

AGENDA
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
July 23, 2024
1:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATION(S)

1. Retirement Commendation for Service - Cheryl Waldren
2. Proclamation National Night Out August 6, 2024

D. CONSENT CALENDAR

1. Contract Award - \$307,145 - Collington Court Stream Restoration
2. Grant Award - \$74,240 - Byrne/Justice Assistance Grant Program - Law Enforcement Equipment Grant
3. Grant Award - \$15,840 - Coastal Resilience and Trees Fund
4. Grant Award - \$41,030 - Commonwealth's Attorney - Virginia Domestic Violence Victim Fund
5. Grant Award- \$12,500- Fatherhood Incentive Funds
6. Minutes Adoption
7. Official Intent to Reimburse Expenditures with Proceeds from a Borrowing
8. Participation in Proposed Settlement of Opioid-Related Claims Against Kroger
9. Purchase on an Existing Contract, Underground Fiber Optic Cable Installation - Cable Associates, Inc. - \$1,914,250
10. Purchase of Property Located at 110 Nina Lane

E. BOARD DISCUSSIONS

1. James City County Housing Portal (website and mobile app)
2. Parks and Recreation CIP
3. Government Center Update
4. Severe Weather Preparedness

5. Contract Award - Settlers Market

F. BOARD CONSIDERATION(S)

G. BOARD REQUESTS AND DIRECTIVES

H. REPORTS OF THE COUNTY ADMINISTRATOR

I. CLOSED SESSION

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/Commissions pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia
 - a. Board of Adjustments and Appeals Appointment
 - b. Economic Development Authority Appointment
 - c. Wetlands Board and Chesapeake Bay Board Appointment
2. Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(29) and pertaining to the Contract Award for Settlers Market.
3. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 1 pm on July 26, 2024 for a tour of the Norge Solar Farm

PROCLAMATION

National Night Out – August 6, 2024

WHEREAS, *for the 41st year, the National Association of Town Watch sponsors a national community-building campaign on Tuesday, August 6, 2024, entitled “National Night Out”; and*

WHEREAS, *the National Night Out campaign provides an opportunity for neighbors in James City County to join thousands of communities from all 50 states, U.S. territories, and military bases worldwide; and*

WHEREAS, *National Night Out is an annual community-building campaign that promotes strong police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live and work; and*

WHEREAS, *neighbors in James City County assist the James City County Police Department through joint community-building efforts and support National Night Out 2024; and*

WHEREAS, *it is essential that all neighbors of James City County come together with police and work together to build a safer, more caring community, and*

NOW, THEREFORE, BE IT RESOLVED *that We, the Board of Supervisors of James City County, do hereby call upon all citizens of James City County to join the James City County Police Department and National Association of Town Watch in support for National Night Out on Tuesday, August 6, 2024.*

BE IT FURTHER RESOLVED *that We, the Board of Supervisors of James City County, do hereby proclaim Tuesday, August 6, 2024, as **NATIONAL NIGHT OUT** in James City County.*

IN WITNESS, WHEREOF, *I hereunto set my hand and caused the seal of the County of James City, Virginia, to be affixed this 23rd day of July 2024.*

Ruth Larson
Chairman, Board of Supervisors

MEMORANDUM

DATE: July 23, 2024
TO: The Board of Supervisors
FROM: Barry E. Moses, Capital Projects Coordinator
SUBJECT: Contract Award - \$307,145 - Collington Court Stream Restoration

The Collington Court Stream Restoration project will repair drainage infrastructure and protect property by stabilizing erosion in an area of the County which has highly erodible soils and runoff from upstream development that was created prior to modern stormwater management regulations. The project begins at the southeast corner of the Riverside Hospital and follows the boundary line between the Druid Hills and Marywood Phase II subdivisions (see Location Map attached). The Collington Court Stream Restoration project is in the Mill Creek watershed. The project includes restoration of approximately 440 linear feet of eroded stream channel (see photos attached). The goal of the design is to create a channel with a stable pattern, profile and dimension, and stabilize actively eroding banks. Natural channel design principles were utilized to develop the limits for the design. Streambank stabilization structures will be employed in the stream restoration. Invasive plants will be removed and replaced with native trees, shrubs, and herbaceous vegetation. All necessary permits and/or approvals have been obtained for this project.

A two-step Invitation for Bids was publicly advertised. Step 1 required the submittal of a Technical Bid Form primarily to demonstrate the bidder has completed a minimum of three projects of similar size and type. Step 2 was to open the Bid Form if the technical bid requirements were met.

The following two qualified firms submitted bids to be considered for contract award:

<u>Firm</u>	<u>Amount</u>
Environmental Quality Resources, LLC	\$307,145
Finish Line Construction, Inc., dba as Finish Line Environmental	\$386,158

Environmental Quality Resources, LLC, has performed satisfactory work for James City County in the past and was determined to be the lowest qualified, responsive, and responsible bidder. This project is part of the approved Capital Improvements Program budget and \$171,506 of Stormwater Local Assistance grant funds are also available to fund this project.

Staff recommends approval of the attached resolution authorizing the contract award to Environmental Quality Resources, LLC.

BEM/ap
CA-CllngtonStrmRes-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$307,145 - COLLINGTON COURT STREAM RESTORATION

WHEREAS, the James City County General Services Department received competitive bids for the Collington Court Stream Restoration project; and

WHEREAS, two bids were considered for award and Environmental Quality Resources, LLC, was the lowest qualified, responsive, and responsible bidder; and

WHEREAS, previously authorized Capital Improvements Program budget funds and Stormwater Local Assistance grant funds are available to fund this project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the contract award in the amount of \$307,145 to Environmental Quality Resources, LLC, for the Collington Court Stream Restoration project.

Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

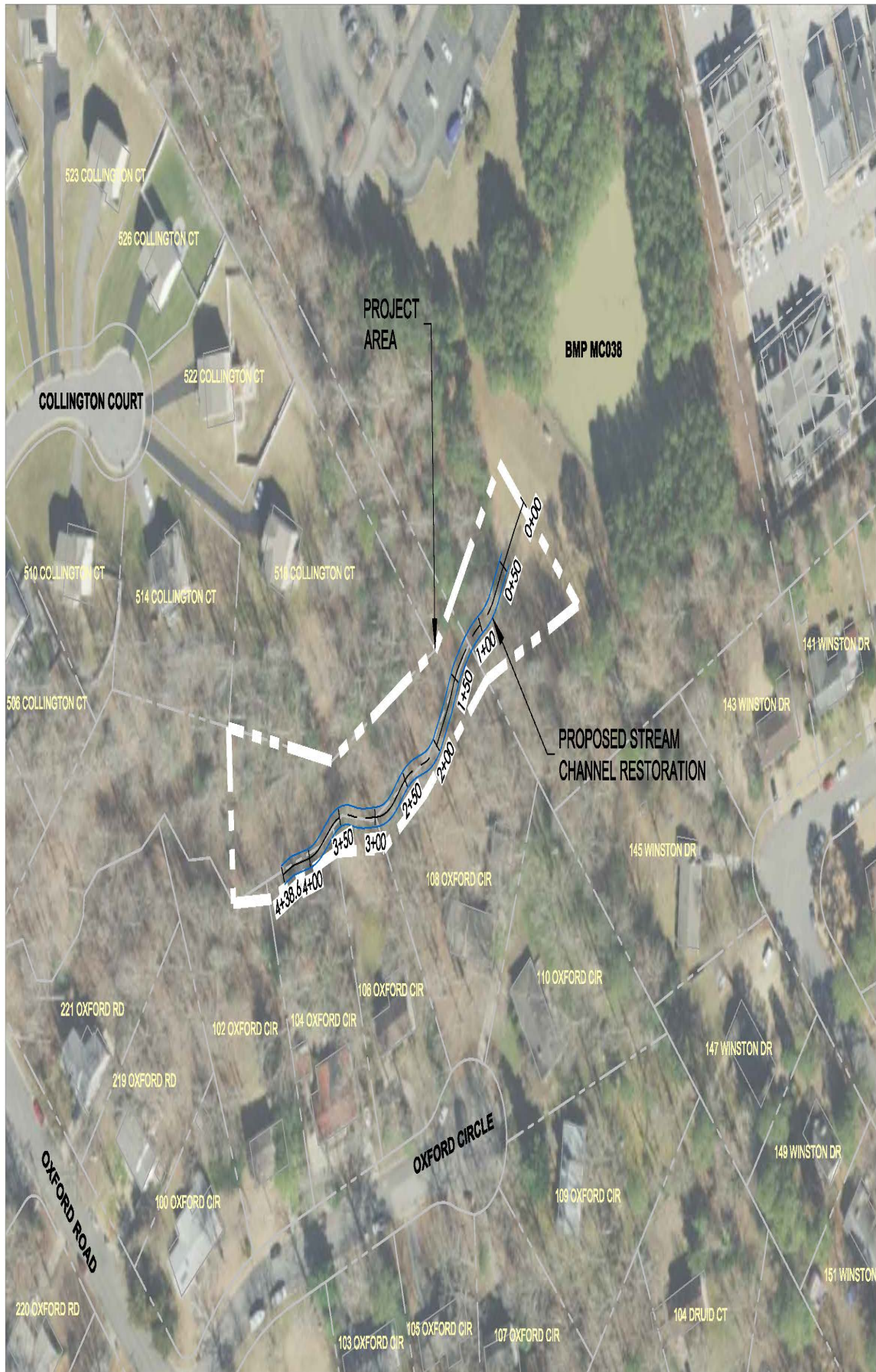
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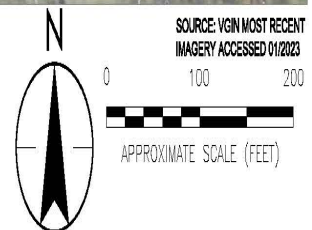
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Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.

CA-CllngtnStrmRes-res



LOCATION MAP







MEMORANDUM

DATE: July 23, 2024

TO: The Board of Supervisors

FROM: Mark L. Jamison, Chief of Police

SUBJECT: Grant Award - \$74,240 - Byrne/Justice Assistance Grant Program - Law Enforcement Equipment Grant

The James City County Police Department has been awarded a \$74,240 Law Enforcement (LE) Equipment Grant through the Virginia Department of Criminal Justice Services (\$55,680 federal funds; \$18,560 local match) to fund essential Personal Protective Equipment (PPE). The grant is a local solicitation with pass-through funds from the federal 2024 Byrne/Justice Assistance Grant Program - LE Equipment Grant.

The funds will be used for the one-time purchase of PPE to be individually issued to all sworn law enforcement officers. The PPE will include gas masks, ancillary supplies, and other necessary equipment to bring the Department into compliance with the current Respiratory Protection Program.

The grant requires a match of \$18,560, which is available in the Special Projects/Grants Fund.

Staff recommends acceptance of the funds and adoption of the attached resolution.

MLJ/md
GA-ByrneJAG24-mem

Attachment

RESOLUTION

GRANT AWARD - \$74,240 - BYRNE/JUSTICE ASSISTANCE GRANT PROGRAM -

LAW ENFORCEMENT EQUIPMENT GRANT

WHEREAS, the James City County Police Department has been awarded a 2024 Byrne/Justice Assistance Grant (JAG) Program - Law Enforcement (LE) Equipment Grant through the Virginia Department of Criminal Justice Services (DCJS) for \$74,240 (\$55,680 federal funds; \$18,560 local match); and

WHEREAS, the grant requires a local match of \$18,560, which is available in the Special Projects/Grants Fund account; and

WHEREAS, funds will be used to make one-time purchases of essential Personal Protective Equipment for all sworn law enforcement officers.

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

Revenue:

Federal - DCJS JAG LE Equipment Grant	\$55,680
Local Match	<u>\$18,560</u>
Total	<u>\$74,240</u>

Expenditure:

DCJS JAG LE Equipment Grant	<u>\$74,240</u>
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Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

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VOTES

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Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.

MEMORANDUM

DATE: July 23, 2024
TO: The Board of Supervisors
FROM: Alister Perkinson, Parks Administrator
SUBJECT: Grant Award - \$15,840 - Coastal Resilience and Trees Fund

James City County's Department of Parks & Recreation has been awarded a \$15,840 Coastal Resilience and Trees Fund Grant, provided by the Virginia Outdoors Foundation and Wetlands Watch.

The Department will use the \$15,840 towards the purchase of plant material to complete a riparian buffer demonstration garden at Brickyard Landing Park, which was designed to educate County residents on the importance of riparian buffers and how the buffers can reduce stormwater impact on their property. These grant funds will cover the entire cost of the riparian buffer plantings, the installation of a native plant meadow, and the design and production of interpretive signs - no matching funds are required.

Staff recommends approval of the attached resolution to accept the \$15,840 grant to enhance the riparian buffer demonstration garden and to appropriate the funds as described in the attached resolution.

AP/md
GA-CoastResTreeFd-mem

Attachment

RESOLUTION

GRANT AWARD - \$15,840 - COASTAL RESILIENCE AND TREES FUND

WHEREAS, the Virginia Outdoors Foundation and Wetlands Watch has made funds available through the Coastal Resilience and Trees Fund; and

WHEREAS, one of the goals of the Coastal Resilience and Trees Fund is to raise public awareness about the role of nature-based solutions in improving community resilience; and

WHEREAS, funds are needed to enhance the existing riparian buffer demonstration garden at Brickyard Landing Park to educate County residents on the importance of riparian buffers and how the buffers can reduce stormwater impact on their property.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, accepts the \$15,840 grant awarded by the Virginia Outdoors Foundation and Wetlands Watch to assist with construction of a riparian buffer demonstration garden at Brickyard Landing Park.

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 Coastal Resilience and Trees Fund	<u>\$15,840</u>
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Expenditure:

Construction of a riparian buffer demonstration garden at Brickyard Landing Park	<u>\$15,840</u>
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Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.

MEMORANDUM

DATE: July 23, 2024

TO: The Board of Supervisors

FROM: Nathan R. Green, Commonwealth's Attorney

SUBJECT: Grant Award - \$41,030 - Commonwealth's Attorney - Virginia Domestic Violence Victim Fund

The Commonwealth's Attorney has been awarded a \$41,030 grant (State share \$41,030) from the Virginia Domestic Violence Victim Fund through the State Department of Criminal Justice Services. The state grant will fund the personnel costs of an existing attorney position to assist in the prosecution of misdemeanors and felonies involving domestic violence, sexual abuse, stalking, and family abuse. The Commonwealth's Attorney has been successful in obtaining this grant in previous years and plans to apply for this grant in the future.

The attached resolution appropriates these funds to the Special Projects/Grant Fund through June 30, 2025.

Staff recommends adoption of the attached resolution.

NRG/md
GA-DomViol25-mem

Attachment

RESOLUTION

GRANT AWARD - \$41,030 - COMMONWEALTH’S ATTORNEY -

VIRGINIA DOMESTIC VIOLENCE VICTIM FUND

WHEREAS, the Commonwealth’s Attorney for the City of Williamsburg and James City County has been awarded a \$41,030 grant, which is awarded annually from the Virginia Domestic Violence Victim Fund (State share \$41,030) through the State Department of Criminal Justice Services (DCJS); and

WHEREAS, this grant would fund the personnel costs for a position in the prosecution of misdemeanors and felonies involving domestic violence, sexual abuse, stalking, and family abuse through June 30, 2025.

