

AGENDA
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
April 22, 2025
1:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATION(S)

1. Proclamation - Fair Housing Month
2. Charvalla West, CEO, United Way of the Virginia Peninsula
3. VDOT Quarterly Update

D. CONSENT CALENDAR

1. Contract Award - \$349,329 - Warhill Sports Complex Playground Replacement
2. Contract Award - \$285,000 - Urban Area Security Initiative Command Trailer
3. Minutes Adoption

E. BOARD CONSIDERATION(S)

1. Contract Award - \$1,118,941 - Replacement Fire Pumper
2. Contract Award - \$2,197,000 - James City County Recreation Center Pool Renovation Project
3. Meeting Calendar Amendment to add the Ford's Colony Town Hall Meeting on May 20, 2025, at 6:30 pm at the Ford's Colony Swim and Tennis Club, St Andrews Dr, Williamsburg, VA

F. BOARD DISCUSSIONS

1. Fiscal Year 2026 Budget
2. Government Center Update

G. BOARD REQUESTS AND DIRECTIVES

H. REPORTS OF THE COUNTY ADMINISTRATOR

I. CLOSED SESSION

1. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Section 2.2-3711 (A)(8) of the Code of Virginia
2. 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.
3. Consideration of 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
 - a. Wetlands Board and Chesapeake Bay Board Appointment
 - b. Board of Equalization Appointment
 - c. Colonial Juvenile Services Commission Board Replacement - Staff Appointment
4. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 5 pm on May 13, 2025 for the Regular Meeting



UNITED WAY
Virginia Peninsula

Thank You for Having Me!



Charvalla West
President & CEO



Every person in *our community*, whether they have a need or something to give, can get connected through United Way.

1

Do You Know ALICE?

(Asset Limited, Income Constrained, Employed)

41%

of households on the VA Peninsula are experiencing poverty or are ALICE.



produces quality goods

teaches our children

cares for our sick & elderly

serves guests & customers

protects our safety



UNITED WAY
Virginia Peninsula

2



3

This year UWVP is projected to mobilize \$5.1 million in resources for our community!

Habitat for Humanity

Peake Childhood Center

Williamsburg House of Mercy

Big Brothers Big Sisters, Inc.

2024-2025 Partner Agencies

Alternatives, Inc.
American Red Cross of Coastal Virginia
The Arc of Greater Williamsburg
Avalon Center
Big Brothers Big Sisters Services, Inc.
Boys & Girls Clubs of the Virginia Peninsula
C. Waldo Scott Center for H.O.F.E.
Catholic Charities of Eastern Virginia
Center for Child & Family Services
Child Development Resources
Colonial CASA
Commonwealth Catholic Charities
Edmarc
First Spark, Inc.
FREEKIND
Girl Scouts of the Colonial Coast
Gloucester Mathews Care Clinic
Habitat for Humanity Peninsula & Greater Williamsburg
Hampton Roads Community Action Program (HRCAP)
H.E.L.P., Inc.
Housing Development Corporation of Hampton Roads (HDCofHR)
Housing Partnership, Inc.
Lackey Clinic
LINK of Hampton Roads, Inc.
Literacy for Life
Menchville House Ministries, Inc.
Peake Childhood Center
Peninsula Agency on Aging, Inc.
Rural Housing Partnership
The Salvation Army, Williamsburg
The Samaritan Group, Inc.
THRIVE Peninsula
Transitions Family Violence Services
The 200+ Men Foundation, Inc.
VersAbility Resources
Virginia Peninsula Foodbank
Williamsburg House of Mercy
YMCA of the Virginia Peninsula

100% of your gift to United Way or its partner agencies goes back into the community!

United Way's Community Assistance Network (CAN)

4

“CONNECTIONS START HERE”

Every person in **our community**, whether they have a need or something to give, can get connected through **United Way**.



COMMUNITY ASSISTANCE NETWORK
757-229-2222

Phone Lines are open:
Monday – Thursday:
8:00 am – 6:30pm
Friday:
8:00 am- 4:30pm
Thanks to the support of 

**One
Phone
Number**

**Access to
150+
Partners**

**12, 296
Individuals
Assisted**
July 2021-Dec. 2024

**\$6.1
million
mobilized**

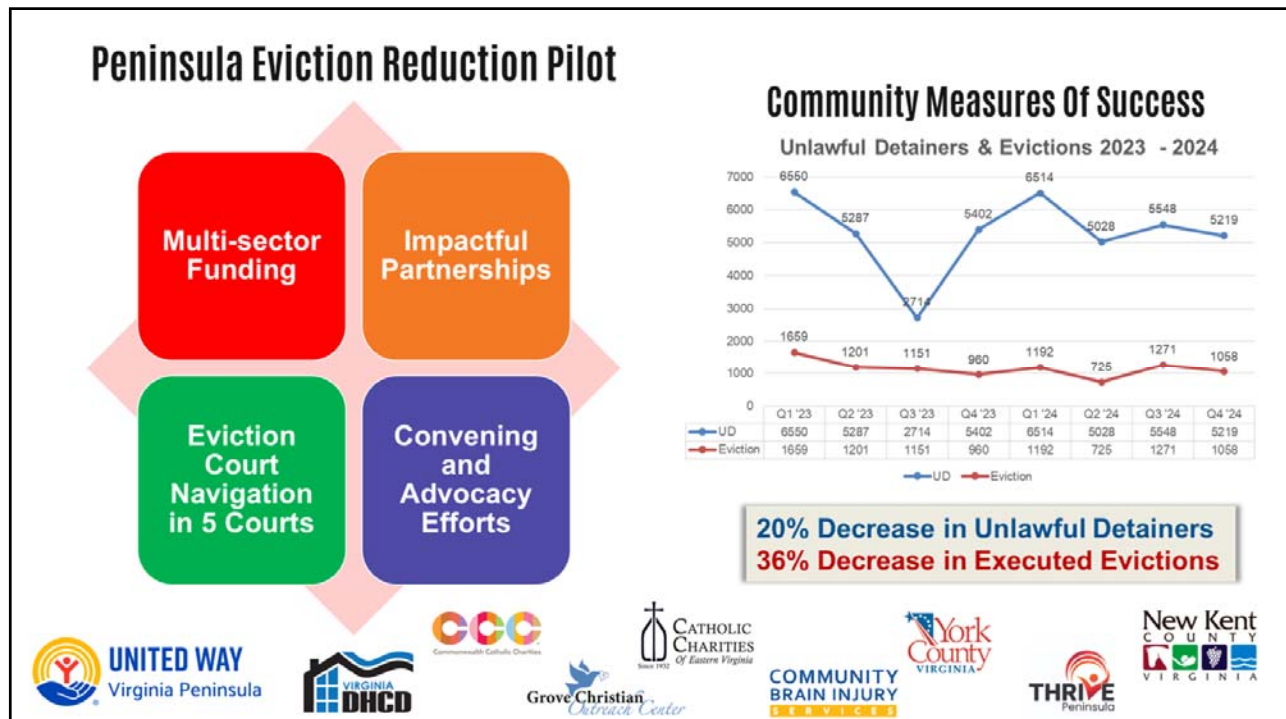
“A robust network of community partners working together to keep our neighbors housed, healthy, and thriving.”



JOIN US IN CONNECTING OUR COMMUNITY TO HELP AND HOPE

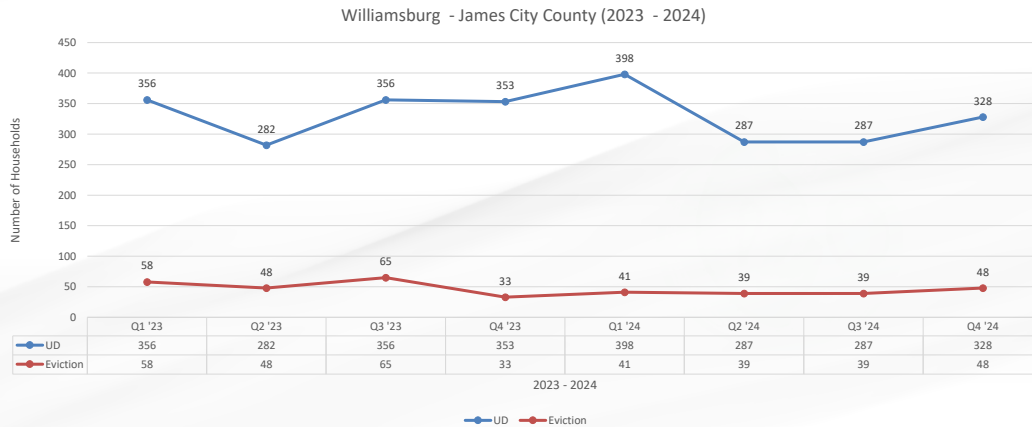


5



6

Williamsburg-James City County



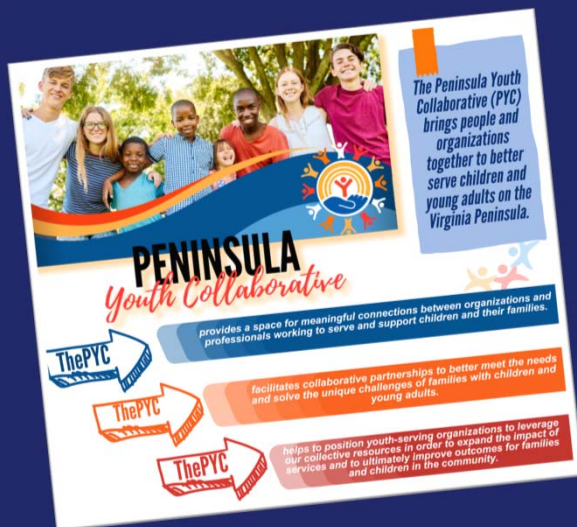
17.6% of Court Navigation Services Directed to WJCC



7

Youth Employment Pilot

A Partnership with Busch Gardens Williamsburg and the Hampton Roads Workforce Council



Youth and young adults 16-24 years old

Specialized recruiting and hiring

Transportation Provided

Valuable work experience and training

2023-2024: 130 Hired Participants



United is the Way we support our youth!

8

Where We're Headed and How You Can Help

Peninsula Youth Collaborative

Mobilizing the caring power of people to support youth mental health and wellness

Building Community Resilience



CONNECTIONS TO GIVE

9



*Every person in our community,
whether they have a need or
something to give, can get
connected through United Way.*

CHARVĀLLA WEST

President & CEO

E: cwest@uwvp.org

P: (757) 273-6277



Thank You!



10

MEMORANDUM

DATE: April 22, 2025

TO: The Board of Supervisors

FROM: Alister Perkinson, Assistant Director of Parks & Recreation

SUBJECT: Contract Award - \$349,329 - Warhill Sports Complex Playground Replacement

A Request for Proposals (RFP) was solicited from qualified firms to provide a turn-key project for furnishing, installing, and site work related to replacing the baseball playground at the Warhill Sports Complex. The current playground and surfacing require replacement due to the age of the equipment and use.

The following qualified firms submitted proposals to be considered for contract award, in these proposals each firm described their past experience, qualifications, project approach and timeline, playground concepts, and cost of total project.

Firms:

1. Carolina Recreation
2. Bliss Products
3. Cunningham Recreation
4. Blue Ridge
5. Miracle Recreation
6. Playground Specialists
7. Sparks at Play

A team of staff members from the Parks & Recreation Department evaluated each of the proposals and selected one firm, Bliss Products.

Staff recommends approval of the attached resolution awarding a contract to Bliss Products for the amount of \$349,329.

AP/md
CA-WSCPlygrdRepl-mem

Attachments:

1. Resolution
2. Warhill Sports Complex Playground Layout

RESOLUTION

CONTRACT AWARD - \$349,329 -

WARHILL SPORTS COMPLEX PLAYGROUND REPLACEMENT

WHEREAS, a Request for Proposals (RFP) has been advertised and evaluated to replace the playground at Warhill Sports Complex; and

WHEREAS, seven firms submitted proposals and Bliss Products was determined to be the most fully qualified firm that best met James City County Parks & Recreation's needs as defined in the RFP; and

WHEREAS, previously authorized Capital Improvement Program budget 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 \$349,329 to Bliss Products for the playground replacement at the Warhill Sports Complex.

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

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

HIPPLE
NULL
LARSON
MCGLENNON
ICENHOUR

VOTES

AYE NAY ABSTAIN ABSENT

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

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of April, 2025.

CA-WSCPlygrdRepl-res



UPRIGHT AZURE

ACCENT BLUE

DECK GRAY

PLASTIC BLUE/GRAY

HDPE RED

HDPE2C RED/WHITE

SHADE NAVY/SUNBLAZE

ROOF NA

CABLE BLACK/RED

MAX/APEX GRAY

VARHILL SPORTS COMPLEX

VILLIAMSBURG, VA 23185

15-172599

PLEASE NOTE: RENDERINGS ARE FOR VISUAL PURPOSES ONLY. ANY PRODUCTS AND/OR SITE DETAILS HEREIN MAYBE SUBJECT TO CHANGE WITHOUT NOTICE.



544 CHESTNUT ST.
CHATTANOOGA, TN 37402
800.727.1907
PLAYANDPARK.COM



UPRIGHT AZURE

ACCENT BLUE

DECK GRAY

PLASTIC BLUE/GRAY

HDPE RED

HDPE2C RED/WHITE

SHADE NAVY/SUNBLAZE

ROOF NA

CABLE BLACK/RED

MAX/APEX GRAY

WARHILL SPORTS COMPLEX

VILLIAMSBURG, VA 23185

15-172599

PLEASE NOTE: RENDERINGS ARE FOR VISUAL PURPOSES ONLY. ANY PRODUCTS AND/OR SITE DETAILS HEREIN MAYBE SUBJECT TO CHANGE WITHOUT NOTICE.



