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
July 27, 2021
1:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATION

1. The Roll of the Drum Award Presentation
2. Presentation on Homelessness in James City County
3. Trash Consolidation Study

D. CONSENT CALENDAR

1. Colonial Community Corrections Kitchen Construction Appropriation - $20,000
2. Contract Award - Replacement Ambulance -$303,935
3. Contract Award - Replacement Rescue Truck - $904,890
4. Emergency Operations Center Roof Replacement
5. Grant Award - Chesapeake Bay Restoration Fund Grant
6. Grant Award - Virginia DEQ CBPA Support Grant - $10,000
7. Official Intent to Reimburse Expenditures with Proceeds from a Borrowing
8. Resolution of Support for Transportation Alternative Funding Application
9. Supplemental Appropriation Request - $90,305
10. The Virginia Department of Transportation (VDOT) Revenue Sharing Program-Fiscal Year 2027-2028

E. BOARD DISCUSSIONS

F. BOARD CONSIDERATIONS

1. PUBLIC HEARING: Amendment to the Fiscal Year 2022 (FY2022) Adopted Budget for the Purchase of Property
2. Virginia United Methodist Homes of Williamsburg, Inc. $65,000,000 Revenue Bond Issuance

G. BOARD REQUESTS AND DIRECTIVES

H. REPORTS OF THE COUNTY ADMINISTRATOR

I. CLOSED SESSION

1. Discussion or consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Section 2.2-3711(A)(3) 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. Reappointments - Colonial Behavioral Health Board

4. Appointments - Social Services Advisory Board
5. Appointment - Economic Development Authority
6. Appointments - Stormwater Program Advisory Commission

J. ADJOURNMENT

1. Adjourn until 5 p.m. on September 14, 2021 for the Regular Meeting

AGENDA ITEM NO. C.1.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Terry Banez, CEO of Greater Williamsburg Business Council

SUBJECT: The Roll of the Drum Award Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:14 PM

AGENDA ITEM NO. C.2.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Presentation on Homelessness in James City County

ATTACHMENTS:

	Description	Type
	Cover Memo	Cover Memo
	Presentation	Presentation
	Attachment 1 - GVPHC 2021	Exhibit
	Attachment 2 - Reports	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Social Services	Vinroot, Rebecca	Approved	7/9/2021 - 1:37 PM
Publication Management	Daniel, Martha	Approved	7/9/2021 - 1:46 PM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:57 AM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:05 PM
Board Secretary	Carnifax, John	Approved	7/20/2021 - 4:12 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 4:25 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Presentation on Homelessness in James City County

In James City County, several organizations provide services to individuals and families experiencing homelessness. The presentation will highlight the organizations that assist with providing shelter, such as the Community of Faith Mission (COFM), Williamsburg House of Mercy, United Way of the Virginia Peninsula, 3e Restoration, Inc., The Salvation Army, and Avalon Center. The James City County Housing Unit within Social Services also provides assistance with shelter.

For each organization, information is provided on: 1) Target population served, based on the common definitions of "literally homeless", "at imminent risk of homelessness", "precariously housed", and/or "Households fleeing or attempting to flee domestic violence who are either literally homeless or at imminent risk of homelessness"; 2) structure of the organization; 3) demographics on services provided from 2018-present; and 4) any COVID-related impacts.

Information is also provided on the Point in Time (PIT) Count that is conducted each year by the Greater Virginia Peninsula Homelessness Consortium (GVPHC) of sheltered and unsheltered persons experiencing homelessness. This annual, 24-hour Count provides a "snapshot" of what the level of need is on a certain day. The Count covered the six jurisdictions that comprise the GVPHC: the cities of Hampton, Newport News, Williamsburg, Poquoson, James City County, and York County. There are statistics on the entire region, as well as specific to James City County.

In addition, staff will provide context on the relationship between the County and the community partners and provide information on gaps/needs identified, barriers to meeting those needs, and potential solutions.

RV/md
JCCHomelessPres-mem

Presentation to the JCC Board of Supervisors on Homelessness in James City County

July 27, 2021

Definitions of Homelessness

James City County VIRGINIA Jamestown 1607 Social Services

Literally Homeless

Individuals or families who lack a fixed, regular, and adequate nighttime residence, including those residing in a shelter or a place not meant for human habitation, and those exiting an institution where they resided temporarily.

Imminent Risk of Homelessness

Individuals or families who will imminently lose the primary nighttime residence, within 14 days and diversion has been attempted. Also includes households facing eviction.

Fleeing Domestic Violence

Households fleeing or attempting to flee domestic violence (DV) who are either literally homeless or at imminent risk of homelessness.

"Precariously Housed" means that a person does not have a permanent household and is living day-to-day in a motel, in a vehicle, with family or friends, or in some other temporary location.

Homeless Service Providers

- JCC Office of Housing
- Avalon Center
- Community of Faith Mission (COFM)
- The Salvation Army
- Williamsburg House of Mercy
- 3e Restoration
- United Way of the Virginia Peninsula

Paths to Stable Housing

James City County Virginia Jamestown 1607 Social Services

Prevention

Short-term rental assistance and case management for those who are imminent risk

Emergency Shelter

Short-term shelter accommodations, usually in hotel/motels, but also can be in communal arrangements

Rapid Re-Housing

Short-term rental assistance and case management to help transition from emergency shelter to permanent housing

Transitional Housing

Supportive, time-limited housing in fixed locations to help bridge from shelter to permanent housing

Permanent Supportive Housing

Housing vouchers for adults with serious mental illness; Collaboration with Colonial Behavioral Health

Housing Choice Vouchers

Rental assistance paid directly to private landlords for qualified very low-income households; Specific vouchers available for Veterans, Elderly, and Disabled

Observations

- What's Working Well
  - Providers of homeless services (Staff and volunteers)
  - Communication and relationships amongst providers
  - Supportive services available to address needs (i.e., substance abuse, behavioral health, credit counseling)
  - Importance of being trauma-informed
- Challenges
  - Capacity of providers
    - Shelter beds in hotels/motels can be hard to find, are costly and can lead to increased isolation
    - More supportive services needed to address barriers
  - Funding
    - Can be restrictive based on source
    - Spending a lot on hotel/motel rooms
    - Would like to focus more on prevention/addressing "precariously housed"

Future Recommendations

- Address capacity limitations of Emergency Shelter options
  - Communal and hotel/motel beds exist currently
  - Single site/fixed location for emergency shelter would need a Zoning review
- Explore more flexible funding options
  - Private funding is less restrictive but contingent upon generous donors
  - Local voucher program could help increase permanent housing options
- Increase affordable housing stock
  - Continue to refine recommendations from Workforce Housing Taskforce

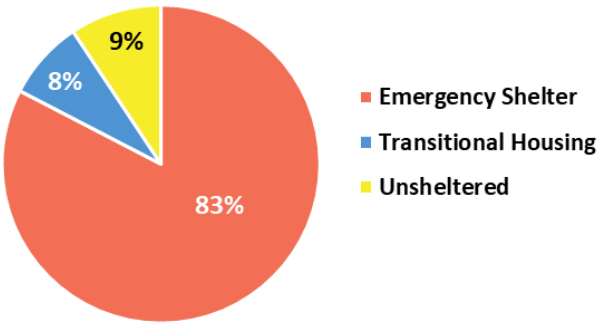
2021 Point in Time Count

What is the Point In Time Count?

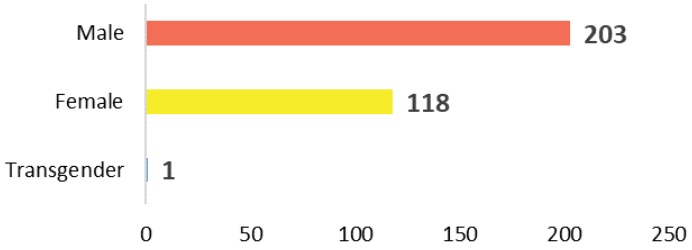
The Greater Virginia Peninsula Homelessness Consortium (GVPHC) conducted a Point in Time Count of sheltered and unsheltered persons experiencing homelessness on January 27-28, 2021. This annual, 24-hour Count provides a "snapshot" of what the level of need is on a certain day. The Count covered the 6 jurisdictions that comprise the GVPHC: Hampton, Newport News, Williamsburg, Poquoson, James City County, and York County. The 2021 Count identified ***322*** persons experiencing homelessness in the GVPHC region. This is a ***24% decrease*** from the 2020 Count of 425 persons. This may be attributed to limited capacity at congregate shelters due to the COVID-19 pandemic.

2021 highlights are below:

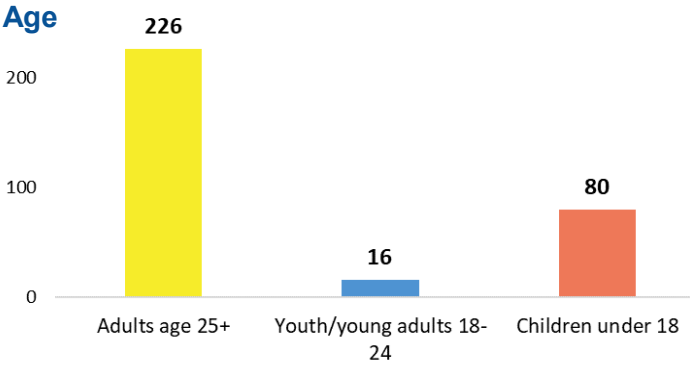
Where people were sleeping



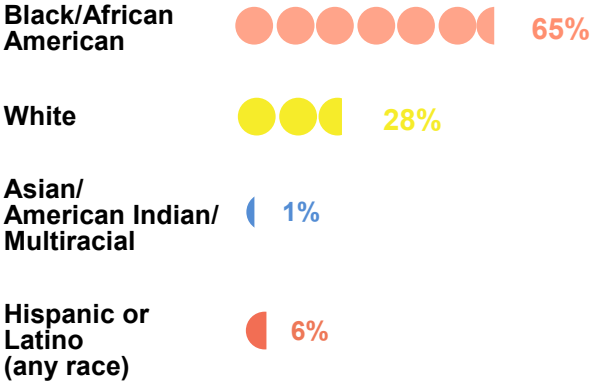
Gender



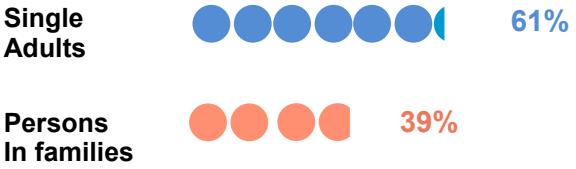
Age



Race & Ethnicity



Household Type



Subpopulations

22 veterans (9% of adults)

45 chronically homeless individuals (14% of total count)

15 domestic violence survivors (6% of adults)

Prepared by The Planning Council: 2021 Point in Time Count Results

GVPHC Data in Detail

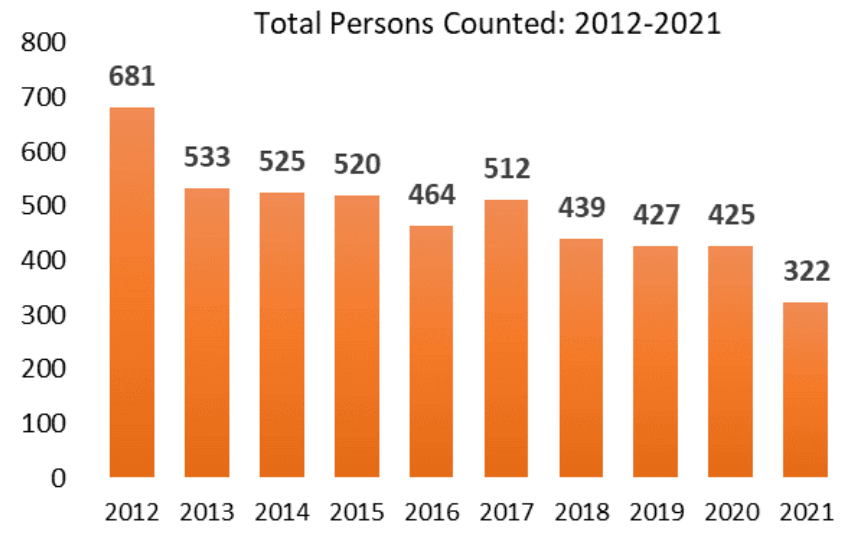
Point in Time Count	2020 GVPHC	2021 GVPHC	Change: 20-21	2021 Hampton	2021 Newport News	2021 Williams-burg	2021 Poquoson	2021 James City County	2021 York County
Total Number of Homeless Persons Counted	***425***	**322**	↓	106	156	12	0	35	13
2020 Total Number of Homeless Persons	***425***	—	—	*112*	*204*	*26*	*0*	*75*	*8*
Number Sheltered	***363***	**292**	↓	96	139	11	0	34	12
Number Unsheltered	***62***	**30**	↓	10	17	1	0	1	1
Total Number of Families*	***38***	**35**	↓	14	7	4	0	9	1
Total Number of Persons in Families*	***129***	**126**	↓	50	35	10	0	28	3
Total Number of Unsheltered Families	***1***	**0**	↓	0	0	0	0	0	0
Total Number of Adult Only Households	***294***	**190**	↓	51	120	2	0	7	10
Total Number of Persons in Adult Only Households	***296***	**196**	↓	56	121	2	0	7	10
Total Number of Unsheltered Persons in Adult Only Households	***59***	**30**	↓	10	17	1	0	1	1

GVPHC Data in Detail

Point in Time Count	2020 GVPHC	2021 GVPHC	Change: 20-21	2021 Hampton	2021 Newport News	2021 Williams-burg	2021 Poquoson	2021 James City County	2021 York County
Total Number of Chronically Homeless *Individuals*	***52***	**45**	↓	21	21	0	0	1	2
Total Number of Chronically Homeless *Families*	***0***	**1**	↑	1	0	0	0	0	0
Total Number of *Persons* in Chronically Homeless *Families*	***0***	**4**	↑	4	0	0	0	0	0
Total Number of Veterans	***45***	**22**	↓	12	8	0	0	1	1
Female Veterans	***2***	**1**	↓	1	0	0	0	0	0
Adults fleeing Domestic Violence	***34***	**15**	↓	6	1	3	0	5	0
Adults with a Substance Abuse Problem	***29***	**17**	↓	11	6	0	0	0	0
Adults with a Mental Illness	***70***	**44**	↓	15	23	2	0	3	1
Adults living with HIV/AIDS	***3***	**1**	↓	0	1	0	0	0	0
Parenting Youth	***2***	**3**	↑	2	0	0	0	1	0
Unaccompanied Youth	***20***	**8**	↓	0	7	1	0	0	0

Point In Time Count Trends: 2012-2021

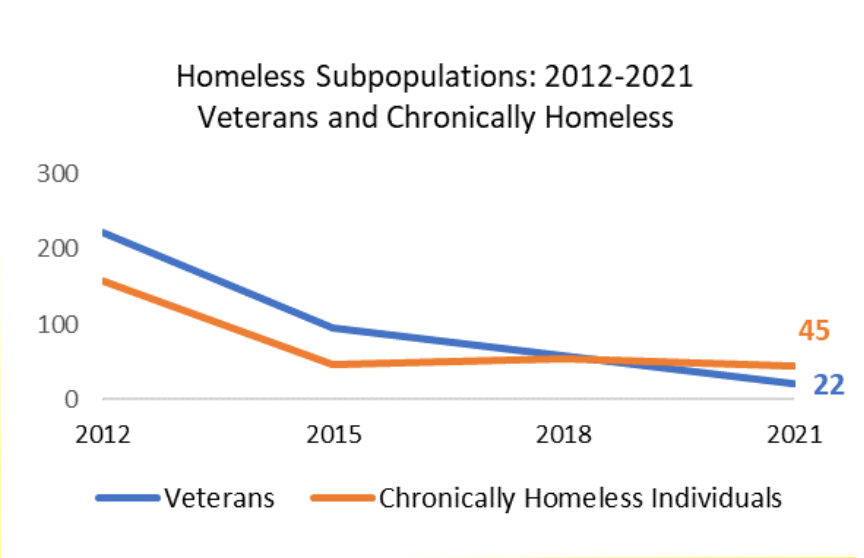
In 2021, the GVPHC saw the lowest Point in Time Count in 9 years, which included persons sheltered and unsheltered. The decreased number identified may be due to the circumstances created by the COVID-19 pandemic which reduced capacity at several shelters.



The number of ***veterans*** experiencing homelessness in the SVHC service area has steadily decreased since 2015.

The number of ***chronically homeless*** individuals decreased in 2021, while one chronic homeless family was identified.

The good news is that the pandemic has afforded the community to take advantage of longer shelter stays, and provide longer-term case management, as well as increasing healthcare services to clients in shelters.

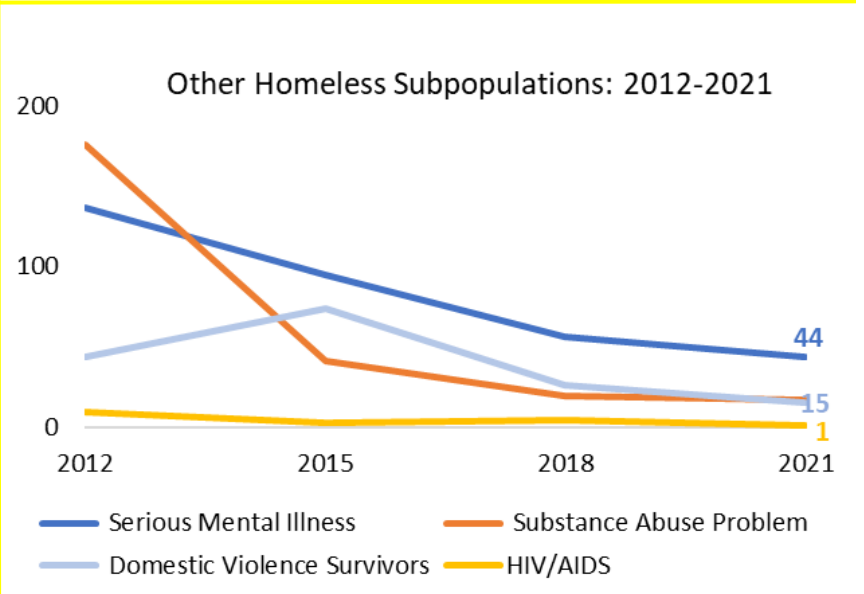


The number of ***domestic violence*** survivors identified during the PIT Count has steadily decreased since 2015.