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

Revenue:

Fiscal Year 2025 Virginia Domestic Violence Victim Fund - DCJS **\$41,030**

Expenditure:

Fiscal Year 2025 Virginia Domestic Violence Victim Fund **\$41,030**

Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.

GA-DomViol25-res

MEMORANDUM

DATE: July 23, 2024

TO: The Board of Supervisors

FROM: Barbara E. Watson, Director of Social Services

SUBJECT: Grant Award - \$12,500 - Fatherhood Incentive Funds

The Virginia Department of Social Services (VDSS) extended an opportunity for Local Departments of Social Services (LDSS) to apply for one-time Fatherhood Incentive funds for Fiscal Year 2025 to support, enhance, or pilot a project or strategy related to engaging and/or supporting fathers. LDSS can pool their funds for larger events/projects. No local match is required to receive funds. Each LDSS can request up to \$12,500.

James City County Department of Social Services (JCC DSS), Williamsburg Department of Human Services (WDHS), and Child Development Resources (CDR) have entered into a Memorandum of Understanding. Both JCC DSS and WDHS will submit grant applications from VDSS to apply for Fatherhood Incentive funds to promote fatherhood engagement in the community. CDR, a well-established partner agency, who has been a leader in the community providing fatherhood programming, will provide multi-week parenting courses for fathers experiencing challenges with co-parenting, and hold a family event at the end of each session.

Staff respectfully requests that the Board accept the grant award in the amount of \$12,500 for Fatherhood Incentive funds.

BEW/ap
GA-FahoodIncent-mem

Attachment

RESOLUTION

GRANT AWARD - \$12,500 - FATHERHOOD INCENTIVE FUNDS

WHEREAS, the Virginia Department of Social Services (VDSS) extended an opportunity for Local Departments of Social Services (LDSS) to apply for one-time Fatherhood Incentive funds for Fiscal Year 2025 to support, enhance, or pilot a project or strategy related to engaging and/or supporting fathers. LDSS can pool their funds for larger events/projects; and

WHEREAS, James City County Department of Social Services (JCC DSS), Williamsburg Department of Human Services (WDHS), and Child Development Resources (CDR) established a Memorandum of Understanding to apply for funding and provide fatherhood programming in the community; and

WHEREAS, the VDSS has awarded \$12,500 to JCC DSS to assist with the implementation of fatherhood programming and services in partnership with WDHS and CDR; and

WHEREAS, no direct financial support is required from the County to receive the funds.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby directs the County Administrator to execute the Grant contract and authorizes the acceptance of the Grant.

Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

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Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.

GA-FahoodIncent-res

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
June 11, 2024
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

Barbara E. Null, Stonehouse District
Michael J. Hipple, Powhatan District
John J. McGlennon, Roberts District
James O. Icenhour, Jr., Vice Chair, Jamestown District
Ruth M. Larson, Chair, Berkeley District

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

Ms. Larson noted the Pledge Leader would be introduced by Supervisor McGlennon.

Mr. McGlennon introduced the Pledge Leader Lillian Martyn and gave highlights of her various interests and activities.

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader - Lillian Martyn, a 2nd grade student at James River Elementary School

Lillian led the Board and citizens in the Pledge of Allegiance.

E. PUBLIC COMMENT

Ms. Peg Boarman, 17 Settlers Lane, addressed the Board to talk trash. She spoke about uncovered loads and the importance of securing them. Ms. Boarman requested public consideration on putting recyclable items only in the recycling bins as it caused contamination. She noted Clean the Bay Day was held on June 1, 2024, adding there were 48 volunteers who collected 316 pounds of trash and debris. Ms. Boarman further noted the Clean County Commission recently completed the Good Neighbor Grant with four applicants. She stated the next sign up period would begin July 1 and run through September 15, 2024. Ms. Boarman encouraged interested participants to visit the County's website for the application. She mentioned Will Barnes Day would be held on Saturday, June 15, 2024, at the Willis G. Barnes Shelter at Veterans Park at 4 p.m. Ms. Boarman added the James City Ruritan Club would present the Jim Robertson-Will Barnes Scholarship Award. She thanked the Board for its time.

Ms. Larson noted several resources available to determine the list of acceptable recyclables. She mentioned the Virginia Peninsulas Public Service Authority (VPPSA) website as an example. Ms. Larson encouraged the public to utilize those available resources.

F. CONSENT CALENDAR

None.

G. PUBLIC HEARING(S)

Ms. Larson acknowledged Mr. Frank Polster, the Planning Commission representative, at the meeting.

1. Z-24-0002/SUP-24-0002. Bright Beginnings Pre-K Center at Clara Byrd Baker Elementary School

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

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

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

Mr. Ben Loppacker, Planner, addressed the Board noting Ms. Holly Adams of Alpha Corporation, had applied on behalf of Williamsburg-James City County (WJCC) Public Schools to rezone approximately 1.98 acres of land located at 3175 Ironbound Road from R-8, Rural Residential to PL, Public Lands. He further noted Ms. Adams had also applied for a Special Use Permit (SUP) to allow a 41,326-square-foot Pre-K Center at 3175 Ironbound Road and 3131 Ironbound Road. Mr. Loppacker remarked that staff found that the proposed conditions would mitigate impacts to surrounding properties and development. He added staff also found that the proposal was compatible with surrounding zoning and development and consistent with the 2045 Comprehensive Plan, Zoning Ordinance, and the Primary Principles for the Five Forks Area. Mr. Loppacker stated at its May 1, 2024, meeting, the Planning Commission voted 6-0 to recommend approval of the Rezoning and SUP applications to the Board of Supervisors, subject to the proposed conditions. He welcomed any questions the Board might have, adding the applicant was available as well.

Ms. Larson asked if any Board members had questions.

The Board declined.

Mr. Polster addressed the Board noting there was discussion on construction standards and drop-off traffic flow. He further noted the WJCC School System was committed to incorporating energy-efficient designs into the construction. Mr. Polster mentioned the drop-off traffic plan was presented and as an alternative there was also the possibility of staggering the hours of operation between the preschool and the elementary school. He stated on a Roll Call vote the Planning Commission voted 6-0 to recommend approval of both the Rezoning and SUP applications, adding staff found the proposal to be consistent with the 2045 Comprehensive Plan. Mr. Polster concluded his remarks and welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

The Board declined.

Ms. Larson opened the Public Hearing.

1. Ms. Holly Adams, Applicant, Alpha Corporation, 295 Bendix Road, Suite 340, Virginia Beach, VA, addressed the Board noting the project team was available for questions.

Ms. Larson closed the Public Hearing as there were no additional speakers.

Ms. Larson expressed her hope that WJCC School System looked into staggered hours of operation due to the increased traffic. She emphasized the importance of a trail access agreement prior to finalization on the subject matter.

Mr. McGlennon mentioned from his understanding WJCC School System put forth consideration on potential changes to the hours of operation for elementary and high schools. He questioned the progress made on that point.

Ms. Larson replied she was uncertain.

Mr. McGlennon stated he would find out Thursday when he attends the School Liaison meeting. He asked if the architect could speak to the construction time for this project.

2. Mr. Eddie Evans, Project Architect, Ballou Justice Upton Architects, 2402 North Parham Road, Richmond, VA, addressed the Board noting there was a slight delay in relation to planning and zoning components. He mentioned the anticipated timeframe of October/November for the project bidding process and an anticipated construction time of approximately one year.

Mr. McGlennon expressed concern with the lengthy timeframe, adding he hoped for an expedited process.

Mr. Evans agreed and reiterated there were some planning and zoning concerns that were encountered; however, he anticipated some closure to those concerns soon.

Mr. McGlennon thanked Mr. Evans.

Mr. McGlennon questioned an issue with moving property into PL, Public Lands. He asked Mr. Stevens if that was correct.

Mr. Stevens confirmed that was in relation to the Rezoning application. He noted there was still an issue regarding transferring the property to the WJCC School System; however, that would be addressed at a later date.

2. Z-24-0003/SUP-24-0003. Bright Beginnings Pre-K Center at Norge Elementary School

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

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

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

Mr. Loppacker addressed the Board noting Ms. Holly Adams of Alpha Corporation, had applied on behalf of WJCC Public Schools to rezone approximately 0.23 acres located at 7311A Richmond Road from R-2, General Residential to PL, Public Lands. He further noted Ms. Adams had also applied for an SUP to allow for a 42,000-square-foot Pre-K Center at 7311 Richmond Road and 7311A Richmond Road. Mr. Loppacker stated that staff found that the proposed conditions would mitigate impacts to surrounding properties and development. He further stated that staff also found that the proposal was compatible with surrounding zoning and development and consistent with the 2045 Comprehensive Plan and Zoning Ordinance. Mr. Loppacker remarked at its May 1, 2024, meeting, the Planning Commission voted 6-0 to recommend approval of the Rezoning and SUP applications to the Board of Supervisors, subject to the proposed conditions. He welcomed any questions the Board might have, adding the applicant was available as well.

Mr. Polster addressed the Board noting he had no additional comments regarding the drop-off traffic flow. He mentioned that based on the school layout there was not as much concern in

relation to increased traffic and its impact on Richmond Road. Mr. Polster stated the Planning Commission voted 6-0 to recommend approval of the Rezoning and SUP applications to the Board of Supervisors. He welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

The Board declined.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

Ms. Null asked if both Pre-K Centers would be built simultaneously.

Mr. Stevens nodded in confirmation.

Ms. Larson replied she believed so. She mentioned funds were allocated in December 2021 to the WJCC School System for the design of these Pre-K Centers. Ms. Larson expressed her excitement for these projects and looked forward to collaborating with the WJCC School System and all parties involved.

Ms. Larson advised staff would provide a joint presentation on the following Agenda Item Nos. 3-5 to include separate public hearings for each.

3. Z-24-0005. Clark Talley Residential Rezoning

A motion to Approve was made by Michael Hipple, the motion result was Passed.

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

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

Mr. Thomas Wysong, Principal Planner, addressed the Board noting Mr. Vaughn Poller, Neighborhood Development Administrator, had applied on behalf of James City County to rezone approximately 15.82 acres from R-2, General Residential to R-3, Residential Development with Proffers. He stated this proposal would allow for up to 47 residential dwellings consisting of 27 single-family detached units and 20 single-family attached units, resulting in a density of 3.02 acres. Mr. Wysong advised that the subject property was located within the Primary Service Area and designated for Low Density Residential on the 2045 Comprehensive Plan, adding single-family housing was a recommended use for this designation. He noted that the applicant had proffered that 100% of the proposed units would be affordable and the units would be constructed consistent with the County's Character Design Guidelines. Mr. Wysong further noted that staff found that the proposal would not negatively impact the County's character or existing facilities. He stated the applicant had requested an exception to the County's Parks & Recreation Development Guidelines as the development was considered minor and certain amenities could not be accommodated. He further stated that the Parks & Recreation Department supported the exception request. Mr. Wysong remarked that complementary to this proposal included a Lease Agreement for 6197 Old Mooretown Road. He explained the agreement was between the County, who owned the land, and the current resident of the existing home on the property. Mr. Wysong spoke about the agreement terms in further detail. He discussed the third component of this proposal which included the vacation of Catalpa Drive as the road had never been improved or brought into the Virginia Department of Transportation's (VDOT) System of Secondary Roads. Mr. Wysong indicated that the four homes adjacent to Catalpa Drive would still continue to have property access utilizing existing private easements. He added this action would allow the removal of an unnecessary right-of-way to allow for the proposed redevelopment and the construction of a state road that would be maintained by VDOT. Mr. Wysong noted that overall staff found the proposal to be consistent with the 2045 Comprehensive Plan and surrounding development. He further noted at its May

1, 2024, meeting, the Planning Commission recommended approval of this proposal by a vote of 6-0. Mr. Wysong stated staff recommended the Board of Supervisors approve the proposed rezoning, subject to the proposed proffers and approve the vacation of Catalpa Drive as well as the Lease Agreement for 6197 Old Mooretown Road. He concluded his remarks and welcomed any questions the Board might have.

Ms. Larson asked if staff was confident about finding other living arrangements for the resident.

Mr. Wysong confirmed yes, adding that was a priority prior to proceeding with the redevelopment.

Ms. Larson replied great.

Ms. Larson indicated Mr. Polster would give the Planning Commission report on the Rezoning application.

Mr. Polster addressed the Board noting the Planning Commission had discussion on the price point aspect of the single-family units. He stated that eight of the proposed units would be built by Habitat for Humanity Peninsula and Greater Williamsburg. Mr. Polster further stated the price point for those units would be between 40% and 80% of the Area Median Income (AMI). He added the remaining 39 unit price points were unknown at this time. Mr. Polster stated the Planning Commission voted 6-0 to recommend approval of the Rezoning application. He welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

Mr. McGlennon mentioned to his knowledge he thought that half of the single-family units had to be priced based on the 80% AMI or below. He looked for clarification on that point.

Mr. Polster deferred the question to Mr. Wysong.

Mr. Wysong replied the way the proffers read indicated 100% of all units shall be sold to families between 30% and 120% of AMI, adding further verbiage in the proffers indicated at least 25% of all housing units would be sold to families earning between 30% and 80% of AMI.

Mr. McGlennon replied 120% of AMI ended up being a rather expensive home.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

4. Lease of 6197 Old Mooretown Road - James City County Real Estate Tax Map Parcel No. 3220100038

A motion to Approve was made by Michael Hipple, the motion result was Passed.

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

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

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

5. An Ordinance of Vacation Regarding Catalpa Drive

A motion to Approve was made by Michael Hipple, the motion result was Passed.

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

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

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

6. Lease Agreement with Williamsburg Area Medical Assistance Corporation

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

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

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

Mr. Kinsman addressed the Board noting a resolution was before the Board to extend the existing lease with Olde Towne Medical and Dental Center (OTMDC) at the Human Services Building for an additional three years. He stated the terms of the underlying lease remained the same. He noted staff recommended approval of the attached resolution and welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

Ms. Larson asked Mr. Kinsman if OTMDC was aware of the consideration regarding the new possible Government Center and whether or not the County may need that space in the future.

Mr. Kinsman confirmed yes.

Ms. Larson thanked Mr. Kinsman.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

7. An Ordinance to Amend and Reordain Chapter 10, Garbage and Refuse, of the Code of the County of James City, Virginia

A motion to Approve was made by Barbara Null, the motion result was Passed.