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structures™
A PLAYCORE Company

544 CHESTNUT ST.
CHATTANOOGA, TN 37402
800.727.1907
PLAYANDPARK.COM

MEMORANDUM

DATE: April 22, 2025

TO: The Board of Supervisors

FROM: Mark L. Jamison, Chief of Police

SUBJECT: Contract Award - \$285,000 - Urban Area Security Initiative Command Trailer

The James City County Police Department was awarded a \$285,000 Fiscal Year 2024 Urban Area Security Initiative (UASI) grant under the Homeland Security Grant Program in December 2024. The grant, administered by the Virginia Department of Emergency Management, supports the Department's ongoing drone program initiative by funding the procurement of a Special Response Command Trailer.

During project development, Draxxon was identified as a suitable vendor offering a specialized trailer that meets the Department's operational requirements. The Draxxon DX-816 Unmanned Aircraft System (UAS) Command Trailer will elevate the Police Department's capabilities in intelligence gathering, situational awareness, and real-time mission coordination, aligning with the Department of Homeland Security's National Priority to enhance the protection of soft targets and crowded places. This grant-funded project will be executed as a one-time purchase of the customized Draxxon DX-816 UAS Command Trailer at a total cost of \$285,000.

The most efficient procurement method identified by Police and Purchasing staff is to utilize a cooperative purchasing contract issued by Safeware, Inc., in the State of Virginia under OMNIA Contract #4400008468. The OMNIA contract allows other localities to purchase from the agreement.

Cooperative procurement is authorized under Chapter 1, Section 5 of the James City County Purchasing Policy and the Virginia Public Procurement Act. By leveraging this cooperative purchasing agreement, the County will increase efficiency, reduce administrative costs, and expedite delivery.

Adopting the attached resolution will authorize County Administration, in collaboration with the Purchasing Division, to enter into a contract with Safeware, Inc., to purchase one Draxxon DX-816 UAS Command Trailer. The expenditure of \$285,000 will cover the design and delivery of the enclosed trailer, including preassembled and installed electrical systems, mechanical and digital components, and all associated hardware.

Staff recommends adoption of the attached resolution authorizing the contract award to Safeware, Inc., in the amount of \$285,000 for the procurement of a Draxxon DX-816 UAS Command Trailer for the Police Department.

MLJ/md
CA-UASCommTrailr-mem

Attachment

RESOLUTION

**CONTRACT AWARD - \$285,000 - URBAN AREA SECURITY INITIATIVE COMMAND
TRAILER**

WHEREAS, funds are available through the Police Department's Fiscal Year 2024 Urban Area Security Initiative (UASI) grant to support the purchase of a Special Response Command Trailer; and

WHEREAS, cooperative procurement action is authorized by Chapter 1, Section 5 of the James City County Purchasing Policy and the Virginia Public Procurement Act, utilizing the Virginia-based OMNIA cooperative purchasing Contract #4400008468 with Safeware, Inc.; and

WHEREAS, Police Department and Purchasing staff have determined that the contract specifications meet the UASI grant performance requirements and allow for the procurement of a Draxxon DX-816 Unmanned Aircraft System (UAS) Command Trailer at a total cost of \$285,000 through Safeware, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute a contract with Safeware, Inc., for the purchase of a Draxxon DX-816 UAS Command Trailer for the Police Department in the amount of \$285,000.

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

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

HIPPLE
NULL
LARSON
MCGLENNON
ICENHOUR

VOTES

AYE NAY ABSTAIN ABSENT

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

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of April, 2025.

CA-UASCommTrailr-res

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

March 11, 2025

5:00 PM

A. CALL TO ORDER

Mr. Icenhour called the meeting to order at approximately 5:09 p.m. following the James City Service Authority Board of Directors Regular Meeting.

B. ROLL CALL

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

Scott A. Stevens, County Administrator - absent
Adam R. Kinsman, County Attorney
Bradley J. Rinehimer, Assistant County Administrator

Mr. Icenhour introduced the Pledge Leader Jaeliana Edwards and gave highlights of her various interests and activities.

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

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

Mr. Icenhour advised that Supervisor Hipple was unable to attend the meeting due to illness. He extended well wishes to Mr. Hipple.

E. PUBLIC COMMENT

1. Ms. Sheree Beauford, 8594 Pocahontas Trail, addressed the Board noting she resided in Grove and was present on behalf of Grove constituents regarding the illegal trash dumping on Route 60. She mentioned email correspondence had been sent to the County's General Services Department regarding illegal dumping specifically on Grove Heights Avenue noting there was a No Littering sign; however, dumping continued. Ms. Beauford noted additional measures were executed such as the installation of a light and video surveillance. She further noted those efforts corrected the trash dumping on Grove Heights Avenue but now the issue was on Route 60. Ms. Beauford mentioned the abundance of trash on the shoulders of the road and median. She noted she had reached out to the County's Police Department and had spoken with Officer Morrison and requested Extra Patrol in the Grove area. Ms. Beauford expressed her belief that the illegal trash dumping was occurring at nighttime and on the weekends. She requested Board consideration on signage or video surveillance on Route 60 to eliminate this

issue. Ms. Beauford mentioned the Grove community's frustration with the excessive trash. She expressed her support for the Grove Area Park project and thanked the Board for its time.

2. Ms. Ally Stoeger, 6205 Tucker Landing, addressed the Board noting she recently moved to the County in June of 2024. She indicated she moved from Western Prince William County, Virginia due to the massive data center growth. Ms. Stoeger stated in 2016, Prince William County established the by-right Data Center Opportunity Zone Overlay District (DCOZOD). She further stated in 2019, despite the DCOZOD, the data center industry began to target suburban, residential, and rural areas. Ms. Stoeger discussed the immense amount of data center campuses being approved in Prince William County. She noted Prince William County had already built 10 million square feet of data center space and approved a total of 80 million square feet of data center space with various uncertainties and impacts these data centers might have on the community. Ms. Stoeger commended James City County for its educational initiatives on the subject matter. She spoke about the excessive noise regarding these data center campuses and the creation of a Data Center Ordinance Advisory Group. Ms. Stoeger highlighted forthcoming efforts Prince William County had regarding data centers to include developing a new Noise Ordinance, updating the Zoning Ordinance, design construction, data center standards, and more. She noted if the Board chose to create a DCOZOD to please ensure it was not adjacent to residential areas. Ms. Stoeger thanked the Board for its time.
3. Ms. Peg Boarman, 17 Settlers Lane, addressed the Board to talk trash. She noted the Clean County Commission (CCC) needed more nominations for the Clean Business Awards. Ms. Boarman stated this past Saturday the CCC conducted its Annual Litter Survey Index in James City County, adding she was pleased to announce improvement based on past years. Ms. Boarman encouraged the public to volunteer for the Great American Cleanup on March 28-29 and for registration to visit askHRgreen.org. She noted the Annual County-wide Spring Cleanup would be held on April 26. Ms. Boarman further noted volunteers were always needed for the Litter League and Adopt-A-Spot programs. She thanked the Board for its time.

F. CONSENT CALENDAR

1. Initiation of Consideration of Amendments to the Zoning Ordinance to Consider Possible Amendments Addressing Data Processing Centers

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

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

Ayes: Icenhour Jr, Larson, McGlennon, Null

Absent: Hipple

G. PUBLIC HEARING(S)

Mr. Icenhour indicated there was no Planning Commission representative in attendance.

1. An Ordinance to Amend and Reordain Chapter 4, Building Regulations, of the Code of the County of James City, Virginia, by Amending Article I, Virginia Uniform Statewide Building Code, Division 1, Generally, Section 4-3, Adoption; Amendments

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

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

Ayes: Icenhour Jr, Larson, McGlennon, Null

Absent: Hipple

Mr. Tom Coghill, Director of Building Safety and Permits Division, addressed the Board noting this item was simply a housekeeping measure to align the provisions in the County Code with the Virginia Residential Code. He concluded his remarks and welcomed any questions the Board might have.

Mr. Icenhour asked if the Board had any questions.

The Board declined.

Mr. Icenhour opened the Public Hearing.

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

2. An Ordinance to Amend and Reordain Chapter 15, Offenses - Miscellaneous of the Code of James City County, Virginia, by Amending Section 15-28, Swimming Pools in Areas Zoned for Residential Use

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

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

Ayes: Icenhour Jr, Larson, McGlennon, Null

Absent: Hipple

Mr. Coghill addressed the Board noting the proposed amendment was to update and clarify County Code language to align with the Virginia Swimming Pool and Spa Code.

Mr. Icenhour opened the Public Hearing.

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

3. An Ordinance to vacate a portion of that certain subdivision plat entitled "KINGSPPOINT SECTION 5, KINGSPPOINT CORPORATION, OWNER AND SUBDIVIDER LOCATED IN JAMESTOWN MAGISTERIAL DISTRICT, JAMES CITY COUNTY, VIRGINIA" prepared by R.M. Mackintosh, certified land surveyor, dated February 9, 1968 and recorded on February 7, 1969 in the Clerk's Office of the Circuit Court for the City of Williamsburg and the County of James City in Plat Book 26, Page 27.

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

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

Ayes: Icenhour Jr, Larson, McGlennon, Null

Absent: Hipple

Mr. Kinsman addressed the Board noting he would provide one staff presentation for Public Hearing Item Nos. 3-6; however, each Public Hearing item would need to be voted on separately. He stated before the Board was a series of Ordinances and resolutions in furtherance of housekeeping of dated plats and paper streets. Mr. Kinsman further stated the Board had the option to vacate these paper streets signifying the paper streets would never be improved. He noted several paper streets were identified in the Kingspoint and Norvalia subdivisions. Mr. Kinsman further noted both subdivisions were fully developed and had paper streets in place for more than 50 years. He advised that these streets remain unimproved and the County had no intention of improving. Mr. Kinsman stated three of the paper streets were located in the Norvalia subdivision and included a path known as Laurel Lane in addition to two unimproved stub streets adjacent to Oslo Court. He further stated the one paper street in Kingspoint was unnamed and adjacent to Overlook Drive. Mr. Kinsman noted in addition to the Ordinance of Vacation he also recommended approval of two resolutions to establish ingress/egress

easements along Laurel Lane and the unnamed paper street in Kingspoint to ensure the public remained able to use them after being vacated. He further noted he recommended adoption of two Ordinances and two resolutions. Mr. Kinsman welcomed any questions the Board might have.

Mr. Icenhour opened the Public Hearing.

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

4. A Resolution to grant an access easement along the area designated as "50' R/W" on that certain subdivision plat entitled "KINGSPPOINT SECTION 5, KINGSPPOINT CORPORATION, OWNER AND SUBDIVIDER LOCATED IN JAMESTOWN MAGISTERIAL DISTRICT, JAMES CITY COUNTY, VIRGINIA" prepared by R.M. Mackintosh, certified land surveyor, dated February 9, 1968 and recorded on February 7, 1969 in the Clerk's Office of the Circuit Court for the City of Williamsburg and the County of James City in Plat Book 26, Page 27.

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

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

Ayes: Icenhour Jr, Larson, McGlennon, Null

Absent: Hipple

Mr. Icenhour opened the Public Hearing.

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

5. An Ordinance to vacate a 50' unimproved right of way between 134 and 132 Oslo Court, to vacate a 50' unimproved right of way between 140 and 142 Oslo Court, and to vacate a 40' unimproved right of way known as Laurel Lane.

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

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

Ayes: Icenhour Jr, Larson, McGlennon, Null

Absent: Hipple

Mr. Icenhour opened the Public Hearing.

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

Mr. McGlennon mentioned for clarification purposes that this referred to a dirt path known as Laurel Lane and not the actual street that fronts Laurel Lane Elementary School.

6. A Resolution to grant an access easement to adjacent property owners along a 40' right of way known as Laurel Lane.

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

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

Ayes: Icenhour Jr, Larson, McGlennon, Null

Absent: Hipple

Mr. Icenhour opened the Public Hearing.

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

H. BOARD CONSIDERATION(S)

1. Board Guidance to the Planning Commission on CIP Review

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

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

Ayes: Icenhour Jr, Larson, McGlennon, Null

Absent: Hipple

Mr. Jason Purse, Assistant County Administrator, addressed the Board noting at its February 7, 2025, Retreat Meeting, the Board had discussed the Capital Improvement Program (CIP) review process. He stated the Board requested County staff to prepare a policy to provide guidance to the Planning Commission on the expectations related to the CIP review. Mr. Purse highlighted County staff guidance for the Planning Commission to include review of the general or approximate location, character, and extent of proposed projects as it related to the approved Comprehensive Plan. He stated the findings should be sent to the Board of Supervisors in a memorandum form and should be specific acknowledgement of the individual project's compatibility with the Comprehensive Plan and not a prioritization or ranking relative to other projects. Mr. Purse further stated this review only applied to new CIP applications, as carryovers would have already been reviewed and maintenance items were excluded from this process. He noted staff recommended approval of the resolution.

I. BOARD REQUESTS AND DIRECTIVES

Ms. Null mentioned she attended the Hampton Roads Alliance Meeting in Newport News. She noted a significant workforce shortage at Newport News Shipbuilding. Ms. Null suggested promoting Vocational-technical (Vo-tech) schools. She mentioned the Toano Trades Center in James City County. Ms. Null spoke on that point in greater detail.