The number of homeless persons reporting a ***serious mental illness*** has steadily decreased since 2012.

The number of homeless persons reporting a ***substance abuse problem*** sharply declined in 2015, and has remained fairly level since then.

The number of adults living with ***HIV/AIDS*** has remained relatively constant, with 1 person counted in 2021.



History and Programs:

Avalon Center had its start in 1978, with community volunteers and the formation of The Task Force for Battered Women. It was incorporated as a nonprofit in 1980. Avalon has a mission to end domestic and sexual violence by breaking the cycle of abuse through education, prevention, shelter and support services in the greater Williamsburg and Middle Peninsula communities. Avalon welcomes diversity and does not discriminate in the provision of services or employment.

Avalon answers a helpline 24 hours a day, 365 days a year. Avalon owns and operates a 5-acre shelter campus in James City County with six 2-bedroom apartments and a 12-15 bed communal shelter to serve single adult women. Men are sheltered at area hotels. The campus includes a playground with picnic area and support buildings. Avalon provides shelter for anyone in our service area who is fleeing domestic or sexual violence, stalking or trafficking. We accept women with children who identify as strictly homeless, as we know that more than 80% of homeless women are survivors of domestic violence or sexual assault and over 60% are recent victims. Survivors are offered basic needs as well as access to van transportation, mental health counseling, case management, legal advocacy, hospital accompaniment, life skills training, and assistance finding a job, access to tutoring, transitional or permanent housing. Avalon shelters between 180-200 individuals every year.

Some survivors will not need shelter and will not face homelessness if we can provide them with direct financial assistance. This may come in the form of paying a utility bill, paying a month of rent or assistance with food, school supplies or other necessities. Counseling, support groups and continued case management services are offered through the Outreach Office and may continue for as long as needed. There are no charges for any services provided. Support services are provided in cooperation with Colonial Behavioral Health, area hospitals and the regional jail.

Avalon also provides many public education and prevention activities throughout the year and direct services for children who are primary or secondary victims. Avalon operates an accredited supervised visitation and exchange center for referrals from the court. We currently have 42 written cooperative agreements with public and private agencies throughout the region including local police with whom we collaborate on a research based protocol for intimate partner violence (Lethality Assessment Protocol).

Structure: Avalon has a volunteer board of directors with membership representing the community. It includes citizens from the localities we serve with expertise in accounting, banking, facilities management, law, domestic violence, criminal justice and medical. Our operating budget in the last 3 years has varied between $1.4 and $1.6 million dollars. Over $100,000 of goods and services are donated to Avalon annually. To fund the programs, we use a mix of federal, state and local government grant support; private and corporate foundation grants, civic, business and religious donations as well as individual donor support. We maintain a $500,000 line of credit at a community bank and have $270,000 in reserve.

Avalon has 25 full-time equivalent paid staff and utilizes some 300 community volunteers every year. We leverage local government support as the required cash match to bring nearly a million dollars of state and federal support into the community for our programs. The programs are audited by VDSS and DCJS every three years and Avalon undergoes a single audit every year by PB Mares. Re-accreditation as a domestic violence and sexual assault agency is expected to continue in 2022-2025 through the VA Department of Criminal Justice Services.

In 2021, Avalon was awarded a new grant to provide community-based transitional housing and rental assistance for Middle Peninsula residents and have entered into a partnership with VA Works to apply for an additional $500,000-$750,000 over the next 3-5 years to provide transitional housing and rental assistance for survivors in our community.

DCJS Funding – VOCA Funds can only be used for services to benefit victims of crime. $650,000 for two years (continuous funding). In FY 21 and in FY22, DCJS did not require match funds to help with CoVid-19 relief. Avalon also receives two smaller DCJS grants for $24,000 and $16,000 to help fund staffing.

VDSS Funding - Funds Prevention and Services for Survivors of Domestic Violence - $150,000 annually. Last year, it was increased by $10,000 to help us handle the CoVid-19 pandemic. We were not required to provide cash match for this grant during fiscal year 21 or 22.

HUD Funding: Specific to residents of the Middle Peninsula who are survivors of DV/SV - $57,000 – renewed for federal FY22.

USDA – Reimburses Avalon for nutritional meals and snacks provided to children living at the shelter. - $12-$15,000 annually.

Office of Violence Against Women – New grant for Transitional Housing (if awarded) is only for survivors of DV/SV.

Local government grants: City of Williamsburg, JCC County, York County, Gloucester, Mathews and Middlesex Counties.

United Way – Avalon is a United Way partner and receives allocations from the Peninsula UW and contributions from Hampton Roads, Richmond, Roanoke and other United Ways.

Community Foundations – Avalon receives grant funding from various community foundations that we apply for every year, including WCF, Richmond Community Foundation, Gloucester Foundation and River Counties Foundation among others.

CoVid-19

Avalon remained open throughout the pandemic, moving counseling and case management services to a compliant online system. The shelter campus remained opened and we continued to answer the helpline 24/7. We moved all the women with children out of the communal shelter and into the apartments. Prior to CoVid-19 these apartments would be rented out based on a portion of income from each resident and they may have stayed a year or more. The communal shelter was eventually closed and single clients were moved to an area hotel. The owner of that hotel gave Avalon a reduced daily rate and we obtained grant funding to cover the cost. We provided all residents with Wi-Fi so that students could keep up with schoolwork as well as offering tutoring by area volunteers. Avalon received enormous amounts of in-kind support early in the pandemic that sustained both the organization and clients.

While the communal shelter was empty, we used that time to install new HVAC units, a whole house generator and new roof for the communal shelter building. All residential units were thoroughly cleaned and new furniture was provided through grants. Communal living with victims of trauma can be challenging and risks re-traumatizing residents. To improve that environment, we reduced the bed

count from 20 to 12 and created a “quiet” room to create a more trauma informed living environment for residents.

During the pandemic, Avalon experienced a 50% increase in calls to the helpline. The severity of the abuse was also increased. Local police noted an increase in domestic violence calls during this time that reflected our experience. Survivors often did not want to enter into a communal shelter setting out of fears of CoVid-19. Requests for counseling and legal advocacy increased substantially. We are currently still accepting between 10-12 new clients for counseling and support every week, placing a heavy burden on our counseling staff, who are surpassing an acceptable caseload. We are currently trying to hire two counselors.

Lessons Learned:

- Clients sheltered in the hotel, resolved their homelessness much quicker.
- Clients with children have responded well to living in the 2-bedroom apartments. Non-communal shelter is a best practice as it is more trauma-informed and we intend to keep this model going forward.
- Reducing the bed count from 20 to 12 in the communal shelter and added a “quiet room” provides a quieter and calmer environment for residents, which leads to improved outcomes. There are less conflicts and less vicarious trauma for clients but also for staff and volunteers.
- Community-based transitional housing and resources for assisting clients to re-house more quickly is more trauma-informed and allows those families to restart lives.

PROGRAM SERVICES REPORT FY 20

July 1, 2019 thru June 30, 2020

Program Directors	Outreach	Campus	Youth	Completion Date
	Juanita Graham	Karen Smalls	Sabrina Clemons	

AGENCY CUMMELATIVE DATA: CLIENTS SERVED			
	Shelter	Outreach	Total
Adults	108	286	394
Children	57	153	210
Youth Groups & Services		541	541
Total Clients (Adults+Children)	165	980	1145

RESIDENTIAL SERVICES: Emergency Shelter and	
RACE	
African American	85
Asian	2
Caucasian	70
Hispanic	17
Native American	4
Pacific Islander	4
Other	7
TOTAL	189

LOCALITY					
	Clients	Bed nights		Clients	Bed nights
City of Williamsburg	71	4049	Middlesex	1	6
James Cirty County	24	993	New Kent	4	284
York County	14	1161	Charles City	5	1423
Newport News	10	34	Mathews	0	0
Hampton	3	46	King William	0	0
Richmond	3	0	King and Queen	1	0
Gloucester	12	760	Other	17	483
			TOTAL	165	9239

RESIDENTIAL	
Life Skills Classes Group/House Mtgs	42

RESIDENTIAL	
Trends	Mental health clients have a difficult time getting services and findng employment.

OUTREACH SERVICES - ADULTS

RACE	
African American	53
Asian	11
Caucasian	207
Hispanic	16
Native American	5
Pacific Islander	0
Other	10
TOTAL	**302**

LOCALITY			
City OF Williamsburg	72	Middlesex	5
James Cirty County	103	New Kent	1
York County	23	Charles City	3
Newport News	14	Mathews	13
Hampton	8	King William	1
Richmond	0	King and Queen	2
Gloucester	27	Other	14
		TOTAL	**286**

OUTREACH SERVICES:	
Advocacy Hours	3061
OUTREACH SERVICES:	
Hospital Accompaniment Total	11
OUTREACH SERVICES:	
Trends	More men and immigrants seeking services. Older clients difficulty gaining employment.

YOUTH SERVICES	
RACE	
African American	35
Asian	5
Caucasian	94
Hispanic	6
Native American	0
Pacific Islander	0
Other	15
TOTAL	**155**

LOCALITY			
City OF Williamsburg	2	Middlesex	0
James Cirty County	88	New Kent	0
York County	58	Charles City	0
Newport News	0	Mathews	1
Hampton	0	King William	0
Richmond	0	King and Queen	0
Gloucester	4	Other	0
		TOTAL	**153**

YOUTH SERVICES - Presentations	
RACE	
African American	**76**
Asian	**18**
Caucasian	**249**
Hispanic	**17**
Native American	**5**
Pacific Islander	**33**
Other	**97**
TOTAL	**495**

LOCALITY			
City OF Williamsburg	**0**	Middlesex	**0**
James Cirty County	**323**	New Kent	**0**
York County	**0**	Charles City	**0**
Newport News	**0**	Mathews	**0**
Hampton	**0**	King William	**0**
Richmond	**0**	King and Queen	**0**
Gloucester	**218**	Other	**0**
		TOTAL	**541**

GENERAL SERVICES	
# of Volunteers	89
Total Volunteer Hours	4654
# of Printed Material Distributed	12906
Helpline Calls	816

July 9, 2021

Info Sheet/FAQ for JCC Board of Supervisors Business Meeting – July 27, 2021

1. Target population?

Community of Faith Mission (COFM) provides emergency shelter during the cold winter months to individuals who are literally homeless.

2. Struction of the organization?

Community of Faith Mission, Inc (COFM) is the only emergency thermal shelter program serving homeless men, women and families in the Greater Williamsburg, Virginia Area. Established in 2012, COFM is a collaboration of more than 30 faith-based congregations, a dozen community partners, and thousands of volunteers offering help and hope to the area's most vulnerable citizens. Governed by a passionate Board of Directors and managed by an Executive Director, three Shelter Managers, and an intern, COFM is a 501(c) (3) organization serving as the bridge between living unsheltered and finding permanent housing. COFM provides three meals a day, 126 nights of safe shelter and other resources to homeless individuals during the coldest months of the year. The shelter rotates weekly to a different host location where guests meet caring volunteers and staff. COFM collaborates with other community service providers and makes regular referrals for medical care, rapid re-housing, and other social services. COFM is frontline help for people who are coming from evictions, off the streets, out of the woods or out of jail.

3. Services provided from 2018 – 2020?

FUNDING

99% of COFM's funding came from a total of five sources:

$359 Sponsor-a-Night of Shelter Campaign

In FY 2017, COFM launched the impactful $359 Sponsor-A-Night of Shelter Campaign. It was conceived as a great way for businesses and individuals to help the program by contributing $359 to cover the cost of one of the 126 nights of shelter provided by COFM. While valuable Host and Shelter Partners open their doors and provide food, $359 was based on the estimated FY 2016 program operating budget. The Board of Directors ran the campaign from November-March and raised 29% of COFM's total revenue. COFM will continue making the sponsorship campaign an annual event.

Non-profits/congregations

Monetary gifts from non-profit/faith congregations made up 28% of COFM's total revenue. Congregations who serve as Host and Shelter Partners give from their hearts of service, compassion and belief in COFM's mission. Congregations who do not officially participate in COFM show their support for

homeless men, women and families by giving to Williamsburg's thermal emergency winter shelter. COFM is blessed to receive unsolicited funds from congregations, but COFM also proactively seeks grants from those churches with formal application processes. Non-profit organizations see the value of our mission and walk alongside us financially. COFM continues to strengthen their relationship with the community nonprofits and congregations.

Individual & Business Donors

Some of COFM's volunteers bless COFM financially by giving generously to the shelter program. They, along with other individuals, make up the third largest source of income for the organization. Individual donations accounted for 20% of COFM's revenue. COFM makes a concentrated effort to acknowledge and personally thank individual and business donors alike.

Grants—Restricted and Unrestricted

COFM was blessed to receive grants, both restricted and unrestricted. These grants accounted for 18% of the organization's total income. COFM is diligent with the annual reporting on grants to ensure continued invitations to apply for upcoming grant funds.

Warm Up Williamsburg

FY 2021 saw the 8th annual "Warm Up Williamsburg" (WUW) soup fundraiser to support COFM. Delicious soups are donated by local chefs, and proceeds from this January event accounted for 4% of COFM's revenue.

DEMOGRAPHICS

The majority of our guests are single individuals.

In 2018 our 105 guests' make up were:

74% male and 26% female with ages ranging from 5 months to 68 years old.

We had a total of approximately 4 families; 1 with children

In 2019 our 125 guests' make up were:

60% male and 40% female with ages from 2 years old to 78 years old

We had a total of approximately 7 families; 1 with children

In 2020 – with COVID, guests were isolated in hotels in an effort to control COVID during the first 7 weeks of the traditional shelter season through James City County and City of Williamsburg.

For COFM, we had a mixture of congregant shelter and hotel stays. The hotel stays were operated as close to congregant/traditional shelter stays as much as possible. Multiple safety measures were put into place in both congregant and hotel. There were ZERO outbreaks during the COFM shelter season.

Our 47 guests' make up were:

64% male and 36% female with ages from 18 years old to 68 years old

We had a total of 2 families; 0 with children

4. Were there any highlighted COVID related impacts?

During the shelter season and due to COVID, many safety measures were put into place. The prescreening was something that benefitted the COFM shelter program as several other illnesses were detected and addressed.

A large impact was the awareness of how important meeting homeless people where they are and welcoming/conversing with them for longer than an intake process. COFM contracted with 3 different hotels. One of the hotels had a dining area that was provided for COFM's meal time. Several guests made a point to state during the hotel stays at the other 2 non dining hotels that they missed "visiting" and eating with the volunteers and other guests.

JCC EMERGENCY SHELTER FUNDING

FUNDING YEAR	FUNDING AMOUNT	FUNDING SOURCE	HOUSEHOLDS SERVED	HH'S W/CHILDREN	TOTAL SERVED	FUNDING START	FUNDING END	BALANCE
Literally Homeless								
2018	$ 15,000.00	VHSP	20	8	46	7/1/2018	6/30/2019	$ -
2019	$ 15,000.00	VHSP	33	11	70	7/1/2019	6/30/2020	$ -
2020	$ 15,000.00	VHSP	19	7	37	7/1/2020	6/30/2021	$ -
COVID Related								
2020	$ 67,687.00	FEMA	48	2	59	4/28/2020	12/30/2020	$ -
	$ 90,141.00	CHERP Winter Shelter	64	18	88	10/13/2020	12/30/2020	$ -
	$ 38,400.00	CHERP (To Date)	4			1/26/2021	9/30/2022	$ 35,189.00
2021	$ 15,000.00	VHSP				8/1/2021	6/30/2022	
	$ 15,000.00	Trust Fund				8/1/2021	12/31/2021	
	$ 20,000.00	Amer. Recov. Act				8/1/2021	12/31/2021	
Totals			**188**	**46**	**300**			

Office of Housing
5320 Palmer Lane, Suite 1A
Williamsburg, VA 23188
P: 757-259-5350
F: 757-220-0640
Housing@jamescitycountyva.gov

jamescitycountyva.gov

James City County's Department of Social Services Housing Unit manages several programs to address the needs of the most vulnerable populations in the Upper Peninsula (James City County, Upper York County, and The City of Williamsburg). The Virginia Homeless Solutions Program (VHSP) provides short-term financial assistance through three projects; Emergency Shelter, Rapid Re-Housing, and Prevention. Services from this program are directed to households who are literally homeless, at imminent risk of homelessness, or precariously housed. The County's Housing Choice Voucher program provides long-term subsidies in the form of vouchers for homeless and disabled veterans through the Veterans Affairs Supportive Housing program and for households who are re-establishing their housing independence after exiting an institution or community housing program through the Mainstream Voucher program. As part of the Peninsula Continuum of Care the Housing Unit is a critical part of the Coordinated Entry System and functions as an Access Point, Assessment Point and Housing Provider. The outreach process begins by meeting homeless households in their current situation to assist with connecting them to resources including wrap-around services available through community partnerships with; James City County, Williamsburg and York County Social Services, United Way, Williamsburg House of Mercy, 3e Restoration, Avalon Center, and Community of Faith Mission.

What type of assistance is available through these programs and who is eligible?
VHSP Emergency Shelter provides short-term shelter accommodations to bridge literally homeless households to permanent housing.
VHSP Rapid Re-Housing provides short-term rental assistance and case management to homeless households transitioning to permanent housing. Assistance may include payment of deposit, rent, judgements and other assistance needed to overcome housing-related barriers to ensure access to housing.
VHSP Prevention provides short-term rental assistance and case management to households at imminent risk of becoming homeless. The focus is on preventing evictions when possession has been already been granted to the owner by court action. The household's income cannot be more than 30% of AMI and no other options or resources are available to avoid homelessness.

What is AMI?
AMI stands for Area Median Income. AMI is a HUD established income limit based on area specific Median Family Income estimates and Fair Market Rent. Our jurisdiction's current AMI for a household of 4 at 30% is $26,200.

How long can a household stay in Emergency Shelter?
The VHSP Emergency Shelter service is intended as a last resort to bridge homeless households into permanent housing. Households entering Emergency Shelter must have the ability to be re-housed within two weeks but extensions may be granted if needed for a total stay of up to 30 days.

What defines a literally homeless situation?
Per HUD's definition (578.3), a person is literally homeless if the household:

1. Has a primary nighttime residence that is a public or private place not meant for human habitation; **or**
2. Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); **or**
3. Is exiting an institution where (s) he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

What can I do if I am aware of a homeless person?
Please call the Housing Office's Outreach Stabilization Specialist at 757-259-5346 to report a suspected homeless person's location. Direct contact will be made with the individual or family to conduct an assessment for emergency shelter options, provide resource information and connect them to local resources for wrap around services.