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

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

Mr. Kinsman addressed the Board noting at its May 14, 2024, meeting, the Board determined that user fees associated with the optional recycling collection service provided to County residents should equal the cost charged to the County. He stated this change in policy required an amendment to the County Code. Mr. Kinsman further stated that the proposed revision would allow the County Administrator to set the user fee. He recommended approval of the attached Ordinance and welcomed any questions the Board might have.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

8. An Ordinance to Amend and Reordain Chapter 8, Erosion and Sediment Control, Article I, Erosion and Sediment Control and Article II, The Virginia Stormwater Management Program

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

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

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

Ms. Toni Small, Director of Stormwater and Resource Protection Division, addressed the Board noting the Virginia Department of Environmental Quality had recently consolidated three existing regulations into a single Virginia Erosion and Stormwater Management Regulation, Chapter 875. She further noted that the State Water Control Board approved and adopted these consolidated regulations. Ms. Small advised as part of this regulatory process, every locality in Virginia that operated as a Virginia Erosion and Stormwater Management Program (VESMP) authority needed to adopt a new Ordinance establishing a combined VESMP. She noted these revisions were to incorporate the new consolidated language into the County Code as required by the state. Ms. Small further noted that staff recommended adoption of the attached Ordinance and welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

Mr. Hipple asked if this change was state mandated.

Ms. Small confirmed yes.

Mr. McGlennon asked what the significant changes to the Ordinance were.

Ms. Small replied that the County's existing Chapter 8 was broken into two articles: Article I, Erosion and Sediment Control and Article II, The Virginia Stormwater Management Program. She noted the model Ordinance merged those two articles together.

Mr. McGlennon asked if there were any significant changes to the Ordinance opposed to the Ordinance organization.

Ms. Small replied no, adding it was simply merging three existing regulations into one.

Mr. Hipple asked if this revision required a Best Management Practice be installed during the development of a house.

Ms. Small replied no, adding that was not part of the consolidated regulation or the model Ordinance. She reiterated this pertained to merging three existing regulations into one and ensuring the references were correct.

Mr. Hipple thanked Ms. Small.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

H. BOARD CONSIDERATION(S)

1. Moses Lane - 2024 Community Development Block Grant Application

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

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

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

Ms. Marion Paine, Assistant Neighborhood Development Administrator, addressed the Board requesting permission from the Board to submit an application for a Community Development Block Grant (CDBG) to aid with funding for Moses Lane. She noted the intent was to make improvements to Moses Lane such as paving and stormwater and drainage improvements, along with other improvements. Ms. Paine further noted the road was currently a private road and by

making these improvements it would allow the road to be state-maintained and alleviate the burden from existing County homeowners who resided on Moses Lane. She indicated this funding would also be used to rehabilitate four low-income households on Moses Lane. Ms. Paine mentioned this grant was comparable to the application submitted last year; however, CDBG funds were very limited and unfortunately the County was not awarded funds. She noted the objective was to apply again this year to help County residents in this area.

Ms. Larson asked if any Board members had questions.

Mr. McGlennon noted he did not have a question but rather a comment. He expressed his support in applications such as this. Mr. McGlennon expressed positive remarks regarding the beneficial work conducted by the County's Housing Office to aid with various circumstances such as rehabilitation of dilapidated homes and efforts made on the affordable housing component.

Ms. Larson commended the County's Housing Office for all efforts made and the significant difference it would make for County residents. She thanked all parties involved in these efforts.

2. HW-23-0001. Ford's Village Retirement Center Height Waiver

A motion to Approve was made by Michael Hipple, the motion result was Passed.

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

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

Mr. Loppacker addressed the Board noting at its April 9, 2024, meeting, the Board postponed action on this application due to concerns regarding the proposed chimneys exceeding the 60-foot height limit in the R-4 Zoning District. He further noted that the applicant had revised the design of the building, with the proposed chimneys no longer exceeding 60 feet in height. Mr. Loppacker stated with the revised design, only a lightning protection system for the building would exceed the 60-foot height limit in the R-4 Zoning District. He elaborated on that point in further detail. Mr. Loppacker noted staff recommended approval of this Height Limitation Waiver, subject to the proposed conditions. Mr. Loppacker welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

The Board declined.

3. Purchase of a Portion of the Property at 215 Curry Drive

A motion to Approve was made by Barbara Null, the motion result was Passed.

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

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

Ms. Paine addressed the Board noting this item was associated with the proposed Clark Subdivision to allow for future development of an access road. She further noted the property owners had agreed to sell a portion of 215 Curry Drive to James City County for the proposed right-of-way. She advised staff recommended approval of the attached resolution.

Ms. Larson asked if any Board members had questions.

The Board declined.

I. BOARD REQUESTS AND DIRECTIVES

Ms. Null noted she had no comments.

Mr. Hipple noted he had no comments.

Mr. McGlennon mentioned the prior Wednesday he and Supervisor Larson attended the GED Graduation at Lafayette High School and expressed positive remarks of the event. He stated he attended the annual Outstanding Service to Seniors Award at Williamsburg Landing where the County's CONECT Program was the recipient of the award.

Mr. Icenhour noted on Saturday, June 1, he attended a Ford's Colony Native Habitat Garden opening, adding it was a well-attended event. He further noted that on Tuesday, June 4, he and Supervisor Larson attended the Literacy for Life Ceremony, adding it was a very impressive program. Mr. Icenhour mentioned his attendance at the James City Service Authority picnic on June 6.

Ms. Larson mentioned programs such as Literacy for Life and the substantial volunteerism efforts within the community was tremendous. She extended happy belated birthday wishes to Supervisor Icenhour. Ms. Larson mentioned this was the last week of school for WJCC Public Schools, adding she hoped the students enjoyed their last week of school. She commended County staff for all efforts, adding this evening's Agenda Packet was indicative of the outstanding work being done. Ms. Larson emphasized the importance of not littering and encouraged the public to do its part in keeping the community clean. She recognized Ms. Boarman and the Clean County Commission for all the hard work that goes into keeping this community clean.

J. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens encouraged the public to attend the Juneteenth Freedom Fest on Saturday, June 15 at Freedom Park from 1-5 p.m., adding for further information on the event to call 757-808-7062. Mr. Stevens mentioned the County's Clean Water Heritage Program noting it was a cost-sharing program for stormwater related issues. He stated grants were up to \$50,000 for repairs and up to \$6,000 for investigations of draining systems. Mr. Stevens further stated applications were due by August 1. He added for more information contact John Fuqua at 757-253-6785.

K. CLOSED SESSION

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

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

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

At approximately 5:53 p.m., the Board entered Closed Session.

At approximately 7:04 p.m., the Board re-entered Open Session.

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

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

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

1. Discussion of the award of a public contract involving the expenditure of public funds, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711(A)(29) of the Code of Virginia and pertaining to the contract for the joint operation of schools between the County and the City of Williamsburg.

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 and regarding the Williamsburg Regional Library Board of Trustees

A motion to Appoint John Parman for a term beginning July 1, 2024, expiring June 30, 2028, to the Williamsburg Regional Library Board of Trustees was made by James Icenhour, the motion result was Passed.

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

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

3. Certification of Closed Session

L. ADJOURNMENT

1. Continue until 11 am on June 12, 2024 at Freedom Park for the County's Juneteenth Celebration

- a. The next business meeting of Board of Supervisors will be held at 1 pm on June 25, 2024 in the Government Center Board Room

A motion to Continue was made by Michael Hipple, the motion result was Passed.

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

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

At approximately 7:05 p.m., Ms. Larson issued a continuance of the Board of Supervisors meeting until 11 a.m. on June 12, 2024, at Freedom Park for the County's Juneteenth Celebration.

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

June 25, 2024

1:00 PM

A. CALL TO ORDER

B. ROLL CALL

Barbara E. Null, Stonehouse District
Michael J. Hipple, Powhatan District
John J. McGlennon, Roberts District
James O. Icenhour, Vice Chair, Jamestown District
Ruth M. Larson, Chair, Berkeley District

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

C. PRESENTATION(S)

Ms. Larson noted several presentations would take place. She stated excitement and sadness were both evident as long-time employees were retiring, adding their contributions to the County had been very valuable. Ms. Larson extended congratulations to the recipients.

1. Retirement Commendation for Service - Veda McMullen

Ms. Arlana Fauntleroy, Assistant Director of Parks & Recreation Department, addressed the Board regarding the 35-year career of Ms. Veda McMullen. Ms. Fauntleroy shared highlights of Ms. McMullen's career in the County. She noted Ms. McMullen accomplished many "firsts" in James City County history and her impact on others with her interactions. Ms. Fauntleroy continued by extending her appreciation for the numerous hours and dedication Ms. McMullen gave to the Department. She noted Ms. McMullen's exceptional writing and proofing skills had been invaluable over the years. Ms. Fauntleroy extended her appreciation to Ms. McMullen.

Ms. McMullen thanked numerous groups and expressed her gratefulness for the opportunities.

Ms. Larson read Ms. McMullen's retirement commendation for service proclamation which highlighted her 35-year tenure.

2. Retirement Commendation for Service - Alisa Fox

Mr. Patrick Page, Director of Information Resources Management (IRM) Department, addressed the Board regarding recognition of Ms. Alisa Fox, Assistant Director of IRM. He cited Ms. Fox's various positions held during her 30-year career with the County. Mr. Page highlighted her focus on customer service and dedication to staff. He cited numerous accomplishments during her tenure. Mr. Page noted Ms. Fox was always willing to assist anyone and to provide solutions or answers to problems.

Ms. Fox thanked everyone adding it had been a pleasure working for the County and with everyone.

Ms. Larson read Ms. Fox's retirement commendation for service proclamation which highlighted her 30-year tenure.

Ms. Larson thanked both supervisors for their comments regarding both retirees. She added that Ms. McMullen and Ms. Fox had both contributed greatly to the County. Ms. Larson noted the combined years of service and knowledge between the two retirees, adding her appreciation to both recipients.

3. 2024 Historical Commission Essay Contest Awards

Ms. Larson welcomed Mr. Mark Jakobowski, Chairman of the Historical Commission, to the podium.

Mr. Jakobowski addressed the Board noting it was his pleasure to work with the County's history. He noted the AMRev250 program (commemoration of the 250th anniversary of the American Revolution) had been implemented in conjunction with local tourism. Mr. Jakobowski addressed the annual Historical Commission Essay Contest, which had implemented the inclusion of private schools and homeschools for its 2024 applications. He noted that previously the contest had been open to only students in Williamsburg-James City County (WJCC) Schools. Mr. Jakobowski stated broadening the applicant pool had proven very beneficial with two of the three top winners being homeschoolers. He noted Ms. Emily Reynolds, second place winner from Lafayette High School, was unable to attend. Mr. Jakobowski announced the first-place winner, Ms. Aubrey Pecota, homeschooler, was present to receive her award. He extended his appreciation to the Board for its support.

Ms. Larson led the Board in extending congratulations to Ms. Pecota.

D. CONSENT CALENDAR

Ms. Larson asked if any Board member wished to pull any item(s).

1. Annual Architectural Services

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

2. Business Intelligence Software Contract Renewal - Software House International

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

3. Contract Award - \$607,388 - Ware Creek Manor - Ney Court Stream Restoration

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

4. Grant Award - \$7,328 - Chesapeake Bay Restoration Fund Grant

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

5. Grant Award - \$283,500 - James City County Child Health Initiative

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

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

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

6. Memorandum of Understanding Between James City County and the James City Service Authority for Risk Management and Legal Services

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

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

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

7. Memorandum of Understanding Between James City County and the Williamsburg-James City County School Board for Risk Management Services

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

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

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

8. Minutes Adoption

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

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

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

The Minutes Approved for Adoption included the following meetings:

- o May 14, 2024, Regular Meeting
- o May 28, 2024, Business Meeting

9. Opioid Settlement Funding - \$208,698

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

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

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

10. Resolution of Support for Smart Scale Transportation Funding Application

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

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

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

11. Server and Data Storage Hardware Replacement - Dell Computers

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

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

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

E. BOARD DISCUSSIONS

1. Creating a Separate PK-12 School Division; Feasibility Study and Transition Plan

Mr. Stevens addressed the Board regarding the past year's discussion if a possible school separation occurred. He noted the enlistment of Dr. Dave Gaston, consultant, to assist in the process. Mr. Stevens stated the need to develop a feasibility study and transition plan for the County if James City County were to become an independent school system.

Dr. Gaston, Gaston Educational Consulting, LLC, addressed the Board noting he would provide highlights of the report in a PowerPoint presentation. He provided a timeline on the joint agreement between the City of Williamsburg and the County. Dr. Gaston noted the combined system served over 11,000 students across 16 schools. He continued the presentation identifying three main questions which focused on the process, the players, and the reasonable action steps if a separate James City County School Division became a reality. Dr. Gaston emphasized the if element. He noted additional questions arose during the research process. Dr. Gaston highlighted those key points in the PowerPoint presentation. He noted Gaston Educational Consulting, LLC's approach to presenting a fair and broad study on the scenario of a separate school division while still being aware the separation would not occur. Dr. Gaston noted several disclaimers in the PowerPoint presentation to that point, adding financial analysis and timeline forecasts were two such points. He further noted the process of separation and referenced Section 22.1-25 of the Code of Virginia which identified the process by which school divisions were created in Virginia. Dr. Gaston provided details on the voting aspect of the governing bodies (the City of Williamsburg and James City County) and the School Board when consolidation or division occurred with a school division. He addressed those points in more detail in the PowerPoint presentation. Dr. Gaston explained as the process progressed, the Virginia General Assembly would be notified of any school division changes by the State Superintendent of Public Instruction. He noted potential legislative changes could occur and the importance of local representation at the General Assembly sessions. Dr. Gaston stated no school division separation, division, or deconsolidation had occurred in Virginia, adding there was no legislative guidance on school division deconstruction stated in the Code of Virginia. He addressed that point in more detail. Dr. Gaston noted once the State Superintendent notified the General Assembly members then the Virginia Board of Education (VBOE) would review the vote. He added seven or eight conditions existed that the localities had to meet for support of a new school district. Dr. Gaston addressed those conditions in more detail. He added that the Code of Virginia also contained set parameters on the establishment of school boards. Dr. Gaston discussed a recommendation of petition to the VBOE based on preserving the current structure of the School Board. He addressed the element of continuity and its importance in relation to a smoother transition. Dr. Gaston continued the PowerPoint presentation addressing construction timelines and other factors for consideration. He noted several fiscal implications identified in the study included the Local Composite Index (LCI) and respective allocations. Dr. Gaston explained the LCI allocations for the County and the City of Williamsburg. He stated federal funding shifts were anticipated with the change in student enrollment totals. Dr. Gaston continued highlighting the implication regarding valuation and redistribution of all tangible property and the process. He noted another fiscal implication was the cost of rebranding for a new school division which encompassed signage, letterhead, business cards, and other items. Dr. Gaston further noted the staffing and Human Resources components. He added staffing was a major piece and was a process with Standards of Quality (SOQs) criteria established by the state. Dr. Gaston addressed the impact to the budget and the Capital Improvements Program (CIP) as the instructional, support and operational, and administrative staffs were evaluated regarding the SOQs. He listed several comparable school divisions within Virginia that were evaluated for the study in relation to staffing capacities. Dr. Gaston addressed the next component in the study which focused on student transition and the redistricting process. He stated if separation occurred then each locality would have its own Division and School Transition Team. Dr. Gaston emphasized any changes needed to be in the best interest of the children. He provided additional details on the team process in addition to the transition plans within the individual schools. Dr. Gaston noted two separate redistricting processes would take place in the County as noted in the study. He provided additional details on that process with regards to one for the elementary level and the other for the secondary level. Dr. Gaston noted the report presented recommendations relative to these points. He added that the secondary transition could occur in a single inaugural year or use a phased-in option. Dr. Gaston addressed staffing, graduation requirements, and other components in the PowerPoint presentation. He continued noting athletic and co-curricular programs as the WJCC School Division participated in the Virginia High School League (VHSL). Dr. Gaston identified the VHSL competition

classification for WJCC Schools. He provided additional details on participation and eligibility. Dr. Gaston moved to the joint service agreement portion of the study. He noted the recommendation was if separation was not a consideration, then renegotiation of the service agreement take place. Dr. Gaston further noted research was compiled on existing consolidated systems, adding WJCC School Division was not a consolidated system but rather a joint system. He added the closest system was the City of Fairfax and the County of Fairfax and used it as a case study. Dr. Gaston provided details on the Fairfax agreement, adding it warranted reading. He highlighted some considerations for a new agreement in the PowerPoint presentation. Dr. Gaston noted the Fairfax agreement had detailed costs and he addressed that point in more detail. He continued with additional points of consideration. Dr. Gaston discussed the next steps and timeline with a November 2024 report of the data to the Board of Supervisors. He added that report would reflect the public will and if the need for separation or renegotiation was there. Dr. Gaston emphasized the negotiation process, if a new joint service agreement was sought, to begin as early as possible. He added the fiscal impacts of that agreement to the next school budget. Dr. Gaston referenced the many moving parts of the process. He thanked the Board, County Administration, and WJCC School Administration for their assistance with the report.