Ms. Larson echoed Ms. Null's point and recognized New Horizons Regional Education Center as another Vo-tech school. She recommended Ms. Null address that point at the Board's Joint Meeting with the Williamsburg-James City County (WJCC) School Board on Friday, March 14. She agreed there was a critical demand for skilled trade workers. Ms. Larson mentioned she had reviewed the Swimming Pool Ordinance revisions noting she had a situation in her district where a homeowner had installed a koi pond in their front yard but because it was located in the front yard and not the backyard it did not require the fencing even though it exceeded the depth threshold. Ms. Larson questioned the requirement for the backyard and not the front yard. She pointed out this was a state level requirement which the County did not have the ability to amend. Ms. Larson mentioned recent collaboration with Mr. Paul Holt, Director of Community Development, and Mr. Kinsman to address some related points on the subject matter. She spoke about a potential revised contract with York County regarding library usage and elaborated on that point in greater detail. Ms. Larson noted the Board had its Joint Meeting with the WJCC School Board on Friday at Legacy Hall. She further noted she attended the School Liaison's Meeting noting a mandatory \$3 million in school funding for the upcoming school budget, adding more discussion would be had on that point at the Joint Meeting. Ms. Larson mentioned last week she traveled to Washington, D.C. for the National Association of Counties (NACo) Federal Advocacy Program Conference. She noted there was a lot happening at the federal level with great impact to the Commonwealth of Virginia and potentially to the local level as well. Ms. Larson mentioned she attended a Tourism Kickoff Meeting with Visit Williamsburg and the Williamsburg Hotel & Motel Association. She expressed positive remarks about the meeting. Ms. Larson encouraged the public to attend Visit Williamsburg's Board Meeting on March 18 at the American Revolution Museum at Yorktown.

Mr. McGlennon noted he attended a Ribbon-Cutting Ceremony for Blissful Events. He spoke about the history of this building. He mentioned he spoke with the owner of Blissful Events, Ms. Shatara Taylor, and expressed his belief that this new event venue would be a success in its

location. Mr. McGlennon mentioned the illegal trash dumping on the Route 60 in Grove along the roadways. He expressed his hope with the new Grove Convenience Center project the County was moving toward would help address that issue in addition to the creation of the pilot program for trash pickup in Grove in the near future. Mr. McGlennon stated Grove Connections would be hosting a meeting on Wednesday, March 19 at James River Elementary School in the cafeteria at 6:30 p.m. for the Grove constituents to meet with School leadership. He further stated the Virginia Department of Transportation would hold a public meeting at the same location on Wednesday, March 26 regarding public input on Route 60 (Pocahontas Trail) Widening and Street Completion project. Mr. McGlennon confirmed the Board approved funding for the Grove Area Park and that process was underway. He thanked the new County resident, Ms. Stoeger, who spoke during Public Comment regarding data centers. Mr. McGlennon noted his involvement in the Virginia Coalition of High Growth Communities and collaboration with Prince William County and Loudoun County. He further noted these data center issues and discussions led the County to request a data center study be conducted and aid in the creation of the appropriate policy to address data center applications.

Ms. Null expressed her desire to make an announcement. She noted the County's Police Department was hosting a Job Fair from 10 a.m. to 2 p.m. on Saturday, March 15 at the Law Enforcement Center. She encouraged interested individuals to attend the event.

Mr. Icenhour informed Police Chief Mark Jamison that he had received positive interaction feedback of the Police Department from County constituents at the recent Town Hall Meeting. He mentioned he attended the 100th Anniversary Celebration of the Jamestown-Scotland Ferry on February 26. Mr. Icenhour stated he held his Town Hall Meeting on February 27 with 52 attendees. He highlighted topics of discussion at the meeting. Mr. Icenhour encouraged community involvement on County Boards and Commissions. He noted he spoke to the Kiwanis Club of Colonial Capital on March 5. Mr. Icenhour further noted he participated in the Annual Women's Day Summit Celebrating International Women's Day at the Sadler Center on March 7. He advised later that day he served on a panel with City of Williamsburg Mayor Doug Pons and former Councilman of Williamsburg City Council Bobby Braxton regarding business development efforts. Mr. Icenhour mentioned the Wawa on Monticello Avenue and its progress, adding he hoped by this summer it would be operational.

Mr. Icenhour asked if the Board had any further discussion.

Ms. Larson mentioned a sports event: Huddle Up FAM Tour would be held on March 17-19. She highlighted participant involvement included: Southern Pickleball Association, USA Field Hockey, USA Catchball Association, USA Wrestling, American Cornhole Organization, USA Karate, American Dart Association, and many more. She noted this was a great opportunity to showcase the sports talent in the Historic Triangle area.

Mr. Icenhour looked to Mr. Kinsman for an expedited process for an upcoming Special Use Permit for Upward Church for the construction of a playground. He noted the application would come before the Planning Commission in April and requested the application also be heard by the Board of Supervisors at one of its April meetings. Mr. Icenhour requested all necessary Public Notice requirements be accommodated to ensure it was on the April docket.

J. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Rinehimer noted he had nothing to report.

K. CLOSED SESSION

None.

L. ADJOURNMENT

1. Adjourn until 8:30 am on March 14, 2025 for the Joint Meeting at Legacy Hall

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

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

Ayes: Icenhour Jr, Larson, McGlennon, Null

Absent: Hipple

At approximately 5:57 p.m., Mr. Icenhour adjourned the Board of Supervisors.

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
JOINT MEETING WITH WJCC SCHOOL BOARD AND WILLIAMSBURG CITY COUNCIL
LEGACY HALL
4301 NEW TOWN AVE
WILLIAMSBURG, VA 23188
March 14, 2025
8:30 AM

A. CALL TO ORDER

Mrs. Ortego Calls the Joint Meeting to Order for the School Board - The meeting was called to order at 8:33 a.m.

Mr. Icenhour Calls the Joint Meeting to Order for the Board of Supervisors - The meeting was called to order at 8:33 a.m.

Mayor Pons Calls the Joint Meeting to Order for City Council - The meeting was called to order at 8:33 a.m.

B. ROLL CALL

School Board: Present were Ms. Amy Chen, Mrs. Andrea Donnor, Mr. Michael Hosang, Mrs. Kimberley Hundley, Mr. Randy Riffle, and Mrs. Sarah Ortego (Chair). Also present were Daniel Keever, Ph.D., Acting Superintendent; Ms. Beth Allar, Clerk of the Board, staff, press and the public. Dr. Daniel Cavazos was absent.

Board of Supervisors: Present were Mr. Michael Hipple, Ms. Ruth Larson, Mr. John McGlennon, Ms. Barbara Null, and Mr. James Icenhour (Chair). Also present was Mr. Scott Stevens, County Administrator.

City Council: Present were Mr. W. Pat Dent, Ms. Stacy Kern-Scheerer, Ms. Barbara Ramsey, Ms. Ayanna Williams, and Mr. Douglas Pons (Mayor). Also present were Mr. Andrew Trivette, City Manager; and, Ms. Dustie McCay, Clerk of Council.

C. PRESENTATION(S)

1. Mid-Year Academic Overview Update

Dr. Daniel Keever gave an introduction to the midyear academic update. The presentation was given by Mr. Sean Walker and Dr. Cathy Worley, Assistant Superintendents of School Leadership.

Highlights from the presentation:

- 2024 Highlights
 - On-Time Graduation Rate 95.3%
 - Fully Accredited: All 16 Schools
 - SAT Mean Total Score: 1122 (Higher than the state and country for 6 consecutive years)

- SOL Tests: WJCC Schools Outperformed the 2024 State Average on All 5 SOL Tested Subjects
- Chronic Absenteeism Rate: 10.6% (Better than the State Rate of 16.1%)
- AP Exams: 72% (1,408) with a 3 or higher score
- CTE Credentials: 1,821 earned
- Virginia School Performance and Support Framework New Model: Weighted Components, Indicators within Components
- Last Year's Data & The New Model (88% VA schools accredited in the previous model, 65% Distinguished or On Track in the new model)
- Ready for Life: 3E Framework - Enrollment, Employment, Enlistment Elevate '28 - Priority and Goal Review
- WJCC School Improvement Plans
- Focused Work 2024-2025
 - High Expectations
 - academics, behavior, and attendance
 - Quality first-time instruction
 - Student engagement
 - Professional learning
 - School improvement planning
 - Gap group strategies
 - Student goal-setting
- VALLSS Percentage Identified K-2
- Math IXL Comparative Data
- Intervention Support
- Graduation Data - 2025 Cohort
- Midyear Meeting Highlights PreK-12 and Midyear Meeting Strategy Themes
- Semester One Attendance - Chronic Absenteeism Rates fell from 15.3% in school year 2023-2024 to 12.20% in school year 2024-2025

Discussion from board and council members included:

- The requirement for AP Exams
- Military recruitment - how points are tracked
- Whether the VDOE assured divisions that the new framework will be the program for the next 5 years
- Terminology such as “off-track” vs “not accredited” - former terms will no longer be used, and in the fall the school division will provide context for the community as the framework shifts
- Congratulated schools, teachers, and students for the improvement showing at the midyear
- Encouraging to see the impact of the interventions taken place and the ability of students to show progress
- Whether the progress can be maintained with the challenges to the start of the second semester (snow, teacher training, cyber incident)
- Request for specific school performance information, and groups that need special attention
- Clarified VALLSS midyear screening was for all students, not just those identified
- State to state accreditation standards - how this change impacts kids applying for college

- Whether the 3 schools not on target are receiving extra resources to get them where they need to be
- Intensive support being given where it is needed - each school has a “finish strong” plan to ensure that schools are not off-track
- Why the state decided to shift to a system that indicates schools are not as good as they were
- Noted less students are requiring special attention - looking for more subgroup information as the end of the school year nears

2. WJCC Schools FY2026 Operating Budget

Following Dr. Daniel Keever’s introduction, the FY26 Operating Budget was presented by Ms. Rene Ewing, Chief Financial Officer. The following members of the WJCC senior leadership team also presented: Mr. Sean Walker, Assistant Superintendent of School Leadership, Elementary and, Dr. Adam Brown, Senior Director for Student Services.

Highlights from the presentation:

- Local Composite Index (LCI) - As the LCI increases, State funding decreases
 - Williamsburg
 - 2020-22 LCI = 0.7459
 - 2022-24 LCI = 0.7217
 - 2024-26 LCI = 0.7426
 - James City County
 - 2020-22 LCI = 0.5553
 - 2022-24 LCI = 0.5331
 - 2024-26 LCI = 0.5403
- Local Composite Index Comparison - Regional
- Enrollment History K-12 (Sept. 30 count) - Budgeted SY 25-26 at 11,379 students
- Governor’s Proposed FY26 Budget
 - State Revenue FY26 Estimated \$74,396,350 (change from FY25 1.3%)
- General Assembly Budget
 - Includes removal of support cap
 - Providing a special education add-on
 - Estimated funding amount (State only) = \$1,962,165
- Budget Development Goal - Explained Mandatory Increases which total \$3,278,500
- English learner (EL) Population - School Year 24-25 Total - 1,029
- Required LIEP Teacher Allocations - 31.09 staff members needed
- Special Education Student Population - School Year 24-25 December 1st Child Count - 2,099
- 2024-2025 Special Education Caseload Capacity and Expenditure Total and Staffing
- Compensation Related Increases Total - \$10,080,000
- Bolton Compensation Study Preliminary Implementation Investment
- Market Benchmarking - Teachers/Support
- WJCC Regional Ranking
- WJCC Teacher Vacancy and Turnover Trends ‘24-25
- Compensation Study - Teacher Scales and Unified Scale

- Healthcare Cost Estimate
 - 2024-25 Cost - \$26,714,904
 - Renewal Increase 15% - \$4,007,236
 - 2025-26 Estimated Total Cost - \$30,722,140
- Position Requests - \$3,114,000 (48.85 FTEs)
- Anticipated Position Allocations
- Revenue/Expenditure Summary
 - **State Revenue Increase, Based on Governor's Budget - \$2,361,000**
 - Expenditure Increases
 - Academic Achievement, College & Career Readiness, and Educational Equity - \$4,890,000
 - Safety & Security - \$457,000
 - Human Capital - \$10,183,000
 - Organizational Efficiency & Effectiveness - \$1,500,500
 - Estimated Savings - \$(720,000)
 - **Expenditure Total - \$16,310,500**
 - **Additional Funds Needed (potential request from localities) - \$13,949,500**
 - **Potential request based on General Assembly's budget - \$11,987,500**

Discussion from board and council members included:

- State funding for new mandated positions vs what the localities have to cover
- Class structure for English Learners/LIEP teacher allocations and caseload clarification
- AP Exams - clarified that exams impact accreditation, not a loss to state funding if students do not take the exams
- Virtual/remote learning during snow days
- Benefits
- Kindergarten-1st grade discipline issue - parent program options
- 50% reduction in federal government workforce - how the state is preparing/advising localities
- Federal funding - if it stops, potentially a 5 million dollar hit to the school division that could impact FY27
- Pay scale steps
- Clarified the percent of medical expenses the school covers vs the teachers (70/30)
- Comment made that the school division demonstrated significant improvements this past year - if the budget is supported, hope to see even more improvement
- Cell phone feedback
 - generally has been positive
 - staff and students generally responded well
 - some students have lost all privileges, while some students have said they do not mind it
 - teachers report more conversation in the cafeterias
 - no complaints to the board from parents
- Quick Pre-K update given - status of site plan submission, timeline for bids, hope of groundbreaking this spring or early summer
- Noted that 87% of the budget is on people - the school board was applauded for taking that approach with compensation/investing in human capital

- Comment made that focusing the budget on people takes care of staff and teachers, which ultimately supports the key priority of academic achievement

D. ADJOURNMENT

1. Adjourn until 1 pm on March 25, 2025 for the Business Meeting

School Board Adjourns - The Williamsburg-James City County School Board adjourned at 10:44 a.m.