Williamsburg
HOUSE OF MERCY

Williamsburg House of Mercy At-A-Glance

Williamsburg House of Mercy has various programs, each designed to meet the needs of a specific population.

- Bridge to Home, The Harbor Day Shelter, Grace Haven Family Shelter, and Mercy Housing are each geared toward the **Literally Homeless** or those fleeing domestic violence.

  - *The Harbor Day Shelter for the Homeless* is a point-of-entry for those experiencing homelessness in the upper Peninsula. On-site meals, showers, and job assistance are provided M-F from 10-4. Case managers assess participants on entry and through frequent "touch-backs". The goal of this and all House of Mercy programs is stable, permanent housing.
  - *Bridge to Home Shelter Program* is a non-congregate shelter model utilizing local motel stock to provide safe temporary emergency shelter to Housing Program participants while case managers help them to obtain permanent housing. This program was developed in October 2020 in response to COVID, and has a current capacity of 35-45 individuals. This was made a permanent program for House of Mercy the start of the 21-22 FY as we discovered that positive permanent housing outcomes increased substantially with this program.
  - *Grace Haven Family Shelter* is a communal living style home with an 8 bed capacity. Program stays are up to a year, and geared toward those who are pregnant and homeless, or have very young children. All participants exit to permanent housing.
  - *Mercy Housing* is the umbrella for all House of Mercy Housing Programs to include Permanent Supportive Housing, Rapid Rehousing, Housing Trust Fund-Homeless Reduction Grant, and Nests for Neighbors (non-HUD homeless (McKinney-Vento and some Re-entry clients).
- Financial Assistance, Food Distribution, Food Project, Regional Diaper Bank, and Community Soup Kitchen all address various aspects of Homelessness Prevention and Support Services.

Organization Structure:

Williamsburg House of Mercy is a 501(c)3 nonprofit corporation. Day-to-day operations, strategic planning, and budgeting are overseen by a CEO/Executive Director. Williamsburg House of Mercy has a Board of Directors.

Williamsburg House of Mercy currently employs 15 people. Of those, 3 are part time. The Mercy Housing office consists of a Senior Housing Based Case Manager, a Family Services

Housing Based Case Manager, a Re-entry and Outreach Housing Based Case Manager, and a Senior Housing Navigator. Approved but not yet hired: Job Navigator.

Funding:

Total funding FY18/19: $913,217

- $853,382, Private donors
- $59,835, Corporate donors/grants

Total funding FY19/20: $1,025,596

- $903,542, Private donors
- $121,964, Corporate donors/grants

Total funding FY 20/21: $1,861,504

- $1,479,453, Private donors
- $382,051, Corporate donors/grants

  *Figures do not include Housing Trust Fund-Homeless Reduction Grant in the amount of $107K. Grant straddles FY20/21 and 21/22, funds received as expenditures are made.

Services and Demographics:

FY 18/19

Persons Served: 3051

Male: 680 Female: 1021 Transgendered: 3
Children: 1232 Veterans: 84
People of Color: 1915
White: 1136

FY 19/20

Persons Served: 2535

Male: 564 Female: 872 Transgendered: 3
Children: 992 Veterans: 61
People of Color: 1535
White: 1000

FY 20/21

Persons Served: 1291

Male: 315 Female: 442 Transgendered: 1
Children: 487 Veterans: 29
People of Color: 681
White: 570

Williamsburg
HOUSE OF MERCY

- FY 20/21 COVID adaptations included shifting to a high-volume drive-through food distribution. Services that were previously captured in HMIS began being captured in Pantry Trak or through internal data capture.

FY 20/21 services <u>not reflected</u> in the above data include:

Meals To-Go: 14,597 meals
Drive-thru Food Distribution: 47,142 individuals
Diapers: 128,112 diapers
Feminine Hygiene and Incontinence Supplies: 45,792 units
Pet Food: 1249 pets
Permanently Housed through Mercy Housing Programs: 134 individuals
Bridge to Home Shelter Program: 4,836 nights of emergency shelter

10 Harrison Avenue
Williamsburg, VA 23185
(757) 229-3700 (Administration)

(757) 253-0664 (Assistance)
Fax (757) 229-6520
www.WilliamsburgHouseofMercy.org

Information for JCC DSS

▪ Literally homeless: individuals and families who lack a fixed, regular, and adequate nighttime residence including those residing in a shelter or a place not meant for human habitation and those exiting an institution where they resided temporarily

3e operates an emergency homeless shelter program providing two well-equipped hotel rooms set up as efficiency apartments, paid and available 24/7, 365 days per year. Our Peer Recovery Specialist and Resource Coordinator develop Individual Service Plans while permanent housing options are explored. Stabilization includes access and transportation to mental health and substance abuse services, education, training/certification & employment specialists. Shelter guests are assisted with budget planning, shopping and food preparation and resource navigation per the individual and family's needs. While this is a short-term shelter program, stays of more than 30-90 days are often needed to navigate disability and supported housing options.

▪ At imminent risk households: individuals and families who will imminently lose their primary nighttime residence within 14 days and diversion has been attempted

Restoration Place: See description above.

▪ Households fleeing or attempting to flee domestic violence who are either literally homeless or at imminent risk of homelessness (category one and two above)

Restoration Place only if Avalon is not available. See above description for Restoration Place above

▪ Others, i.e. precariously housed

If state mainstream funding; I.e., Virginia Housing Solutions Program (VHSP) is not appropriate due to program rules & regulations, 3e may elect to use privately funded and/or unrestricted funds to bridge the gap while obtaining services and referrals.

3e uses private funding and partners with the county to shelter additional rooms with the same protocol as above.

▪ Oversight, i.e. public or private agency, to include private non-profit, faith-based, etc.

3e is a 501 (c) (3) nonprofit faith-based organization who also serves within the CoC, offering programs and services that meet federal, state & local guidelines as a housing provider. Our mission statement is to encourage,

equip and empower faith communities to help transition neighbors living through homelessness and social displacement to holistic sufficiency. Our vision is to break the cycle of homelessness and social displacement through gracious hospitality and systemic change one friend at a time.

3e Restoration Place Emergency Shelter is a mass shelter & hotel/motel voucher "hybrid" model, offering onsite intake and assessment for non-congregant hotel rooms. Shelter guests are offered housing stabilization services and resource coordination. This project is an Assessment Point for shelter guests.

3e Restoration Place Emergency Shelter Services is a program that client is sheltered by JCC funding, but 3e does case management and presents them to SCAAN.

3e Restoration @ Home is a privately operated RRH program. Clients are presented at SCAAN and are dually enrolled with JCC RRH program.

3e Restoration @ Home Services is when the client has been housed by JCC RRH funds, but 3e is providing all case management support.

3e Cornerstone is when a client has received a permanent supportive housing voucher and 3e provides all case management support.

3e Case Management supports PSH voucher clients that they have referred to JCC Office of Housing. Other case management clients include individuals and families that require ongoing support services and/or homeless prevention through resource coordination with local partners.

- Number of staff:

  4 full time staff members, along with college interns and trained volunteers. Two additional positions will be added per the recommendations of Spark Mill via our strategic planning being overseen by Virginia Housing Development Authority.

- Funding, to include source, amount, any restrictions for each of the programs

Program	Source	Amount 2019/2020 FY	Restrictions (if any)
COVID-19	Church/Faith Based	6,200.00	COVID - 19 expenses
	Corporation	52.97	COVID - 19 expenses
	Foundation (WCF - CERF Grant)	3,600.00	COVID - 19 expenses
	Foundation (JoAnn Heffenan)	1,000.00	COVID - 19 expenses
	Private	7,676.09	COVID - 19 expenses

Utilities	Private	500.00	Utilities
Burial Fund	Private	524.84	Burial Fund
Staff Support	Church/Faith Based		Staff Support
H2H - Program Support	Foundation	----------	----------
Salary		25,000.00	Resource Coordinator Salary
Rent		6,500.00	Rent Assistance
Training		10,000.00	Training/Curriculum
H2H - FFRH	Foundation	53,000.00	FFRH expenses / PRS support specialist Salary
Training/Curriculum	Private	3,045.00	Training/Curriculum materials
RP - Pineapple Inn	Corporation	12,000.00	RP - Pineapple Inn
RP - Pineapple Inn (COVID - 2 extra rooms)	Corporation (VHA)	1,400.00	Covid rooms at Pineapple Inn
Shelter (outside of PI)	Private	5,060.00	Shelter/Rent
Rapid Rehousing	Corporation (VHA)	2,669.77	
Program expenses (misc.)	Private/Church/Corporation/Foundation		No Restrictions - spent as follows (excluding administration/operating expenses):
Auto		1,624.07	
Contractors & Program salary (not covered by grants)		28,474.83	
Drug tests		261.25	
Phone & Phone cards		578.79	
Moving expenses		393.06	
Rent			
Staff Development/Training		664.26	

▪ Demographics, to include household make-up (singles, families, families with children) and gender

3e serves all of the above, depending upon space and organizational capacity. Includes LGBTQIA

- Any COVID-related impacts that you would like to highlight

  3e in countered an increase in demand for shelter and staff as volunteers were impacted. Shelter stays longer due to limited work and wrap-around service delivery. A COVID fund in the amount of $14,292.06 was established to meet the demand of residents served that were not otherwise covered by mainstream benefits and programs.

Salvation Army Data for James City County BOS Presentation
July 27, 2021

Other general stats for the first 6 months of this year – (all self-declaration) – and this is for all our clients, not just rent/homeless:
Residents of
24% Williamsburg City
61% James City County
10% York County
5% other/unknown (mobile food pantry requires us to serve any Virginia residents)
22% singles
78% families
39% African American
28% White
31% Hispanic
2% Asian
39% Children
48% Adults
13% Seniors
6% Disabled
1.5 % Veterans
25% new clients - last year it was 34%

For all categories of people mentioned in the email, when they call or come in or email, we refer them to the Housing Crisis Hotline, and if we can determine which jurisdiction, they have been living in/staying, to the appropriate county/city social service office. We do not ask about DV, but if that is mentioned, we refer them to Avalon.
I attempt to return all calls if given a number, and verifying that they know to call the Hotline, checking to see if there are any other ways we might be able to assist.

For precariously housed, we attempt to assist with up to $300, and refer them to other agencies when more is needed.
Pre-covid we required an eviction, 5-day pay or quit or similar documentation, since covid we ask for their lease and ledger sheet or similar verification from landlord as to amount needed, status. We also ask for ID and current household information.

The Salvation Army is a faith-based non-profit, employing two officers, four fulltime and two part time staff.

We can assist with rent, usually up to $300 per household per year; unless we have special funding that allows more.
Colonial Williamsburg Foundation funds are for CW employees, and we can assist them up to $500 per household per year.
The UW Covid funds allowed for $750 per household, the TSA Headquarters funds allowed for $500 per household.
All of these three have been used for rent and utilities, the UW and TSA funds were spent by end of December 2020.

Salvation Army Data for James City County BOS Presentation
July 27, 2021

Vicki Davis
Social Services Program Manager
The Salvation Army of Greater Williamsburg
216 Ironbound Road
Williamsburg, VA 23188
757-229-6651, ext. 124 fax 757-206-1245
Vicki.Davis@uss.salvationarmy.org

Salvation Army Homeless Services
BOS Presentation

Jul-21

	housholds	people
currently	7	26
	12	59
	19	79
	12	49

50000	for rent and utilities
24000	for rent and utilities
13900	for client services
6000	for client services

	households	(avg hh size is 3.4 people)
	59	
	108	
	56	
	109	

15000	for any direct client services
13900	for client services
29066	for any direct client services

	additional funding for rent and utilities	spent by Dec 2020
10963	rent and utilities	
10000	rent and utilities	

		Nights lodging
33	66	532
69	98	686
51	124	941

JCC B.O.S. Session on Homelessness

United Way of the Virginia Peninsula

Target Population:
United Way of the Virginia Peninsula (UWVP) works alongside nonprofit, government, and corporate organizations to serve those experiencing poverty on the VA Peninsula, with a particular focus on the A.L.I.C.E. (Asset-Limited, Income-Constrained, Employed) population.

As it relates to housing and homelessness, our ***target population would include those unstably and precariously housed, as well as those at risk of eviction***.

Organizational Structure:
UWVP is a ***nonprofit***, charitable organization locally led by a volunteer Board of Directors. UWVP employees approximately ***16 total staff people, 9 of which work in Community Impact***. This work includes our Advocacy & Referral Service as well as the backbone support for the Community Assistance Network (CAN), "a robust network of diverse organizations working together to keep our neighbors housed, healthy, and thriving."

JCC Services, 2018-2021:
2018

- 940 Households served
- 63% of requests were housing-related (motel, new housing, eviction, utilities)
- Over $270,000 in community assistance provided by community partners and donors

2019

- 987 Households served
- 57% of requests were housing-related
- Over $311,000 in community assistance provided by community partners and donors

2020

- In response to COVID-19, UWVP administered:
  - Emergency Grants and Financial Assistance
    - Provided grants to organizations (nonprofits and government agency) providing emergency response (shelter, food, housing)
    - Provided funding for nonprofits to pay rents and utilities (before the moratorium or CARES Act was in place)
  - Rent and Mortgage Relief Program
    - Funded by DHCD
    - July 1 – November 30, 2020
    - $1,248,388 went to 412 Households (1,060) people on the Upper Peninsula

2021

Currently administering the Virginia Eviction Reduction Pilot (VERP) across the Peninsula through direct payments and partnership agreements with other organizations. Housing financial assistance, stabilization support services, case management, and other wraparound services are provided through the Community Assistance Network and UWVP's Advocacy & Referral Service.

AGENDA ITEM NO. C.3.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Grace Boone, Director of General Services

SUBJECT: Trash Consolidation Study

ATTACHMENTS:

	Description	Type
	Presentation	Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:04 PM

Waste Collection & Consolidation Study: James City County, Virginia

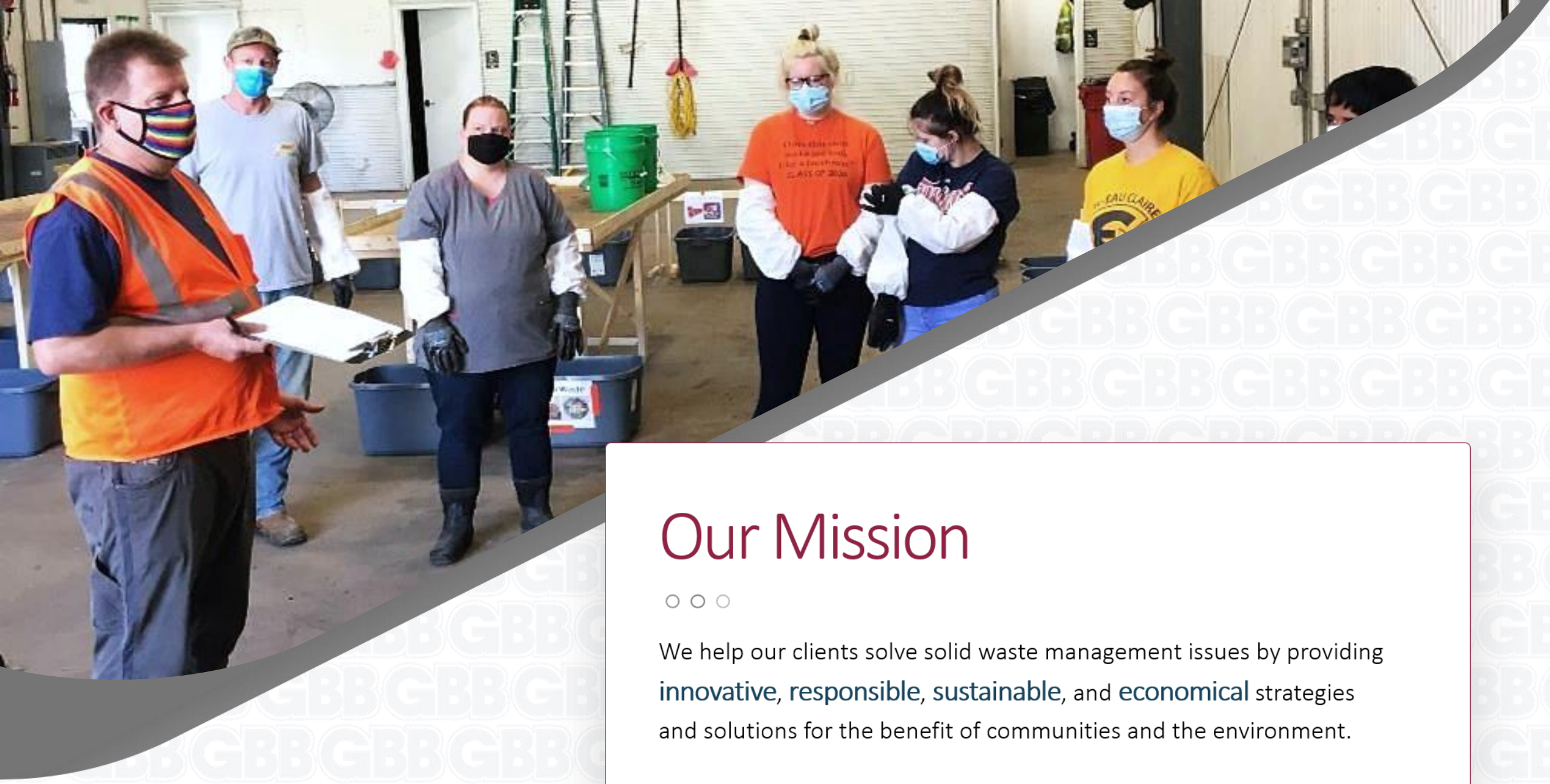
Presentation to the James City County Board of Supervisors
July 27, 2021

This is

Chris Lund

Senior Vice President

(“he” or “him”)



Our Mission

We help our clients solve solid waste management issues by providing innovative, responsible, sustainable, and economical strategies and solutions for the benefit of communities and the environment.