Ms. Larson thanked Dr. Gaston and looked to the Board for questions.

Mr. McGlennon thanked Dr. Gaston for the report, adding it contained an abundance of information on the process. He noted the difference between this report and the City of Williamsburg's report. Mr. McGlennon further noted the latter report focused on County student performance versus City student performance. He referenced the VBOE criteria in relation to the Code of Virginia. Mr. McGlennon noted challenges and the importance of the report for guidance.

Ms. Larson expressed her appreciation for the report. She stated at the time the City of Williamsburg announced the potential school division split, the County engaged in understanding the next steps. Ms. Larson echoed Mr. McGlennon's comment on the state of limbo and moving through the steps for preparation. She noted the need to have steps in place pending response from the Board's City colleagues. Ms. Larson stressed the importance of education and the best for all students, adding the Board was charged with County students and that portion of the process was the Board's focal point. She noted Dr. Gaston's references to a joint system, adding the current system was two separate school divisions which operated jointly. Ms. Larson noted the situation of possible separation was uncharted territory. She referenced the public meetings in the fall and encouraged citizens to attend them.

2. Parks and Recreation CIP Discussion

Mr. Stevens referenced more Board discussion and involvement with CIP projects. He noted during his budget review there were numerous Parks & Recreation projects coming forward. Mr. Stevens stated with discussion on the James City County Marina upgrades and its contract award, he had Parks & Recreation staff present for questions and answers regarding the CIP projects. He noted community wants and needs were mentioned frequently at Community Meetings during the budget cycle. Mr. Stevens noted some projects generally had not generated enough revenue to offset their costs. He further noted building a park, while a community amenity with value, generally failed to provide a return on the investment. Mr. Stevens stated early discussion on projects could assist with budget and CIP determinations and allowed the Board time to review the information. Mr. Stevens noted Mr. Alister Perkinson, Parks Administrator, would provide a presentation.

Mr. Perkinson addressed the Board noting he had an abundance of information to share with the Board. He noted his presentation would include current projects which were already funded and in process, adding these projects were part of the five-year adopted Parks & Recreation CIP plan in the most recent budget. Mr. Perkinson stated that some projects five to 10 years out were included as well as projects previously discussed but were not included in proposed budgets. He

added the last slide in the PowerPoint presentation would address capital maintenance projects. Mr. Perkinson highlighted the current CIP projects and provided a brief description on each project. He noted the funding designations for Fiscal Year (FY) 2025-2029. Mr. Perkinson further noted the last two projects were slated for FY2029 and included funding for design only. He stated the two projects were the Jamestown Beach Event Park improvements and the Warhill Sports Complex Multiuse Field expansion and the construction funding was reflected in the five- to 10-year projection. Mr. Perkinson continued the PowerPoint presentation highlighting additional five- to 10-year CIP projects based on approved Park Master Plans and previous CIP requests. He added the Parks & Recreation Department Master Plan was slated for an update in the coming year which allowed for a reset to the priority rankings regarding future projects. Mr. Perkinson noted additional projects which had been discussed included the 757swim locker room expansion, outdoor heated competitive swimming pool, and other projects. He further noted the maintenance projects slated for the Parks & Recreation CIP which also included several General Services Department projects.

Mr. Stevens addressed the CIP projects identified in FY2025-2029, adding that only the FY2025 funding had been approved by the Board. He noted the first five years had projects that had been identified and he spoke to that point in more detail. Mr. Stevens further noted the maintenance and CIP projects over the five years totaled approximately \$24 million for just Parks & Recreation Department. He stated these projects were planned, but not approved. Mr. Stevens noted that Mr. Perkinson had provided the five- to 10-year project list which totaled approximately \$45 million, adding no funding plan was in place for that list. Mr. Stevens stated a plan would be developed regarding those projects as budget discussions occurred. He added potential projects totaling approximately \$20 million were additional considerations. Mr. Stevens stated the importance of the Board's input for guidance and direction regarding the projects. He added many of the projects were based on community requests.

Mr. Icenhour referenced the County Marina work and requested clarification on the project regarding boat slips and other points.

Mr. Perkinson confirmed yes, adding that was the funding to date.

Mr. Icenhour noted the American Rescue Plan Act (ARPA) money. He stated the ARPA funding had certain time constraints and questioned the timeline for its use.

Mr. Stevens noted the intent was for this project to use the ARPA funds. He stated that after conferring with Ms. Sharon McCarthy, Director of Financial and Management Services, that the money would be committed so as not to send the funds back. He addressed the specifics of the funding in relation to the project and the contract award timeline, adding the ARPA funds would be spent possibly on another project underway that met the ARPA criteria and timing. Mr. Stevens stated he and Ms. McCarthy had spoken and she was confident no ARPA money would be returned.

Mr. Icenhour stated he wanted to be sure the funding was used. He noted the estimated costs for the various projects over years, adding these items were based on citizen requests. Mr. Icenhour questioned if a program similar to the Open Space program could be incorporated. He referenced bonding or funding and questioned if County citizens were interested in supporting such a program.

Mr. Stevens noted Parks & Recreation Department had made use of bonds previously. He added while that was an option, it still was debt service which required repayment. Mr. Stevens addressed that point in more detail.

Mr. Icenhour recognized the validity of Mr. Stevens' comments regarding public feedback.

Mr. McGlennon referenced funding from the unassigned fund balance to ease the reassessment

impact. He noted recommendations from Mr. Stevens and questioned if any reductions made in the current budget could be restored.

Mr. Stevens responded yes. He cited expenditures removed from the WJCC School Division CIP as well as the County's CIP. Mr. Stevens noted changes to the FY2025 funding, but not to the ensuing years. He spoke to that point in more detail. Mr. Stevens referenced Mr. McGlennon's comment on a potential surplus in FY2024 and the possibility of a refund, adding that was a point for discussion.

Ms. Larson thanked Mr. Perkinson for the informative presentation. She noted she had received comments regarding the Warhill Sports Complex baseball and softball fields and the ensuing disappointment as that item was moved to FY2029. Ms. Larson further noted the facility was well used and she was a proponent of women's softball there. She addressed the 757swim locker room expansion, high school practices, and chemical costs and such. Ms. Larson noted 757swim had approached the County regarding funding due to locker room accommodations and no changing facility for the high school students. She questioned Mr. Perkinson on that point.

Mr. Perkinson stated he was not entirely sure, but confirmed the expansion would allow for more accommodation.

Ms. Larson noted she wanted to clarify that the County funding was based on WJCC School swim teams practicing at the 757swim facility.

Mr. Stevens addressed the value of funding for community swimmers and the potential savings to the County as opposed to building a County pool. He noted the benefits of the partnership.

Ms. Larson noted the CIP project list was extensive and she commended the Parks & Recreation Department for its parks and facilities. She referenced citizen expectation for expansion and the amenities. Ms. Larson stated the need for citizen input regarding the projects and respective costs.

Mr. Stevens questioned if the Board wanted some public meetings organized to discuss some of the projects. He addressed the possible timeline of July and other aspects.

Ms. Larson noted the July timeframe was acceptable. She also noted staff could also be active in developing the projects with public input.

Mr. McGlennon addressed the importance of the Parks & Recreation CIP projects, but also the budget impact if a middle school was to be built. He noted the possibility of a new library facility also. Mr. McGlennon provided additional details and comments to those points.

3. Government Center Update

Mr. Brad Rinehimer, Assistant County Administrator, addressed the Board stating the May update was prior to a County group touring Minnesota to observe several facilities. He cited the tour was educational and informative, adding he was joined by Mr. McGlennon, Ms. Larson, Mr. Stevens, Mr. Paul Holt, Director of Community Development, and representatives from both architectural firms and both builders. Mr. Rinehimer noted he would present some photographs with specific designs. He added that he, Ms. Null, and Mr. Stevens had met with a resident regarding some of the resident's ideas for the Government Center. Mr. Rinehimer noted he had a meeting scheduled with the lead pastor at the Williamsburg Assembly of God, the church directly across Longhill Road from the proposed Government Center location. He added that the meeting was to discuss any of the church's concerns. Mr. Rinehimer noted the weekly meetings with the architect and builders continued regularly. He addressed the programming phase which evaluated space needs, department locations, and other factors. Mr. Rinehimer

provided additional details on those points. He noted basic floor plans should be available over the next several months with follow-up meetings with the Board, County employees, and the public to take place regarding the exterior design. Mr. Rinehimer stated the recent Government Center article in the *Williamsburg Yorktown Daily (WYDaily)* had generated substantial comments on the webpage. He extended his thanks to the *WYDaily* and the *Virginia Gazette* for their articles on the Government Center. Mr. Rinehimer noted the website was jamescitycountyva.gov/4082 for progress updates and a form to complete. He added citizens could call 757-259-4004 to provide feedback or send an email to jccgovcenter@jamescitycountyva.gov. Mr. Rinehimer referenced photographs from the three Minnesota facilities (Minneapolis, Winona, and Bloomington) the group had toured. He noted the group had also toured locally at the Cities of Virginia Beach and Suffolk as well as the County's Law Enforcement Center. Mr. Rinehimer provided the group's feedback toward an open concept with natural light. He expressed his appreciation of the facilities which were toured and the information those groups expressed regarding their respective design choices. Mr. Rinehimer continued the presentation highlighting other features of the buildings. He noted County employees also expressed a need for open space and natural light in the design, adding additional review and discussion would take place.

Mr. Hipple referenced Mr. Rinehimer's comment regarding a reduction in the building's square footage. He noted building reductions could create a facility too small in 10 years, so he suggested building larger rather than smaller. Mr. Hipple stated doing the Government Center right as it was a one-time deal and would prove to be more cost-efficient over time.

Mr. Rinehimer noted size cuts had impacted conference areas by consolidation and not future personnel office requests. He further noted the intention was not to build and then quickly outgrow the building.

Mr. Hipple stressed the importance of this building in terms of low maintenance, functionality, and other considerations. He noted the long-term cost savings to citizens.

Mr. Rinehimer thanked the Board.

Ms. Larson thanked Mr. Rinehimer for the update.

F. BOARD CONSIDERATION(S)

1. Appropriation - \$499,598 - Drone-Delivered Study Site Agreement with Duke University

A motion to Approve was made by Michael Hipple, the motion result was Passed.

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

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

Police Chief Mark Jamison addressed the Board referencing the May 28, 2024, Business Meeting presentation which sought authorization of the County and the Police Department to enter an agreement with Duke University. He addressed specifics of the drone-delivered Automated External Defibrillator (AED) program with James City County selected as a viable study site based on specific criteria. Chief Jamison stated Duke University would provide the funding of \$499,598 to the County during determined milestones of the study. He noted unused funds would be returned to Duke University at the end of the study. Chief Jamison stated he was joined by Assistant Police Chief Tony Dallman who could address specific drone questions.

Mr. McGlennon asked how many localities were involved in the study.

Chief Jamison noted only James City County was involved for Virginia. He stated the other locality was in North Carolina.

Mr. McGlennon asked two total.

Chief Jamison confirmed yes.

Mr. McGlennon stated this opportunity was fantastic and the AED use could benefit citizens.

Ms. Larson thanked Chief Jamison. She asked the Board if it had any discussion points or a motion.

2. Contract Award - \$500,000 - James City County Marina Upgrades and Supporting Infrastructure Improvements - 70% Design Contract

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

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

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

Mr. Barry Moses, Capital Projects Coordinator, addressed the Board regarding the 70% design contract for the Marina upgrades and infrastructure improvements. He noted the design-build team of Crofton Constructions Services, Inc., Timmons Group, Inc., and GuernseyTingle Architects, P.C. had been awarded the \$500,000 contract award. Mr. Moses provided additional details to that point. He addressed the interim step which included a 30% design and cost estimate and a September timeline for further consideration. Mr. Moses noted the funding for this current portion of the contract award was included in the approved CIP budget in conjunction with the ARPA funding. He stated both Mr. Perkinson and Mr. John Carnifax, Director of Parks & Recreation, were available if the Board had any questions.

Ms. Larson thanked Mr. Moses and asked the Board if it had any questions, discussion points, or a motion.

G. BOARD REQUESTS AND DIRECTIVES

Ms. Null noted her enjoyment at attending Warhill High School's graduation.

Mr. Hipple noted he had no comments.

Mr. McGlennon extended congratulations to all high school graduates. He noted he had been joined by some of his Board colleagues at the graduation ceremonies. Mr. McGlennon congratulated Lafayette High School's Boys Soccer Team for winning the 2024 Virginia High School League Division 3 State Title. He also congratulated the Jamestown High School's Envirothon Team who won Virginia's 2024 Dominion Energy Envirothon State Competition and would be advancing to regional and international competitions. Mr. McGlennon expressed appreciation to County staff for the Juneteenth celebration at Freedom Park. He added the Freedom Fest followed on Saturday, June 15 and was a collaboration between the County's Parks & Recreation Department and the National Association for the Advancement of Colored People (NAACP) at Freedom Park. Mr. McGlennon noted he and Mr. Icenhour attended the City of Williamsburg's Juneteenth celebration on June 19. He referenced the Will Barnes Day celebration, sponsored by the Clean County Commission, also occurred on June 15 at Veterans Park. Mr. McGlennon noted his attendance at the dedication of the new facility for the Hampton and Peninsula Health Department in the City of Newport News. He extended his condolences to the family of Mr. Colin Campbell, formerly of the Colonial Williamsburg Foundation, upon his death.