Board of Supervisors Adjourns - At 10:44 a.m., Ms. Larson made a motion to adjourn. A roll call vote was taken, and the motion carried 5:0.

City Council Adjourns - At 10:44 a.m., Ms. Ramsey made a motion to adjourn. A roll call vote was taken, and the motion carried 5:0.

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

March 25, 2025

1:00 PM

A. CALL TO ORDER

B. ROLL CALL

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

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

C. PRESENTATION(S)

1. Proclamation Honoring Service - Tim O'Connor

Mr. Icenhour read the commendation for leadership and service presented to Mr. Tim O'Connor. Mr. Icenhour highlighted Mr. O'Connor's 15-year tenure on the Planning Commission, which included serving as its Chair four times during that time. He acknowledged Mr. O'Connor's contributions to both the 2015 and 2045 Comprehensive Plans as well as his work with the Planning Commission's Working Group. Mr. Icenhour also highlighted Mr. O'Connor's work on both the Development Review and Policy Committees. He cited his leadership positions with both committees. Mr. Icenhour thanked Mr. O'Connor for his years of service and commitment to James City County.

Mr. O'Connor thanked the Board, adding it had been his pleasure. He extended his appreciation to Mr. Paul Holt, Director of Community Development, and Ms. Susan Istenes, Planning Director, and staff for all their assistance.

2. Colonial Soil and Water Conservation District Annual Update

Mr. Robert Lund of the Colonial Soil and Water Conservation District (Colonial SWCD) addressed the Board noting he was one of two elected directors from James City County to represent the County. He stated that he would provide an update on the Colonial SWCD's accomplishments and efforts. Mr. Lund noted the spring newsletter, included in the Agenda Packet, was also available, along with the prior fiscal year's Annual Report, on the Colonial SWCD's website. Mr. Lund explained that SWCDs were political subdivisions within Virginia which supported and encouraged voluntary conservation efforts. He noted the Colonial SWCD was comprised of the counties of James City, York, Charles City, and New Kent as well as the City of Williamsburg with two directors elected from each location. Mr. Lund further noted the

Colonial SWCD contained 825 square miles that housed approximately 175,000 people. He stated that most of the annual funding came from the Virginia Department of Conservation and Recreation. Mr. Lund noted the Colonial SWCD continued complementation of its agricultural conservation work with increased suburban and urban efforts. He further noted that local funding and grants aided in greater offerings to residents than the Department of Conservation and Recreation Agricultural Cost-Share Program. Mr. Lund stated that James City County had over 3,000 acres of cropland and the programs provided conservation practices which defrayed costs and provided technical assistance. He spoke about the benefits of the Cost-Share Program with regard to nutrient runoff in the watersheds that protected both the farmland and the waterways. Mr. Lund highlighted agricultural programs and their respective costs from 2020-2024. He noted an increase was anticipated for Fiscal Year (FY) 2026 or 2027. Mr. Lund continued the presentation highlighting other aspects of these programs. He noted Colonial SWCD conducted annual agricultural land assessments under a cooperative agreement with the County which supported the Chesapeake Bay Preservation Ordinance. Mr. Lund spoke on that point in more detail. He noted educational programs in which Colonial SWCD facilitated included the Virginia Dominion Energy Envirothon, an environmental conservation-themed competition for high school students. Mr. Lund added that Colonial SWCD sponsored the Jamestown High School team at both the regional and state levels. He noted the 2025 regional competition would take place in Henrico County at Dorey Park and Recreation Center on April 15. Mr. Lund further noted the state competition would take place on May 18-19 at the University of Mary Washington. He continued highlighting the urban programs which included the Virginia Conservation Assistance Program (VCAP) which addressed non-agricultural issues. Mr. Lund stated financial assistance and technological advice for property owners who installed conservation practices. He spoke on the programs in more detail, adding that the James City Clean Water Heritage Grant Award program was one such program. Mr. Lund stated \$49,533 had been spent in the last five years for conservation improvements implemented by County homeowners, homeowners associations, and schools. He noted increased interest in such conservation projects and cited several projects completed in the County. Mr. Lund referenced the Turf Love program which encouraged environmentally responsible lawn care. He added that three staff members of the Colonial SWCD were state certified in turf and landscape nutrient management. Mr. Lund cited the statistics on both private and commercial properties involved in certified nutrient management plans. He extended appreciation to James City County for its support of the Colonial SWCD programs. Mr. Lund noted 32 Turf Love nutrient plans were developed as well as two Turf Love educational events. He added that Colonial SWCD staff worked closely with the County's Stormwater and Resource Protection Division and the James City Service Authority (JCSA) to ensure County funding was used effectively and efficiently in serving residents and their conservation efforts. Mr. Lund requested continued funding support from the County for the various programs, adding that Colonial SWCD would continue to support new conservation initiatives. He highlighted outreach conservation opportunities through the VCAP and the Alliance to Advance Climate-Smart Agriculture. Mr. Lund addressed the importance of local funding in relation to grant funding and spoke to that point in more detail. He thanked the County and other program partners for their assistance as well as volunteers.

Mr. McGlennon thanked Mr. Lund for the presentation and his service on the Colonial SWCD. He asked Mr. Lund if the budget request was County specific or for the local governments.

Mr. Lund replied the request was James City County specific.

Mr. McGlennon asked what the total budget was for the Colonial SWCD.

Mr. Lund looked to a colleague in the audience. (Inaudible response)

3. Stormwater Program Advisory Committee Presentation

Mr. Matt Woolsey, Stormwater Program Advisory Committee Chair, addressed the Board noting he would present the Stormwater Capital Improvement Program (CIP) and an update on the Clean Water Heritage Grant program. He noted the 2016-2035 Strategic Plan and 2035 Comprehensive Plan resulted in a 2018 County budget which allocated funding to the Stormwater CIP and the Neighborhood Drainage Maintenance Grant program. Mr. Woolsey noted the 5-year funding from the FY 2018-2022 CIP had proposed funding for nine projects with 17 additional projects slated by 2024. He highlighted many of the CIP projects in the PowerPoint presentation, adding many of the projects had been completed with several in the design phase or under construction. Mr. Woolsey provided a district breakdown of the projects and costs for both the Stormwater CIP and the Clean Water Heritage Grant program. He stated 26 projects had been completed throughout the County's five districts at a total cost of approximately \$16.5 million. Mr. Woolsey noted approximately \$7 million of that amount was available from outside funding through various sources such as the Stormwater Local Assistance Fund (SLAF), the Virginia Department of Transportation (VDOT), and the Virginia Environmental Endowment (VEE). He stated 190 Clean Water Heritage projects had been completed during FY 2016-2024 for a total program cost of approximately \$5 million with a grant funding match of approximately \$2.2 million. Mr. Woolsey noted these programs had generated substantial health and safety benefits to watersheds, ecosystems, and County-wide neighborhoods at a reduced cost to the County. He further noted the operational initiatives for the next five to 10 years. Mr. Woolsey stated the County had produced five Watershed Management Plans (Diascund, Powhatan, Skimino, Ware, and Yarmouth Creeks) that had identified a total of 355 projects for potential CIP projects. He noted the projects ranged from stream restoration, Best Management Practice (BMP) retrofits, new BMPs, and stream corridor projects. Mr. Woolsey highlighted 93 potential stream restoration projects in the presentation. He spoke in more detail on the ranking criteria and other aspects of the potential projects, adding the list served as a starting point for County staff in developing a CIP project plan. Mr. Woolsey highlighted the various stream restorations throughout the County's five districts in the presentation. He noted the Roberts District stream restorations, which included Watershed Management Plans for College Creek and Skiffes Creek, were planned for the future. Mr. Woolsey stated 112 projects were identified as potential BMP retrofit projects with 19 of those prioritized. He reiterated these were high-ranking projects which required additional analysis for viability. Mr. Woolsey highlighted the BMP retrofits in the Yarmouth and Powhatan Watersheds, adding the Roberts District BMP retrofits were not available at this time as the Watershed Management Plans for College Creek and Skiffes Creek were currently undeveloped. He addressed new opportunities for CIP projects and operational initiatives, adding two new staff positions were key in managing the stormwater CIP projects. Mr. Woolsey spoke on that point in more detail. He noted the development of a County-wide resilience plan that expanded the review across watershed boundaries and built off of the performed analysis. Mr. Woolsey added a grant application for this plan was approved by the Board on January 14, 2025, with funding provided by the Community Flood Preparedness Fund. He highlighted operational initiatives which were identified in the Watershed Management Plans. Mr. Woolsey stated he was available for any questions from the Board.

Ms. Larson thanked Mr. Woolsey. She noted the work and the improvements were tremendous and she was very appreciative. Ms. Larson requested additional information for the Berkeley District.

Mr. Woolsey stated that information could be obtained from the specific Watershed Management Plan.

Ms. Larson thanked Mr. Woolsey, adding that information would be great. She stressed the importance of stormwater.

Mr. Woolsey concurred.

Mr. McGlennon asked about the timeline for the other watershed studies which were to be

completed.

Mr. Woolsey commented those projects were part of the 2028 initiatives.

Ms. Toni Small, Director of Stormwater and Resource Protection Division, addressed the Board noting those projects were in the forecast for the FY 2026 budget.

Mr. McGlennon noted that was great. He asked if the current drain work being done in the Grove area was a consideration.

Ms. Small confirmed it would be an evaluation of both watersheds.

Mr. McGlennon thanked Ms. Small. He extended his appreciation to the Stormwater Program Advisory Committee for all its work.

Mr. Icenhour extended his appreciation also. He noted the efforts in the community and educating people on the work involved.

Ms. Null noted she had been joined by Ms. Grace Boone, Director of General Services, at Ware Creek Manor. She commented on the amazing work being done there. Ms. Null thanked Mr. Woolsey.

D. CONSENT CALENDAR

Mr. Icenhour asked if any Board member wished to pull any item(s).

Ms. Larson stated she had no items to be pulled, but she appreciated the opportunity to introduce the Fire Marshal appointees. She noted she had a question regarding the playground due to the wide range of the received bids. Ms. Larson questioned the bid difference in relation to product quality. She noted Ms. Sandy Towers, Williamsburg Regional Library Director, was present.

Mr. McGlennon made a motion to Approve the remainder of the Consent Calendar, but sought clarification on the items for vote.

Ms. Larson clarified the vote would address Item Nos. 1, 2, and 4-8.

Mr. Icenhour noted only Item No. 3 would be pulled for discussion.

Ms. Larson confirmed yes. She noted she had visited the site for the playground and expressed her appreciation of the vision for that area. Ms. Larson noted the difference in the bids received for the playground project and asked Ms. Towers about her confidence in achieving the end-result product envisioned.

Ms. Towers responded that the playground had been discussed for some time. She noted two bids were received, adding that both bids were very different. Ms. Towers stated that the Capital Projects staff of the General Services Department had reviewed the bids with the determination that both parties were responsible and presented bids which met the library's needs. She expressed her appreciation of the County's support with staff involvement, adding the playground project was funded by private donation funds.

Ms. Larson thanked Ms. Towers. Ms. Larson moved to Approve Item No. 3.

1. Acceptance of Funds - \$6,189 - Federal Asset Forfeiture Program

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. Appointment of Assistant Fire Marshal and Authorization of Fire Prevention Powers

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

Fire Marshal Joe Davis addressed the Board and introduced Mr. Dwayne Adams, a firefighter and firefighter-paramedic. Fire Marshal Davis cited Mr. Adam's qualifications. He noted Mr. Adams had previously been an Assistant Fire Marshal for the City of Newport News Fire Department.

The Board welcomed Mr. Davis.

Ms. Larson thanked both men.

