

AGENDA
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
September 23, 2025
1:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATION(S)

1. Retirement Commendation - Diane Finney
2. Proclamation - National Service Dog Month
3. Proclamation - Fire Prevention Week
4. Visit Williamsburg Presentation - Ed Harris

D. CONSENT CALENDAR

1. Contract Award - 250th Anniversary Special Events & Concert Planning Services and Budget Appropriation
2. Contract Award — James City County HVAC Controls Service Agreement
3. Dedication of the Streets in Section 9 of the New Town Subdivision
4. Grant Award - \$36,000 - Radiological Emergency Preparedness
5. Grant Award - \$67,500 - Virginia Homelessness Solutions Program Funds
6. Grant Award - \$33,288 – Virginia Opioid Abatement Authority Colonial Behavioral Health/Historic Triangle Drug Prevention Coalition
7. Participation in Proposed Settlement of Opioid Related Claims Against Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus
8. Participation in Proposed Settlement of Opioid Related Claims Against the Sackler Family
9. Minutes Adoption

E. BOARD DISCUSSIONS

1. CIP Funding Update - David Rose and Courtney Rogers from Davenport
2. Peninsula Community Foundation Presentation
3. Childcare Availability in James City County

4. General Services Internship Program
5. Drone and Speed Zone Cameras
6. Community Land Trust Feasibility
7. Government Center Update

F. BOARD CONSIDERATION(S)

1. Change Order - 2nd Interim Agreement for the Consolidated Government Center
2. Branding Changes
3. Acceptance of donated property from Norge Community Hall Association at 7402 Richmond Road
4. Amend the Board's meeting calendar to add a Joint Meeting with the Williamsburg City Council and the WJCC School Board on Friday, October 10, 2025 at 8:30 am at the James City County Recreation Center, 5301 Longhill Road, Williamsburg, VA.

G. BOARD REQUESTS AND DIRECTIVES

H. REPORTS OF THE COUNTY ADMINISTRATOR

I. CLOSED SESSION

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia
 - a. Staff Appointment - Colonial Behavioral Health Board
 - b. Reappointment- Social Services Advisory Board
 - c. Staff Appointments - Williamsburg Area Transit Authority Board of Directors
 - d. Appointment - Virginia Peninsula Community College Local Board
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. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 8:30 am on October 10, 2025 for the Joint Meeting



Williamsburg Tourism Council

UPDATE

September 23, 2025

Tourism Industry Update

The New York Times

Summer Travel Slump? Amid Uncertainty, the U.S. Brand ‘Has Taken a Beating.’

Many airlines, hotels and analysts are forecasting a downbeat tourism season in America, as threats of tariffs and unpopular policy decisions take their toll.



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Newsletters

'We really need visitors': Los Angeles tourism has fallen off a cliff

Ripple effects from the pandemic and
wildfires continue to hurt the industry



People walk by statues outside of Crypto.com
Arena on May 14, 2025, in Los Angeles.



WATCH NOW

Outer Banks prepares for uncertain 2025 tourism season: 'People are concerned'



By: Will Thomas

Posted 7:54 AM, May 13, 2025

MarketWatch

BREAKING

Nvidia, AMD shares lower on report to give U.S. a cut of China sales

EARNINGS WATCH

Delta kicks off second-quarter earnings this week. But is 2025 already a ‘lost year’ for airlines?

‘While the broader macro environment has been more resilient than feared, overall airline-industry demand has looked tepid,’ analyst says

By Bill Peters

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Last Updated: July 6, 2025 at 7:38 p.m. ET

First Published: July 6, 2025 at 10:00 a.m. ET

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TRANSPORTATION

Airlines were hoping for a blockbuster 2025. Then tariffs gave them a seriously bumpy ride.

By Pete Syme



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People

FRONTIER AIRLINES

“We believe that the entire industry is not making money... The domestic [side] is not making money. And that’s because there is too much supply relative to demand.”