Mr. Icenhour commended County staff and the County's Black History Program Committee for an excellent job with the Juneteenth program. He noted one ribbon cutting event took place in the Jamestown District. Mr. Icenhour stated the School Crossing reopened under new management. He noted the June 15 Juneteenth collaboration with the NAACP and the Parks & Recreation Department was phenomenal. Mr. Icenhour further noted the high number of attendees. Mr. Icenhour stated he visited one of the on-site tents which featured the Tuskegee Airmen. He noted the two men at the tent were representatives from the Petersburg Chapter which was named for their father (Howard Baugh Chapter Tuskegee Airmen, Inc.). Mr. Icenhour cited statistics from Mr. Baugh's aviator career and other details. He noted the impressive number of organizations associated with the Juneteenth celebration. Mr. Icenhour stated he had been asked by the Sons of the American Revolution to speak at Freedom Park on June 29 at 11 a.m. for the program commemorating the James City County Resolves. He provided additional details regarding the commemoration and the Resolves. Mr. Icenhour noted the commemoration was part of the 250th celebration of the American Revolution.

Ms. Larson asked Mr. Icenhour about the WMBG radio station schedule for Board members.

Mr. Icenhour stated every other Wednesday. He noted he would be on-air on June 26.

Ms. Larson noted the broadcast was between 5 and 5:30 p.m. She stated WMBG offered the Board members an opportunity to share County news and information. Ms. Larson extended her appreciation to Ms. Renee Dallman, Public Information Officer for James City County, for all her assistance. She thanked WMBG who also hosted the Williamsburg City Council, adding the information sharing was a great public service. Ms. Larson noted she and Mr. McGlennon attended the School Liaison meeting with Mr. Stevens as well as the WJCC School Board and the Williamsburg City Council. She stated the Freedom Fest celebration was outstanding. Ms. Larson provided details to that point. She noted County staff and people involved worked well together and she thought the event was great. Ms. Larson extended her appreciation to County staff for the County celebration of Juneteenth and her involvement with new employee orientation. She noted the past few weeks had been filled with numerous activities and she thanked everyone who was involved in the activities.

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens noted he had no report.

Mr. McGlennon asked if a brief recess prior to Closed Session could take place. He addressed a recess and Closed Session.

At approximately 7:14 p.m., the Board recessed for a short break.

At approximately 7:21 p.m., the Board reconvened.

I. CLOSED SESSION

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

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

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

At approximately 7:22 p.m., the Board of Supervisors entered a Closed Session.

At approximately 8:26 p.m., the Board re-entered Open Session.

A motion to Certify the Board only spoke about those matters indicated that it would speak

about in Closed Session was made by John McGlennon, the motion result was Passed.

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

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

1. A closed session pursuant to section 2.2-3711.A(3) for the 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; in particular, a parcel of property along Brick Bat Road.
2. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, 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 and regarding the property identified as 110 Nina Lane.
3. Consideration of a personnel matter, appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711(A)(1) of the Code of Virginia

A motion for Appointment to Boards and/or Commissions was made by James Icenhour, the motion result was Passed.

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

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

a. Historical Commission Appointments

Mr. Icenhour noted the reappointment to the Historical Commission of Mr. Fred Boelt for a term of three years that expires on June 30, 2027, and a new member, Mr. Steven Williams, appointed to a three-year term also expiring on June 30, 2027.

4. Consideration of a personnel matter, pertaining to the performance evaluation of the County Administrator and County Attorney, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia.

A motion after evaluations for an Increase to the Base Salary for the County Administrator to \$240,000 and the County Attorney to \$210,000 was made by James Icenhour, the motion result was Passed.

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

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

5. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 5 pm on July 9, 2024 for the Regular Meeting

A motion to Adjourn was made by Barbara Null, the motion result was Passed.

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

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

At approximately 8:27 p.m., Ms. Larson adjourned the Board of Supervisors.

MEMORANDUM

DATE: July 23, 2024

TO: The Board of Supervisors

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

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

As discussed in the Fiscal Year (FY) 2024 - FY2028 Adopted Capital Budget, the County intends to issue debt to fund certain capital improvements. Projects to be financed in FY2025 include new preschool space and high school expansions on behalf of the Williamsburg-James City County Schools, a new General Services Administration Building, and design fees for the Government Center.

The maximum amount of debt expected to be issued for these projects is \$74.9 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 costs of issuance;
- (2) amounts 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.

SBM/ap
PlanBorrowFY25-mem

Attachment

RESOLUTION

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; a new preschool space, expansions of Lafayette and Jamestown High Schools, a General Services Administration Building, design fees for the Government Center, and other County and Williamsburg-James City County Schools projects (collectively, the “Project”); 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 that:

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 \$74.9 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.

Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

NULL
HIPPLE
MCGLENNON
ICENHOUR
LARSON

VOTES

AYE NAY ABSTAIN ABSENT

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Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.

PlanBorrowFY25-res

MEMORANDUM

DATE: July 23, 2024

TO: The Board of Supervisors

FROM: Liz Parman, Deputy County Attorney

SUBJECT: Participation in Proposed Settlement of Opioid-Related Claims Against Kroger And Its Related Corporate Entities

On November 23, 2021, the Board approved of a settlement agreement with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen and approved of a settlement allocation Memorandum of Understanding (“MOU”) with the Commonwealth of Virginia to receive payments from the National Opioid Settlements. On February 28, 2023, the Board approved a settlement agreement with five additional defendants - Teva Pharmaceuticals, Allergan, Walmart, Walgreens, and CVS.

Kroger and its related corporate entities have recently elected to participate in the National Opioid Settlements. This new proposed settlement will be subject to the MOU and will be administered and allocated in the same manner as the previous opioid settlements.

The County Attorney’s Office recommends approval of the attached resolution authorizing the County Attorney and/or the County Administrator to execute those documents necessary to effectuate the County’s participation in the proposed settlement of opioid-related claims against Kroger and its related corporate entities.

LP/ap
PropSettlOpioid-mem

Attachment

RESOLUTION

A RESOLUTION APPROVING THE COUNTY’S PARTICIPATION IN THE PROPOSED

SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST KROGER

AND ITS RELATED CORPORATE ENTITIES

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its counties and cities, including James City County, by adversely impacting the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services by various County departments and agencies; and

WHEREAS, the Commonwealth of Virginia and its counties and cities, including James City County, have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy, and time to address the damage the opioid epidemic has caused and continues to cause the citizens of the Commonwealth and James City County; and

WHEREAS, a settlement proposal has been negotiated that will cause Kroger to pay over a billion dollars nationwide to resolve opioid-related claims against it; and

WHEREAS, the County has approved and adopted the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding (the “Virginia MOU”), and affirms that this pending settlement with Kroger shall be considered a “Settlement” that is subject to the Virginia MOU, and shall be administered and allocated in the same manner as the opioid settlements entered into previously with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen, opioid manufacturers Janssen Pharmaceuticals, Teva Pharmaceuticals, and Allergan, and retail pharmacy chains CVS, Walgreens, and Walmart; and

WHEREAS, the County Attorney has reviewed the available information about the proposed settlement and has recommended that the County participate in the settlement in order to recover its share of the funds that the settlement would provide.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve the County’s participation in the proposed settlement of opioid-related claims against Kroger and its related corporate entities, and authorizes the County Attorney and/or the County Administrator to execute those documents necessary to effectuate the County’s participation in the settlement, including the required release of claims against Kroger.

Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

NULL
HIPPLE
MCGLENNON
ICENHOUR
LARSON

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

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.

PropSettlOpioid-res

MEMORANDUM

DATE: July 23, 2024

TO: The Board of Supervisors

FROM: Patrick N. Page, Director of Information Resources Management

SUBJECT: Purchase on an Existing Contract, Underground Fiber Optic Cable Installation - Cable Associates, Inc. - \$1,914,250

James City County (JCC), James City Service Authority (JCSA), Williamsburg-James City County (WJCC) Schools, and the Williamsburg Regional Library (WRL) depend on the availability of high-speed fiber optic communications to service citizens and students. Originally installed between 2010 and 2014, the County's fiber optic cabling infrastructure serves 15 JCC sites, two JCSA sites, 14 WJCC School sites, and the two WRL sites. Currently one JCC site and three WJCC sites are serviced with leased fiber strands from a local provider at a cost of \$76,000 per year.

The installation of approximately 19 miles of fiber will connect the sites currently being serviced under the lease. The installation of this fiber will also provide an improved infrastructure assuring continued communications in the event of a fiber cut or the failure of communications equipment at any given site.

Cable Associates, Inc. installed fiber optic cabling to all currently serviced sites and has maintained the infrastructure since 2014. At the April 24, 2024, Board of Supervisors meeting, the Board authorized the County Administrator to renew the contract for the maintenance of County fiber and installation of additional fiber as needed. Quotes for the installation of underground conduit, fiber optic cable, termination services, testing services, and permit management were supplied by Cable Associates, Inc. and reviewed by Information Resources Management staff. Pricing was found to be consistent with costs experienced by municipal broadband authorities on the eastern shore of Virginia and rural western Virginia.

Staff recommends approval of the attached resolution for the purchase and installation of underground fiber optic cabling by Cable Associates, Inc. for the quoted cost of \$1,914,250.

PNP/md
CableAssocExCont-mem

Attachment

RESOLUTION

PURCHASE ON AN EXISTING CONTRACT, UNDERGROUND FIBER OPTIC CABLE

INSTALLATION - CABLE ASSOCIATES, INC. - \$1,914,250

- WHEREAS, James City County, James City Service Authority, Williamsburg-James City County Schools, and the Williamsburg Regional Library depend on high-speed fiber optic communications to serve citizens and students; and
- WHEREAS, the installation of fiber optic cabling will complete connections to all County and school sites eliminating the need for leasing the use of fiber optic cable; and
- WHEREAS, the installation of fiber optic cable will provide an improved infrastructure assuring continued communication in the event of a fiber cut or equipment failure; and
- WHEREAS, Cable Associates, Inc. has provided quality maintenance and installation services to the County since 2010; and
- WHEREAS, the cost quoted for installation and services is consistent with current market costs verified by two independent broadband authorities in Virginia.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the purchase on an existing contract with Cable Associates, Inc. for fiber optic cable installation and supporting services for \$1,914,250.

Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

NULL
HIPPLE
MCGLENNON
ICENHOUR
LARSON

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
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Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.

CableAssocExCont-res

MEMORANDUM

DATE: July 23, 2024
TO: The Board of Supervisors
FROM: Bradley J. Rinehimer, Assistant County Administrator
SUBJECT: Purchase of Property Located at 110 Nina Lane

The owner of property located at 110 Nina Lane, further identified as James City County Real Estate Tax Map Parcel No. 2320100036 (the “Property”), desires to sell the Property. The Property is adjacent to Norge Elementary School and is approximately 5.56 acres.

County Administration has identified current and future needs for the Property including potential use by the Williamsburg-James City County Public Schools (the “Schools”). Staff recommends that the County purchase the property for an amount not to exceed \$500,000. The Schools’ estimated year-end surplus for Fiscal Year (FY) 2024 is expected to exceed the amount already included in the County’s Capital Improvements Budget to support school projects and therefore, staff recommends that the County utilize a portion of that excess to fund this purchase.

The attached resolution appropriates funding and authorizes the County Administrator to execute those documents necessary to purchase the Property.

BJR/md
Purch110NinaLane-mem

Attachment

RESOLUTION

PURCHASE OF PROPERTY LOCATED AT 110 NINA LANE

WHEREAS, there exists a parcel of land in the County of James City located at 110 Nina Lane, further identified as James City County Real Estate Tax Map Parcel No. 2320100036 (the “Property”); and

WHEREAS, the Property is situated adjacent to Norge Elementary School and is approximately 5.56 acres; and

WHEREAS, the property owner has offered to sell the Property; and

WHEREAS, the County has identified current and future needs for the Property including potential use by the Williamsburg-James City County (WJCC) Public Schools (the “Schools”); and

WHEREAS, the Board of Supervisors is of the opinion that the County should purchase the Property for an amount not to exceed \$500,000; and

WHEREAS, the Board of Supervisors desires to allocate and appropriate funding from the Schools’ anticipated Fiscal Year 2024 year-end surplus in order to support this purchase.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby authorize the appropriations as shown below and directs the County Administrator to execute those documents necessary for the purchase and acceptance of the Property located at 110 Nina Lane, further identified as James City County Real Estate Tax Map Parcel No. 2320100036.

General Fund - Funding Source:

Committed Fund Balance (WJCC Schools’ Year-end Surplus)	<u>\$500,000</u>
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General Fund - Funding Uses:

Transfer to Capital Projects Fund	<u>\$500,000</u>
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Capital Projects Fund - Funding Source:

Transfer from General Fund	<u>\$500,000</u>
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Capital Projects Fund - Expenditures:

Land Purchase - Nina Lane	<u>\$500,000</u>
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Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

NULL
HIPPLE
MCGLENNON
ICENHOUR
LARSON

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
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Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.