3. Contract Award - \$265,599 - James City County Library Natural Playground

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

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

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

4. Contract Award-\$448,715-Recreation Center Office Renovation Project

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. Floodplain Management Plan Annual Report

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. Grant Award - \$9,183 - Circuit Court Records Preservation Program

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. 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 February 7, 2025, Retreat
- o February 11, 2025, Regular Meeting
- o February 25, 2025, Business Meeting

8. Resolution of Chesapeake Bay Preservation Ordinance Violation at 110 River Bluffs

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. Update from the General Registrar

Ms. Dianna Moorman, General Registrar, addressed the Board with an overview from 2024. She noted the Electoral Board consisted of three members, adding that two members were present. Ms. Moorman acknowledged Vice Chair Dr. Curtis Stoldt and Secretary Ms. Kay Cheves were also present. She explained the three members were public with appointment by the Circuit Court judge with two members representing the party of the sitting governor and one member representing the opposing party. Ms. Moorman noted she had completed her 46th election in her 20 years in the area, adding much had changed over that time. She highlighted other departments in her presentation and stated the front desk and administration/office support position still remained open. Ms. Moorman noted she would continue to request the position be filled as it was integral to departmental operations. She noted the military/overseas/federal voters department mailed ballots to all seven continents which provided voters located worldwide, but called James City County home, the opportunity to participate in election voting. Ms. Moorman continued the presentation highlighting the other departments and their responsibilities. She noted early voting was a very popular option in both the County and the state. Ms. Moorman further noted James City County continued to be within the top 10 localities within the state for turnout. She stated that voting was active for eight of the 12 months, adding that represented a strong statistic on the constant work done and of which many people may not know. Ms. Moorman addressed the staffing capacity. She noted that Ms. Shiela Lohr, Chief Deputy Director of Elections, passed away in early 2024 and that the new staff had stepped in and done an amazing job. Ms. Moorman stated that the four machine technicians answered to the Electoral Board with removal of herself so if any questions arose, they were sent directly to the Electoral Board. She added that process allowed for a separation as well as a chain of custody with proof identifying the separation of herself and the equipment regarding the integrity of the election process as a key focal point. Ms. Moorman stated there were 45 days of early voting which was covered by shifts or 881 shifts for the early voting timeframe. She continued the presentation with a breakdown of various categories such as Central Absentee Precinct (CAP), continuing education/training classes, and others. Ms. Moorman highlighted the Page Program, used in November, that was directly linked to Jamestown High School (JHS). She explained that 15-17-year-old JHS students worked shifts and observed the Election Day process. Ms. Moorman noted the number of registered voters in the County was 37,439 in 2004 with 66,762 in 2024. Ms. Moorman spoke on that point in more detail. She continued the presentation highlighting processed transactions, adding the total equaled 28,677 transactions. Ms. Moorman identified the various subgroups that comprised the transaction category. She iterated that at no time were the voting machines connected to the internet, adding the machines were connected to surge protectors connected in the wall. Ms. Moorman noted that since 2017, the Office of Elections had handled over 150 law changes which pertained solely to elections. She further noted that more election laws were proposed annually in the Virginia General Assembly than other departments or Boards. Ms. Moorman referenced the Ballot on Demand, implemented in January 2024, was only placed in the Vote Center and never in the precincts due to the varied ballot styles. She addressed the reduced ballot printing costs for future elections since the program's implementation. Ms. Moorman noted the success of the Vote Center, on many levels, had become a benchmark across the Commonwealth, adding it was a success for voters. She thanked the Board for its support in obtaining the new Vote Center. Ms. Moorman noted the streetfront signage remained the only obstacle for citizens. She continued the presentation highlighting election turnout statistics over the past four years. Ms. Moorman noted the Provisional Votes Cast category reflected 860 for November 2024. She

further noted that number was high due to same day registration on Election Day, adding all 860 votes were researched, reviewed, and processed by the Office of Elections staff. Ms. Moorman stated the Electoral Board then reviewed the reasons those 860 voters applied to vote on Election Day or early vote for same day registration. She added that process required a tremendous amount of time and effort. Ms. Moorman noted other election statistics included curbside voting with 914 for early voting and 203 on Election Day. She further noted those statistics equated to processing one voter every 15-20 minutes, adding dedicated election officials were necessary for that processing time. Ms. Moorman noted the start of early voting coincided with the day ballots had to be mailed which caused voters to arrive in-person stating they had received no ballot and would be voting in-person. She stated requests to change those dates had been presented to the Virginia General Assembly as the cost of mailing the ballots unnecessarily could save taxpayer money. Ms. Moorman noted standard mail ballots were sent out March 2024 for first mailing to a vetted and secured vendor who provided daily reports of recipients, tracking information, dates, and number of ballots to the Office of Elections. She further noted all military and overseas voter ballots remained in the Office of Elections. Ms. Moorman stated the cost of a mailed ballot and postage was approximately \$18. She noted the funding for the mailings were not state funded. She addressed the ballot drop boxes and the cost of approximately \$2,150 for the two additional drop-off locations. Ms. Moorman noted only 13 ballots were received during the 10-day timeframe with two representatives (one from each party) required to be present in the morning to open the box, and two additional representatives in the evening. She added time and mileage were factored into the costs. Ms. Moorman noted the costs was approximately \$165.39 per ballot. She stated the two additional drop-off boxes could potentially be discontinued based on that cost. Ms. Moorman continued the presentation highlighting the logistics of the elections which included the various ballot styles for each party in addition to each precinct. She spoke on that point in more detail. Ms. Moorman praised General Services staff for their assistance with coordinating supplies and other factors. She extended her appreciation to the Clerk of the Circuit Court for her participation on Election Night at the Office of Elections. Ms. Moorman noted that due to new election laws, ballots could be received for three days post-election and with possible holidays or weekends, the certification by the Electoral Board could potentially be into the next week and not immediately after the polls closed on Election Night. She stated that she and her Deputy Chief manually logged the data, which required a two-person verification, prior to the results going to the Electoral Board for certification. Ms. Moorman noted the County was selected to participate in two Risk-Limiting Audits. She further noted the County was made aware of the selection a few days after the election. Ms. Moorman stated the first audit was after the Senate race in which 40 election officials were quickly assembled with less than 36-hour notice to count the ballots per audit protocol. She noted the count was exactly within the results, adding she was very pleased with the process and its results. Ms. Moorman stated the County's Office of Elections was also selected to hand count all of the Central Absentee Precinct Ballots, roughly 67% of the ballots cast due to the high turnout at that precinct. She expressed her appreciation that the hand counting audit would not be required for another five years. Ms. Moorman noted the next election voting would begin on May 2 for the June 17 Dual Party Primary Election. She further noted current candidates on the departmental website who were current were ones she had entered along with their respective party designations. Ms. Moorman stated the state competitions still reflected Independent for party designation. She added that designation would remain until the State Board of Elections completed its process. Ms. Moorman noted the gubernatorial election was in November, adding it was the second highest turnout. She further noted elections for Lieutenant Governor, Attorney General, Virginia House of Delegates for the 69th and 71st Districts, as well as locally for the County's Powhatan and Jamestown Districts. Ms. Moorman stated School Board elections would also take place for those two districts. She noted she would be requesting new voting equipment within the next month for placement on or before the November 27 election. Ms. Moorman further noted the new equipment would only be for the voting tabulators.

Ms. Larson thanked Ms. Moorman for the thorough report. Ms. Larson asked who determined the early voting hours.

Ms. Moorman responded the early voting hours were a local decision. She noted the County exceeded the time as an eight-hour day was required, but the County used a nine-hour day as well as the two Saturdays prior to the election. Ms. Moorman further noted some localities held Sunday voting days, adding those localities stated there was no benefit to offering Sunday hours. She stated staff was required to be present at all times so no voting on Sundays allowed staff a break.

Ms. Larson noted slower times and asked if hours were adjusted what was the impact with staff and costs. She asked if staff received a straight eight-hour day's pay.

Ms. Moorman noted that decision would need to be vetted by the Electoral Board. She acknowledged shifting personnel due to all the aspects of the process. Ms. Moorman noted the use of comp time at a one-and-a-half rate as overtime was not paid. She added that rate applied to staff and the Election Officers.

Ms. Larson noted the large number of early voters and asked about future plans if that number continued to increase in the future. She referenced school closings with regard to the open precincts. Ms. Larson noted the questions she asked were the ones she had received from citizens. She further noted one question had been asked if precincts would possibly be combined particularly if there was a noticeable lull in voting due to the early voting opportunity. Ms. Larson asked if Election Day voting was quieter than other days.

Ms. Moorman noted that question was an excellent one. She further noted a precinct had been combined in the Roberts District. Ms. Moorman cited building size and availability of public places were factors. She stated the early voting turnout was a 50/50 split as opposed to Election Day, adding the news impacted people's response to early voting and safety concerns. Ms. Moorman spoke on that point in more detail. She noted her ideal scenario would have five mega precincts with one in each district and voters could vote at any of the five precincts without concern for voting at the wrong precinct on Election Day. Ms. Moorman further noted such action would be required by the Virginia General Assembly. She referenced some antiquated wording in the State Code regarding voting numbers and precinct splits. Ms. Moorman stated she had worked with the Office of the Attorney General and found a workaround for three precincts impacted by removing the number of early voters from the established 4,000 voter threshold. She noted the County was nearing the maximum number for its 18 precincts. Ms. Moorman spoke on that point and the corresponding redistricting impact in more detail.

Ms. Larson referenced the concept of the mega precincts.

Ms. Moorman noted that concept would reduce the number of Election Officials required. She further noted there would be a reduction in staffing and a decrease in taxes used for various departments like General Services and Police. Ms. Moorman stated the concept would be a responsible decision which also benefited the voters.

Ms. Larson thanked Ms. Moorman.

Mr. McGlennon expressed appreciation for the high number of voters and the various ways for citizens to vote. He noted the numbers reflected more citizen engagement, adding that trend was nationwide. Mr. McGlennon referenced the number of provisional ballots for November 2024 and asked for clarification on that point.

Ms. Moorman responded that information reflected the number of ballots that were actually counted, but not submitted.

Mr. McGlennon asked how many ballots were submitted.

Ms. Moorman noted the number from November 2020 was impacted by a different set of election rules. She further noted when the rules changed to same day registration, provisional rules experienced a major shift. Ms. Moorman stated the count was previously less than the submission number, so the results varied from the actual turnout. She noted that with the current shift, the turnout was close to the number represented in the presentation with very little denial of applications.

Mr. McGlennon noted the opportunity for Election Day registration offered citizens who met the registration requirements to then be qualified to vote.

Ms. Moorman confirmed yes. She stated the only registration denials involved citizens going to the wrong precinct to vote. Ms. Moorman explained those citizens were then ineligible to cast their provisional ballots. She cited that example as one ineligibility criteria.

Mr. McGlennon asked if a voter had to be in his/her respective precinct.

Ms. Moorman confirmed a voter had to be in his/her own precinct only on Election Day.

Mr. McGlennon asked if the majority of provisional ballots were cast on Election Day.

Ms. Moorman noted many provisional ballots were also cast during Early Voting, which had same day registration. She explained that the Office of Elections closed its books 21 days in advance of Election Day, but that during those 21 days citizens came in for same day registration and voted then.

Mr. McGlennon noted the registration and voting occurred at the Vote Center.

Ms. Moorman confirmed yes.

Mr. Icenhour thanked Ms. Moorman.

2. FY 2026 - 2030 CIP Project Discussion

Mr. Stevens addressed the Board to provide an update. He noted the proposed FY 2026 budget was slated to be available on Friday, March 28. Mr. Stevens further noted the budget would be presented in May for the Board's approval and would only approve funding for FY 2026. He added that a plan existed for the projects in the five-year program. Mr. Stevens noted Capital Project requests totaled approximately \$441 million with a Capital Maintenance requests total of approximately \$125 million. He stated the proposed budget reflected \$345 million of Capital Project requests with approximately \$100 million of projects that were not included. Mr. Stevens highlighted the departmental requests and noted some adjustments had been made to the first draft based on funding and feedback from the Board's Retreat. He spoke to those adjustments in more detail. Mr. Stevens addressed the rankings from the Board, the Executive Leadership Team (ELT), and the large staff meeting participants. He noted that beside the Consolidated Government Center category were yes, no, and partial indicators to reflect whether the item is in the proposed budget. Mr. Stevens stated both the Consolidated Government Center and the Library addition were included in the proposed CIP. He noted both the Grove Community Park and the Warhill Sports Complex Skate Park were also included in the proposed CIP. Mr. Stevens continued noting which projects were not funded or only partially funded. He stated if any of those projects were a major Board consideration then those projects would be part of the April budget discussion, adding that if any items were added in then generally another item was displaced. Mr. Stevens noted removing a project to add a different project or borrowing more money, which was likely discouraged by the Financial and Management Services (FMS) Director. He continued addressing the projects on the list in more detail. Mr. Stevens noted that some projects designated partial had a starting point with the potential for more funding as the five-year plan progressed. He further noted the partial funding

for Fire Station 6 reflected the design cost. Mr. Stevens addressed the James City County Library and Community Theatre line item, which was not funded. He noted that line item was duplicative as it was incorporated into the Consolidated Government Center funding. Mr. Stevens stated a Budget Community meeting would be held at 6 p.m. on April 1 at the County Government Center Board Room. Mr. Stevens noted the event, hosted by Ms. Sharon McCarthy, FMS Director, JCSA, and himself, would also be broadcast. He stated a Public Hearing on the budget was slated for the Board's Regular Meeting on April 8 at 5 p.m., followed by additional discussion at the April 22 Business Meeting. Mr. Stevens noted at that time if additional meetings were required then those would be scheduled accordingly with May 13 as the target date for the Budget Adoption.

Ms. Null referenced the sale of the James City County Marina and if any bids had been received.

Mr. Stevens responded that a Request for Proposals (RFP) had gone out to garner if there was any interested purchaser. He noted an additional \$16 million in improvements were needed, adding the County had spent approximately \$4 million to date. Mr. Stevens stated that the Marina currently had a lessee. He noted 10-15 years earlier the County had sought to sell the Marina but had received no viable offers. Mr. Stevens added the result could be the same again. He added the County had submitted an RFP for a realtor who specialized in marina sales and there were several interested parties. Mr. Stevens noted the Marina was a community space that provided a waterfront facility which was important to the community. He further noted if interest in the Marina materialized then language to protect the community space and waterfront accessibility would be incorporated into any potential offer. Mr. Stevens recommended deferral on other Marina improvements.

Ms. Null asked if improvements would be deferred until a prospective buyer approached the County or if no buyer became available.

Mr. Stevens stated his recommendation was deferral until a viable offer, adding such an offer may not be made. He noted at that point, the County could decide to either sell or reinvest in more improvements.

Ms. Null thanked Mr. Stevens.

Ms. Larson addressed citizen concern regarding the possible sale of the Marina. She noted citizens did not want someone to buy the Marina, raze the property, and replace it with a development.

Mr. Stevens responded that the Board in the past had no interest in housing at the site. He added if the property was sold, Board action would be necessary. Mr. Stevens noted housing was not envisioned, but instead maintaining the community space with water access.

Ms. Larson asked when Mr. Stevens would need feedback and/or questions.

Mr. Stevens noted that anytime the Board wanted to discuss those points it could be done individually or collectively. He further noted the discussion would take place at a public meeting with the next scheduled meeting slated for April 22. Mr. Stevens stated he would meet with the Board as needed.

Mr. Icenhour noted Board members reviewing the CIP list and meeting prior to April 22. He further noted he would adapt the schedule based on receipt of the Board's feedback.