Project Understanding

Project Team

James City County
VIRGINIA
Jamestown 1607

GBB
SOLID WASTE MANAGEMENT CONSULTANTS

ShapardResearch

C2Logix
route optimization solutions

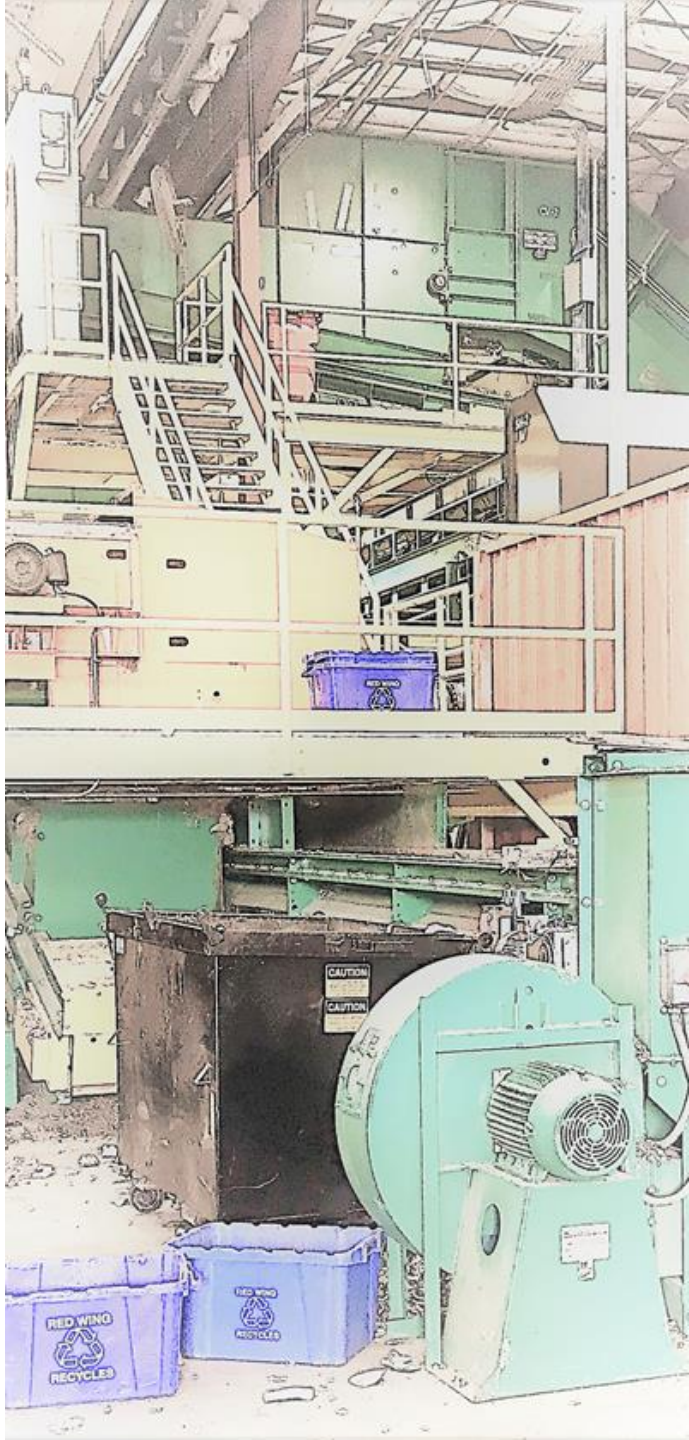
Project Approach

TASK 1: Identify Existing Conditions	TASK 2: Study Survey of James City County Residents	TASK 3: Collection Options	TASK 5: Identify Management Challenges	TASK 6: Determine Cost of Selected Options
Collect data to determine what level of collections services exist in the County for single family residential (1 to 4 units in size) and the size and diversity of the collections market	Develop a quantitative Study to help guide the County in understanding the opinions and perceptions of residents concerning current and potential curbside trash collection services	Identify options for implementing a County-wide curbside solid waste collection service for residential properties	Evaluate options for managing the collection services system, considering both the County and VPPSA	Compile the information obtained during the execution of the Tasks 01-05 into a Waste Collections Study Report Present the results of the draft study to County staff and the BOS prior to completion of the final report

Project Schedule

Task	Time Frame	Task Duration (# of weeks)
1. Identify Existing Conditions	July-August	4 weeks
2. Study Survey of James City County Residents	July-August	3 weeks
3. Collection Options	August-September	6 weeks
4. Determine Cost of Selected Options	September-October	7 weeks
5. Identify Management Challenges	September-October	5 weeks
6. Waste Collections Study Draft & Final Report	October-November	4 weeks
7. Internal Meetings and Response to Comments	July-November	20 weeks
	Total:	5 months

November 23, 2021: Final Report will be ready to present to the Board of Supervisors



Phone Survey Categories

- Service performance
- Cost (includes willingness to pay)
- Frequency
- Service types (includes trash or recycling services)
- Customer disposal habits (includes home and work)
- Preferences for future municipal service options
- Customer preferences for new information
- Demographics

Contact Information

Chris Lund

Senior Vice President

Mobile 703 573 5800

Email clund@gbbinc.com

"I help clients find efficient, environmentally acceptable solutions to their materials management and solid waste issues, from planning and design development, through permitting, construction management and start-up operations."

AGENDA ITEM NO. D.1.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Eric Peterson, Chief of Police

SUBJECT: Colonial Community Corrections Kitchen Construction Appropriation - $20,000

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo
	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/12/2021 - 3:53 PM
Board Secretary	Carnifax, John	Approved	7/12/2021 - 5:15 PM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 8:59 AM
Publication Management	Daniel, Martha	Approved	7/19/2021 - 9:38 AM
Legal Review	Kinsman, Adam	Approved	7/20/2021 - 10:31 AM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:08 PM
Board Secretary	Rinehimer, Bradley	Approved	7/20/2021 - 1:30 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 2:52 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Eric Peterson, Chief of Police

SUBJECT: Colonial Community Corrections Kitchen Construction Appropriation - $20,000

Colonial Community Corrections (CCC) occupies space within the Court Support Building, which currently does not have a kitchen for staff. Currently even something as simple as washing out a coffee mug has to be done in a bathroom sink. A kitchen would allow for staff to enjoy healthy habits and allow for staff luncheons to take place.

At the end of Fiscal Year (FY) 2020, CCC had a Fund Balance of $362,295, which is anticipated to increase by approximately $15,000 for FY2021 based on savings achieved. Staff recommends the utilization of the Fund Balance of $20,000 for a kitchen build-out in the Court Support Building.

CCC has received an estimate from General Services in the amount of $18,800 for a vendor to complete the plumbing, electrical, cabinets, flooring, and labor for the build-out of the kitchen. In addition, CCC anticipates approximately $1,200 is needed for appliances, including a sink, range, and range hood.

The attached resolution authorizes the use of CCC's Fund Balance for this purpose and authorizes the appropriation within the Colonial Community Corrections Fund.

Staff recommends approval of the attached resolution.

EP/md
CCC-KitchnApp-mem

Attachment

R E S O L U T I O N

COLONIAL COMMUNITY CORRECTIONS KITCHEN CONSTRUCTION

APPROPRIATION - $20,000

WHEREAS, Colonial Community Corrections (CCC) occupies space within the Court Support Building, which currently does not have a kitchen for staff; and

WHEREAS, build out of a kitchen in this building is recommended in order to allow staff to cook meals, wash coffee mugs in a kitchen sink as opposed to a bathroom sink, and enjoy staff luncheons in a healthy environment; and

WHEREAS, the estimated cost to construct a kitchen in the Court Support Building and purchase necessary appliances is approximately $20,000.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of James City County, Virginia, hereby approves the construction of a kitchen in the Court Services Building and authorizes the use of CCC's Fund Balance for this purpose to be appropriated in the Colonial Community Corrections Fund in the amounts shown below.

Revenue:	
Fund Balance	$20,000
Expenditure:	
Kitchen Build-out	$20,000

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
SADLER	____	____	____	____
ICENHOUR	____	____	____	____
LARSON	____	____	____	____
MCGLENNON	____	____	____	____
HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

CCC-KitchnApp-res

AGENDA ITEM NO. D.2.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Ryan T. Ashe, Fire Chief

SUBJECT: Contract Award - Replacement Ambulance -$303,935

ATTACHMENTS:

	Description	Type
	CA-FY22ReplAmb-mem	Cover Memo
	CA-FY22ReplAmb-res	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Fire	Ashe, Ryan	Approved	7/8/2021 - 4:36 PM
Publication Management	Daniel, Martha	Approved	7/9/2021 - 8:45 AM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:57 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 8:59 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:36 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:08 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Ryan T. Ashe, Fire Chief

SUBJECT: Contract Award - Replacement Ambulance - $303,935

The Fiscal Year 2022 Capital Improvements Program budget includes funds for the purchase of a replacement ambulance.

The Fire Department, Fleet, and Purchasing staff examined different options and determined the most efficient procurement method for this purchase is to use a cooperative purchasing contract issued by the Houston-Galveston Area Council (HGAC) to FESCO Emergency Sales as a result of a competitive sealed Invitation to Bid. The HGAC contract contains wording allowing other localities to purchase from the contract.

The HGAC Fire Service Apparatus cooperative contracts offer multiple vendors for rescue and fire apparatus. Base bid items are listed on the specific product pages. Almost all contracts include a wide array of additional configurations, optional equipment, and accessories that are available to allow localities to configure equipment/services to suit their unique requirements. These items were included with the contractor's bid/proposal response and are part of the recommended contract.

Fire Department technical staff researched the design, construction, and field performance of the Horton ambulance, worked closely with FESCO Emergency Sales to design a vehicle that will meet the Department's needs, and negotiated a price of $303,935 for a replacement ambulance. The cost of the contract is within the funds allotted.

Final placement to be determined based on call volume and the condition of other units at the time of delivery. The Fire Department will shift a current ambulance to a reserve status and take the oldest reserve unit out of service. The former ambulance may be sold or used elsewhere in the County in a non-emergency capacity.

Staff recommends adoption of the attached resolution authorizing the contract award to FESCO Emergency Sales in the amount of $303,935 for the Horton ambulance.

RTA/md
CA-FY22ReplAmb-mem

Attachment

R E S O L U T I O N

CONTRACT AWARD - REPLACEMENT AMBULANCE - $303,935

WHEREAS, funds are available through the Fiscal Year 2022 Capital Improvements Program budget for the purchase of a replacement ambulance; and

WHEREAS, cooperative procurement action is authorized by Chapter 1, Section 5 of the James City County Purchasing Policy and the Virginia Public Procurement Act, and the Houston-Galveston Area Council issued a cooperative purchasing contract to FESCO Emergency Sales as a result of a competitive sealed Invitation for Bid; and

WHEREAS, Fire Department, Fleet, and Purchasing staff determined the contract specifications meet the County's performance requirements for an ambulance and negotiated a price of $303,935 with FESCO Emergency Sales for a Horton medium-duty ambulance.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute a contract with FESCO Emergency Sales for a Horton ambulance in the amount of $303,935.

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
SADLER	____	____	____	____
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HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

CA-FY22ReplAmb-res

AGENDA ITEM NO. D.3.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Ryan T. Ashe, Fire Chief

SUBJECT: Contract Award - Replacement Rescue Truck - $904,890

ATTACHMENTS:

	Description	Type
	CA-FY22ReplResTrk-mem	Cover Memo
	CA-FY22ReplResTrk-res	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Fire	Ashe, Ryan	Approved	7/8/2021 - 4:36 PM
Publication Management	Daniel, Martha	Approved	7/9/2021 - 8:46 AM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:57 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:00 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:37 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:09 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Ryan T. Ashe, Fire Chief

SUBJECT: Contract Award - Replacement Rescue Truck - $904,890

The Fiscal Year 2022 Capital Improvements Program budget includes funds for the purchase of a replacement rescue truck for the Fire Department.

The Fire Department, Fleet, and Purchasing staff examined different options and determined the most efficient procurement method for this purchase is to use a cooperative purchasing contract issued by the Houston-Galveston Area Council (HGAC) to Atlantic Emergency Solutions for the replacement unit. The HGAC contract contains wording allowing other localities to purchase from the contract. By participating in the cooperative procurement action, staff believes the County will increase efficiency, reduce administrative expenses, and benefit from an accelerated delivery process.

The HGAC Fire Service Apparatus cooperative contracts offer multiple vendors for various rescue and fire apparatus. Base bid items are listed on the specific product pages. Almost all contracts include a wide array of additional configurations, optional equipment, and accessories that are available to allow localities to configure equipment/services to suit their unique requirements. These items were included with the contractor's bid/proposal response and are part of the recommended contract.

Working with the vendor, Fire Department technical staff researched the design, construction, and field performance of various models, and ultimately designed a vehicle that will meet the Department's needs. The replacement vehicle will provide increased operational capabilities and safety features. The rescue truck is intended for Fire Station 4. Upon delivery of the replacement unit, the Fire Department will take the old unit out of service. The former unit may be sold or used elsewhere by the County in a non-emergency capacity.

Fire Department and Purchasing staff negotiated a total price of $937,136 for the replacement unit. Should the County choose to provide a 90% pre-payment of $843,422, the vendor offers a pre-payment discount of $32,246, reducing the total contract amount to $904,890. The cost of the contract is within the funds allotted.

Staff recommends adoption of the attached resolution authorizing the contract award to Atlantic Emergency Solutions in the amount of $904,890 for replacement rescue.

RTA/md
CA-FY22ReplResTrk-mem

Attachment

R E S O L U T I O N

CONTRACT AWARD - REPLACEMENT RESCUE TRUCK - $904,890

WHEREAS, funds are available in the Fiscal Year 2022 Capital Improvements Fund budget for the purchase of a replacement rescue truck; and

WHEREAS, cooperative procurement action is authorized by Chapter 1, Section 5, of the James City County Purchasing Policy and the Virginia Public Procurement Act, and the Houston-Galveston Area Council issued a cooperative purchasing contract to Atlantic Emergency Solutions as a result of a competitive sealed Invitation for Bid; and

WHEREAS, Fire Department, Fleet, and Purchasing staff determined the contract specifications meet the County's performance requirements for the fire apparatus, and negotiated a price of $937,136 with Atlantic Emergency Solutions for one Pierce Velocity Walk-in Rescue Truck; and

WHEREAS, Atlantic Emergency Solutions has also offered a discount of $32,246 in exchange for a 90% prepayment of the contract, bringing the discounted total price to $904,890.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute a contract with Atlantic Emergency Solutions for one Pierce Velocity Walk-in Rescue vehicle in the amount of $904,890.

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
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HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

CA-FY22ReplResTrk-res

AGENDA ITEM NO. D.4.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Mark Abbott, Operations Project Coordinator

SUBJECT: Emergency Operations Center Roof Replacement

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo
	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Capital Projects	Abbott, Mark	Approved	7/6/2021 - 7:06 AM
General Services	Boone, Grace	Approved	7/6/2021 - 10:27 AM
Publication Management	Daniel, Martha	Approved	7/6/2021 - 1:43 PM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:57 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:00 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:37 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:09 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Mark Abbott, Operations Project Coordinator, General Services

SUBJECT: Contract Award - Emergency Operations Center Roof Replacement - $121,447

The Emergency Operations Center roof replacement will consist of the removal of the current ballasted roof and will be replaced with a new EPDM membrane roof. The new roof will have a 2-inch thick base layer of ISO insulation, flashing at walls, walk pads, and new gutters.

An Invitation for Bids was publicly advertised and six qualified bids for the roof replacement were received as listed below.

Firm	Amount
DeShazo and Son Roofing, Inc.	$ 121,447
Apex Construction	$ 141,694
Vertex Roofing Contractors Inc.	$ 196,010
N W Martin & Bros., Inc	$ 201,400
Peninsula Roofing Co.	$ 223,300
Allcon Contracting Corp.	$ 249,550

General Services, in consultation with the Purchasing Office, determined DeShazo and Son Roofing, Inc. to be the lowest responsive and responsible bidder and has successfully completed work for the James City Service Authority within the last six months as a sub-contractor.

The bid proposed cost of $121,447 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 roof by DeShazo and Son Roofing, Inc. in the amount of $121,447 for the Emergency Operations Center.

MA/md
CA-EOCRfRepl-mem

Attachment

R E S O L U T I O N

CONTRACT AWARD - EMERGENCY OPERATIONS CENTER

ROOF REPLACEMENT - $121,447

WHEREAS, the Emergency Operations Center roof will be replaced; and

WHEREAS, it has been determined by General Services, in consultation with the Purchasing Office, that DeShazo and Son Roofing, Inc. will install the new roofing system; and

WHEREAS, DeShazo and Son Roofing, Inc. 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 $121,447 to DeShazo and Son Roofing, Inc. for the Emergency Operations Center roof replacement.

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
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HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

CA-EOCRfRepl-res

AGENDA ITEM NO. D.5.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Carla Brittle, Community Centers Administrator

SUBJECT: Grant Award - Chesapeake Bay Restoration Fund Grant

ATTACHMENTS:

	Description	Type
	GA-Chesapeake Bay Restoration Fund Grant-mem	Cover Memo
	GA-Chesapeake Bay Restoration Fund Grant -res	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Brittle, Carla	Approved	7/12/2021 - 3:47 PM
Publication Management	Daniel, Martha	Approved	7/12/2021 - 3:50 PM
Legal Review	Kinsman, Adam	Approved	7/13/2021 - 8:01 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:16 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:38 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:11 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Carla Tyler Brittle, Centers Administrator for Parks and Recreation

SUBJECT: Grant Award - Chesapeake Bay Restoration Fund Grant - $4,500

James City County's Department of Parks and Recreation has been awarded a $4,500 Chesapeake Bay Restoration Fund Grant from the Commonwealth of Virginia's Division of Legislative Services.

The purpose of the matching grant is to assist with the cost of offering a special environmental education program for every REC Connect Summer Camp site for children to study the Chesapeake Bay Watershed and its importance to the community. As part of the experience, children will visit a local park to conduct water quality testing and go on an eco-boat tour of the Chesapeake Bay.

Staff recommends approval of the attached resolution to accept the $4,500 grant for the special marine camp, and to appropriate the funds as described in the attached resolution.

CTB/md
GA-CBayRestorFd-mem

Attachment

R E S O L U T I O N

GRANT AWARD - CHESAPEAKE BAY RESTORATION FUND GRANT - $4,500

WHEREAS, the Chesapeake Bay Restoration Fund, which is funded through the sale of Chesapeake Bay license plates, has made funds available for the restoration and education of the Bay; and

WHEREAS, funds are needed to provide an enriching environmental component to the Parks and Recreation Department's REC Connect Summer Camp Program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, accepts the $4,500 grant awarded by the Chesapeake Bay Restoration Fund to help with the additions to the summer camp program.

