimated to be received from the State Office of Children's Services based on the County's projected total need; and

WHEREAS, sufficient local matching funds are available in the Special Projects/Grants Fund's fund balance.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby amends the budget for the Special Projects/Grants Fund and appropriates a flexible budget for the additional CSA revenue and expenditures projected for FY2021, as indicated.

Revenue:

Commonwealth	\$175,000 (or actual amount received)
Fund Balance - CSA Local Match	<u>120,000</u> (or actual match required)

Total	<u>\$295,000</u>
-------	------------------

Expenditures:

Children's Services Act	<u>\$295,000</u> (or actual amount incurred)
-------------------------	--

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows
Deputy Clerk to the Board

SADLER
ICENHOUR
LARSON
MCGLENNON
HIPPLE

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
------------	------------	----------------	---------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of June, 2021.

SupplAppropCSA-res

ITEM SUMMARY

DATE: 6/22/2021

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

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:38 PM

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: John Risinger, Staff Liaison to the Historical Commission

SUBJECT: Historical Commission Appointments

ATTACHMENTS:

Description	Type
-------------	------

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	6/5/2021 - 10:17 AM
Development Management	Holt, Paul	Approved	6/5/2021 - 10:17 AM
Publication Management	Daniel, Martha	Approved	6/7/2021 - 8:07 AM
Legal Review	Kinsman, Adam	Approved	6/8/2021 - 5:15 PM
Board Secretary	Fellows, Teresa	Approved	6/14/2021 - 1:39 PM
Board Secretary	Carnifax, John	Approved	6/15/2021 - 11:02 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 12:53 PM

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: John Carnifax, Interim Assistant County Administrator

SUBJECT: Parks and Recreation Advisory Commission Appointment

ATTACHMENTS:

Description	Type
-------------	------

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 8:30 AM

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Thomas Nelson Community College Board Appointment

ATTACHMENTS:

Description	Type
-------------	------

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 8:23 AM

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: WATA Board of Directors - Staff Appointment

ATTACHMENTS:

Description	Type
-------------	------

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 8:18 AM

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Peninsula Alcohol Safety Action Program - Staff Appointment

ATTACHMENTS:

Description	Type
-------------	------

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 8:16 AM

ITEM SUMMARY

DATE: 6/22/2021

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Adjourn until 5 pm on July 13, 2021 for the Regular Meeting

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/15/2021 - 8:27 AM