Mr. Stevens stated that with the proposed budget, the General Fund Budget was the category where taxes were paid and which impacted County residents, a 2.9% increase was proposed. He noted that while not a large increase, it was an increase and primarily the result of the growth of

certain taxes. Mr. Stevens further noted it was not a rate increase or a fee change. He stated the 2.9% reflected \$7.3 million in new revenue for the County, adding that money did not go far when allocated. Mr. Stevens reiterated the proposed budget would be available on March 28.

3. Government Center Update

Mr. Brad Rinehimer, Assistant County Administrator, addressed the Board to provide his monthly update. He referenced Item No. 2 under Board Considerations which he would discuss later in the meeting. Mr. Rinehimer noted kick-off meetings had occurred for the second interim agreement and the new library. He stated he was scheduling meetings with employees and had contacted department heads regarding employees interested in participating in different employee groups regarding the building. Mr. Rinehimer noted the employee group areas were outdoor space, workstation/phonebooth group, front counter, common space, conference room group, café/coffee breakroom, and specialty room. He stated 40-45 employees were involved with those groups. Mr. Rinehimer thanked Mr. Holt for the work on site plan changes. He spoke on those minor changes in more detail, adding that he was still working with VDOT on its recommendations.

Mr. Icenhour thanked Mr. Rinehimer for the update.

F. BOARD CONSIDERATION(S)

1. Appeal of Notice of Violation, Erosion and Stormwater Management Ordinance, at 110 River Bluffs

A motion to Affirm the decision made by County staff 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. Mike Woolson, Section Chief, Resource Protection, addressed the Board regarding the appeal of the notice of violation administered by staff at 110 River Bluffs. He noted the violation was in reference to the Erosion and Stormwater Management Ordinance. Mr. Woolson stated Mr. Michael Ware, Esq. had filed an appeal on behalf of Mr. James Dodd and Mrs. Christina Dodd, both Trustees. He provided details of the violation and the process. Mr. Woolson noted the Board of Supervisors' decision would be final, subject only to review by the Circuit Court of James City County. He cited details regarding BMPs, structural and nonstructural, as it related to stormwater compliance. Mr. Woolson noted Kingsmill relied on both types of BMPs for overall stormwater compliance and water regulations. He further noted the recordation of a Deed of Natural Open Space to ensure environmental characteristics of the open space continued to serve the stormwater and erosion prevention functions. Mr. Woolson stated the property was subject to an open space easement dedicated to James City County by Busch Properties for the express purpose of maintaining the open space land and to aid stormwater runoff. He provided additional details regarding the property and stated the Deed of Easement restricted certain uses of the property. Mr. Woolson noted the Dodds specifically violated Term No. 4 which stated the easement was to remain in its natural condition regarding certain parameters such as groundcover, tree canopy, and others. He stated that staff received notification from a concerned citizen about a potential Resource Protection Area (RPA) violation currently occurring at 100 River Bluffs. Mr. Woolson stated staff conducted a site visit the same day of the notification where staff discovered extensive tree work had been completed on the hillside between 100 River Bluffs and the James River. He noted many trees were either completely cut down or the tops were removed from the trees. Mr. Woolson further noted the affected property was 110 River Bluffs and owned by the Kingsmill Community Services Association (KCSA). He noted the timeline for the letter of violation which was sent to the Dodds who were the property owners of 100 River Bluffs. Mr. Woolson stated several site visits

were made as well as discussions with the property owner and the County determined the stormwater violation had occurred exclusively on 110 River Bluffs and that the charges on 100 River Bluffs were charged. He detailed the timeline for the new issuance of violation at 110 River Bluffs and the Dodds' appeal of that violation. Mr. Woolson cited staff comments regarding the violation, adding that Mr. James Dodd, Trustee, and Mrs. Christina Dodd, Trustee, were the owners of 100 River Bluffs at the time that the 110 River Bluffs' stormwater violation occurred. He stated that Bobcat Tree Service was the contractor that performed the tree-clearing work at 110 River Bluffs and that no request for work in a Natural Open Space Easement on 110 River Bluffs was submitted nor approved by the Dodds or KCSA. Mr. Woolson noted the Dodds sold the property at 100 River Bluffs in November 2024. He further noted the Dodds were cited with a Chesapeake Bay Preservation Ordinance violation which they resolved with a payment of \$10,000, which was approved by the Board during the Consent Calendar portion of this meeting. Mr. Woolson stated the question before the Board focused on if the Dodds had violated the County Code Chapter 8, Section 8-14, Long-term maintenance of permanent stormwater facilities for failing to adhere to the conditions of the recorded Deed of Easement for Natural Open Space, Easement Instrument No. 010004471, when the trees were cut down and treetops removed. Mr. Woolson presented a PowerPoint on the appeal case and the violations which highlighted resolution from the Dodds regarding unauthorized vegetation removal from the RPA and the \$10,000 payment for the Chesapeake Bay Preservation Area (CBPA) violation. He noted unresolved items included the Natural Open Space Easement violation in which vegetation removal, i.e., tree removal and tree topping, occurred. Mr. Woolson stated the County was requesting a payment of \$32,500, the maximum allowable payment by Ordinance, for a stormwater management violation. He continued the presentation highlighting the 2001 Deed of Easement for Natural Open Space and its respective conditions and County Code Chapter 8 and various section excerpts. Mr. Woolson noted that per Section 8-16. Hearings, a formal hearing by the Board of Supervisors could be demanded. He further noted Mr. Ware had requested a formal hearing in December 2024. Mr. Woolson stated that Section 8-19. Enforcement allowed for jail time for a maximum of 12 months or a fine of \$32,500, or both, adding that the County was only seeking the monetary amount. He displayed a map of the area to show both 110 and 100 River Bluffs as well as the area of the Notice of Space (NOS) violation for reference. Mr. Woolson showed area photos from November 2023. He spoke on the tree canopy, stumps, and cut trees in more detail in relation to the photos. Mr. Woolson reiterated the issue before the Board regarding the Dodds and if they violated County Code, Chapter 8, Section 8-14 when they cut down trees and treetops on the property.

Ms. Larson questioned if the Dodds were unaware that the property in question belonged to KCSA. She noted that question might require the Dodds' legal counsel to answer.

Mr. Woolson noted he would defer that question to the Dodds' legal counsel.

Mr. John Dooley noted he was an attorney at Schempf & Ware, PLLC, 4000 George Washington Memorial Highway, and present on behalf of Mr. Ware and the Dodds. He referenced a definition section of the Ordinance for the Board's consideration, adding it was Section 8-21 and the term, land disturbing activity. Mr. Dooley read that definition and its exemptions aloud. He noted no evidence was presented to the Dodds that they had cleared, graded, excavated, transported, or filled any of the land or affected the runoff in any way. He addressed that point in more detail. Mr. Dooley noted his clients were not responsible for all the cuts to the trees nor the tree toppings. He added that his clients had some branches removed by the stated contractor, but that the tree canopy removal had been done by the previous owners. Mr. Dooley addressed the financial resolution aspect and spoke on that matter. He noted the Dodds' position on the Stormwater Management Ordinance was that the application was not appropriate. Mr. Dooley reiterated the reference to avoidance of land disturbance throughout the section of the Ordinance. He stated his clients had taken responsibility for actions which they believed were their responsibility. Mr. Dooley referenced Ms. Larson's question, adding that his clients had no knowledge or were unaware of the restrictions, but they were now aware of them. He added that the Dodds would not have taken such action had they been aware of the

restrictions.

Mr. Hipple asked if the treetops had been cut by someone else.

Mr. Dooley confirmed yes that his clients were not involved in the tree canopy removal. He noted his clients had the tree-limbing work done.

Mr. Hipple asked if the contractor took action on topping the tree canopy while limbing the trees. He questioned if another company had done that work.

Mr. Dooley responded he was unsure who took the action to cut the canopy. He reiterated that his clients had the limbing work done. Mr. Dooley noted the Dodds sought to resolve the Chesapeake Bay Preservation Ordinance violation with financial compensation. Mr. Dooley further noted there was no land disturbance under the Dodd's stewardship.

Mr. Hipple noted tree cutting as well as tree topping disturbed the land beneath the trees. He stated tree canopy allowed rain to come down at a slower speed. Mr. Hipple spoke on that point in more detail. He asked for clarification regarding the land, and if work had been done on land which was not the Dodds' property.

Mr. Dooley noted he would defer on the characterization of that land in front of 110 River Bluffs. He addressed Mr. Hipple's point on land disturbance and reiterated the Ordinance's definition of land disturbance in relation to the specifics listed such as excavation, clearing, and removal. Mr. Dooley added the definition was not inclusive of pruning.

Mr. McGlennon asked Mr. Dooley his perspective of clearing.

Mr. Dooley noted his perspective was clearing the land for the purpose of man-made development. He further noted that meant removal of trees.

Mr. McGlennon stated the removal of trees altogether. He noted evidence of tree removal in the pictures shown earlier.

Mr. Dooley respectively disagreed stating branch removal was evident, but not that of trees.

Mr. McGlennon referenced the photos showing stumps which implied tree removal.

Mr. Dooley noted the stumps remained and therefore no clearing was done to prepare for man-made change. He further noted the roots remained.

Discussion ensued.

Mr. McGlennon asked for clarification regarding the tree canopy removal.

Mr. Dooley noted those actions were made prior to the Dodds' possession of the property. He further noted the limbing of the trees was done when the Dodds were the property owners.

Mr. Hipple questioned the definition of clearing.

Mr. Dooley noted the purpose of the Ordinance was to prevent runoff. He further noted an expert had not been consulted to substantiate the charges against his clients that drainage had been affected.

Discussion ensued.

Mr. McGlennon asked if Mr. Dooley's clients had a contract with Bobcat Tree Service. He

noted the contract could then demonstrate that limbing was the only work requested.

Mr. Dooley responded that he had no evidence in his file currently to present regarding that question. He stated if this violation was to appear before the Circuit Court then the contractor would likely be subpoenaed as witnesses to that point.

Mr. McGlennon noted his confusion and questioned the appearance at a hearing contesting the decision but without that evidence. He asked if the thought was to move past the Board and on to the Circuit Court.

Mr. Dooley responded no, adding he had hoped to have resolution for his clients at this meeting. He referenced the Ordinance wording regarding its purpose. Mr. Dooley stated the burden of proof had not been met.

Mr. Hipple expressed confusion regarding the interpretation of clearing.

Mr. Dooley stated that possibly the interpretation should be clearer in the Ordinance. He reiterated that he thought the Dodds' actions failed to match the description of land disturbing activity under the Ordinance as written. Mr. Dooley spoke to that point in more detail.

Discussion ensued.

Ms. Null referenced the property deed which clearly stated an easement existed which was subject to numerous laws and Ordinance. She noted if any changes were planned, then the first point-of-contact should be with the County to determine if the changes were allowed in a deeded easement. Ms. Null further noted due diligence on the part of the property owners.

Mr. Dooley responded that the Dodds paid the Chesapeake Bay Preservation Ordinance violation as they deemed it appropriate and a good application of the Ordinance. He noted with regards to the land drainage issue, the level of disruption or sufficient evidence were lacking to prove that point. Mr. Dooley spoke on that point in more detail.

Discussion ensued.

Ms. Larson asked Mr. Dooley if there was an invoice from Bobcat Tree Service that was given to its client stating what work was done by the contractor.

Mr. McGlennon noted on what property was the work done.

Mr. Dooley responded he was not in possession of a copy of the invoice between his clients and Bobcat Tree Service.

Ms. Larson thanked Mr. Dooley.

Mr. Icenhour called Ms. Dodd forward for questions from the Board.

Ms. Christina Dodd, 260 William Spencer, addressed the Board.

Mr. Hipple noted the clients' counsel stated the Dodds had Bobcat Tree Service limb up trees. He asked Ms. Dodd if they had any trees removed with the stumps remaining.

Ms. Dodd responded that someone from Bobcat Tree Service had contacted her husband regarding a dead tree which was removed. She stated there were a significant number of stumps on the property which looked to have been there for a while.

Mr. Icenhour thanked Ms. Dodd. He called Mr. Woolson back to the podium and asked him to

bring the presentation back up for reference.

Mr. Hipple asked Mr. Woolson about the stumps and how he determined the timeline in relation to the Dodds' ownership of the property.

Mr. Woolson responded there were several considerations with one being the coloration of the stump. He noted the color was lighter and not darker and rotten. Mr. Woolson stated several of the tree species generated stump sprouts, which was new growth. He noted he saw no evidence of stump sprouts. Mr. Woolson stated pine trees were such a species, but added the trees he referenced were hardwood trees such as maples and oaks. He noted he saw no holly trees, which were known to generate stump sprouts. Mr. Woolson stated the stump sprout's height gave an indication of the timeline on the tree's cut.

Mr. Hipple asked if Mr. Woolson or staff had spoken with the individual performing the tree work.

Mr. Woolson responded yes that Ms. Robin Benedict, a former County employee, had spoken with the contractor. He noted he was unsure of that conversation's details.

Mr. Hipple referenced the 2019 aerial views of the property and tree canopy.

Mr. Woolson noted that the Dodds were not the property owners in 2019. He added the former owner was Mr. Thomas Niles and he sold the property in 2022. Mr. Woolson stated he saw no 2022 aerial in the records, adding he might have overlooked it.

Mr. Hipple asked if the aerials were done every four years, adding it was possible that one was not available.

Mr. Woolson agreed.

Mr. Icenhour noted a complaint was received in 2023 from an adjacent citizen. He further noted the Dodds had purchased the property in 2022. Mr. Icenhour addressed the number of trees cut between 2019-2022 and the high probability of some complaint being received. He noted there had been no complaints.