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

Revenue:

From the Commonwealth	$4,500

Expenditure:

Chesapeake Bay Restoration Fund	$4,500

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
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Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

GA-CBayRestorFd-res

AGENDA ITEM NO. D.6.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Toni Small, Director, Stormwater and Resource Protection Division

SUBJECT: Grant Award - Virginia DEQ Chesapeake Bay Preservation Act Support Grant - $10,000

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo
	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Stormwater	Small, Toni	Approved	7/9/2021 - 3:54 PM
General Services	Boone, Grace	Approved	7/12/2021 - 12:38 PM
Publication Management	Daniel, Martha	Approved	7/12/2021 - 2:40 PM
Legal Review	Kinsman, Adam	Approved	7/13/2021 - 8:01 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:16 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:38 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:12 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Toni Small, Director of Stormwater and Resource Protection

SUBJECT: Grant Award - Virginia Department of Environmental Quality Chesapeake Bay Preservation Act Support Grant - $10,000

On June 16, 2021, James City County was offered a grant award from the Virginia Department of Environmental Quality (DEQ) through the Chesapeake Bay Preservation Act (CBPA) Support Program. The funding from this CBPA Implementation Grant will be used to assist low- to moderate-income households with paying for on-site septic tank pump-outs.

The Stormwater and Resource Protection (SRP) Division maintains a database and tracks the number of septic tanks in the County along with the septic tank pump-outs dates provided by property owners. The database identifies which properties are delinquent, in that the County has no record of a septic tank pump-out in more than five years. Letters are sent to the properties owners reminding them of the County Code requirement for pump-out every five years and requesting pump-out notification.

James City County has no program to provide septic tank pump-out financial assistance for those properties where the five-year pump-out has not been completed due to financial concerns by the property owner. Funding through the CBPA Implementation Grant would provide the means for the County to immediately assist in pumping septic tanks within the County exceeding the five-year pump-out requirement, improving water quality in County tributaries and the Chesapeake Bay. The SRP Division will work with the Neighborhood Development Division to develop and implement an income verification process required as part of the grant to identify eligible households.

Staff recommends that the Board of Supervisors adopt the attached resolution to authorize acceptance of these funds and appropriate these funds to the Special Projects/Grants Fund.

TS/md
GA-CBPAseptic-mem

Attachment:
1. Resolution

R E S O L U T I O N

GRANT AWARD - VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

CHESAPEAKE BAY PRESERVATION ACT SUPPORT GRANT - $10,000

WHEREAS, the Stormwater and Resource Protection Division was offered a grant award of $10,000 by the Virginia Department of Environmental Quality (DEQ) through the Chesapeake Bay Preservation Act (CBPA) Support Program; and

WHEREAS, the grant will be used to assist low- to moderate-income households in paying for on-site septic tank pump-outs; and

WHEREAS, funding through this CBPA Implementation Grant would provide the means for the County to immediately assist in pumping septic tanks within the County exceeding the five-year pump-out requirement, improving water quality in County tributaries and the Chesapeake Bay; and

WHEREAS, the grant requires no local match other than existing staff time to oversee the septic pump-out program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby accepts this award from DEQ, and authorizes the County Administrator to execute those documents necessary to accept the grant and the following appropriation amendment to the Special Projects/Grants Fund.

Revenue:

State - DEQ CBPA Support Grant	$10,000

Expenditure:

Chesapeake Bay Preservation Act Support Grant	$10,000

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES		
	AYE	NAY	ABSTAIN
SADLER	____	____	____
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HIPPLE	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

GA-CBPAseptic-res

AGENDA ITEM NO. D.7.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

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

SUBJECT: Official Intent to Reimburse Expenditures with Proceeds from a Borrowing

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ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo
	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Financial Management	Cochet, Cheryl	Approved	7/9/2021 - 1:48 PM
Publication Management	Daniel, Martha	Approved	7/9/2021 - 3:19 PM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:58 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:16 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:40 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:12 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

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

SUBJECT: Official Intent to Reimburse Expenditures with Proceeds from a Borrowing

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As discussed in the Fiscal Year (FY) 2022-2026 Adopted Capital Budget, the County intends to issue debt to fund certain capital improvements. Projects for FY2022 include an auxiliary gym and emergency shelter at Warhill High School, an expansion of Lafayette High School, improvements at Chickahominy Riverfront Park, and other County and Williamsburg-James City County Schools projects.

The maximum amount of debt expected to be issued for these projects is $4.8 million, and the County intends to use the proceeds of this borrowing to reimburse eligible expenditures made prior to the issuance of this debt. Eligible expenditures prior to issuance include:

(1) amounts expended for the cost of issuance;

(2) amounts (including costs of issuance) not in excess of the lesser of $100,000 or 5% of the proceeds of the borrowing;

(3) amounts not in excess of 20% of the issue price of the borrowing which represent preliminary expenditures (such as architectural, engineering, surveying, soil testing, or similar costs) incurred prior to the commencement of construction; or

(4) capital expenditures (a) occurring not earlier than 60 days before the County adopted a resolution or otherwise declared its intent to issue obligations to finance such expenditures; and (b) are reimbursed no later than the later of (i) 18 months after the original expenditure, or (ii) 18 months after the project is placed in service or abandoned (but in no event more than three years after the original expenditure is paid).

Staff recommends the adoption of the attached resolution.

SBD/md
PlannedBorrowing-mem

Attachment

R E S O L U T I O N

OFFICIAL INTENT TO REIMBURSE EXPENDITURES WITH PROCEEDS

FROM A BORROWING

WHEREAS, the County (the "Borrower"), intends to design, acquire, construct, and equip various improvements to public facilities, including but not limited to an auxiliary gym and emergency shelter at Warhill High School, an expansion of Lafayette High School, improvements at Chickahominy Riverfront Park, and other County and Williamsburg-James City County Schools projects (the "Projects"); and

WHEREAS, plans for the Project have advanced and the Borrower expects to advance its own funds to pay expenditures related to the Project (the "Expenditures") prior to incurring indebtedness and to receive reimbursement for such Expenditures from proceeds of tax-exempt bonds or taxable debt, or both.

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

1. The Borrower intends to utilize the proceeds of tax-exempt bonds (the "Bonds") or to incur other debt, in an amount not currently expected to exceed $4.8 million to pay the costs of the Project.

2. The Borrower intends that the proceeds of the Bonds be used to reimburse the Borrower for Expenditures with respect to the Project made on or after the date that is no more than 60 days prior to the date of this Resolution. The Borrower reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds or other debt.

3. Each Expenditure was or will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Borrower so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Borrower.

4. The Borrower intends to make a reimbursement allocation, which is a written allocation by the Borrower that evidences the Borrower's use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid.The Borrower recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts, expenditures by "small issuers" (based on the year of issuance and not the year of expenditure) and expenditures for construction of at least five years.

5. The Borrower intends that the adoption of this resolution confirms the "official intent" within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.

6. This resolution shall take effect immediately upon its passage.

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
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HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

PlannedBorrowing-res

AGENDA ITEM NO. D.8.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

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

SUBJECT: Resolution of Support for Transportation Alternative Funding Application

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ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo
	Resolution	Resolution
	Jamestown High School SRTS Project Sketch	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	7/9/2021 - 12:06 PM
Development Management	Holt, Paul	Approved	7/9/2021 - 12:11 PM
Publication Management	Daniel, Martha	Approved	7/9/2021 - 12:21 PM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:57 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:17 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:42 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:26 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

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

SUBJECT: Resolution of Support for Transportation Alternatives Funding Application

Background

The Virginia Department of Transportation (VDOT) has invited localities to participate in the Fiscal Year (FY) 2023-2024 Transportation Alternatives Program (TA), which helps localities' community-based projects that expand nonmotorized transportation choices and enhancements. The TA program is now a set-aside portion of the federally funded Surface Transportation Block Grant, which was enabled by the passage of the Fixing America's Surface Transportation (FAST) Act in December 2015. The FAST Act identifies four categories of eligibility for this competitive program:

- Transportation Alternatives - Comprised of 10 qualifying activities, including historic preservation and rehabilitation of historic transportation facilities;
- Safe Routes to School (SRTS);
- Boulevards in Former Interstate System Routes; and
- Recreational Trails.

The TA program provides federal transportation funds to reimburse up to 80% of costs for qualifying projects, requiring only a 20% match for project costs from local dollars. In recent years, the County has used funding procured through TA grants for projects such as the Norge Depot, SRTS infrastructure at James River Elementary School, sidewalk improvements in Toano, Norge Depot Caboose Restoration, and Clara Byrd Baker Elementary School SRTS Infrastructure. This year, staff is recommending a project for the Board's consideration: Jamestown High School Safe Routes to School Infrastructure Improvements. This project supports Strategic Plan Goal No. 3 to modernize infrastructure, Goal No. 4 to enhance the built environment, and Goal No. 5 for a fiscally efficient government.

Proposed Project

The Jamestown High School Safe Routes to School Infrastructure Improvements proposes various new sidewalks and crosswalks improvement project to connect to nearby neighborhoods. The project begins at the entrance to Fairway Villas along Greensprings Plantation Drive and follow the road south to John Tyler Highway. A new crosswalk would be installed along with the installation of pedestrian buttons, signals and displays, and connect to the existing sidewalk. A second segment would connect from the existing multi-use path for the Greensprings Interpretive Trail and follow Eagle Way north to connect with the existing sidewalk in front of Jamestown High School. This project will include crosswalks at parking lot entrances as well as crossing Eagle Way to connect to Reades Way.

Staff recommends the Board of Supervisors adopt the attached resolution expressing support for this project to be submitted through the upcoming Transportation Alternative funding cycle.

PDH/md
VDOT-TAGFY23-24-mem

Attachment:
1. Resolution of Support
2. Jamestown High School SRTS Project Sketch

R E S O L U T I O N

VIRGINIA DEPARTMENT OF TRANSPORTATION

TRANSPORTATION ALTERNATIVES PROGRAM - FISCAL YEARS 2023 AND 2024

JAMESTOWN HIGH SCHOOL SAFE ROUTES TO SCHOOL INFRASTRUCTURE

WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a Transportation Alternatives Set-Aside project to be administered by the locality; and

WHEREAS, the Board of Supervisors of James City County, Virginia (the "Board") desires to establish a project for improving the safety of transportation infrastructure leading to Jamestown High School; and

WHEREAS, the Board desires for James City County to submit an application requesting up to $530,940 of Transportation Alternative Funds through the VDOT Fiscal Years 2023 and 2024 Transportation Alternative Set-Aside program (the "Program"); and

WHEREAS, sufficient funds exist in the County's Community Development fund for the County to match up to $132,735 of any funds awarded from the Program; and

NOW, THEREFORE, BE IT RESOLVED that the Board requests the Commonwealth Transportation Board to establish a Fiscal Years 2023 and 2024 Transportation Alternatives Set-Aside project for the Jamestown High School Safe Routes to School Infrastructure (the "Project").

BE IT FURTHER RESOLVED that the Board hereby commits to provide a minimum 20% matching contribution for the Project and any additional funds necessary to complete the Project, subject to appropriation.

BE IT FURTHER RESOLVED that the Board hereby authorizes the County Administrator to enter into a project administration agreement with VDOT for the Project and provide the necessary oversight to ensure that the Project is completed in accordance with all state and federal requirements for design, right-of-way acquisition, and construction of a federally funded transportation project.

BE IT FURTHER RESOLVED that the Project improvements, once completed, be dedicated to the VDOT system and the County Administrator is authorized and directed to execute those documents necessary to dedicate those improvements to VDOT; however, James City County will be responsible for maintenance and operating costs of the Project until accepted by VDOT.

BE IT FURTHER RESOLVED that if the Board subsequently elects to cancel the Project, James City County will reimburse VDOT for the total amount of costs expended by VDOT through the date of notification of such cancellation. James City County also agrees to repay any funds previously reimbursed by VDOT that are later deemed ineligible by the Federal Highway Administration.

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
SADLER	____	____	____	____
ICENHOUR	____	____	____	____
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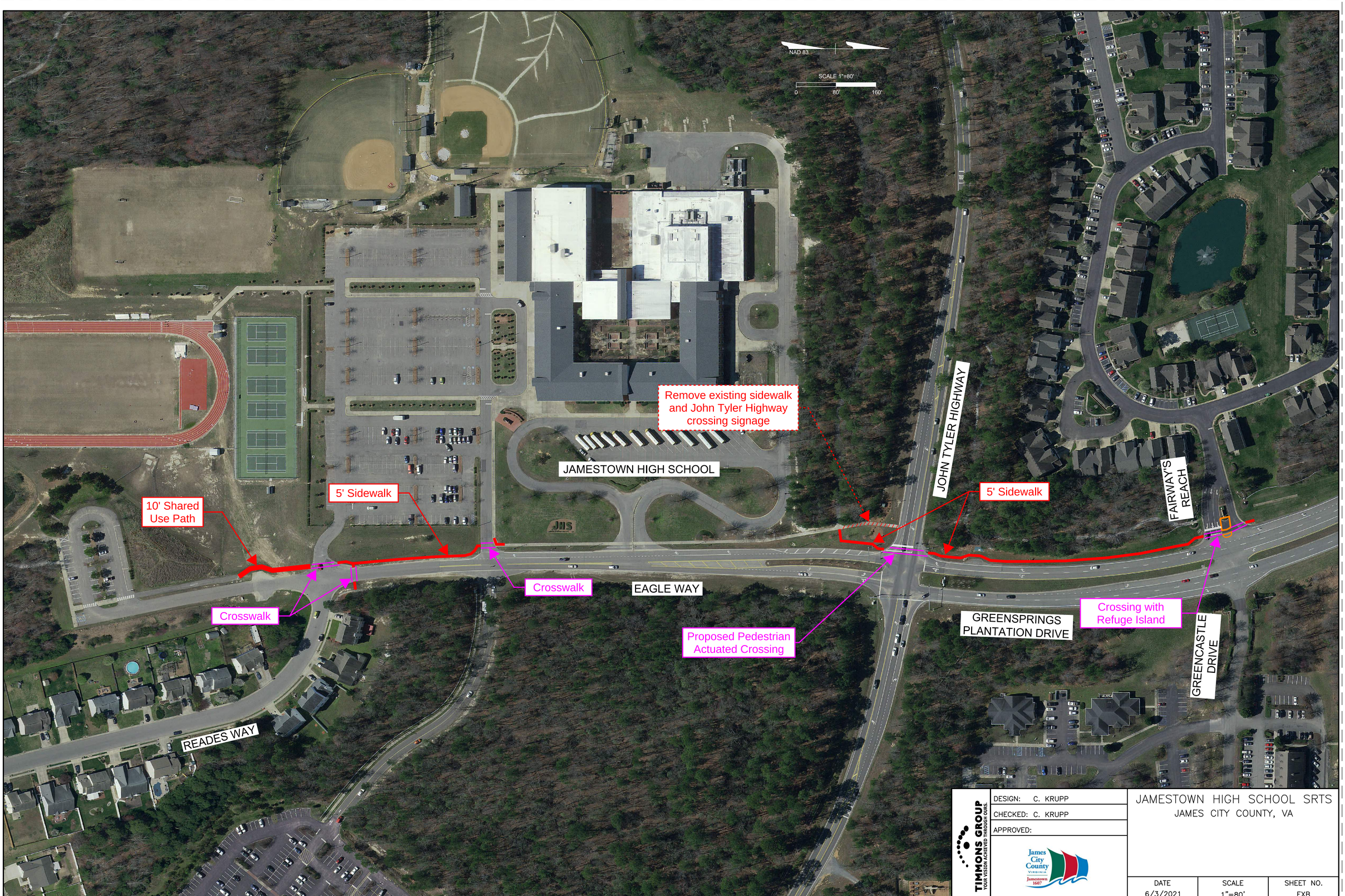
MCGLENNON	____	____	____	____
HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

VDOT-TAGFY23-24-res



SUPERVISED BY C. KRUPP
DESIGNED BY C. KRUPP
CADD OPERATOR K. HOGAN
REVISED BY

PLAN	BY	DATE
SURVEYED		
PLAT/EASEMENT CHECKED		
RT. OF WAY CHECKED		
NOTE BOOK NO.		

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

DESIGN: C. KRUPP
CHECKED: C. KRUPP
APPROVED:

James City County VIRGINIA Jamestown 1607

JAMESTOWN HIGH SCHOOL SRTS
JAMES CITY COUNTY, VA

DATE	SCALE	SHEET NO.
6/3/2021	1"=80'	EXB

AGENDA ITEM NO. D.9.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Supplemental Appropriation Request - $90,305

ATTACHMENTS:

	Description	Type
🗋	Supplemental Appropriation Request - $90,305	Cover Memo
🗋	Supplemental Appropriation Request - $90,305	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Social Services	Vinroot, Rebecca	Approved	7/9/2021 - 3:51 PM
Publication Management	Daniel, Martha	Approved	7/9/2021 - 3:54 PM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:57 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:17 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:42 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:26 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Supplemental Appropriation Request - $90,305

Chafee Education and Training Voucher - COVID-19/Chafee Independent Living - COVID-19 ($10,884)

The Consolidated Appropriations Act 2021, Public Law (P.L.) 116-260 enacted into law on December 27, 2020, makes continuing appropriations for specified federal agencies and provides temporary flexibilities and assistance in response to the COVID-19 pandemic and public health emergency. Division X of P.L. 116-260, titled the *Supporting Foster Youth and Families through the Pandemic Act,* includes additional funding for the Chafee Education and Training Vouchers (ETV) Program of the John H. Chafee Program for Successful Transition to Adulthood (Chafee Program), which addresses the critical financial needs of youth/young adults who are or were formerly in foster care regardless of current maximum age for foster care under the laws and policies of the Virginia Department of Social Services (VDSS):

- Chafee Education and Training Voucher - COVID-19 ($3,000): ETV funds are used to cover expenditures associated with post-secondary education (college/university) and vocational training programs.

- Chafee Independent Living - COVID-19 ($7,884): The Chafee Independent Living Program is a component of VDSS Foster Care and Fostering Futures programs. Services include, but are not limited to, housing education and home management training; budgeting and financial management skills; substance abuse prevention; preventative health activities; and academic support. This helps the participants complement their own efforts to achieve self-sufficiency and to assure that they recognize and accept personal responsibility.

Adult Protective Services - COVID-19 ($16,159)

The purpose of the Adult Protective Services (APS) - COVID-19 funds is to enhance and improve APS programs' response to the COVID-19 pandemic. Eligible expenditures include purchased services and administrative operations that meet the federal spending guidance. Funding must supplement and not supplant current APS funding provided to localities. This one-time funding is limited and must be expended by September 30, 2022.