-BARRY BIFFLE,
FRONTIER AIRLINES CEO



My News  

Americans slow to book summer travel amid discount hunting

By Doyinsola Oladipo and Aishwarya Jain

June 3, 2025 8:26 AM EDT · Updated June 3, 2025







Walt Disney World® 

FREE Dining Plan for Kids (Ages 3 to 9) in 2026

 Offer Highlights  Offer Details

Get a **FREE dining plan for kids** (ages 3 to 9) when you purchase a Walt Disney Travel Company package for you and your children that includes:

- A room at a Disney Resorts Collection hotel; **and**
- A dining plan for each Guest ages 10 and up

Offer valid **for arrivals in 2026!**

 HOTEL JOLT

Luxury Hotels Thrive While Budget Accommodations Struggle in U.S. Market



Current Landscape Summary: 5 Takeaways

1. Projected loss of \$8.5B–\$18B in traveler spending nationwide.
2. Marriott trims U.S. & Canada revenue forecast to 1.5%–2.5% growth (down from 3%–3.5%), citing soft travel demand.
3. Cost pressures mounting — higher prices for food, lodging, and attractions creating affordability concerns for domestic travelers.
4. Luxury segment (+4.1%) outperforming, but midscale/budget hotels down ~1.5% YoY.
5. Resilience in drive-market leisure — weekend getaways and regional road trips partially offsetting air travel softness.

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5. **Resilience in drive-market leisure** — weekend getaways and **regional road trips** partially offsetting air travel softness.

Historic Triangle: FY2025 Performance

Transient Tax Collections

Transient Tax

Transient Tax Growth

2025 Fiscal Year

Month of Activity	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
Rec'd Tax & Month	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	
Tax Collected	209,421	141,374	162,772	142,039	131,343	114,765	102,184	75,221	130,969	146,401	137,588	205,214	1,699,288

2024 Fiscal Year

I	-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
Rec'd Tax & Month	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	
Tax Collected	167,881	117,065	127,499	134,945	110,366	111,364	117,339	102,680	111,578	183,892	129,231	127,236	1,541,076

FY2025 Growth

Month	24.7%	20.8%	27.7%	5.3%	19.0%	3.1%	-12.9%	-26.7%	17.4%	-20.4%	6.5%	61.3%	10.3%
YTD	24.7%	23.1%	24.5%	19.8%	19.6%	17.2%	13.2%	9.1%	9.9%	5.6%	5.7%	10.3%	

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WHERE AMERICA'S JOURNEY BEGINS

Campaign Overview

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PHOTOGRAPHY / TREATMENTS

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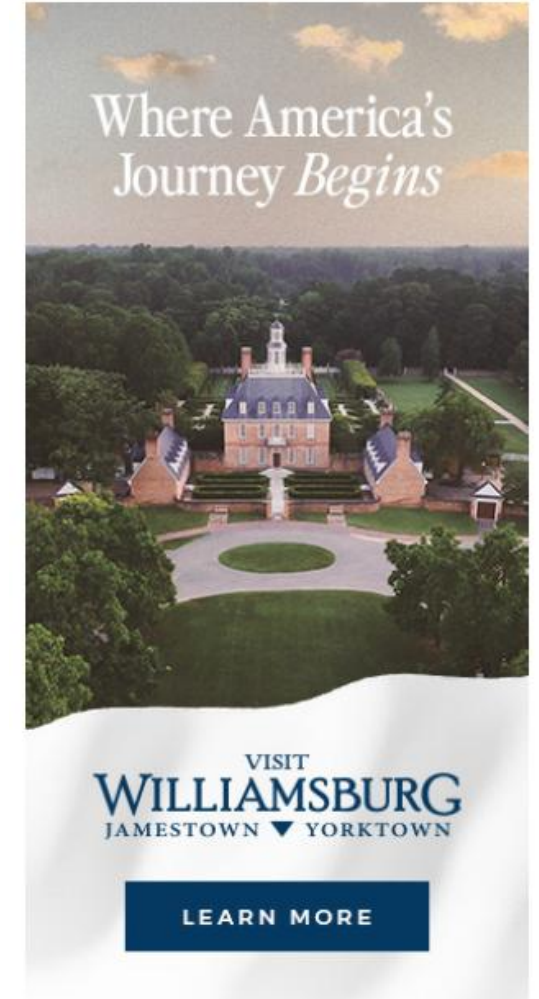
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moments