Mr. Woolson stated staff had fielded several complaints in this section of Kingsmill over the years, adding River Bluffs, River's Edge, and Spencer's Grant were the main areas.

Mr. Icenhour referenced the property limit.

Mr. Woolson confirmed yes it was approximately at the top of the slope.

Mr. Icenhour asked if the Chesapeake Bay resolution, which was resolved during the Consent Calendar portion of the meeting, dealt with removal of vegetation in the RPA. He questioned if the RPA was on the Dodds' property.

Mr. Woolson confirmed yes. He highlighted the blue area on the slide that Mr. Icenhour had referenced.

Mr. Icenhour noted the property was outside of the Dodds' property and not under their control.

Mr. Woolson confirmed the property was 100% KCSA property.

Mr. Icenhour asked if KCSA was aware of work in this area.

Mr. Woolson noted KCSA had not authorized any work in this particular area. He added that

KCSA had always sought staff permission as it was aware of the Natural Open Space Easement at that section of the James River.

Mr. Icenhour noted that once the damage was done on the slope then not much remediation was available to do.

Mr. Woolson confirmed yes. He noted one option was replanting of areas where clear-cut had occurred. Mr. Woolson stated the angle of the slope and the unavailability of water created an unfeasible approach to replanting the slope.

Mr. McGlennon asked Mr. Woolson how long he had worked in the stormwater field.

Mr. Woolson responded he had been with the County since 2000. He added he had worked in the environment-related field since 1992.

Mr. McGlennon noted Mr. Woolson had over 30 years of experience. He asked if Mr. Woolson had developed professional knowledge and experience in judging the state of a property.

Mr. Woolson confirmed yes.

Mr. McGlennon referenced two random people brought to the property and their opinion of the land in comparison to someone of Mr. Woolson's experience in identifying violation elements of the Ordinance.

Mr. Woolson confirmed that was correct.

Mr. Andrew Dean, Assistant County Attorney, addressed the Board and referenced Ms. Null's comment on the violation of the Natural Open Space Easement. He referenced Section 8.14 of the County Code, paragraph D and the County's requirements regarding facilitation of the long-term maintenance of stormwater facilities on large properties such as that one owned by KCSA. Mr. Dean noted work was done which disturbed the Natural Open Space Easement. He addressed wording within the Ordinance which allowed KCSA to remain in compliance with County Code. Mr. Dean spoke to that point in more detail.

Mr. Hipple asked if Kingsmill had commented on this situation.

Mr. Dean noted Kingsmill had discussed the issue with the County and was awaiting the outcome.

Mr. Icenhour looked to the Board for discussion and a motion.

Mr. McGlennon noted staff's diligence on this issue. He recognized the work done on the property compromised the Natural Open Space Easement requirements and on land not owned by the appellant.

2. Change Order - Second Interim Agreement, Consolidated Government Center

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

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

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

Mr. Rinehimer addressed the Board noting the Board's Agenda Packet contained a resolution authorizing a change order to the second interim agreement regarding the Consolidated Government Center. He noted the Board had approved Mr. Stevens entering into the second interim agreement in December 2024 with the Henderson-Gilbane Joint Venture for the second part up to 100% design. Mr. Rinehimer stated part of that second interim agreement allowed for

an option with the change order to also include the programming and schematic design for a new library at the former School Administration building. He noted ensuing discussions had taken place along with the Board's approval to move forward with this process. Mr. Rinehimer stated the change order resolution was not to exceed \$930,000.

Ms. Larson expressed she was not fond of change orders, adding this was a large amount of money. She stated she was in agreement with the reason for the change order and the library, but expressed caution moving forward.

Mr. McGlennon echoed Ms. Larson's comments on change orders. He noted the joint construction project could potentially be a cost-saver overall.

Ms. Larson agreed on that point.

G. BOARD REQUESTS AND DIRECTIVES

Mr. Hipple noted he had no comment.

Ms. Null noted her recent attendance at the Williamsburg Community Foundation's Annual Awards Luncheon. She expressed her appreciation to the organization and its assistance to private businesses.

Ms. Larson stated there had been a busy schedule lately. She noted the joint meeting with the School Board and the City of Williamsburg, adding it was a good meeting. Ms. Larson stated she was joined by Mr. McGlennon and Mr. Rinehimer in speaking with The Sorensen Institute for Political Leadership Program. She noted she attended the Williamsburg Tourism Council meeting on March 18. Ms. Larson further noted the planning for the 250th anniversary, the VA250, was currently underway at Colonial Williamsburg. She stated it was an exciting time, adding hopefully many visitors would come to enjoy the events. Ms. Larson addressed some trepidation at the Williamsburg Tourism Council meeting regarding the lull in January and February when typically government businesses were present. She referenced the survey that had gone out asking families their estimated expense for a 2025 vacation. Ms. Larson noted when the survey first launched the response was \$5,400 and then again in March that number had dropped to \$4,700. She addressed the slight dip in consumer confidence which was concerning, but she added that the Historic Triangle was a great drive-to location. Ms. Larson noted that Richmond and Washington, D.C. were both large feeder markets for this area. She stated that the marketing efforts were ongoing to draw visitors to the area. Ms. Larson noted she participated on WMBG Radio and she extended her thanks to Ms. Renee Dallman, the County's Public Information Officer, for her assistance. Ms. Larson further noted her meeting with Ms. Carla Javier and Ms. Caitlin Massie King of Child Development Resources (CDR) regarding the new building on Waller Mill Road. She stated CDR had made a financial request of the County which would be known on March 28 with the proposed budget release. Ms. Larson noted the importance of CDR's work in the community. She explained six classrooms would be in this new facility for infants and toddlers at no cost and be income-based. Ms. Larson stated the importance of CDR to the local service industry community and the quality childcare it provided to those workers. She noted her participation with a presentation to the Virginia Association of Counties (VACo) Certified Supervisors Class with Ms. Martha Hooker from Roanoke on March 28. Ms. Larson stated the presentation focused on schools, Board of Supervisors, and funding. She noted there were mixed views on the Board regarding this point, but she wanted to formally request looking into moving forward to review the funding formula with the schools versus the current process. Ms. Larson asked that the County study the formula for a time and then report on the findings. She noted the fluctuations in revenue and necessary adjustments for both the School Division and the County. Ms. Larson expressed a desire to look into the funding formula. She noted citizens had contacted her about Centerville Road and Route 5 and the utility boxes in the area. Ms. Larson stated the utility boxes had been hit on numerous occasions as the result of vehicle accidents. She acknowledged Mr. Jason Purse,

Assistant County Administrator, for his help with the matter. Ms. Larson referenced a street in Saint Georges Hundred with standing water in residents' ditch. She noted discussion with VDOT and utility movement, adding the residents were very frustrated at the lack of resolution to the problem over the years. Ms. Larson stated she would reach out the Honorable Virginia House of Delegate Chad Green for possible assistance. She noted another resident along Saint Georges Hundred had a concern along Greensprings Interpretive Trail and the tree loss there due to the beavers. Ms. Larson further noted the work to address these issues was ongoing. She stated she monitored the Pulse app, adding County Fire and Rescue had been extremely busy. Ms. Larson noted she could not review Police activity. She asked Mr. Stevens if he could supply the percentage of change in Fire and Police calls, particularly during the budget process.

Mr. Stevens stated he would provide that information.

Ms. Larson thanked Mr. Stevens.

Mr. McGlennon noted the meetings Ms. Larson had referenced, adding he had also joined Ms. Larson in attending the Greater Williamsburg Chamber of Commerce meeting hosted by the County. He stated the presentation featured Mr. Ed Harris, Visit Williamsburg President and CEO. Mr. McGlennon noted Mr. Harris' reference to cancellation and monitoring that situation. He spoke to that point in more detail. Mr. McGlennon stated he attended a recent meeting at James River Elementary School (JRES) where the Williamsburg-James City County (WJCC) Schools Acting Superintendent, Dr. Daniel Keever, and the Roberts District School Board member, Dr. Daniel Cavazos, spoke with the community. Mr. McGlennon invited citizens to attend a meeting at JRES on March 26, 6-8 p.m., where VDOT would present conceptual plans for the Route 60 East/Pocahontas Trail Segment I improvements. He spoke on that project in more detail and encouraged residents to attend. Mr. McGlennon noted his disappointment regarding the grant cancellation to the House of Mercy which dealt with housing. He encouraged local nonprofit organizations impacted by federal budgeting and contractual cuts to contact the Board to gain a better sense of the actions and impacts, particularly those programs designed to help the most vulnerable citizens.

Mr. Hipple commented on the lack of a school contract and talk of separation versus no separation. He stated he wanted resolution regarding the WJCC School contract before he left the Board if possible.

Ms. Larson reiterated the frustration and questioned where the County was in the contract process. She requested an update for the Board's April 8 meeting.

Mr. Icenhour noted his participation at the New Employee Orientation on March 12. He further noted it was a great opportunity for each Board member to greet them. Mr. Icenhour stated he attended the Hampton Roads Workforce Council (HRWC) meeting on March 19. He noted he visited the United States Coast Guard Training Center Yorktown on March 20, adding the County had always had a good working relationship with the local military installations. Mr. Icenhour further noted earlier this year with the change in administration, the military installations were what he referenced as a lockdown mode. He stated that he found out that officers ranking O-6 and above, basically captains and admirals, were disallowed to engage in public events for a while. Mr. Icenhour noted that mode seemed to have passed as the captain would resume his attendance at the HRWC meetings soon. He further noted his participation in the Change of Watch ceremony for Command Master Chief David Dolphin who will be retiring. Mr. Icenhour spoke highly of Command Master Chief Dolphin and working with him regarding local businesses, government, and military. Mr. Icenhour noted the last of the 50th commemoration of Vietnam Veterans' Day on March 29, adding he would be the guest speaker at the Veterans of Foreign Wars Post 4639 building. He further noted he would be speaking on his Vietnam experiences. Mr. Icenhour referenced Ms. Moorman's earlier update on the elections. Mr. Icenhour stated he wanted to work on signage to assist people to identify the Voting Center location and to work with VDOT on permanent marking signs such as those for

the courthouse or the jail. He suggested one sign on Monticello Avenue and the other on Ironbound Road located as permanent signs in the VDOT right-of-way.

Ms. Null suggested also posting American flags at both ends of the building. She noted the flags helped to identify the government building.

Mr. Icenhour noted the flags were a good point and thanked Ms. Null.

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens noted he had received a substantial list from the Board which he would follow up on and report back. He further noted that since the start of the Board's meeting, VDOT had issued a press release regarding the meeting Mr. McGlennon referenced earlier. He added that the meeting had no formal presentation but that displays would be available. Mr. Stevens encouraged citizens to attend and reiterated the meeting would be held on March 26, 6-8 p.m. at JRES. He noted the Community Budget meeting, adding the proposed budget would be available on March 28, with the community event on April 1. Mr. Stevens stated both the County and JCSA budgets would be discussed in the Board Room at 6 p.m. He noted the public was invited to attend the meeting to provide an overview of the budget and allow for questions, adding the meeting would also be broadcast.

Ms. Larson requested a short recess.

At approximately 3:32 p.m., the Board recessed for a short break.

At approximately 3:41 p.m., the Board reconvened.

I. CLOSED SESSION

A motion to Enter a Closed Session 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 3:42 p.m., the Board of Supervisors entered a Closed Session.

At approximately 4 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. Consideration of 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

a. Colonial Behavioral Health Board - Staff Appointment

A motion to Appoint Ms. Lynette Diaz to the Colonial Behavioral Health Board for a term which expires on June 30, 2025, was made by Ruth Larson, the motion result was Passed.

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

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

2. Consultation with legal counsel and briefings by staff members pertaining to actual litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; specifically, the case entitled

County of James City, Virginia v. Fidelity and Deposit Company of Maryland, et al,
pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia

A motion to Approve the resolution authorizing the County Administrator to enter into an agreement to settle pending litigation was made by Ruth Larson, the motion result was Passed.

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

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

3. Discussion or consideration 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 pertaining to 1206, 1207, and 1211 Jolly Pond Road, Williamsburg, VA.

4. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 5 pm on April 8, 2025 for the Regular Meeting

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

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

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

At approximately 4:02 p.m., Mr. Icenhour adjourned the Board of Supervisors.

MEMORANDUM

DATE: April 22, 2025

TO: The Board of Supervisors

FROM: Ryan T. Ashe, Fire Chief

SUBJECT: Contract Award - \$1,118,941 - Replacement Fire Pumper

The Fiscal Year 2025 Capital Improvement Program budget includes funds for the purchase of one replacement fire pumper.

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

The H-GAC Fire Service Apparatus cooperative contracts offer 20+ vendors for various rescue and fire apparatus. Base bid items are listed on the specific product pages. Almost all contracts include a wide array of additional configurations, optional equipment, and accessories that are available to allow localities to configure equipment/services to suit their unique requirements. These items were included with the contractor's bid/proposal response and are part of the recommended contract.

Fire Department technical staff researched the design, construction, and field performance of the Pierce Enforcer PUC Pumper, worked closely with Atlantic Emergency Solutions to design a vehicle that will meet the Department's needs and provide increased operational capabilities. Fire Department and Purchasing staff negotiated a total price of \$1,298,011 for the replacement pumper. Should the County choose to provide a 90% prepayment of \$1,100,00, the vendor offers a prepayment discount of \$179,070 thus reducing the total contract amount to \$1,118,941. The cost of the contract is within the funds allotted.

Final placement may differ based on call volume and the condition of other units at the time of delivery. The proposed replacement pumper is consistent with the newer model pumpers already in service and will standardize all five fire stations with similar equipment. The Fire Department will take the oldest reserve pumper out of service and shift the oldest non-reserve pumper to reserve status. The former pumpers may be sold or used elsewhere by the County in a non-emergency capacity.