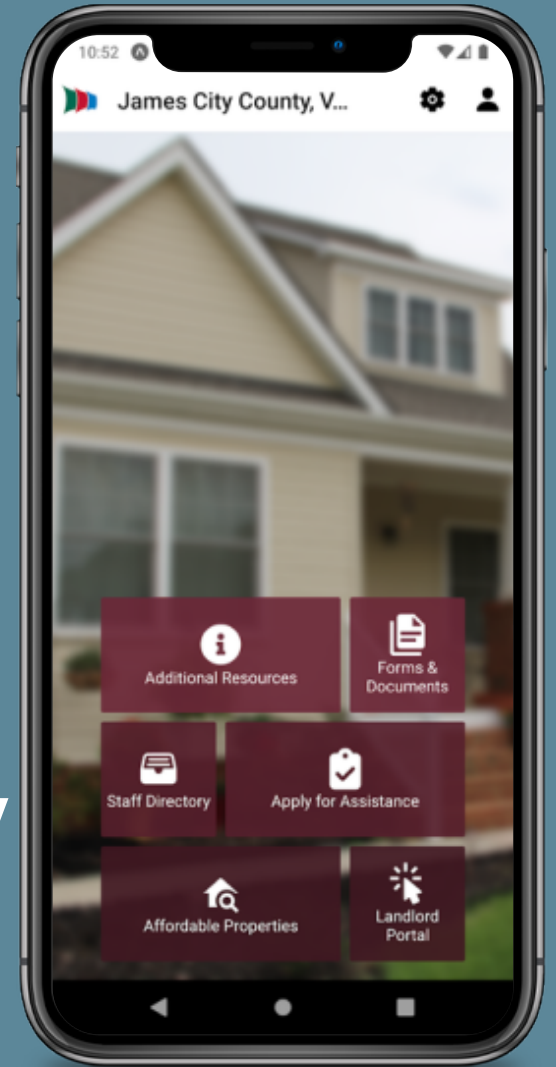
Purch110NinaLane-res



Social Services

James City County Housing Portal:

Enhancing Access Through a Digital Front Door



JCCVAHOUSING.GOV



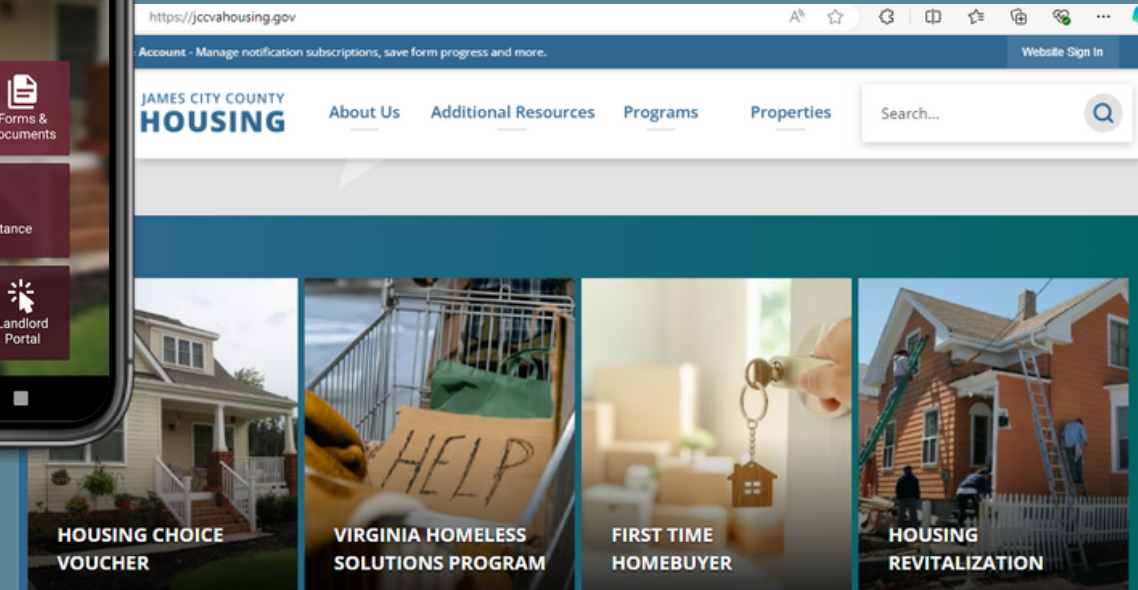
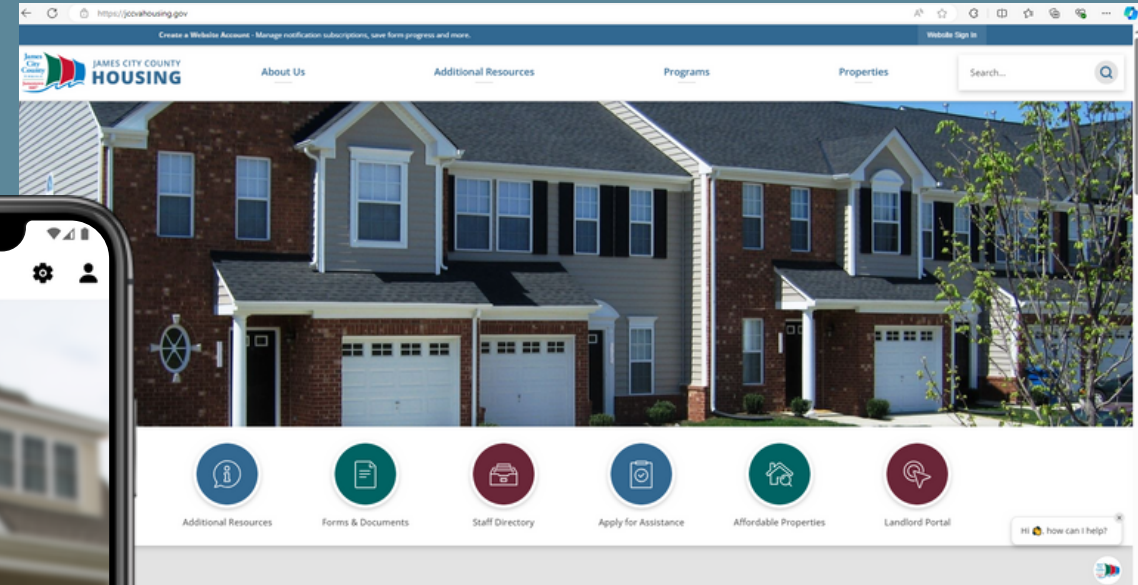
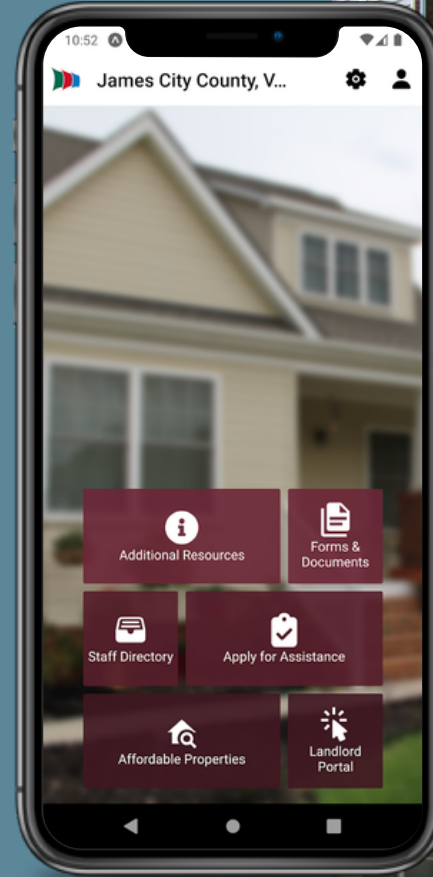


James City County, VA



Housing Key Features:

- User-Friendly Interface
- Housing Office Programs
- Online Applications
- Property Listings
- Resource Center
- Events Calendar



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App Store



JAMES CITY COUNTY, VA

jamescitycountyva.gov

The Housing Portal offers:

- Convenient Access
- Application Management
- Resource Availability
- Efficiency
- Notifications and Alerts
- Document Upload
- Mobile-Friendly Access
- Accessibility Features





Housing Portal
Department Webpage Analysis
Report Period: 4th Quarter FY2024

This report outlines the number of page views for the webpages within your department, compared to the previous reporting period. Webpages with decreased values have been highlighted.

Department Webpages	3 rd Quarter	4 th Quarter
James City County Housing	---	1,174
About Us	---	153
How Do I	---	94
Landlord Portal	---	157
Additional Resources	---	53
Community Partners	---	27
Food Banks	---	55
Social Services Resources	---	204
Programs	---	394
Homelessness Prevention Program	---	179
Homeownership	---	62
First-Time Homebuyers	---	88
Housing Counseling	---	29
Mortgage Assistance Program	---	29
Housing Education Programs	---	104
Housing Revitalization	---	83
Emergency Home Repairs	---	23
Home Energy Loss Prevention	---	10
Step 1: Getting Started	---	6
Step 2: Assessment	---	4
Step 3: Prescriptive Measures	---	2
Step 4: The Retrofit	---	2
Step 5: Financial Assistance	---	5
Voucher Programs	---	347
Properties	---	223
Rental Opportunities	---	119
Income-Based Units	---	123

Since May 23,2024, the Housing Portal has attracted 1,174 users.

Searches primarily focus on finding information about available programs, resources and properties.

Further improvements in these key areas could enhance user satisfaction and engagement.

Single-Family Homes	---	73
Market Rate Units	---	34
Ownership Opportunities	---	46
Upcoming Property Development	---	77



Contact the Housing Office

Tiara Murphy

Administrative Coordinator | Housing Division | Social Services | 5320 Palmer Lane 1A
Williamsburg, VA 23188

757-259-5340

housing@jamescitycountyva.gov





Parks & Recreation Capital Improvement Program

James City County Board of Supervisors

July 23, 2024

Parks & Recreation Capital Improvement Program

Current Projects

CIP Projects	Status	Rounded Balance
WSC Baseball/Softball Complex (Design)	Pending (Construction funds moved to FY29)	\$ 966,000
CRP Paddlecraft/Rowing Area (Design)	In Progress	\$ 112,000
CRP Pool Concession	Deferred (Funds diverted to other projects)	\$ 126,000
Lower County Park Acquisition	Pending	\$ 500,000
UCP Multi-Use Trail	In Progress	\$ 221,000
UCP Splash Pad (Design)	Pending (Construction funds removed)	\$ 135,000
Veterans Park Phase II (Design)	Pending	\$ 335,000
JCC Marina Improvements (CIP)	In Progress	\$ 638,000
JCC Marina Infrastructure (ARPA)	In Progress	\$ 1,000,000
JCC Marina Phase II (ARPA)	In Progress	\$ 5,280,000



Parks & Recreation Capital Improvement Program

CIP Projects	Rank	FY2025	FY2026	FY2027	FY2028	FY2029
Lower County Park	1	\$ -	\$ -	\$ 1,200,000	\$ 7,200,000	\$ -
CRP Paddlecraft Area	2	\$ -	\$ -	\$ 900,000	\$ 1,300,000	\$ -
Veterans Park Phase 2	3	\$ 1,036,000		\$ -	\$ -	\$ -
Skate Park	4	\$ -	\$ -	\$ 150,000	\$ 1,000,000	\$ -
GST Trailhead Restrooms	5	\$ -	\$ 400,000	\$ -	\$ -	\$ -
CRP Multi-Use Trail	6	\$ -	\$ 435,000	\$ -	\$ 2,700,000	\$ -
Warhill Sports Complex Softball/Baseball Complex	7	\$ -	\$ -	\$ -	\$ -	\$ 13,700,000
JBEP Improvements*	8	\$ -	\$ -	\$ -	\$ -	\$1,600,000 (\$10,700,000)
Warhill Sports Complex Multi-Use Field Expansion*	9	\$ -	\$ -	\$ -	\$ -	\$1,500,000 (\$14,300,000)
Total		\$ 1,036,000	\$ 835,000	\$ 2,250,000	\$ 12,200,000	\$ 16,800,000

*FY29 Funding for design only, total cost in parentheses



Parks & Recreation Capital Improvement Program

Recommendations:

- Re-evaluate priority rankings during Parks & Recreation Master Plan Process to begin this fall
- Address short-term needs:
 - **Priority unfunded projects**
 - CRP Paddlecraft/Rowing Area (restrooms, parking, stormwater) - \$900,000
 - Skate Park Design - \$150,000
 - **Funded projects to be delayed and requested in future CIP**
 - Veterans Park Phase II Construction - \$1,036,000



Parks & Recreation Capital Improvement Program

CIP Projects	Rank	FY2025	FY2026	FY2027	FY2028	FY2029
Lower County Park	1	\$ -	\$ -	\$ 1,200,000	\$ 7,200,000	\$ -
CRP Paddlecraft Area	2	\$ 900,000	\$ -	\$ 900,000	\$ 1,300,000	\$ -
Veterans Park Phase 2	3	\$ 1,036,000		\$ 1,050,000	\$ -	\$ -
Skate Park	4	\$ 136,000	\$ -	\$ 150,000	\$ 1,000,000	\$ -
GST Trailhead Restrooms	5	\$ -	\$ 400,000	\$ -	\$ -	\$ -
CRP Multi-Use Trail	6	\$ -	\$ 435,000	\$ -	\$ 2,700,000	\$ -
Warhill Sports Complex Softball/Baseball Complex	7	\$ -	\$ -	\$ -	\$ -	\$ 13,700,000
JBEP Improvements*	8	\$ -	\$ -	\$ -	\$ -	\$1,600,000 (\$10,700,000)
Warhill Sports Complex Multi-Use Field Expansion*	9	\$ -	\$ -	\$ -	\$ -	\$1,500,000 (\$14,300,000)
Total		\$ 1,036,000	\$ 835,000	\$ 2,250,000	\$ 12,200,000	\$ 16,800,000

*FY29 Funding for design only, total cost in parentheses



Parks & Recreation Capital Improvement Program

Additional Discussion

- Warhill Sports Complex – Longhill Road Intersection improvements - \$3,000,000
- 757 Swim Locker Room Expansion - \$1,300,000
- Projects on hold:
 - Warhill Sports Complex Softball/Baseball - \$1,000,000 (design)
 - Upper County Park Splash Pad - \$135,000 (design)

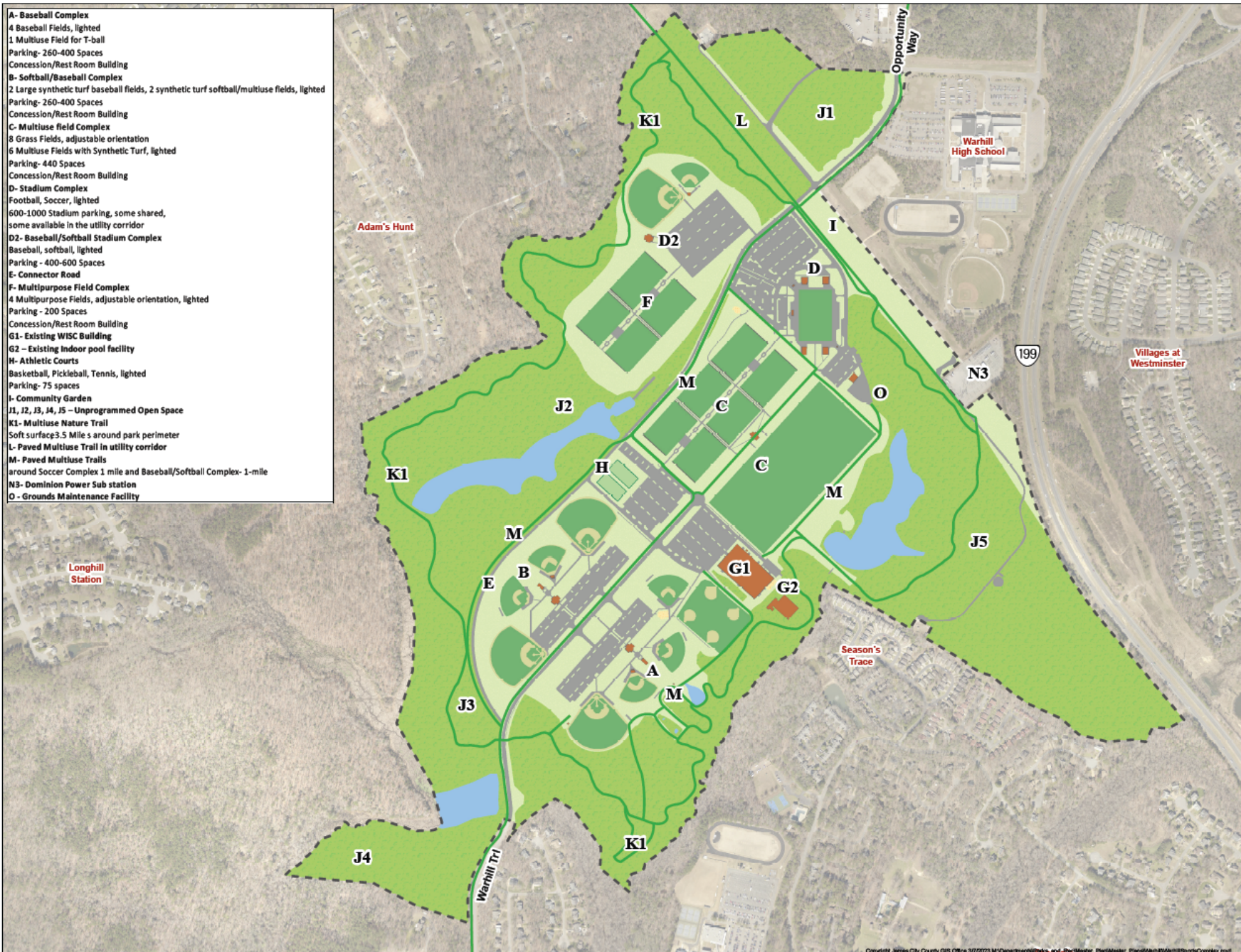


Questions?