LET'S GO

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250 years

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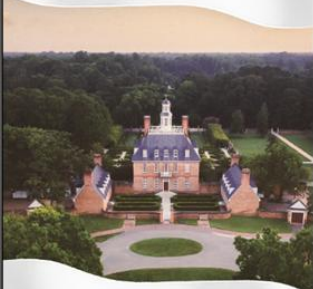
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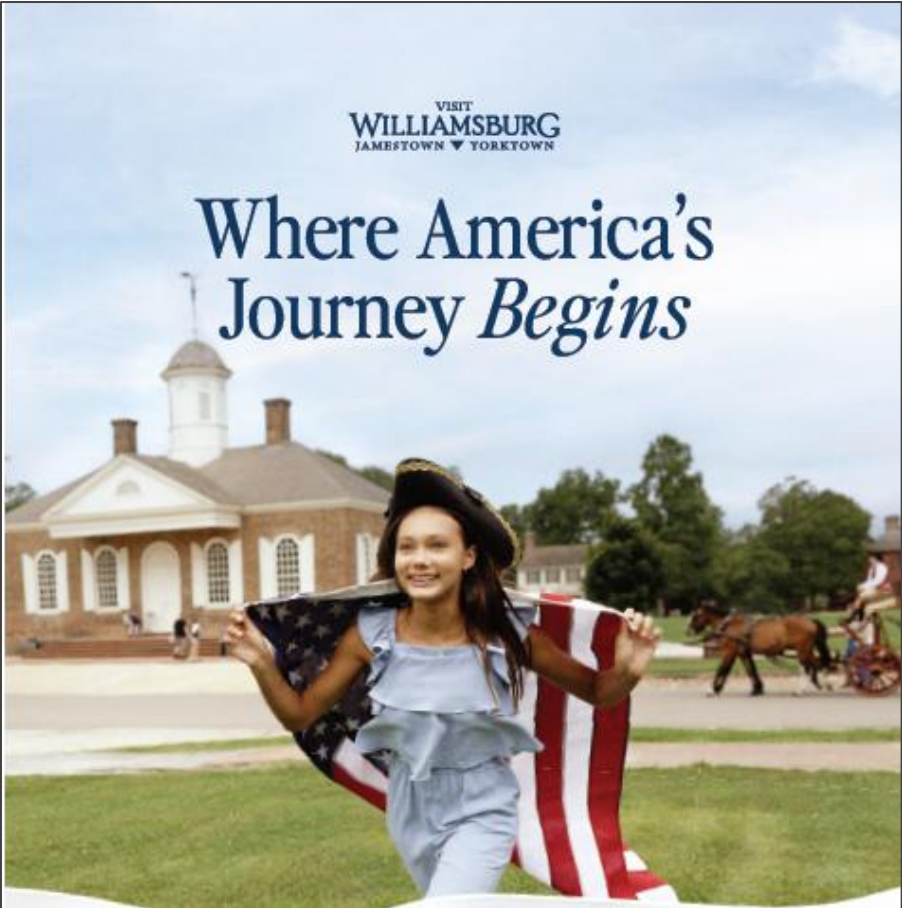
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Experience
Where America's
Journey *Begins*

LET'S GO

Print Ad Example



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Where America's Journey *Begins*

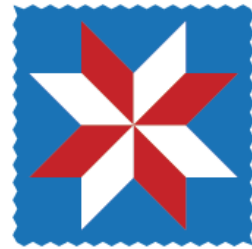
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Almost 250 years after America's founding, the ideas that shaped a nation still echo in these streets. Discover eye-opening historic sites that illuminate the past and present, and send your spirit soaring with record-breaking roller coasters and exhilarating adventures in nature. Unforgettable stories unfold in the Historic Triangle.

Let your journey begin.

VISITWILLIAMSBURG.COM

**THE GREAT AMERICAN
BIRTHDAY
QUILT**







THINGS TO DO

Visit Williamsburg to launch nationwide quilt project



Daniel Linhart / Daily Press

Josephine Williams and Brenda West adjust quilting squares in June 2019 to honor the 400th anniversary of the first Africans' arrival in Hampton. The Great American Birthday Quilt project, which is accepting submissions through Nov. 30, invites participants to "stitch their story" into a quilt that will celebrate the country's past, present and future. (Daily Press file)


WAVY Norfolk



Williamsburg unveils quilt project for America's 250th birthday celebration

Story by Madie MacDonald • 1mo



Williamsburg unveils quilt project for America's 250th birthday celebration

WILLIAMSBURG, Va. (WAVY) — Visit Williamsburg recently announced The Great American Birthday Quilt Project in order to celebrate the country's 250th birthday.