Staff recommends adoption of the attached resolution authorizing the contract award to Atlantic Emergency Solutions in the amount of \$1,118,941 for a Pierce Enforcer PUC Pumper.

RTA/ap
CA-FirePmprRepl-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$1,118,941 - REPLACEMENT FIRE PUMPER

- WHEREAS, funds are available in the Fiscal Year 2025 Capital Improvement Program budget for the purchase of a replacement pumper; and
- WHEREAS, cooperative procurement action is authorized by Chapter 1, Section 5, of the James City County Purchasing Policy and the Virginia Public Procurement Act, and the Houston-Galveston Area Council issued a cooperative purchasing contract to Atlantic Emergency Solutions as a result of a competitive sealed Invitation for Bid; and
- WHEREAS, Fire Department, Fleet, and Purchasing staff determined the contract specifications meet the County's performance requirements for a pumper and negotiated a price of \$1,118,941 with Atlantic Emergency Solutions for a Pierce Enforcer PUC Pumper; and
- WHEREAS, Atlantic Emergency Solutions has also offered a discount of \$179,070 in exchange for a 90% prepayment of the contract, bringing the discounted total price to \$1,118,941.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute a contract with Atlantic Emergency Solutions for a Pierce Enforcer PUC Pumper in the amount of \$1,118,941.

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

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

HIPPLE
NULL
LARSON
MCGLENNON
ICENHOUR

VOTES

AYE NAY ABSTAIN ABSENT

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

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of April, 2025.

CA-FirePmprRepl-res

MEMORANDUM

DATE: April 22, 2025

TO: The Board of Supervisors

FROM: Mark Abbott, Capital Projects Coordinator

SUBJECT: Contract Award - \$2,197,000 - James City County Recreation Center Pool Renovation Project

The renovation project at the James City County (JCC) Recreation Center's pool aims to enhance both functionality and accessibility. Key upgrades include comprehensive HVAC work to improve air quality and temperature regulation, as well as the installation of new lighting to brighten the space. The project also involves updating the flooring for safety and durability, along with Americans with Disabilities Act (ADA) improvements to ensure the pool area is accessible to all guests. In addition, the facility will undergo a fresh coat of paint to revitalize its appearance. One of the notable changes includes the creation of two new offices, which will also open the existing office area to be converted into a designated first aid room, ensuring that the center is fully prepared for incidents requiring treatment. These upgrades are designed to create a safer, more welcoming environment for all patrons of the JCC Recreation Center.

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

<u>Firm</u>	<u>Amount</u>
Virtexco Corporation	\$2,190,000
GC Commercial, Inc.	\$3,149,717

Virtexco Corporation was determined to be the lowest qualified, responsive, and responsible bidder. This project is part of the approved Capital Improvement Project budget.

Staff recommends approval of the attached resolution authorizing the contract award to Virtexco Corporation.

MA/md
CA-RecCPoolRenov-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$2,197,000 - JAMES CITY COUNTY

RECREATION CENTER POOL RENOVATION PROJECT

WHEREAS, the James City County General Services Department received competitive bids for the James City County Recreation Center Pool Renovation Project; and

WHEREAS, two bids were considered for award and Virtexco Corporation was the lowest qualified, responsive, and responsible bidder; and

WHEREAS, adequate funding is available in the Capital Improvement Program budget 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 \$2,197,000 to Virtexco Corporation, for the James City County Recreation Center Pool Renovation Project.

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

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

HIPPLE
NULL
LARSON
MCGLENNON
ICENHOUR

VOTES

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

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of April, 2025.

CA-RecCPoolRenov-rev-res

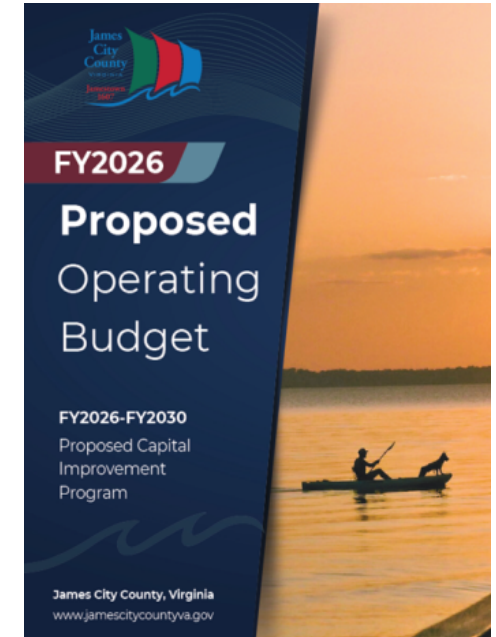


FY2026 Proposed Budget
Board of Supervisors Business Meeting
April 22, 2025



FY2026 Proposed Budget Highlights

- FY2026 Proposed Budget (All Funds) = \$389.5M
- FY2026 Proposed Budget (General Fund) = \$262.7M
 - \$7.3M, 2.9% above FY2025 Budget
 - Excludes \$11.4M in additional requests
 - Real estate tax rate recommended to stay at \$0.83 per \$100/ value
 - Proposed fee increases only for:
 - Parks & Recreation fine art classes
 - Ambulance transport services (align w/ Medicare reimb. Rates)
- Increase in debt service to finance PreK Space, General Services Admin. bldg., and the new Government Center
- \$2.8M (2.9%) in additional funding to WJCC Schools - same as County's overall budget increase
- 3% raise for employees on July 1, 2025, and potential 1% raise on Jan. 1, 2026
- 4 new FTEs in General Fund, 1 new FTE in VA Public Asst. Fund, and other personnel adjustments





General Fund – Revenue

Revenue Source	FY2025 Adopted (in millions)	FY2026 Plan (in millions)	FY2026 Proposed (in millions)
General Property Taxes	\$ 176.3	\$ 186.4	\$ 185.7
Use of Fund Balance - Tax Credit	6.5	-	-
Subtotal	182.8	186.4	185.7
Other Local Taxes	43.8	43.8	47.5
Licenses, Permits and Fees	2.0	2.0	2.0
State (Commonwealth)	16.1	16.2	16.4
Other	10.7	11.0	11.1
Total	\$ 255.4	\$ 259.4	\$ 262.7





General Fund – Expenditures

Function	FY2025 Adopted (in millions)	FY2026 Plan (in millions)	FY2026 Proposed (in millions)
General Administration	\$ 5.0	\$ 4.9	\$ 5.5
Financial Administration	7.0	7.1	8.0
Court Services	5.9	5.8	6.4
Public Safety	39.0	38.6	43.4
Information Resources Management	6.5	6.3	6.9
Community Development	4.4	4.3	4.7
General Services	18.5	18.0	19.6
Parks and Recreation	9.9	9.7	10.1
WJCC Schools Contribution - Operating	96.5	98.2	99.3
WJCC Schools Contribution - Debt Service	13.9	13.8	13.7
Contributions to Outside Entities	14.7	15.0	15.2
Transfers to Other Funds/Nondept.	34.1	37.7	29.9
Total	\$ 255.4	\$ 259.4	\$ 262.7





Capital Projects Fund

Capital Improvement Program Expenditures

SUMMARY

	FY2026	FY2027	FY2028	FY2029	FY2030	Total
Schools	\$ 20,816,000	\$ 9,726,000	\$ 17,254,000	\$ 12,598,000	\$ 16,334,000	\$ 76,728,000
General Services	11,500,000	20,016,600	6,984,100	6,923,100	6,628,000	52,051,800
Parks and Recreation	3,400,000	9,490,000	990,000	14,220,000	1,720,000	29,820,000
Public Safety	3,282,000	857,000	2,347,000	21,850,000	2,563,000	30,899,000
Library	16,780,000	16,400,000	16,400,000	-	-	49,580,000
County Administration	65,500,000	62,000,000	62,000,000	-	-	189,500,000
Community Development	4,000,000	4,250,000	5,500,000	5,750,000	6,000,000	25,500,000
Information Resources Mgmt.	-	400,000	375,000	-	-	775,000
Total	\$ 125,278,000	\$ 123,139,600	\$ 111,850,100	\$ 61,341,100	\$ 33,245,000	\$ 454,853,800





Additional Revenue Considerations

What authority does the County have to raise additional revenue from meals or admissions taxes, and how much revenue could be generated in FY2026?

- Real Property Tax: Penny on the tax rate = \$1.6 million
- Personal Property Tax: Rate varies by property type
- Lodging Tax: 5% maximum (County is at the max.)
- Sales Tax: Cannot increase
- Admissions Tax: James City County and York County cannot impose this tax
- Meals Tax: 6% maximum – see chart below

Locality	FY2025 Current Rate	FY2026 Proposed Rate
City of Newport News	7.5%	7.5%
New Kent County	6.0%	6.0%
City of Poquoson	6.0%	6.0%
City of Williamsburg	5.0%	6.5%
James City County	4.0%	4.0%
York County	4.0%	4.0%





WJCC School Funding Considerations

How much additional funding to WJCC Schools could the County provide, and where would this funding come from?

- Proposed budget has a \$2.8M increase for School operations; same % increase as County's budget
- It fully funds School CIP for projects/maintenance for schools located in the County and splits the costs based on enrollment for joint CIP (PreK, buses, etc.)
- Based on the WJCC Schools revised FY2026 budget, the gap in local funds is \$800K-\$2M depending on the amount of additional state revenue ultimately approved in the State's budget

Impact of Proposed Revisions

Description	Amount
Shortfall Amount	\$7,342,128
Proposed Adjustments	(\$4,565,000)
Revised Shortfall Amount	\$2,777,128
Potential Additional State Revenue	(\$750,000-\$1,962,000)
Additional Funds Needed	\$815,128-\$2,027,628





WJCC School Funding Considerations

Options:

- Appropriate a portion of the estimated FY2025 WJCC School surplus
- Increase revenue and provide the additional funds to WJCC School Division
- Make reductions in the County’s departmental budgets:

Potential Savings	Description
\$991K	Utilize Health Reserves to fund health insurance increase (\$591K) Utilize Health Reserves for retiree healthcare funding (\$400K)
\$350K	Remove potential 1% raise for staff on 1/1/2026
\$367K	Remove new positions and personnel reclassifications
\$1.1M	Departmental operating reductions, including vacancy freezes and delaying needed purchases/services
\$2.1M	Delay bond-funded CIP projects to decrease debt service





Real Estate Tax Credit

If the County provided citizens a 2-cent tax credit on real estate taxes, how much would this credit cost and how could it be funded?

- Estimated cost \$3.2M
- Funding Options:
 - FY2025 Year-end Surplus
 - Prior Year Unassigned Fund Balance
 - Reduce CIP pay-as-you-go projects

- Impact:

Home Value	Frequency	FY2026 without Tax Credit	FY2026 with 2-Cent Tax Credit	Monthly Decrease from Tax Credit
\$200,000	Annual	\$ 1,660	\$ 1,620	
	Monthly	\$ 138	\$ 135	(\$3)
\$400,000	Annual	\$ 3,320	\$ 3,240	
	Monthly	\$ 277	\$ 270	(\$7)
\$800,000	Annual	\$ 6,640	\$ 6,480	
	Monthly	\$ 553	\$ 540	(\$13)





Budget Schedule

BOS Meeting (Adoption): May 13

James City County Government Center, 101 Mounts Bay Rd., Building F at 5 p.m.

More Information:

James City County website: jamescitycountyva.gov/598

Call: 757-253-6602





FY2026 Proposed Budget
Board of Supervisors Business Meeting
April 22, 2025





Government Center Update

April 22, 2025

Updates

- BOS approved programming and 30% schematic design for potential library addition
 - Library tour
 - Programming discussions
- Traffic impacts
- Cost saving discussions
- LEED discussion
- Site plan update



JAMES CITY COUNTY GOVERNMENT CENTER

HENDERSON **Gilbane**
INCORPORATED
JOINT VENTURE

TIMMONS GROUP

CLARK NEXSEN

GuernseyTingle
ARCHITECTURE | INTERIORS | PLANNING

SCALE: 1" = 50'
0 50 100





JAMES CITY COUNTY GOVERNMENT CENTER



Timeline

- EOC/AV systems/Building security and access control discussions in the next week
- Special Use Permit
 - PC- May 7, 2025
 - BOS- June/July
- Final Site Plan approval (September 2025)
- Construction Funding- 1st phase of a comprehensive agreement (September/October 2025)
- Land Disturbing Permit/Site work (October/November 2025)

Scenario Comparison

EXISTING FACILITIES SCENARIO		CONSOLIDATION SCENARIO	
Topic	Value	Topic	Value
Rehab/Construction Cost	\$137,103,717	Rehab/Construction Cost	\$177,379,767
Land Development Costs	\$6,300,000	Land Development Costs	\$19,500,000
New Construction Costs	\$40,790,784	New Construction Costs	\$143,213,100
Rehabilitation Costs	\$87,729,600	Rehabilitation Costs	0
Surface Parking Costs	\$2,283,333	Surface Parking Costs	\$0
Structured Parking Costs	\$0	Structured Parking Costs	\$14,666,667
Existing Operational Cost (Annual)	\$540,130	Existing Operational Cost (Annual)	\$540,130
Expanded Operational Cost (Annual)	\$722,567	Expanded Operational Cost (Annual)	\$509,121
Reversion Value	\$0	Reversion Value	\$19,774,890
Net Fiscal Impact of Private Development	\$0	Net Fiscal Impact of Private Development	\$295,322
Cumulative 30-Year Cost	\$158,052,087	Cumulative 30-Year Cost	\$165,914,583

Questions