- A- Baseball Complex**
4 Baseball Fields, lighted
1 Multiuse Field for T-ball
Parking- 260-400 Spaces
Concession/Rest Room Building
- B- Softball/Baseball Complex**
2 Large synthetic turf baseball fields, 2 synthetic turf softball/multiuse fields, lighted
Parking- 260-400 Spaces
Concession/Rest Room Building
- C- Multiuse field Complex**
8 Grass Fields, adjustable orientation
6 Multiuse Fields with Synthetic Turf, lighted
Parking- 440 Spaces
Concession/Rest Room Building
- D- Stadium Complex**
Football, Soccer, lighted
600-1000 Stadium parking, some shared, some available in the utility corridor
- D2- Baseball/Softball Stadium Complex**
Baseball, softball, lighted
Parking - 400-600 Spaces
- E- Connector Road**
- F- Multipurpose Field Complex**
4 Multipurpose Fields, adjustable orientation, lighted
Parking - 200 Spaces
Concession/Rest Room Building
- G1- Existing WISC Building**
G2 - Existing Indoor pool facility
- H- Athletic Courts**
Basketball, Pickleball, Tennis, lighted
Parking- 75 spaces
- I- Community Garden**
- J1, J2, J3, J4, J5 - Unprogrammed Open Space**
- K1- Multiuse Nature Trail**
Soft surface 3.5 Mile s around park perimeter
- L- Paved Multiuse Trail in utility corridor**
- M- Paved Multiuse Trails**
around Soccer Complex 1 mile and Baseball/Softball Complex- 1-mile
- N3- Dominion Power Sub station**
- O - Grounds Maintenance Facility**



Master Plan

Warhill Sports Complex
Feb 2023



- Property Lines
- Trail
- Water
- Field
- Trees
- Grass
- Athletic Courts
- Pavement
- Public Building



0 300 600 1,200 Feet



Parks & Recreation CIP 5-10 Year Projects

CIP Projects	Rank	FY30-FY34
UCP Splash Pad*	1	\$ 800,000
Veterans Park Phase 2-Splash Pad*	2	\$ 1,000,000
CRP Pool Concession and Septic	3	\$ 1,200,000
JBEP Improvements	4	\$ 9,100,000
Warhill Sports Complex Multi-Use Field Expansion	5	\$ 12,800,000
Brickyard Landing Park	6	\$ 2,400,000
Chickahominy Riverfront Park Road	7	\$ 820,000
CRP Campground Improvements	8	\$ 3,500,000
Freedom Park Phase IV - Active Recreation area	9	\$ 6,900,000
Warhill Sports Complex Connector Road	10	\$ 6,700,000
Total		\$ 45,220,000

- Based on approved Park Master Plans and previous CIP requests
- Priority rankings for future projects will be re-evaluated during upcoming Parks & Recreation Master Plan update

*Removed from FY25 budget request



Parks & Recreation Capital Improvement Program

Maintenance Projects

CIP Projects	Department	In Progress/ Current Balance	FY25	FY26	FY27	FY28	FY29
JCCRC Office Renovation	P&R	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -
CRP Paving Projects	P&R	\$ 81,000	\$ -	\$ -	\$ -	\$ -	\$ -
Brickyard Landing Improvements	P&R	\$ 145,000	\$ -	\$ -	\$ -	\$ -	\$ -
UCP Pool Resurfacing/Repairs	P&R	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
CRP Water Distribution	GS	\$ 756,700	\$ -	\$ -	\$ -	\$ -	\$ -
CRP Well Replacement	GS	\$ -	\$ 2,042,000	\$ -	\$ -	\$ -	\$ -
Parks Capital Maintenance Projects	P&R	\$ -	\$ 124,000	\$ 115,000	\$ 111,000	\$ 111,000	\$ 104,000
Playground Replacement	P&R	\$ 900,000	\$ 350,000	\$ 380,000	\$ 390,000	\$ 360,000	\$ 370,000
Boat Ramp Tending Piers	P&R	\$ -	\$ 310,000	\$ -	\$ -	\$ -	\$ -
JCCRC Lobby Renovation	P&R	\$ -	\$ -	\$ 360,000	\$ 1,400,000	\$ -	\$ -
Pool Resurfacing	P&R	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -
Warhill Sports Complex Traffic Barriers	P&R	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -
Warhill Sports Complex Perimeter Fencing	P&R	\$ -	\$ -	\$ -	\$ 210,000	\$ -	\$ -
Total			\$ 2,826,000	\$ 1,005,000	\$ 2,461,000	\$ 471,000	\$ 474,000



Other Projects

- 757 Swim Locker Room Expansion
- Outdoor Heated Competitive Swimming Pool
- Pickleball Courts
- Marina Dry Stack Storage
- Cabins at Jamestown Beach Event Park
- Ambler House
- Master Plan Projects not included in 5-10 year CIP
 - CRP Master Plan (Campground store, Bathhouses, Pavilions)
 - UCP Master Plan (Gymnasium)
 - WSC Master Plan (Baseball/Softball Stadium)





Severe Weather Preparedness

July 23, 2024

Fire and Emergency Management

Make a Plan

- Discuss hazards/threats in your area and develop a plan
- Create an emergency support network – local and out of area
 - Stay in contact during an emergency
 - Know where to find your emergency supplies
 - Know how to operate your medical equipment



Make a Plan

- Identify Meeting Places
 - Outside your home
 - Outside of your neighborhood
- Know where you will stay
 - Sheltering
 - Medical
 - Pet Friendly
- Transportation
- Evacuation Routes



Build a Kit

- Food and water - 7 days
- First aid kit
- Prescription medications
- Hygiene supplies
- Extra clothing, blankets, sleeping bags
- Emergency funds - Cash



PARTNERS IN PREPAREDNESS
A program of VCEM



FOOD + SUPPLIES

- ☐ At least a 3-day supply of water and non-perishable food per person
- ☐ Weather-appropriate clothing
- ☐ Pet food and supplies



MEDICAL NEEDS

- ☐ Medications for at least one week and copies of prescriptions
- ☐ Medical equipment, assistive technology and backup batteries
- ☐ First aid kit and antibiotic ointment



PROTECTIVE GEAR + CLOTHING

- ☐ Extra warm clothing
- ☐ Sturdy shoes
- ☐ Blankets or sleeping bags



TOOLS + SAFETY ITEMS

- ☐ Sunblock
- ☐ Flashlight and batteries
- ☐ Device chargers
- ☐ Crank or battery-operated radio




EMERGENCY FUNDS









- ☐ Emergency cash funds should be able to sustain your family for several days at a minimum. Government assistance and resources take time.
- ☐ Plan for funds to cover fuel, lodging and meals as well as pet boarding costs if you're asked to evacuate.
- ☐ Do not rely on credit cards or debit cards as critical networks such as internet or electrical infrastructure may be damaged. Be sure to withdraw plenty of cash before the storm.

Build a Kit

- Important documents
 - Medical
 - Insurance
 - Property records
 - Photos of your home – inside and outside
- Infant formula and diapers
- Pet-friendly items
- Special considerations

**BUILD A KIT**

PACK AN EMERGENCY KIT (CONTINUED)



CRITICAL PAPERWORK

Prior to a storm or evacuation, collect and store your critical paperwork in a waterproof storage bag or container. Storing a password-protected backup of your records on a virtual cloud service is also recommended.

- ☐ Driver's license and passports
- ☐ Vehicle registration and proof of insurance
- Medical and vaccination records
 - ☐ Prescription medicine labels
 - ☐ Birth certificates and social security cards
 - ☐ Marriage certificates
 - ☐ Proof of residence
 - ☐ Business and personal tax records
 - ☐ Wills
 - ☐ Household inventory (photo or video)

COMFORT + PRICELESS ITEMS

You may be away from your home for an extended period and your property may be damaged. Grab any items that are irreplaceable or may provide comfort to your family, especially children.

- ☐ Books, puzzles and favorite stuffed toys
- ☐ Photo albums
- ☐ Valuables and jewelry

BABIES + YOUNG CHILDREN

- ☐ Diapers and wipes
- ☐ Formula
- ☐ Bottles
- ☐ Breast pump, if using
- ☐ Child-specific medications, creams, etc.
- ☐ Jarred baby food and/or pouches
- ☐ Items for safe sleeping, like a portable crib

Stay Informed

- James City County
 - JCCAlert.org
 - Social Media
 - Website
- Local News and Radio
- National Weather Service
- Mobile Apps

JCCAlert.org James City County Virginia James City County 1607

Get Notified!

Sign up to receive emergency notifications by call, text, or email. Go to **JCCAlert.org** or scan the QR code below to sign up today. Registration is quick and easy. Questions? Call James City County Emergency Management at 757-220-0626.

JCCAlert is voluntary and free. However, users are responsible for any standard text message or data rates that may apply from their service provider.

Icons: Lightning bolt, House with waves, Tornado, Snowflake, Nuclear symbol.

QR code

Smartphone screen showing alerts:

- 11:51 AM
Coastal Flood Warning
A Coastal Flood Warning has been issued for your area.
Reply with YES to confirm receipt.
- 11:51 AM
YES
- 11:51 AM
Flash Flood Warning
A Flash Flood Warning has been issued for your area.
Reply with YES to confirm receipt.
- 11:51 AM
YES
- 11:51 AM
Excessive Heat Warning
A Excessive Heat Warning has been issued for your area.
Reply with YES to confirm receipt.
- 11:51 AM
YES





Protective Measures

- Keep trees and shrubs well-trimmed
- Clear clogged rain gutters and downspouts
- Plan to secure your property
 - Outdoor furniture
 - Boats
- Review insurance coverage
 - Flood insurance
 - Homeowners insurance does not cover flood damage
 - National flood insurance program has a 30 day waiting period



Severe Thunderstorm Risk Categories

Understanding Severe Thunderstorm Risk Categories

THUNDERSTORMS (no label)	1 - MARGINAL (MRGL)	2 - SLIGHT (SLGT)	3 - ENHANCED (ENH)	4 - MODERATE (MDT)	5 - HIGH (HIGH)
No severe* thunderstorms expected	Isolated severe thunderstorms possible	Scattered severe storms possible	Numerous severe storms possible	Widespread severe storms likely	Widespread severe storms expected
Lightning/flooding threats exist with <u>all</u> thunderstorms	Limited in duration and/or coverage and/or intensity	Short-lived and/or not widespread, isolated intense storms possible	More persistent and/or widespread, a few intense	Long-lived, widespread and intense	Long-lived, very widespread and particularly intense
					

* NWS defines a severe thunderstorm as measured wind gusts to at least 58 mph, and/or hail to at least one inch in diameter, and/or a tornado. All thunderstorm categories imply lightning and the potential for flooding. Categories are also tied to the probability of a severe weather event within 25 miles of your location.



National Weather Service

www.spc.noaa.gov



Severe Thunderstorm Watch vs Warning



The infographic is set against a background of dark, stormy clouds with a bright lightning bolt striking in the lower right. It is divided into two main vertical panels. The left panel is titled 'THUNDERSTORM WATCH' in large, bold, yellow capital letters. Below the title, it states: 'A Severe Thunderstorm Watch is issued when **a severe thunderstorm is possible.**' followed by the instruction: 'Stay tuned to forecast updates, monitor sky conditions, and know where to take shelter.' At the bottom of this panel, it says 'Be Prepared.' in bold yellow text. The right panel is titled 'THUNDERSTORM WARNING' in large, bold, orange capital letters. Below the title, it states: 'A Severe Thunderstorm Warning is issued when **a severe thunderstorm is happening or about to happen.**' followed by the instruction: 'Take shelter immediately!' At the bottom of this panel, it says 'Take Action!' in bold orange text. At the bottom left of the entire infographic, there is the NOAA logo (a blue circle with a white wave) and the text 'weather.gov'.

THUNDERSTORM WATCH	THUNDERSTORM WARNING
A Severe Thunderstorm Watch is issued when a severe thunderstorm is possible.	A Severe Thunderstorm Warning is issued when a severe thunderstorm is happening or about to happen.
Stay tuned to forecast updates, monitor sky conditions, and know where to take shelter.	Take shelter immediately!
Be Prepared.	Take Action!