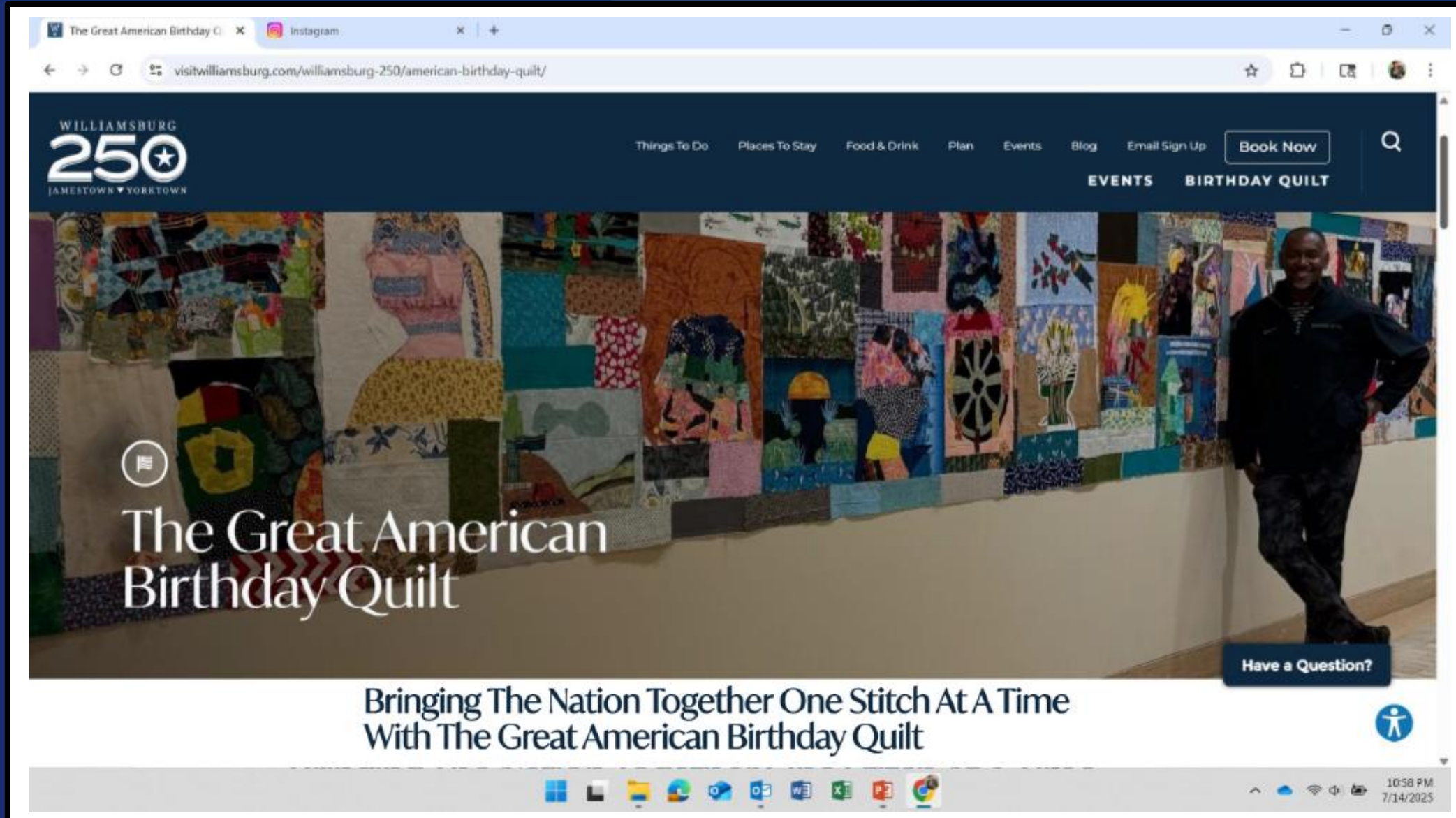
Select Destination

BECOME PART OF AMERICA'S 250TH CELEBRATION WITH THE QUILT PROJECT IN WILLIAMSBURG

by Eugenia Lazaris
JUL 2, 2025

© Khairil Azhar Junos | Dreamstime.com

DESTINATIONS / NORTH AMERICA







AMERICA
MADE IN
VIRGINIA

VA250

Fourth
AT THE **FORT**



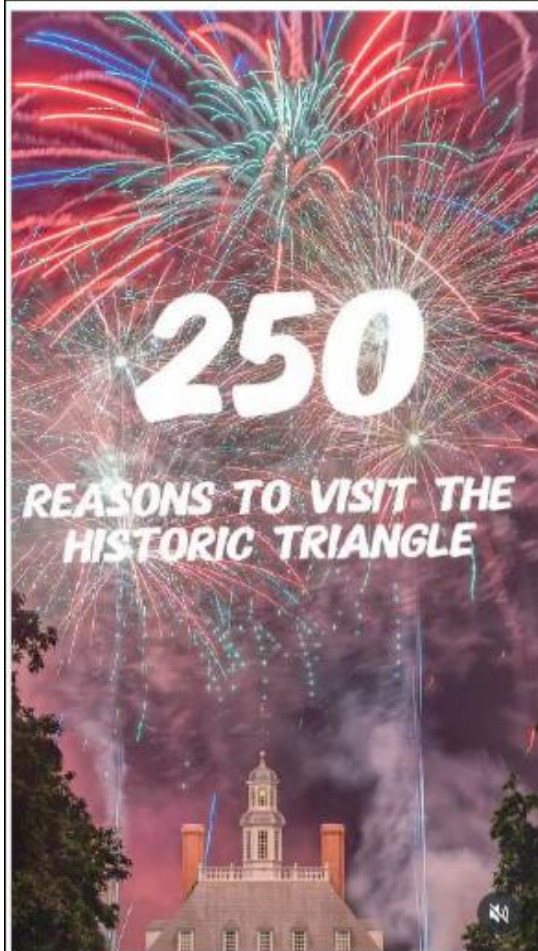










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Original audio

visitwilliamsburg 13w
You've seen 36 reasons... but have you seen these? 🇺🇸 #37-42 out of 250 things to do in the Historic Triangle. How many have you done? 🌟
#visitwilliamsburg #williamsburgva #virginia #historictriangle #va250 #williamsburg250 #thingstodo