- Adult Protective Services - COVID-19: The funds provide for the purchase of goods and services for adults age 60 or older or age 18-59 and incapacitated who are served through the APS program.

Title IV-E Prevention Services ($63,262)

The 2021 Special Session I Appropriation Act, Chapter 552, included Title IV-E Prevention Services funding for local departments of social services for prevention services through the Family First Prevention Services Act.

- Allocations will provide evidence-based and trauma-informed prevention services to children at imminent risk of entering foster care and their families. The $63,262 allocation includes a $40,000 base allocation and a $23,232 set-aside supplement.

The aforementioned funds received through allocations do not require a local match.

Staff recommends the adoption of the attached resolution to the Social Services Fund.

RV/md
SupplAppReq-mem

Attachment

R E S O L U T I O N

SUPPLEMENTAL APPROPRIATION REQUEST - $90,305

WHEREAS, the Consolidated Appropriations Act 2021, Public Law (P.L.) 116-260 enacted into law on December 27, 2020, makes continuing appropriations for specified federal agencies and provides temporary flexibilities and assistance in response to the COVID-19 pandemic and public health emergency. The *Supporting Foster Youth and Families through the Pandemic Act* of P.L. 116-260 provides funding for Chafee Education and Training Voucher - COVID-19 and Chafee Independent Living - COVID-19, which addresses the critical financial needs of youth/young adults who are or were formerly in foster care regardless of current maximum age for foster care under the laws and policies of the Virginia Department of Social Services; and

WHEREAS, the Adult Protective Services (APS) - COVID-19 funds are provided to enhance and improve APS programs' response to the COVID-19 pandemic. These funds must be expended by September 30, 2022; and

WHEREAS, the 2021 Special Session I Appropriation Act, Chapter 552, included Title IV-E Prevention Services funding beginning in Fiscal Year 2022 for local departments of social services for prevention services through the Family First Prevention Services Act. Federal funding will be available to each locality for Multisystemic Therapy, Functional Family Therapy, and Parent Child Interaction Therapy. The allocations will provide evidence-based and trauma-informed prevention services to children at imminent risk of entering foster care and their families; and

WHEREAS, James City County is projected to incur expenditures in the amount of $90,305, which includes $27,043 for Chafee Education Training, Chafee Independent Living, and APS COVID-19-related purchases as well as $63,262 for Title IV-E Prevention Services, all of which is to be reimbursed through the Virginia Department of Social Services; and

WHEREAS, there is no local match requirement for the aforementioned funding.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following appropriation to the Social Services Fund:

Revenues:	
Federal	$58,674
State - Department of Social Services	31,631
Total	$90,305
Expenditures:	
Chafee Education Training Voucher - COVID-19	$ 7,884
Chafee Independent Living - COVID-19	3,000
Adult Protective Services - COVID-19	16,159
Title IV-E Prevention Services	63,262
Total	$90,305

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
SADLER	____	____	____	____
ICENHOUR	____	____	____	____
LARSON	____	____	____	____
MCGLENNON	____	____	____	____
HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

SupplAppReq-res

AGENDA ITEM NO. D.10.

ITEM SUMMARY

DATE:	7/27/2021
TO:	The Board of Supervisors
FROM:	Paul D. Holt, III, Director of Planning and Community Development
SUBJECT:	The Virginia Department of Transportation (VDOT) Revenue Sharing Program-Fiscal Year 2027-2028

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo
	Resolution	Resolution
	Centerville Road and Jolly Pond Road Project Sketch	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	7/9/2021 - 12:10 PM
Development Management	Holt, Paul	Approved	7/9/2021 - 12:11 PM
Publication Management	Daniel, Martha	Approved	7/9/2021 - 12:26 PM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:57 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:18 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:40 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:23 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

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

SUBJECT: The Virginia Department of Transportation Revenue Sharing Program - Fiscal Year 2027-2028

Each year the Virginia Department of Transportation (VDOT) invites localities to participate in the Revenue Sharing Program, which provides localities an additional funding option to construct, reconstruct, improve, or maintain the highway system. The program matches local dollars on a one-to-one basis up to $10 million per locality. As a competitive program, VDOT prioritizes eligible projects into the following categories:

Priority 1 Construction Projects that have previously received Revenue Sharing funding as part of the Program application process.

Priority 2 Construction Projects that meet a transportation need identified in the Statewide Transportation Plan (VTRANS) or when funding will accelerate advertisement of a project in a locality's capital improvement plan.

Priority 3 Projects that address deficient pavement resurfacing and bridge rehabilitation.

The County typically uses revenue sharing to provide funding for small projects, immediately needed improvements, or to supplement existing funding on projects. This year staff is recommending one project for Board consideration, the installation of a traffic signal at the intersection of Centerville Road and Jolly Pond Road near Colonial Heritage. As each year of the VDOT Revenue Sharing Program is a different application year, this submission would not impact projects awarded in previous years.

Centerville Road and Jolly Pond Road is an unsignalized intersection. Centerville Road heading eastbound consists of one through lane and a left-turn lane. Centerville Road, westbound, consists of one through lane with a right-turn slip lane to Jolly Pond Road. Jolly Pond Road has a right-turn lane and a left-turn lane onto Centerville Road. The proposed traffic signal, including preliminary engineering, construction, and VDOT oversight costs, is estimated at $522,187. This application would be considered a "Priority 2" project under VDOT criteria and identified as a safety improvement need in VTRANS.

Staff recommends the adoption of the attached resolution authorizing the County to participate in the Fiscal Year 2027-2028 Revenue Sharing Program.

PDH/md
VDOT-RevShFY27-28-mem

Attachments:
1. Resolution
2. Centerville Road and Jolly Pond Road Project Sketch

R E S O L U T I O N

VIRGINIA DEPARTMENT OF TRANSPORTATION

REVENUE SHARING PROGRAM - FISCAL YEARS 2027 AND 2028

CENTERVILLE ROAD AND JOLLY POND TRAFFIC SIGNAL

WHEREAS, the Board of Supervisors of James City County, Virginia (the "County") desires for the County to submit an application requesting up to $261,094 of Revenue Sharing Funds through the Virginia Department of Transportation (VDOT) Fiscal Years 2027 and 2028 Revenue Sharing Program; and

WHEREAS, sufficient funds already exist in the County's Community Development fund for the County to match up to $261,094 of any awarded Revenue Sharing Program funds; and

WHEREAS, the combined funding from the County and VDOT totaling up to $522,188 is requested to fund the traffic signal at the intersection of Centerville Road and Jolly Pond Road.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby supports this application for an allocation up to $261,094 through the VDOT Revenue Sharing Program and further approves a County contribution up to $261,094 toward this project.

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
SADLER	____	____	____	____
ICENHOUR	____	____	____	____
LARSON	____	____	____	____
MCGLENNON	____	____	____	____
HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

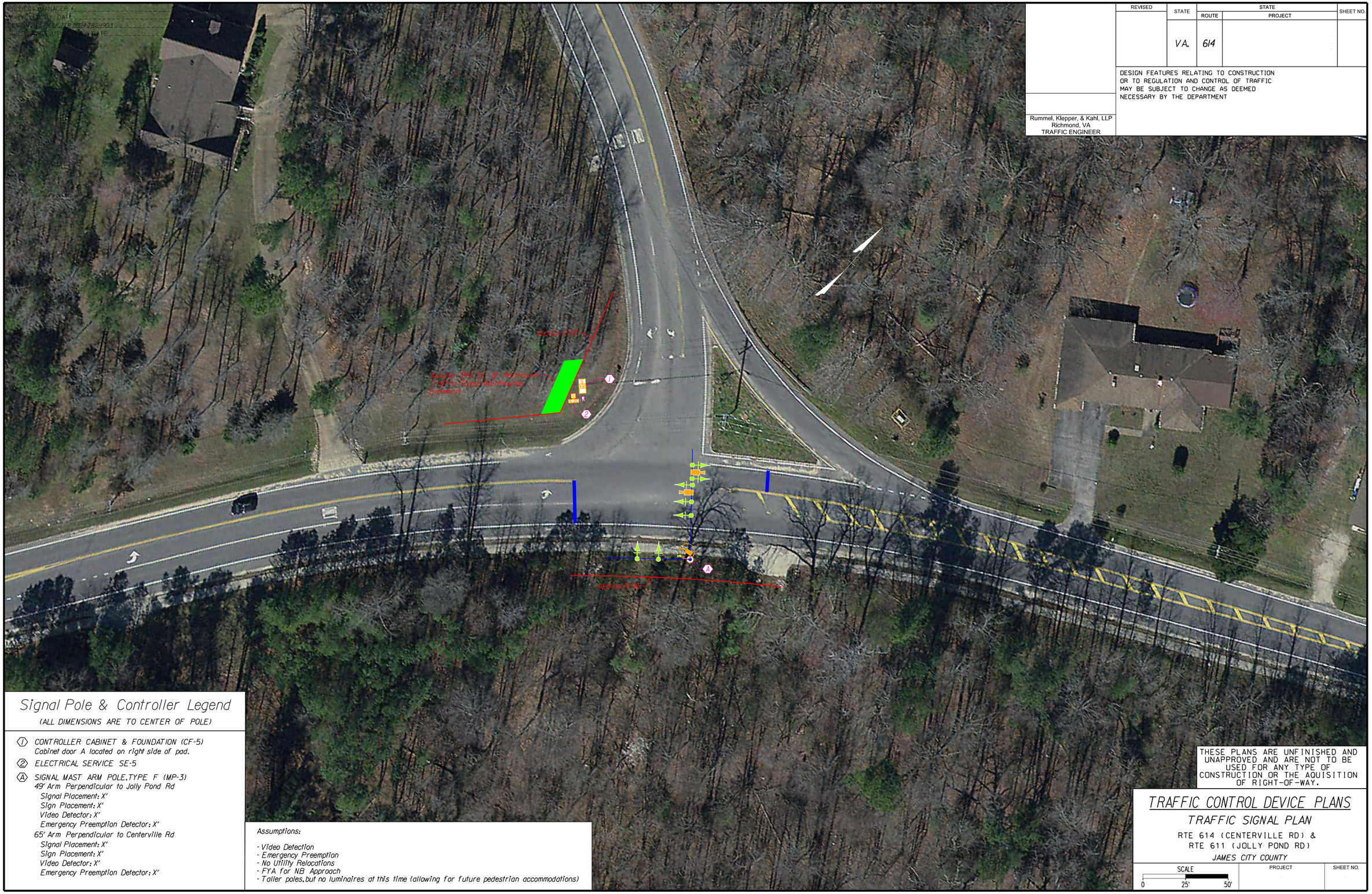
VDOT-RevShFY27-28-res

PROJECT MANAGER
SURVEYED BY, DATE
DESIGN BY RK&K, LLP 804.782.1903
SUBSURFACE UTILITIES BY, DATE

REVISED	STATE	STATE ROUTE	STATE PROJECT	SHEET NO.
	VA.	614		

DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED NECESSARY BY THE DEPARTMENT

Rummel, Klepper, & Kahl, LLP
Richmond, VA
TRAFFIC ENGINEER



Signal Pole & Controller Legend

(ALL DIMENSIONS ARE TO CENTER OF POLE)

1. CONTROLLER CABINET & FOUNDATION (CF-5)
   Cabinet door A located on right side of pad.
2. ELECTRICAL SERVICE SE-5
A. SIGNAL MAST ARM POLE, TYPE F (MP-3)
   49' Arm Perpendicular to Jolly Pond Rd
      Signal Placement: X'
      Sign Placement: X'
      Video Detector: X'
      Emergency Preemption Detector: X'
   65' Arm Perpendicular to Centerville Rd
      Signal Placement: X'
      Sign Placement: X'
      Video Detector: X'
      Emergency Preemption Detector: X'

Assumptions:

- Video Detection
- Emergency Preemption
- No Utility Relocations
- FYA for NB Approach
- Taller poles, but no luminaires at this time (allowing for future pedestrian accommodations)

THESE PLANS ARE UNFINISHED AND UNAPPROVED AND ARE NOT TO BE USED FOR ANY TYPE OF CONSTRUCTION OR THE AQUISITION OF RIGHT-OF-WAY.

TRAFFIC CONTROL DEVICE PLANS

TRAFFIC SIGNAL PLAN

RTE 614 (CENTERVILLE RD) &
RTE 611 (JOLLY POND RD)

JAMES CITY COUNTY

SCALE	PROJECT	SHEET NO.
0 25' 50'		

AGENDA ITEM NO. F.1.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Bradley J. Rinehimer, Assistant County Administrator

SUBJECT: PUBLIC HEARING: Amendment to the Fiscal Year 2022 (FY2022) Adopted Budget for the Purchase of Property

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ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo
	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/12/2021 - 2:38 PM
Board Secretary	Rinehimer, Bradley	Approved	7/12/2021 - 2:41 PM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:17 AM
Publication Management	Daniel, Martha	Approved	7/19/2021 - 9:33 AM
Legal Review	Kinsman, Adam	Approved	7/20/2021 - 10:31 AM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:23 PM
Board Secretary	Rinehimer, Bradley	Approved	7/20/2021 - 1:30 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:04 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Bradley J. Rinehimer, Assistant County Administrator

SUBJECT: Amending the Fiscal Year 2022 Adopted Budget and Authorizing the Purchase of Properties Located at 4093, 4095, and 4097 Ironbound Road

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At the July 27, 2021, Board of Supervisors meeting, the Board voted to amend the Fiscal Year (FY) 2022 budget to allow for the use of $7 million from the Fund Balance for the purchase of the properties located at 4093, 4095, and 4097 Ironbound Road, referred to as the Courthouse Green properties. The County currently leases one of these buildings, which houses Colonial Community Corrections and the Court Services Unit. The County is evaluating its options for the other two buildings, which may include relocation of other County staff/services.

County staff has negotiated a purchase price for these three buildings of $6.5 million with anticipated closing costs of approximately $100,000. It is further anticipated the County will need to spend up to $400,000 to refurbish and ready the building for other County staff/services.

Staff recommends approval of the attached resolution to authorize the amendment to the County FY22 budget and authorize and direct the County Administrator to execute those documents necessary for the purchase of the properties located at 4093, 4095, and 4097 Ironbound Road.

BJR/md
22BudgAmd-CthGrn-mem

Attachment

R E S O L U T I O N

AMENDING THE FISCAL YEAR 2022 ADOPTED BUDGET AND AUTHORIZING THE

PURCHASE OF PROPERTIES LOCATED AT 4093, 4095, AND 4097 IRONBOUND ROAD

WHEREAS, there exist three parcels of land in the County of James City located at 4093 Ironbound Road, 4095 Ironbound Road, and 4097 Ironbound Road, further identified as James City County Real Estate Tax Map Parcel ID numbers 3842300002, 3842300003, and 3842300004, respectively (together, the "Property"); and

WHEREAS, the Property is roughly 4.82 acres in total with three office buildings totaling approximately 36,061 square feet and is situated adjacent to the Williamsburg-James City County Courthouse; and

WHEREAS, the owners of the Property, Court Support Office, LLC, Building C, LLC, and Medical Building of Courthouse Green Williamsburg, LLC, have offered to sell the Property; and

WHEREAS, the County has identified current and future needs for the Property including space for Colonial Community Corrections, the Court Services Unit, and the General Registrar, among other space needs; and

WHEREAS, the Board of Supervisors is of the opinion that the County should purchase the Property for an amount not to exceed $6.6 million, which is inclusive of $100,000 in anticipated closing costs; and

WHEREAS, there is an additional need for up to $400,000 for the renovation of the existing buildings on the Property to fit the needs of potential users; and

WHEREAS, the Board of Supervisors desires to allocate and appropriate $7 million of the County's Fund Balance to purchase the Property and make necessary improvements thereto; and

WHEREAS, the Board of Supervisors held a public hearing on July 27, 2021 on its intent to amend the Fiscal Year 2022 Adopted Budget, which was properly advertised in accordance with Virginia Code § 15.2-2507.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby amend the Fiscal Year 2022 Adopted Budget and authorize the appropriations as shown below:

General Fund - Funding Source:	
Fund Balance	$7,000,000
General Fund - Funding Use:	
Transfer to Capital Projects Fund	$7,000,000
Capital Projects Fund - Funding Source:	
Transfer from the General Fund	$7,000,000
Capital Projects Fund - Expenditures:	
Property Acquisition/Renovations - Ironbound Road	$7,000,000

BE IT FURTHER RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby authorize and direct the County Administrator to execute those documents necessary for the purchase of the properties located at 4093, 4095, and 4097 Ironbound Road, and further identified as James City County Real Estate Tax Map Parcel ID numbers: 3842300002, 3842300003, and 3842300004, respectively, in an amount not to exceed $6,600,000, inclusive of closing costs.

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
SADLER	____	____	____	____
ICENHOUR	____	____	____	____
LARSON	____	____	____	____
MCGLENNON	____	____	____	____
HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

22BudgAmd-CthGrn-res

AGENDA ITEM NO. F.2.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Virginia United Methodist Homes of Williamsburg, Inc. $65,000,000 Revenue Bond Issuance

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ATTACHMENTS:

	Description	Type
	memo	Cover Memo
	reso	Resolution
	Applicant information	Exhibit
	Signed Applicant Package	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Kinsman, Adam	Approved	7/20/2021 - 10:31 AM
Publication Management	Daniel, Martha	Approved	7/20/2021 - 11:11 AM
Legal Review	Kinsman, Adam	Approved	7/20/2021 - 11:15 AM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:23 PM
Board Secretary	Carnifax, John	Approved	7/20/2021 - 1:29 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:04 PM

M E M O R A N D U M

DATE: July 27, 2021

TO: The Board of Supervisors

FROM: Adam R. Kinsman, County Attorney

SUBJECT: Virginia United Methodist Homes of Williamsburg, Inc. $65,000,000 Revenue Bond Issuance

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The Economic Development Authority of James City County, Virginia (the "EDA") has approved the Virginia United Methodist Homes of Williamsburg, Inc.'s ("VUMH") request that the EDA issue up to $65,000,000 of its revenue bonds to provide funds to refinance previously-issued bonds and to finance other capital projects at the WindsorMeade development. The Internal Revenue Code provides that the Board of Supervisors must approve the issuance of these bonds. Should the Board approve the approval of the issuance of the Bonds, it does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the plan of finance or the VUMH. Further, the bonds are not deemed to constitute a debt or a pledge of the faith and credit or taxing power of the EDA or the County.