NOAA weather.gov

Thunderstorms and Lightning

- Do
 - Postpone outdoor activities
 - Get inside a building or hard top vehicle
 - Secure objects that could blow away or cause damage
- Avoid
 - Natural lightning rods – tall tree in isolated area
 - Hilltops, open fields, beach or a boat on the water
 - Anything metal



Thunderstorms and Lightning

- NWS Lightning Safety Toolkits
 - Outdoor venues, golf facilities, beach, etc.
- JCC Parks and Recreation – Pools
 - Pool and Whirlpools
 - Closed at sound of thunder or sight of lightning
 - Remain closed until 30 minutes after last sound of thunder or sight of lightning

 **LIGHTNING SAFETY TOOLKITS**



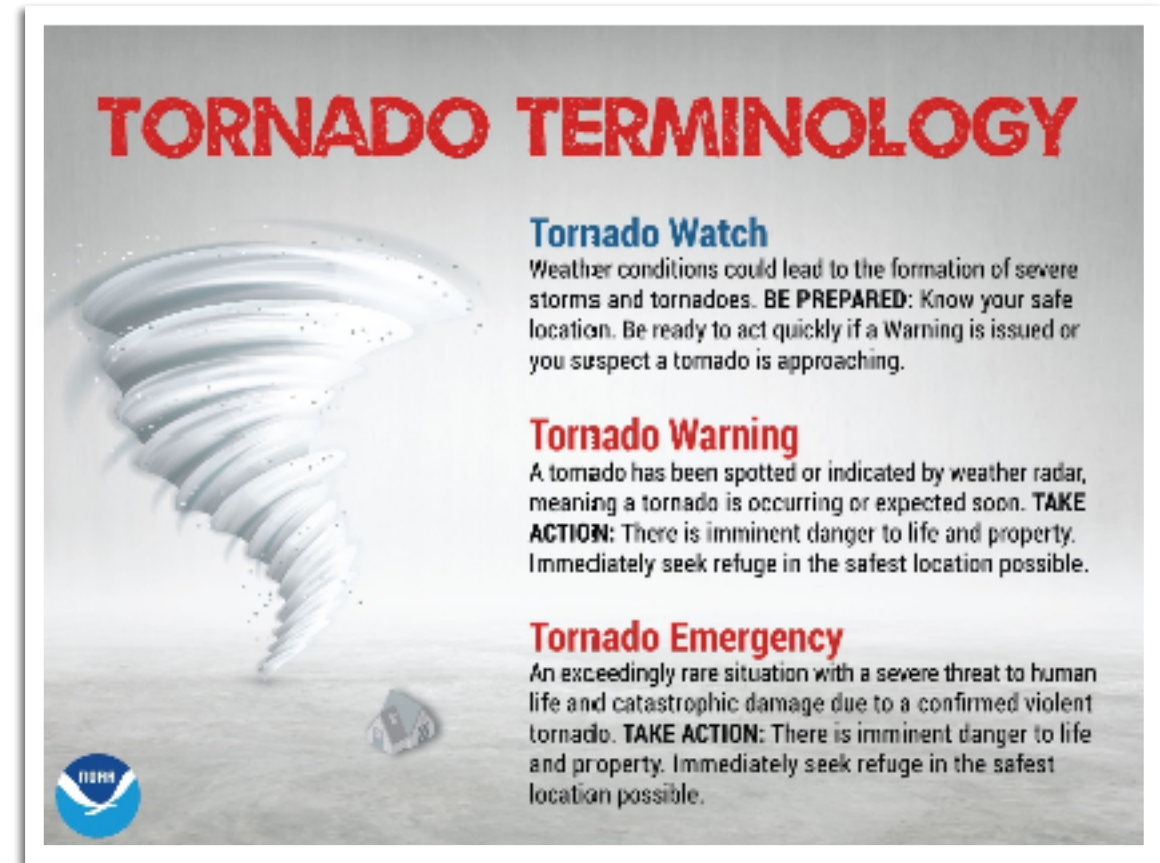
Flooding

- Do not walk through moving water
- Do not drive into flooded areas
 - 6 inches of water may damage vehicle or cause loss of control/stalling
 - 1 foot of water can float many vehicles
 - 2 feet of rushing water can carry away most vehicles



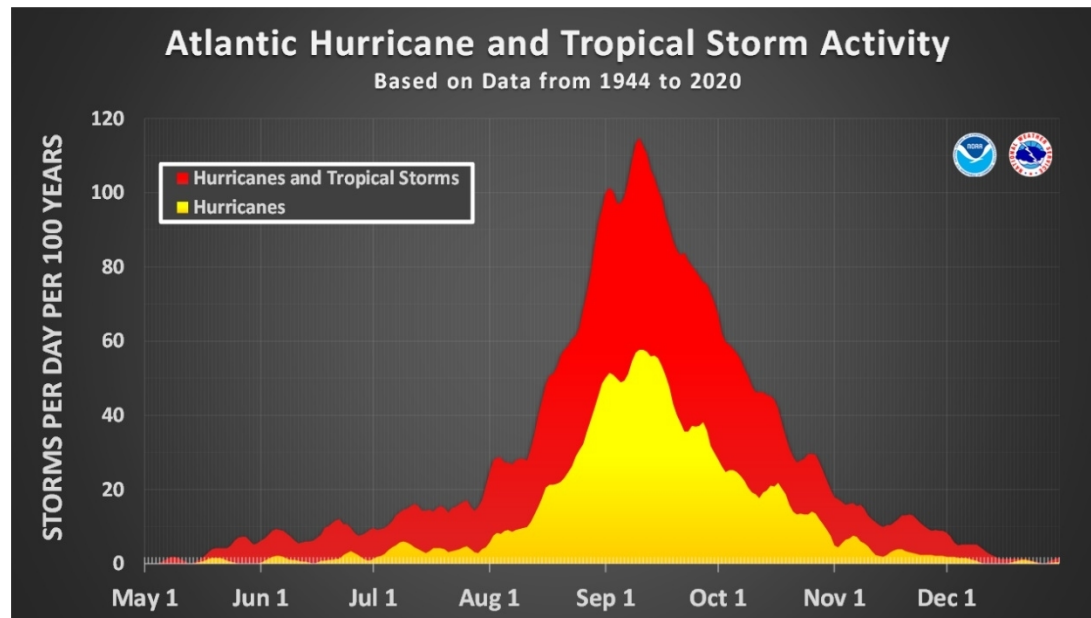
Tornado

- Seek shelter in a windowless interior room on the lowest level of your home
- Stay in the center of the room
- Use your arms to protect your head and neck from injury
- Remain inside your home until the storm has passed



Hurricane Season

- June 1 – November 30



Saffir - Simpson hurricane scale



Category 1

- Winds 74-95 mph (119-153 km/h)
- Some damage and power cuts



Category 2

- Winds 96-110 mph (154-177 km/h)
- Extensive damage



Category 3

- Winds 111-129 mph (178-208 km/h)
- Well-built homes suffer major damage



Category 4

- Winds 130-156 mph (209-251 km/h)
- Severe damage to well-built homes, trees blown over

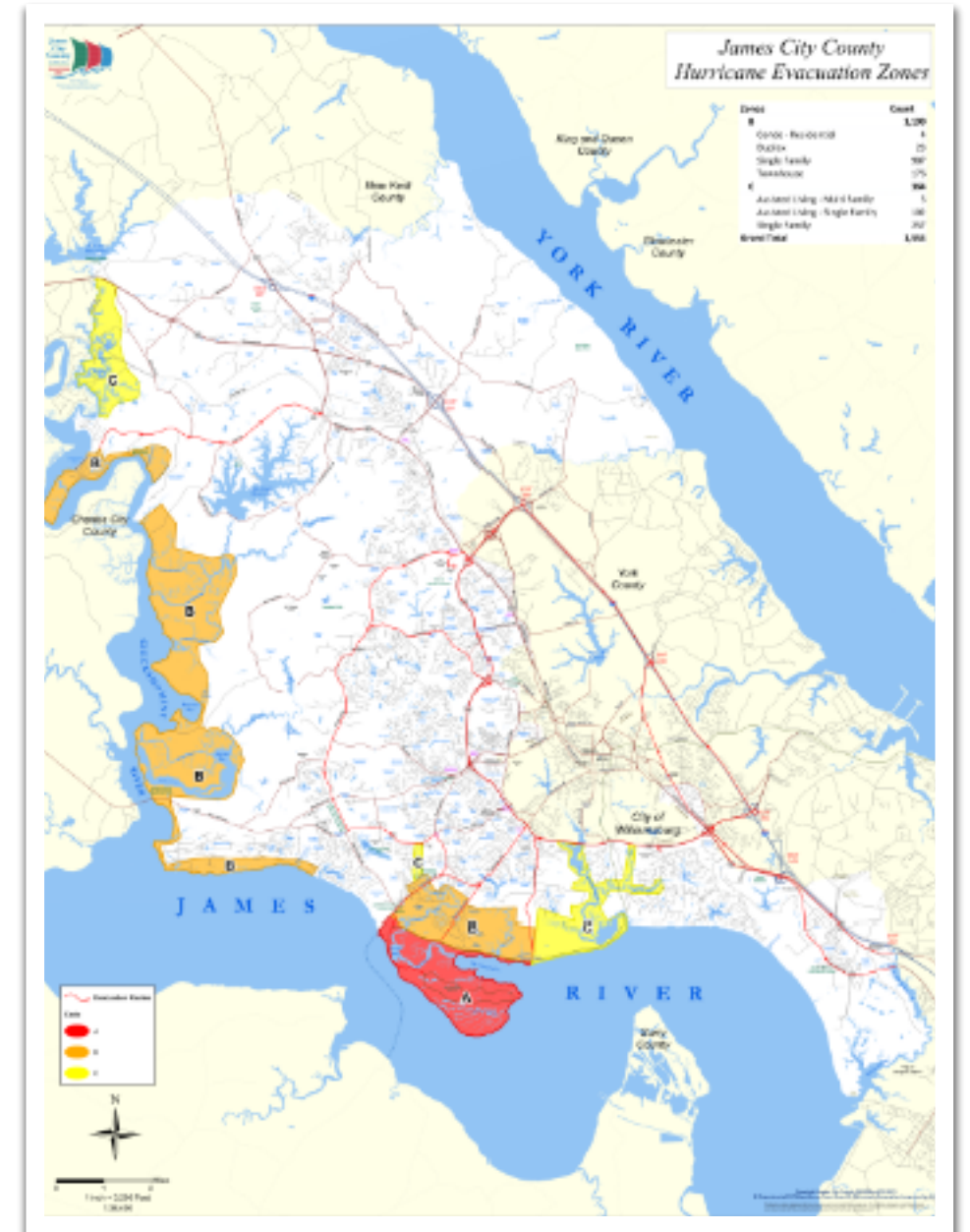


Category 5

- Winds 157+ mph (252+ km/h)
- Many buildings destroyed, major roads cut off

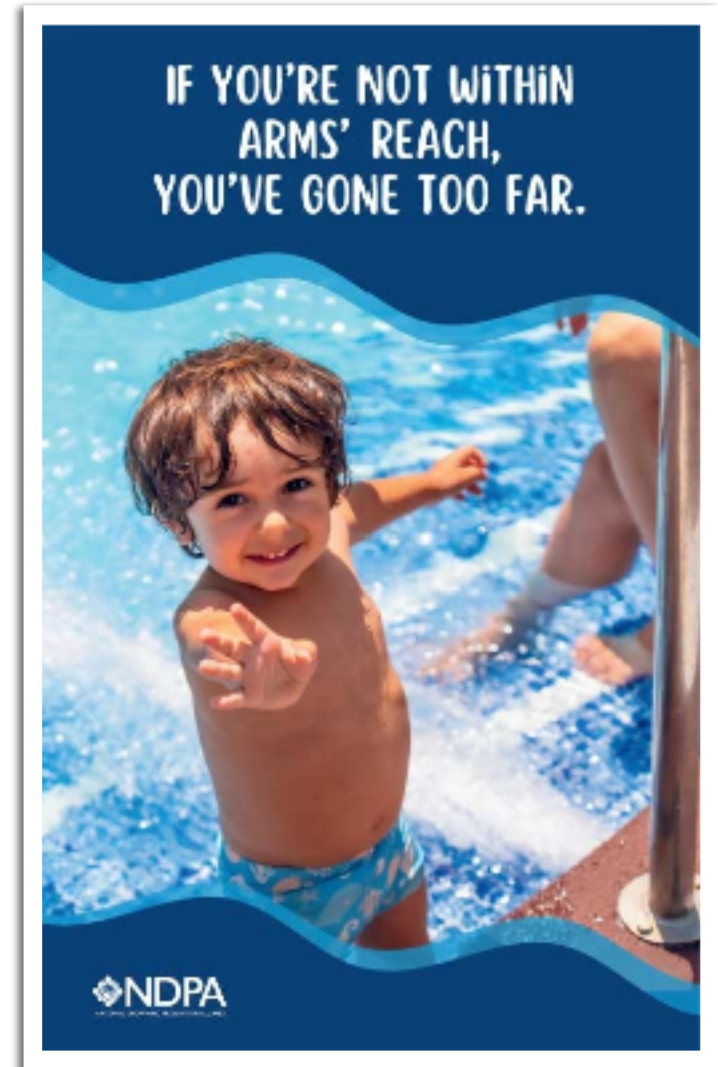
Know Your Zone

<https://www.vaemergency.gov/know-your-zone>



Drowning Prevention

- Drowning is the number one cause of death for children 1-4 years old in the United States
- A top cause of unintentional death in older children, teenagers and adults
- Drowning happens quickly and often quietly



Drowning Prevention – 5 Layers of Protection

- Barriers and Alarms
 - Use four-sided fencing with self closing, self-latching gates, pool safety covers, and alarm systems to help prevent children and unauthorized adults from accessing water unsupervised.
- Supervision
 - Stay vigilant and aware of your surroundings with close, constant, and capable adult supervision from a designated water watcher or lifeguard anytime children are in or around water.
- Water Competency
 - Every child and adult should be equipped with skills to protect themselves in water by learning and enhancing their basic water safety skills to reduce the risk of drowning and aquatic-related injuries.

Drowning Prevention – 5 Layers of Protection

- Life jackets
 - When used appropriately, life jackets protect you when you are not expecting to be in the water, especially around natural water. Ensure your life jackets are tested & approved by the U.S. Coast Guard.
- Emergency preparation
 - Being prepared for an emergency with CPR with rescue breaths and basic water rescue skills can make a difference between life and death. Know the address and be ready to call 911.

More information

- Swim Lessons
 - James City County Parks and Recreation
 - Local pools – neighborhoods and community
- National Drowning Prevention Alliance
 - <https://ndpa.org/>



MEMORANDUM

DATE: July 23, 2024

TO: The Board of Supervisors

FROM: Jason Purse, Assistant County Administrator

SUBJECT: Contract Award - \$2,743,975 - Settler's Market Road Improvements

On September 27, 2022, James City County accepted the remaining bond money from the original developer to complete the Settler's Market road improvements. Since that time, staff has been working with Kimley-Horn and Associates, Inc. and Virginia Department of Transportation staff to design and bid documents for the remaining items necessary to allow roadways in Settler's Market to be accepted into the state secondary system of roads.

Staff received one qualified bid package from JSG Corporation for a total of \$2,743,975.

The funding for this project is available in the General Fund's Fund Balance and can be appropriated as a part of approval for this project.

Staff recommends approval of the attached resolution which would authorize the appropriation from the General Fund into the Capital Projects Fund and award the contract in the amount of \$2,743,975 to JSG Corporation.

JP/md
CA-SttlrsMktRdImp-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$2,743,975 - SETTLER'S MARKET ROAD IMPROVEMENTS

WHEREAS, on September 27, 2022, James City County accepted the remaining bond money from the original developer to complete the Settler's Market road improvements; and

WHEREAS, staff has worked with Kimley-Horn and Associates, Inc. and the Virginia Department of Transportation to design and bid documents for the remaining items necessary to allow roadways in Settler's Market to be accepted into the state secondary system of roads; and

WHEREAS, staff received one qualified bid package from JSG Corporation and has accepted the proposal to complete the work for a total of \$2,743,975; and

WHEREAS, funding is available in the General Fund's Fund Balance to support this project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the appropriations below and the contract award in the amount of \$2,743,975 to JSG Corporation.

General Fund - Funding Source:

Unassigned Fund Balance	<u>\$2,743,975</u>
-------------------------	--------------------

General Fund - Funding Uses:

Transfer to Capital Projects Fund	<u>\$2,743,975</u>
-----------------------------------	--------------------

Capital Projects Fund - Funding Source:

Transfer from General Fund	<u>\$2,743,975</u>
----------------------------	--------------------

Capital Projects Fund - Expenditures:

Settlers Market Road Improvements	<u>\$2,743,975</u>
-----------------------------------	--------------------

Ruth M. Larson
Chair, Board of Supervisors

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

NULL
HIPPLE
MCGLENNON
ICENHOUR
LARSON

VOTES

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

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of July, 2024.