fcapcon6 12w
UMUS
Like Reply

sunshinelovinlyz.05 11w
I'd love to check them out
Like Reply

439 likes
April 14
Log in to like or comment.

WEEKLY SOCIAL MEDIA VIDEO POST: 250 Reasons To Visit The Historic Triangle

YTD Metrics:

- 53 "250th Posts"
- 147,010 Impressions
- 4,416 Engagements

facebook

YouTube

TikTok

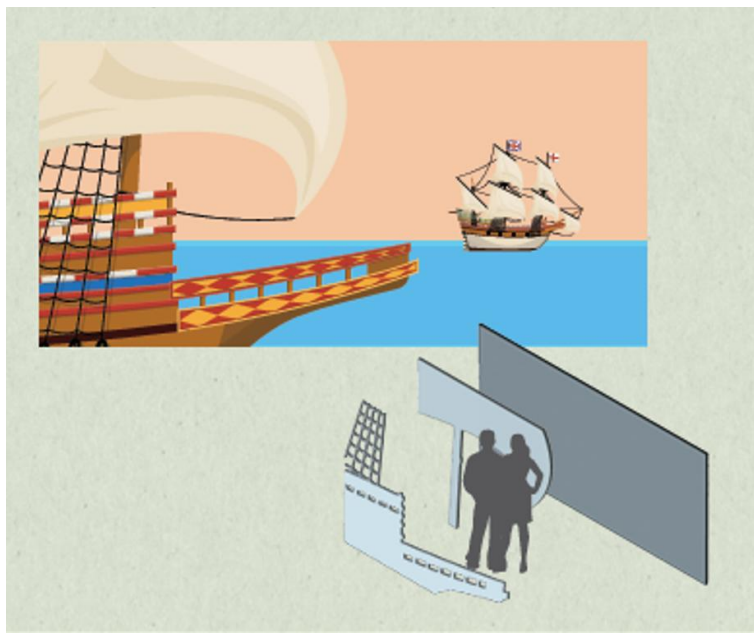
Instagram

WHAT'S NEXT? Great American Birthday Quilt Promotion

Social media giveaway promotion to encourage people to make and send in quilt squares. Participants must post images of their quilt squares being made. They will be entered into a giveaway to win a two-night stay, along with tickets to local attractions.