The County's outside bond counsel, Hunton Andrews Kurth, LLP, has reviewed the request on behalf of the County and the EDA and have indicated no legal issues with the request. They did note one practical concern, however: the primary implication of the EDA's issuance of these bonds means that no bank-qualified bonds can be issued by the EDA or the County in the year that the tax-exempt refunding bonds will be issued (which may be in calendar year 2023). Bank-qualified debt is a special subset of tax-exempt bonds that restricts the aggregate issuance of tax-exempt bonds in a calendar year to no more than $10 million in return for typically a lower interest rate. Most of the County's recent issuances have been over $10 million, so bank-qualified debt structure is not often a viable option to the County. As a result, it is unlikely to affect plans for any future County bond issuances.

Supporting materials are attached. Should the Board desire to approve this request, I recommend adoption of the attached Resolution.

ARK/md
VUMHRevBondIss-mem

Attachment

R E S O L U T I O N

VIRGINIA UNITED METHODIST HOMES OF WILLIAMSBURG, INC.

$65,000,000 REVENUE BOND ISSUANCE

WHEREAS, the Economic Development Authority of James City County, Virginia (the "Authority") has approved the application of Virginia United Methodist Homes of Williamsburg, Inc. (the "Borrower"), a Virginia nonstock corporation, requesting that the Authority issue up to $65,000,000 of its revenue bonds in one or more series at one time or from time to time (the "Bonds") to provide funds to make a loan to the Borrower:

1. To refinance the Authority's (i) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Senior), (ii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Subordinate), (iii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013B (Senior), and (iv) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013C (Senior/Taxable) (collectively, the "2013 Bonds") proceeds of which were used to refinance prior bonds of the Authority that were issued to provide the initial financing for the Borrower's senior living community (the "Community") located in and around 3900 Windsor Hall Drive, James City County, Virginia.

2. To refinance the Authority's Residential Care Facility Revenue Bond (Virginia United Methodist Homes of Williamsburg), Series 2016 (the "2016 Bond"), proceeds of which were used to (a) finance costs associated with the renovation and expansion of the health center facility for the Borrower's Community, and (b) to finance costs related to a debt service reserve fund, costs of issuance, working capital, routine capital expenditures of the Community, and other expenses in connection with the issuance of the 2016 Bond; and

3. To finance other capital projects at the Community all within the existing structures or existing parking facilities located at the Community and amounts required for reserves, working capital, capitalized interest, costs of issuance, and other financing expenses related to the issuance of the Bonds. Item Nos. (1) through (3) above are collectively referred to as the "Plan of Finance".

WHEREAS, on July 20, 2021, the Authority held a public hearing regarding the Plan of Finance; and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the bonds and Section 15.2-4906 of the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, Code of Virginia of 1950, as amended ("Act") sets forth the procedure for such approval; and

WHEREAS, the Authority issues its bonds on behalf of James City County, Virginia (the "County"), the facilities to be financed and refinanced with the proceeds of the Bonds are located in the County and the Board of Supervisors of James City County, Virginia (the "Board"), constitutes the highest elected governmental unit of the County; and

WHEREAS, the Authority has recommended that the County approve the Plan of Finance and the issuance of the Bonds; and

WHEREAS, a copy of the Authority's resolution providing initial approval of the issuance of the Bonds, a certificate of the public hearing, and a Fiscal Impact Statement have been filed with the Board.

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

1. The Board approves the issuance of the Bonds, in an aggregate principal amount up to $65,000,000, by the Authority for the benefit of the Borrower, solely to the extent required by Section 147(f) of the Code and Section 15.2-4906 of the Act, to permit the Authority to assist in accomplishing the Plan of Finance.

2. The approval of the issuance of the Bonds does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Plan of Finance or the Borrower. In accordance with Section 15.2-4909 of the Act, the Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit or taxing power of the Commonwealth or any political subdivision thereof, including the Authority and the County.

3. The Board has been advised that one or more series of Bonds could be issued under a forward-delivery Bond Purchase and Loan Agreement. Accordingly, the initially issued series of Bonds will bear interest at a taxable rate and at a date in the future, under any forward-delivery Bond Purchase and Loan Agreement the taxable series of Bonds will be refunded by a tax-exempt series of Bonds. The Board has been advised that such subsequent refunding is expected to occur, if at all, in calendar year 2023 and that the principal amount of the subsequent refunding series of Bonds as of the date of such refunding would impact the County's ability to issue "bank-qualified" bonds pursuant to Section 265 of the Internal Revenue Code of 1986, as amended, in the calendar year in which such interest rate conversion occurs.

4. This resolution shall take effect immediately upon its adoption.

_____
Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

_____
Teresa J. Fellows
Deputy Clerk to the Board

	VOTES			
	AYE	NAY	ABSTAIN	ABSENT
SADLER	____	____	____	____
ICENHOUR	____	____	____	____
LARSON	____	____	____	____
MCGLENNON	____	____	____	____
HIPPLE	____	____	____	____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of July, 2021.

VUMHRevBondIss-res

July 20, 2021

Board of Supervisors
of James City County, Virginia
101 Mounts Bay Road
Williamsburg, Virginia 23185

Economic Development Authority of James City County, Virginia
Proposed Financing for Virginia United Methodist Homes of Williamsburg, Inc.

Virginia United Methodist Homes of Williamsburg, Inc. (the "Borrower"), a Virginia nonstock corporation, whose principal place of business is 3975 WindsorMeade Way, James City County, Virginia, has requested that the Economic Development Authority of James City County, Virginia (the "Authority"), issue up to $65,000,000 of its revenue bonds, in one or more series at one time or from time to time (the "Bonds"), the proceeds of which will be loaned to the Borrower:

(1) to refinance the Authority's (i) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Senior), (ii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Subordinate), (iii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013B (Senior), and (iv) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013C (Senior/Taxable) (collectively, the "2013 Bonds") proceeds of which were used to refinance prior bonds of the Authority that were issued to provide the initial financing for the Borrower's senior living community (the "Community") located in and around the address indicated above;

(2) to refinance the Authority's Residential Care Facility Revenue Bond (Virginia United Methodist Homes of Williamsburg), Series 2016 (the "2016 Bond"), proceeds of which were used to (a) finance costs associated with the renovation and expansion of the health center facility for the Borrower's Community, and (b) to finance costs related to a debt service reserve fund, costs of issuance, working capital, routine capital expenditures of the Community and other expenses in connection with the issuance of the 2016 Bond; and

(3) to finance other capital projects at the Community all within the existing structures or existing parking facilities located at the Community and amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds. Items (1) through (3) are collectively referred to as the "Plan of Finance."

As set forth in the inducement resolution of the Authority attached hereto, the Authority has authorized the issuance of the Bonds to accomplish the Plan of Finance. The Authority has conducted a public hearing on the Plan of Finance and has recommended that you approve the Plan of Finance and the issuance of the Bonds by the Authority as required by Section 147(f) of the Internal Revenue Code of 1986, as amended, and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the "Virginia Code").

Attached hereto is (1) a certificate evidencing (A) the conduct of the public hearing and (B) the inducement resolution adopted by the Authority regarding the Plan of Finance, (2) the Fiscal Impact Statement required pursuant to Section 15.2-4907 of the Virginia Code and (3) the form of resolution suggested by bond counsel to evidence your approval.

_____

Secretary
Economic Development Authority of James City County, Virginia

CERTIFICATE

The undersigned Secretary of the Economic Development Authority of James City County, Virginia (the "Authority") hereby certifies as follows:

1. A meeting of the Authority was duly called and held on Tuesday, July 20, 2021, at 4:00 p.m., before the Authority, in the Main Conference Room of 101-D, James City County Government Center, 101 Mounts Bay Road, Williamsburg, Virginia 23185, pursuant to proper notice given to each Director of the Authority before such meeting. The meeting was open to the public. The time of the meeting and the place at which the meeting was held provided a reasonable opportunity for persons of differing views to appear and be heard.

2. The Chair announced the commencement of a public hearing on the application of Virginia United Methodist Homes of Williamsburg, Inc., a Virginia nonstock corporation, and that a notice of the hearing was published once a week for two successive weeks in a newspaper having general circulation in James City County, Virginia (the "Notice"), with the second publication appearing not less than six days nor more than twenty-one days prior to the hearing date. A copy of the Notice is attached and has been filed with the minutes of the Authority and is attached as Exhibit A.

3. A summary of the statements made at the public hearing is attached as Exhibit B.

4. Attached as Exhibit C is a true, correct and complete copy of the inducement resolution (the "Resolution") adopted at such meeting of the Authority by a majority of the Directors present at such meeting. The Resolution constitutes all formal action taken by the Authority at such meeting relating to matters referred to in the Resolution. The Resolution has not been repealed, revoked, rescinded or amended and is in full force and effect on this date.

WITNESS my hand and the seal of the Authority, as of July 20, 2021.

_____
Secretary, Economic Development Authority of
James City County, Virginia

[SEAL]

Exhibits:

A - Copy of Certified Notice
B - Summary of Statements
C - Approving Resolutions

EXHIBIT A

NOTICE OF PUBLIC HEARING

EXHIBIT B

Summary of Statements

Representatives of Virginia United Methodist Homes of Williamsburg, Inc. appeared before the Authority to describe the project and the proposed bond issue. [[[No one appeared in opposition to the proposed bond issue.]]]

EXHIBIT C

Approving Resolution

(See Attached)

FISCAL IMPACT STATEMENT
FOR PROPOSED BOND FINANCING

Date: July 20, 2021

To the Board of Supervisors of James City County, Virginia

Applicant: Virginia United Methodist Homes of Williamsburg, Inc. (the "Borrower")

Facility/ Plan of Finance: Refinancing of debt for a Life Plan Community and financing of routine capital expenditures.

1.	Maximum amount of financing sought	$65,000,000
2.	Estimated taxable value of the facility's real property to be constructed in the locality. (1)	$0
3.	Estimated real property tax per year using present tax rates. (2)	$646,000
4.	Estimated personal property tax per year using present tax rates. (2)	$31,400
5.	Estimated merchants' capital tax per year using present tax rates.	$0
6.	(a) Estimated dollar value per year of goods that will be purchased from Virginia companies within the locality	$105,000
	(b) Estimated dollar value per year of goods that will be purchased from	$2,688,000
	(c) Estimated dollar value per year of services that will be purchased from Virginia companies within the locality	$144,000
	(d) Estimated dollar value per year of services that will be purchased from non-Virginia companies within the locality	$3,745,000
7.	Estimated number of regular employees on year round basis.	153
8.	Average annual salary per employee.	$40,000

(1) No new structures will be built with the proceeds of the bonds. The primary purpose is the refinancing of existing debt

(2) Current amounts shown for the entire community. With the primary purpose of the transaction being a refinancing, the Applicant does not anticipate using bond proceeds to acquire property that would result in additional taxes being due.

Chairman
Economic Development Authority of James City County, Virginia

At a regular meeting of the Board of Supervisors of James City County, Virginia, held on July 27, 2021, the following Board members were recorded as present:

PRESENT:

On motion by _____, seconded by _____, the attached Resolution was adopted by a majority of the members of the Board of Supervisors by a roll call vote, the votes being recorded as follows:

MEMBER	VOTE

[Proposed Form of Board of Supervisors Resolution]

RESOLUTION
OF THE BOARD OF SUPERVISORS OF
JAMES CITY COUNTY, VIRGINIA

WHEREAS, the Economic Development Authority of James City County, Virginia (the "Authority") has approved the application of Virginia United Methodist Homes of Williamsburg, Inc. (the "Borrower"), a Virginia nonstock corporation, requesting that the Authority issue up to $65,000,000 of its revenue bonds in one or more series at one time or from time to time (the "Bonds") to provide funds to make a loan to the Borrower:

(1) to refinance the Authority's (i) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Senior), (ii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Subordinate), (iii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013B (Senior), and (iv) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013C (Senior/Taxable) (collectively, the "2013 Bonds") proceeds of which were used to refinance prior bonds of the Authority that were issued to provide the initial financing for the Borrower's senior living community (the "Community") located in and around 3900 Windsor Hall Drive, James City County, Virginia.

(2) to refinance the Authority's Residential Care Facility Revenue Bond (Virginia United Methodist Homes of Williamsburg), Series 2016 (the "2016 Bond"), proceeds of which were used to (a) finance costs associated with the renovation and expansion of the health center facility for the Borrower's Community, and (b) to finance costs related to a debt service reserve fund, costs of issuance, working capital, routine capital expenditures of the Community and other expenses in connection with the issuance of the 2016 Bond; and

(3) to finance other capital projects at the Community all within the existing structures or existing parking facilities located at the Community and amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds. Items (1) through (3) above are collectively referred to as the "Plan of Finance".

WHEREAS, on July 20, 2021, the Authority held a public hearing regarding the Plan of Finance;

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the bonds and Section 15.2-4906 of the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, Code of Virginia of 1950, as amended ("Act") sets forth the procedure for such approval;

WHEREAS, the Authority issues its bonds on behalf of James City County, Virginia (the "County"), the facilities to be financed and refinanced with the proceeds of the Bonds are located in the County and the Board of Supervisors of James City County, Virginia (the "Board"), constitutes the highest elected governmental unit of the County;

WHEREAS, the Authority has recommended that the County approve the Plan of Finance and the issuance of the Bonds; and

WHEREAS, a copy of the Authority's resolution providing initial approval of the issuance of the Bonds, a certificate of the public hearing and a Fiscal Impact Statement have been filed with the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF JAMES CITY COUNTY, VIRGINIA:

1. The Board approves the issuance of the Bonds, in an aggregate principal amount up to $65,000,000, by the Authority for the benefit of the Borrower, solely to the extent required by Section 147(f) of the Code and Section 15.2-4906 of the Act, to permit the Authority to assist in accomplishing the Plan of Finance.

2. The approval of the issuance of the Bonds does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Plan of Finance or the Borrower. In accordance with Section 15.2-4909 of the Act, the Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit or taxing power of the Commonwealth or any political subdivision thereof, including the Authority and the County.

3. The Board has been advised that one or more series of Bonds could be issued under a forward-delivery Bond Purchase and Loan Agreement. Accordingly, the initially issued series of Bonds will bear interest at a taxable rate and at a date in the future, under any forward-delivery Bond Purchase and Loan Agreement the taxable series of Bonds will be refunded by a tax-exempt series of Bonds. The Board has been advised that such subsequent refunding is expected to occur, if at all, in calendar year 2023 and that the principal amount of the subsequent refunding series of Bonds as of the date of such refunding would impact the County's ability to issue "bank-qualified" bonds pursuant to Section 265 of the Internal Revenue Code of 1986, as amended, in the calendar year in which such interest rate conversion occurs.

4. This resolution shall take effect immediately upon its adoption.

Adopted by the Board of Supervisors of James City County, Virginia, on July 27, 2021.

_____
Clerk
Board of Supervisors of James City County,
Virginia

[SEAL]

July 20, 2021

Board of Supervisors
of James City County, Virginia
101 Mounts Bay Road
Williamsburg, Virginia 23185

Economic Development Authority of James City County, Virginia
Proposed Financing for Virginia United Methodist Homes of Williamsburg, Inc.

Virginia United Methodist Homes of Williamsburg, Inc. (the "Borrower"), a Virginia nonstock corporation, whose principal place of business is 3975 WindsorMeade Way, James City County, Virginia, has requested that the Economic Development Authority of James City County, Virginia (the "Authority"), issue up to $65,000,000 of its revenue bonds, in one or more series at one time or from time to time (the "Bonds"), the proceeds of which will be loaned to the Borrower:

(1) to refinance the Authority's (i) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Senior), (ii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Subordinate), (iii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013B (Senior), and (iv) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013C (Senior/Taxable) (collectively, the "2013 Bonds") proceeds of which were used to refinance prior bonds of the Authority that were issued to provide the initial financing for the Borrower's senior living community (the "Community") located in and around the address indicated above;

(2) to refinance the Authority's Residential Care Facility Revenue Bond (Virginia United Methodist Homes of Williamsburg), Series 2016 (the "2016 Bond"), proceeds of which were used to (a) finance costs associated with the renovation and expansion of the health center facility for the Borrower's Community, and (b) to finance costs related to a debt service reserve fund, costs of issuance, working capital, routine capital expenditures of the Community and other expenses in connection with the issuance of the 2016 Bond; and

(3) to finance other capital projects at the Community all within the existing structures or existing parking facilities located at the Community and amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds. Items (1) through (3) are collectively referred to as the "Plan of Finance."

As set forth in the inducement resolution of the Authority attached hereto, the Authority has authorized the issuance of the Bonds to accomplish the Plan of Finance. The Authority has conducted a public hearing on the Plan of Finance and has recommended that you approve the Plan of Finance and the issuance of the Bonds by the Authority as required by Section 147(f) of the Internal Revenue Code of 1986, as amended, and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the "Virginia Code").

Attached hereto is (1) a certificate evidencing (A) the conduct of the public hearing and (B) the inducement resolution adopted by the Authority regarding the Plan of Finance, (2) the Fiscal Impact Statement required pursuant to Section 15.2-4907 of the Virginia Code and (3) the form of resolution suggested by bond counsel to evidence your approval.

Secretary
Economic Development Authority of James City County, Virginia

CERTIFICATE

The undersigned Secretary of the Economic Development Authority of James City County, Virginia (the "Authority") hereby certifies as follows:

1. A meeting of the Authority was duly called and held on Tuesday, July 20, 2021, at 4:00 p.m., before the Authority, in the Main Conference Room of 101-D, James City County Government Center, 101 Mounts Bay Road, Williamsburg, Virginia 23185, pursuant to proper notice given to each Director of the Authority before such meeting. The meeting was open to the public. The time of the meeting and the place at which the meeting was held provided a reasonable opportunity for persons of differing views to appear and be heard.

2. The Chair announced the commencement of a public hearing on the application of Virginia United Methodist Homes of Williamsburg, Inc., a Virginia nonstock corporation, and that a notice of the hearing was published once a week for two successive weeks in a newspaper having general circulation in James City County, Virginia (the "Notice"), with the second publication appearing not less than six days nor more than twenty-one days prior to the hearing date. A copy of the Notice is attached and has been filed with the minutes of the Authority and is attached as Exhibit A.