TIMING: August 1, 2025





SPORTS

WILLIAMSBURG

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I. Where We've Been

II. Where We Are

III. Where We're Going

Where We've Been

I. Tradeshows

II. Marketing Development

Tradeshows



Tradeshow Appointments and Sponsorships

1. Sports Williamsburg strategically invests in opportunities that go beyond scheduled marketplace meetings.
2. Sponsored initiatives strengthen relationships, increase visibility, and secure long-term business for Greater Williamsburg.





**Connect
Marketplace**

Relationship Building: Connect Marketplace Event Sponsorship Baseball Game



1. Networking with ~30 sports rights holders in a casual, engaging setting.
2. Positions Williamsburg as approachable, fun, and relationship-focused.

Marketing Development

VOICE & TONE

Listen up—when we start writing, whether it's an email, social media post, or :30 radio spot—we write like we've been here before. We own the moment. We want the ball. We know in Williamsburg, it's an easy W for everyone—even the losers. Our voice is the coach who knows you have what it takes to win and refuses to let you believe otherwise. With a tone that's both motivational and assured, we celebrate every win. We excite. We inspire.
WE GO FOR THE W.

BRAND GUIDE

CONFIDENT
COMPETITIVE
BOLD
ENERGETIC
MOTIVATIONAL
ASSURING

4



Where We've Been

Visit
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PHOTOGRAPHY

THE WIN

Images for the W should capture the moments leading up to the go-ahead point, the game-winning goal, or the final play. They can also show the moments after the W. The big cheer. The team hug. The screams of victory.

BRAND GUIDE











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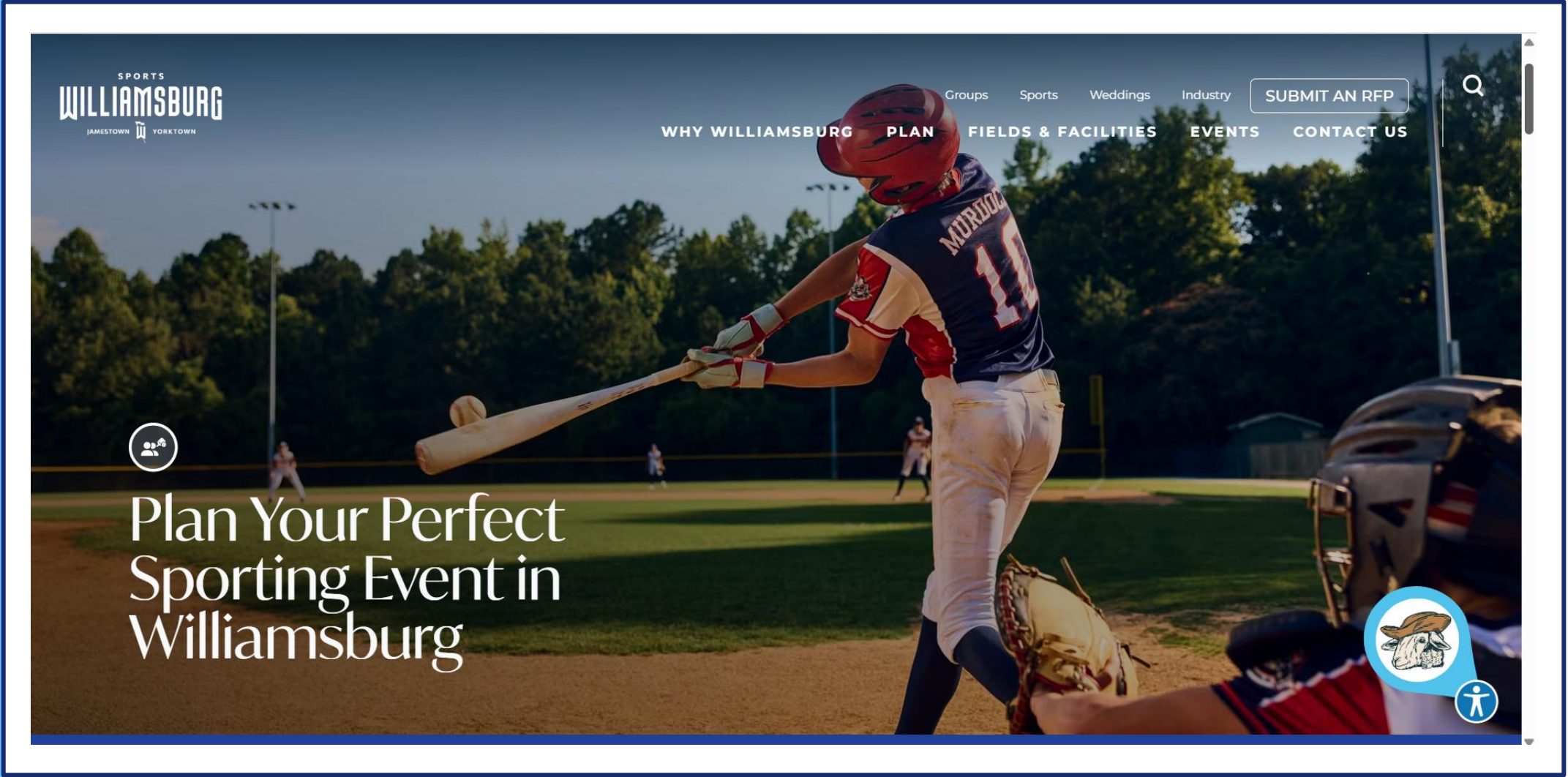
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JAMESTOWN YORKTOWN

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SPORTS IN WILLIAMSBURG, VA:
PREMIER EVENTS, VENUES &
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Discover top sports venues, exciting athletic events, and outdoor recreation in Williamsburg, Virginia. From youth tournaments and golf championships to scenic running trails and cycling routes, Williamsburg offers the perfect blend of competition and charm. Explore why athletes, coaches, and fans choose Williamsburg for unforgettable sports experiences.



COMING SOON
GREATER WILLIAMSBURG SPORTS AND EVENT CENTER

LEARN MORE

FOR THE

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REQUEST FOR PROPOSAL

Score extra points with your team and take the first step in planning an epic sporting event in Williamsburg.

READ MORE

WHY WILLIAMSBURG

Make your next sporting event a win-win and plan to host it in Williamsburg. Choose from an outstanding selection of fields, stadiums, parks, golf courses, and more.

PLANNING TOOLS

Whether you're planning a regional tournament for club lacrosse, a half-marathon fundraiser, or anything in between, Williamsburg is proud to host hundreds of different types of sporting events and tournaments every year.

FIELDS & FACILITIES

From national club lacrosse and soccer tournaments to semi-pro golf championships, and everything in between, Williamsburg is renowned for its exceptional selection of sports complexes, facilities, fields and golf courses, attracting sporting events of all types and sizes.

SPORTING EVENT SERVICES

Williamsburg is definitely a home run for sporting events of all types and sizes. Here, not only can you find an outstanding selection of sports facilities, venues and fields, but in between events, athletes and families alike will enjoy all of the activities and amenities of a...

MEET MORGAN

Sports Sales Manager dedicated to promoting Williamsburg as top sports destination, connecting event organizers with local venues and services to ensure successful tournaments and athletic events.

Morgan Cordle | Sports Sales Manager | Visit Williamsburg

morgan.cordle@visitwilliamsburg.com

CONVENIENT, ACCESSIBLE, AFFORDABLE

Getting your group to Williamsburg is simple! Easily accessible via I-64, it's just 150 miles south of D.C. and conveniently located between Richmond and Virginia Beach. For those flying, three international airports are nearby, and ground transportation options like train, bus, and car service are readily available. Plus, Williamsburg is within a quick 2.5-hour drive from Washington, D.C. airports, making group travel straightforward.

W

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Things to do

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WHY WILLIAMSBURG?

Make your next sporting event a win-win and plan to host it in Williamsburg. Choose from an outstanding selection of fields, stadiums, parks, golf courses, and more. Williamsburg is renowned for its exceptional selection of sports complexes, facilities, fields and golf courses, attracting sporting events of all types and sizes. Here, not only can you find an outstanding selection of sports facilities, venues and fields, but in between events, athletes and families alike will enjoy all of the activities and amenities of a...