3. A summary of the statements made at the public hearing is attached as Exhibit B.

4. Attached as Exhibit C is a true, correct and complete copy of the inducement resolution (the "Resolution") adopted at such meeting of the Authority by a majority of the Directors present at such meeting. The Resolution constitutes all formal action taken by the Authority at such meeting relating to matters referred to in the Resolution. The Resolution has not been repealed, revoked, rescinded or amended and is in full force and effect on this date.

WITNESS my hand and the seal of the Authority, as of July 20, 2021.

Secretary, Economic Development Authority of
James City County, Virginia

[SEAL]

Exhibits:

A - Copy of Certified Notice
B - Summary of Statements
C - Approving Resolutions

EXHIBIT A

NOTICE OF PUBLIC HEARING

VIRGINIA MEDIA

Sold To:
McGuireWoods LLP - CU80063108
800 E Canal St
Richmond, VA 23219-3956

Bill To:
McGuireWoods LLP - CU80063108
800 E Canal St
Richmond, VA 23219-3956

Affidavit of Publication

State of Illinois
County of Cook

Order Number: 6989067
Purchase Order:

This day, Jeremy Gates appeared before me and, after being duly sworn, made oath that:

1) He/she is affidavit clerk of Daily Press, a newspaper published by Daily Press, LLC in the city of Newport News and the state of Virginia
2) That the advertisement hereto annexed has been published in said newspaper on the dates stated below
3) The advertisement has been produced on the websites classifieds.pilotonline.com and https://www.publicnoticevirginia.com

Published on: **Jul 06, 2021; Jul 13, 2021**.

Jeremy Gates

Subscribed and sworn to before me in my city and state on the day and year aforesaid this 13 day of July, 2021

My commission expires November 23, 2024

Notary Signature

BRENDAN KOLASA
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
November 23, 2024

Notary Stamp

VIRGINIA MEDIA

NOTICE OF PUBLIC HEARING ON PROPOSED REVENUE BOND FINANCING BY ECONOMIC DEVELOPMENT AUTHORITY OF JAMES CITY COUNTY, VIRGINIA

Notice is hereby given that the Economic Development Authority of James City County, Virginia (the "Authority"), will hold a public hearing on the application of Virginia United Methodist Homes of Williamsburg, Inc., a Virginia nonstock corporation (the "Borrower"), whose address is 3900 Windsor Hall Drive, James City County, Virginia 23188, requesting the Authority issue up to $65,000,000 of its tax-exempt revenue bonds (the "Bonds"), in one or more series from time to time. The Bonds are expected to be issued as qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code of 1986, as amended.

The Authority will loan the proceeds of the Bonds to the Borrower:

(1) to refinance the Authority's (i) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Senior), (ii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Subordinate), (iii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013B (Senior), and (iv) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013C (Senior/Taxable) (collectively, the "2013 Bonds") proceeds of which were used to refinance prior bonds of the Authority that were issued to provide the initial financing for the Borrower's senior living community (the "Community") located in and around the address indicated above;

(2) to refinance the Authority's Residential Care Facility Revenue Bond (Virginia United Methodist Homes of Williamsburg), Series 2016 (the "2016 Bond"), proceeds of which were used to (a) finance costs associated with the renovation and expansion of the health center facility for the Borrower's Community, and (b) to finance costs related to a debt service reserve fund, costs of issuance, working capital, routine capital expenditures of the Community and other expenses in connection with the issuance of the 2016 Bond; and

(3) to finance other capital projects at the Community all within the existing structures or existing parking facilities located at the Community and amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds.

THE ISSUANCE OF THE BONDS AS REQUESTED BY THE BORROWER WILL NOT CONSTITUTE A DEBT OR PLEDGE OF THE FAITH AND CREDIT OF THE COMMONWEALTH OF VIRGINIA OR ANY OTHER POLITICAL SUBDIVISION THEREOF, INCLUDING THE AUTHORITY AND JAMES CITY COUNTY, VIRGINIA, AND NEITHER THE FAITH AND CREDIT NOR THE TAXING POWER OF THE COMMONWEALTH OF VIRGINIA OR ANY POLITICAL SUB-

VIRGINIA MEDIA

VIRGINIA OR ANY POLITICAL SUBDIVISION THEREOF, INCLUDING JAMES CITY COUNTY, VIRGINIA, WILL BE PLEDGED TO THE PAYMENT OF SUCH BONDS BUT WILL BE PAYABLE SOLELY FROM THE REVENUES DERIVED FROM THE BORROWER AND PLEDGED TO THE PAYMENT THEREOF.

The public hearing, which may be continued or adjourned, will be held at 4:00 o'clock p.m. on Tuesday, July 20, 2021, before the Authority, in the Main Conference Room of 101-D, James City County Government Center, 101 Mounts Bay Road, Williamsburg, Virginia 23185. Any person interested in the issuance of the Bonds or the facilities to be refinanced with the bond proceeds may appear at the hearing and present his or her views. Information regarding the Borrower's request is on file and is open for inspection at the Authority's office at 101 Mounts Bay Road, Williamsburg, Virginia 23185 during business hours.
ECONOMIC DEVELOPMENT AUTHORITY OF JAMES CITY COUNTY, VIRGINIA

7/6, 7/13/2021 6989067

EXHIBIT B

Summary of Statements

Representatives of Virginia United Methodist Homes of Williamsburg, Inc. appeared before the Authority to describe the project and the proposed bond issue. [[[No one appeared in opposition to the proposed bond issue.]]]

EXHIBIT C

Approving Resolution

(See Attached)

RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF JAMES CITY COUNTY, VIRGINIA, PROVIDING INITIAL APPROVAL OF THE ISSUANCE OF UP TO $65,000,000 OF REVENUE BONDS FOR THE BENEFIT OF VIRGINIA UNITED METHODIST HOMES OF WILLIAMSBURG, INC.

A. The Economic Development Authority of James City County, Virginia (the "Authority"), is empowered by the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, Code of Virginia of 1950, as amended (the "Act"), to issue its revenue bonds to finance or refinance the construction and equipping of facilities for the residence or care of the aged to protect and promote the health and welfare of the inhabitants of the Commonwealth of Virginia.

B. The Authority has received a request from Virginia United Methodist Homes of Williamsburg, Inc., a Virginia nonstock corporation (the "Borrower"), to issue its revenue bonds (the "Bonds"), in one or more series at one time or from time to time, to provide funds to make a loan to the Borrower:

(1) to refinance the Authority's (i) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Senior), (ii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Subordinate), (iii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013B (Senior), and (iv) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013C (Senior/Taxable) (collectively, the "2013 Bonds") proceeds of which were used to refinance prior bonds of the Authority that were issued to provide the initial financing for the Borrower's senior living community (the "Community") located in and around 3900 Windsor Hall Drive, James City County, Virginia.

(2) to refinance the Authority's Residential Care Facility Revenue Bond (Virginia United Methodist Homes of Williamsburg), Series 2016 (the "2016 Bond"), proceeds of which were used to (a) finance costs associated with the renovation and expansion of the health center facility for the Borrower's Community, and (b) to finance costs related to a debt service reserve fund, costs of issuance, working capital, routine capital expenditures of the Community and other expenses in connection with the issuance of the 2016 Bond; and

(3) to finance other capital projects at the Community all within the existing structures or existing parking facilities located at the Community and amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds. Items (1) through (3) above are collectively referred to as the "Plan of Finance".

C. Preliminary plans for the Plan of Finance have been described to the Authority and a public hearing has been held as required by Section 147(f) of the Code and Section 15.2-4906 of the Code of Virginia of 1950, as amended;

D. The Borrower has represented that the estimated cost of undertaking the Plan of Finance will require an issue of Bonds, in one or more series at one time or from time to time, in the aggregate principal amount not to exceed $65,000,000;

NOW, THEREFORE, BE IT RESOLVED BY THE ECONOMIC DEVELOPMENT AUTHORITY OF JAMES CITY COUNTY, VIRGINIA:

1. It is hereby found and determined that the Plan of Finance will be in the public interest and will promote the commerce, safety, health, welfare, convenience or prosperity of the Commonwealth of Virginia, James City County, Virginia (the "County"), and their citizens and in particular will promote the providing of health care facilities and other facilities for the residence and care of the aged in accordance with their special needs.

2. The Authority hereby agrees to assist the Borrower in undertaking the Plan of Finance by issuing its Bonds, in one or more series at one time or from time to time, in an aggregate principal amount not to exceed $65,000,000 upon terms and conditions mutually agreeable to the Authority and the Borrower. The Bonds will be issued pursuant to documents satisfactory to the Authority. The Bonds may be issued in one or more series at one time or from time to time.

3. It having been represented to the Authority that it is necessary to proceed immediately with the Plan of Finance, and the planning therefor, the Authority agrees that the Borrower may proceed with the Plan of Finance, enter into contracts for land, construction, materials and equipment for the Project, and take such other steps as it may deem appropriate in connection with the Plan of Finance, provided, however, that nothing in this resolution shall be deemed to authorize the Borrower to obligate the Authority without its consent in each instance to the payment of any moneys or the performance of any acts in connection with the Plan of Finance. The Authority agrees that the Borrower may be reimbursed from the proceeds of the Bonds for all expenditures and costs so incurred by it, provided such expenditures and costs are properly reimbursable under the Act and applicable federal laws.

4. At the request of the Borrower, the Authority approves McGuireWoods LLP, Richmond, Virginia, as Bond Counsel in connection with the issuance of the Bonds.

5. The Bonds shall provide that neither the Commonwealth of Virginia nor any political subdivision thereof, including the Authority and the County, shall be obligated to pay the obligations under the Bonds except from the revenues, receipts and payments pledged thereof, and that neither the faith and credit nor the taxing power of the Commonwealth of Virginia or any political subdivision thereof, including the Authority and the County, is pledged to the payment of such obligations.

6. All costs and expenses in connection with the undertaking of the Plan of Finance, including the fees and expenses of Bond Counsel and Authority Counsel, shall be paid by the Borrower or, to the extent permitted by applicable law, from the proceeds of the Bonds. If for any reason such bonds are not issued, it is understood that all such expenses shall be paid by the Borrower and that the Authority shall have no responsibility therefor.

7. The Authority recommends that the governing body of the County approve the issuance of the Bonds for the purpose of undertaking the Plan of Finance.

8. No Bonds may be issued pursuant to this resolution until such time as the issuance of the Bonds has been approved by the governing body of the County.

9. This resolution shall be effective immediately.

10. The authorizations granted in this resolution shall continue in full force and effect for a period of three years after adoption, unless specifically extended by the Authority.

CERTIFICATE

The undersigned Secretary of the Economic Development Authority of James City County, Virginia (the "Authority"), hereby certifies that the foregoing is a true, correct and complete copy of a resolution adopted by a majority of the Directors of the Authority at a meeting duly called and held on July 20, 2021, in accordance with law, and that such resolution has not been repealed, revoked, rescinded or amended but is in full force and effect on the date hereof.

WITNESS the following signature and seal of the Authority as of July 20, 2021.

Secretary, Economic Development Authority of
James City County, Virginia

FISCAL IMPACT STATEMENT
FOR PROPOSED BOND FINANCING

Date: July 20, 2021

To the Board of Supervisors of James City County, Virginia

Applicant: Virginia United Methodist Homes of Williamsburg, Inc. (the "Borrower")

Facility/ Plan of Finance: Refinancing of debt for a Life Plan Community and financing of routine capital expenditures.

1.	Maximum amount of financing sought	$65,000,000
2.	Estimated taxable value of the facility's real property to be constructed in the locality. (1)	$0
3.	Estimated real property tax per year using present tax rates. (2)	$646,000
4.	Estimated personal property tax per year using present tax rates. (2)	$31,400
5.	Estimated merchants' capital tax per year using present tax rates.	$0
6.	(a) Estimated dollar value per year of goods that will be purchased from Virginia companies within the locality	$105,000
	(b) Estimated dollar value per year of goods that will be purchased from	$2,688,000
	(c) Estimated dollar value per year of services that will be purchased from Virginia companies within the locality	$144,000
	(d) Estimated dollar value per year of services that will be purchased from non-Virginia companies within the locality	$3,745,000
7.	Estimated number of regular employees on year round basis.	153
8.	Average annual salary per employee.	$40,000

(1) No new structures will be built with the proceeds of the bonds. The primary purpose is the refinancing of existing debt

(2) Current amounts shown for the entire community. With the primary purpose of the transaction being a refinancing, the Applicant does not anticipate using bond proceeds to acquire property that would result in additional taxes being due.

7/20/2021

Chairman
Economic Development Authority of James City County, Virginia

[Proposed Form of Board of Supervisors Resolution]

RESOLUTION
OF THE BOARD OF SUPERVISORS OF
JAMES CITY COUNTY, VIRGINIA

WHEREAS, the Economic Development Authority of James City County, Virginia (the "Authority") has approved the application of Virginia United Methodist Homes of Williamsburg, Inc. (the "Borrower"), a Virginia nonstock corporation, requesting that the Authority issue up to $65,000,000 of its revenue bonds in one or more series at one time or from time to time (the "Bonds") to provide funds to make a loan to the Borrower:

(1) to refinance the Authority's (i) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Senior), (ii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013A (Subordinate), (iii) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013B (Senior), and (iv) Residential Care Facility Revenue Bonds (Virginia United Methodist Homes of Williamsburg, Inc.), Series 2013C (Senior/Taxable) (collectively, the "2013 Bonds") proceeds of which were used to refinance prior bonds of the Authority that were issued to provide the initial financing for the Borrower's senior living community (the "Community") located in and around 3900 Windsor Hall Drive, James City County, Virginia.

(2) to refinance the Authority's Residential Care Facility Revenue Bond (Virginia United Methodist Homes of Williamsburg), Series 2016 (the "2016 Bond"), proceeds of which were used to (a) finance costs associated with the renovation and expansion of the health center facility for the Borrower's Community, and (b) to finance costs related to a debt service reserve fund, costs of issuance, working capital, routine capital expenditures of the Community and other expenses in connection with the issuance of the 2016 Bond; and

(3) to finance other capital projects at the Community all within the existing structures or existing parking facilities located at the Community and amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds. Items (1) through (3) above are collectively referred to as the "Plan of Finance".

WHEREAS, on July 20, 2021, the Authority held a public hearing regarding the Plan of Finance;

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the bonds and Section 15.2-4906 of the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, Code of Virginia of 1950, as amended ("Act") sets forth the procedure for such approval;

WHEREAS, the Authority issues its bonds on behalf of James City County, Virginia (the "County"), the facilities to be financed and refinanced with the proceeds of the Bonds are located in the County and the Board of Supervisors of James City County, Virginia (the "Board"), constitutes the highest elected governmental unit of the County;

WHEREAS, the Authority has recommended that the County approve the Plan of Finance and the issuance of the Bonds; and

WHEREAS, a copy of the Authority's resolution providing initial approval of the issuance of the Bonds, a certificate of the public hearing and a Fiscal Impact Statement have been filed with the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF JAMES CITY COUNTY, VIRGINIA:

1. The Board approves the issuance of the Bonds, in an aggregate principal amount up to $65,000,000, by the Authority for the benefit of the Borrower, solely to the extent required by Section 147(f) of the Code and Section 15.2-4906 of the Act, to permit the Authority to assist in accomplishing the Plan of Finance.

2. The approval of the issuance of the Bonds does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Plan of Finance or the Borrower. In accordance with Section 15.2-4909 of the Act, the Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit or taxing power of the Commonwealth or any political subdivision thereof, including the Authority and the County.

3. The Board has been advised that one or more series of Bonds could be issued under a forward-delivery Bond Purchase and Loan Agreement. Accordingly, the initially issued series of Bonds will bear interest at a taxable rate and at a date in the future, under any forward-delivery Bond Purchase and Loan Agreement the taxable series of Bonds will be refunded by a tax-exempt series of Bonds. The Board has been advised that such subsequent refunding is expected to occur, if at all, in calendar year 2023 and that the principal amount of the subsequent refunding series of Bonds as of the date of such refunding would impact the County's ability to issue "bank-qualified" bonds pursuant to Section 265 of the Internal Revenue Code of 1986, as amended, in the calendar year in which such interest rate conversion occurs.

4. This resolution shall take effect immediately upon its adoption.

Adopted by the Board of Supervisors of James City County, Virginia, on July 27, 2021.

_____
Clerk
Board of Supervisors of James City County,
Virginia

[SEAL]

AGENDA ITEM NO. I.1.

ITEM SUMMARY

DATE:	7/27/2021
TO:	The Board of Supervisors
FROM:	Scott Stevens, County Administrator
SUBJECT:	Discussion or consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Section 2.2-3711(A)(3) of the Code of Virginia

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REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:16 PM

AGENDA ITEM NO. I.2.

ITEM SUMMARY

DATE: 7/27/2021

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

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REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:17 PM

AGENDA ITEM NO. I.3.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Reappointments - Colonial Behavioral Health Board

ATTACHMENTS:

Description	Type

REVIEWERS:

Department	Reviewer	Action	Date
Social Services	Vinroot, Rebecca	Approved	7/5/2021 - 11:34 AM
Publication Management	Daniel, Martha	Approved	7/6/2021 - 1:44 PM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:57 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 9:17 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:41 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:25 PM

AGENDA ITEM NO. I.4.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Social Services Director

SUBJECT: Appointments - Social Services Advisory Board

ATTACHMENTS:

Description	Type

REVIEWERS:

Department	Reviewer	Action	Date
Social Services	Vinroot, Rebecca	Approved	7/8/2021 - 9:10 AM
Publication Management	Daniel, Martha	Approved	7/8/2021 - 3:47 PM
Legal Review	Kinsman, Adam	Approved	7/12/2021 - 7:57 AM
Board Secretary	Fellows, Teresa	Approved	7/19/2021 - 8:59 AM
Board Secretary	Rinehimer, Bradley	Approved	7/19/2021 - 12:36 PM
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 1:08 PM

AGENDA ITEM NO. I.5.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Christopher Johnson, Director of Economic Development

SUBJECT: Appointment - Economic Development Authority

ATTACHMENTS:

Description	Type

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:41 PM

AGENDA ITEM NO. I.6.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Appointments - Stormwater Program Advisory Commission

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ATTACHMENTS:

Description	Type

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:11 PM

AGENDA ITEM NO. J.1.

ITEM SUMMARY

DATE: 7/27/2021

TO: The Board of Supervisors

FROM: Christopher Johnson, Director of Economic Development

SUBJECT: Adjourn until 5 p.m. on September 14, 2021 for the Regular Meeting

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ATTACHMENTS:

Description	Type

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2021 - 3:37 PM