10 REASONS TO HOLD YOUR EVENT IN WILLIAMSBURG

When it comes to planning group-sporting events, there's one location that can absolutely game change.

READ MORE

TESTIMONIALS

Williamsburg has a long history of hosting all different types of sporting events, from club sports and leagues.

READ MORE

Group Itineraries

GET INSPIRED

Three-Day Greater Area

Get ready for a three-day group tour through Williamsburg, Jamestown, and Yorktown. Start your day with a tour of the historic area.

Three-Day History Tour in Williamsburg

Experience a three-day group tour through Williamsburg, Jamestown, and Yorktown. Start your day with a tour of the historic area.

Three-Day African American History

Get ready to experience some of the best Black history sites in the area. Williamsburg, Jamestown, and Yorktown offer a wealth of history.

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SPORTING EVENTS SERVICES

Our unique selection of sports facilities, venues, and fields offer options for sporting events of all sizes. Whether you're planning a regional tournament for club lacrosse, a half-marathon fundraiser, or anything in between, Williamsburg is proud to host hundreds of different types of sporting events and tournaments every year.

For more information and resources on how to plan your next sporting event in Williamsburg, please visit our Planning Tools resources listed below or reach out to our Sales team directly at (757) 223-0051 or info@visitwilliamsburg.com.

REQUEST PLANNING HELP

When it's time to get your game face on and plan a sporting event that's a win-win for everyone on your list, there's only one place to go: Williamsburg.

READ MORE

PLACES TO STAY

GETTING HERE

CHECKUP ON

Group Itineraries

GET INSPIRED

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SPORTS WEB PAGES

Advertising: Print



**READY FOR VOLLEYBALL.
BUILT FOR VICTORY.**



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We have the facilities to make your tournament legendary, amenities to make the crowds go wild, and enough hotels and restaurants to host even the largest throngs of sports fans. Learn more at sportswilliamsburg.com.



9/17/2025



Our world-class fields and facilities will make any event epic.
We have amenities that'll make the crowds go wild.
Our dining options will feed any frenzy. And we have hotels in all shapes, sizes, and price points that are absolutely lights out.

Your path to victory couldn't be easier.

Start planning your event at sportswilliamsburg.com today.

49



Advertising: Digital

EPSILON[®]

Cross Device Display Advertising

- Audience Targeting: Sports Enthusiasts AND Event Planners (50-mile radius of Williamsburg, VA)
- Timing: July, 2025 – October, 2025



Where We Are

- I. Current Agreements (Bookings)**
- II. Sports Advisory Committee**

Agreements: Secured Group Business

Recent “Wins”



14,700 ROOM NIGHTS



1,600 ROOM NIGHTS



700 ROOM NIGHTS

Sports: Signed agreements

Event	Date(s)	Location	Room Nights
Triple Crown: Colonial Cup	April-25	McReynolds	500
Triple Crown: Colonial Cup	Apr-26	McReynolds	550
Triple Crown: Colonial Cup	Apr-27	McReynolds	600
Triple Crown: Virginia State	June-25	McReynolds, City of Williamsburg, James City County	600
Triple Crown: Virginia State	Jun-26	McReynolds, City of Williamsburg, James City County	650
Triple Crown: Virginia State	Jun-27	McReynolds, City of Williamsburg, James City County	700
Little League World Series - VA State Championship	Jul-25	McReynolds	500
Soccer Youth: All-American Series	Jun-25	Warhill Sports Complex	600
Football Youth: All American Flag Series	Jun-25	Warhill Sports Complex	600
DC Fastpitch: Mid Atlantic Championship	Jun-25	City of Williamsburg & York County	700
VISSA State Golf Tournament	May-25	Williamsburg National	150
USCAA National Golf Championships	Oct-26	City of Williamsburg or James City County	250
USCAA National Golf Championships	Oct-28	City of Williamsburg or James City County	250
Capital Lacrosse - Colonial Challenge	24-Nov	Warhill Sports Complex	500
Capital Lacrosse- Summer Celebration	25-Jun	Warhill Sports Complex	1500
ISCA Open Water Festival	1-Sep	Jamestown Beach and Event Center	500
USA Tournament Series	Aug-26	York County, James City County, City of Williamsburg	1500

Sports: Signed agreements

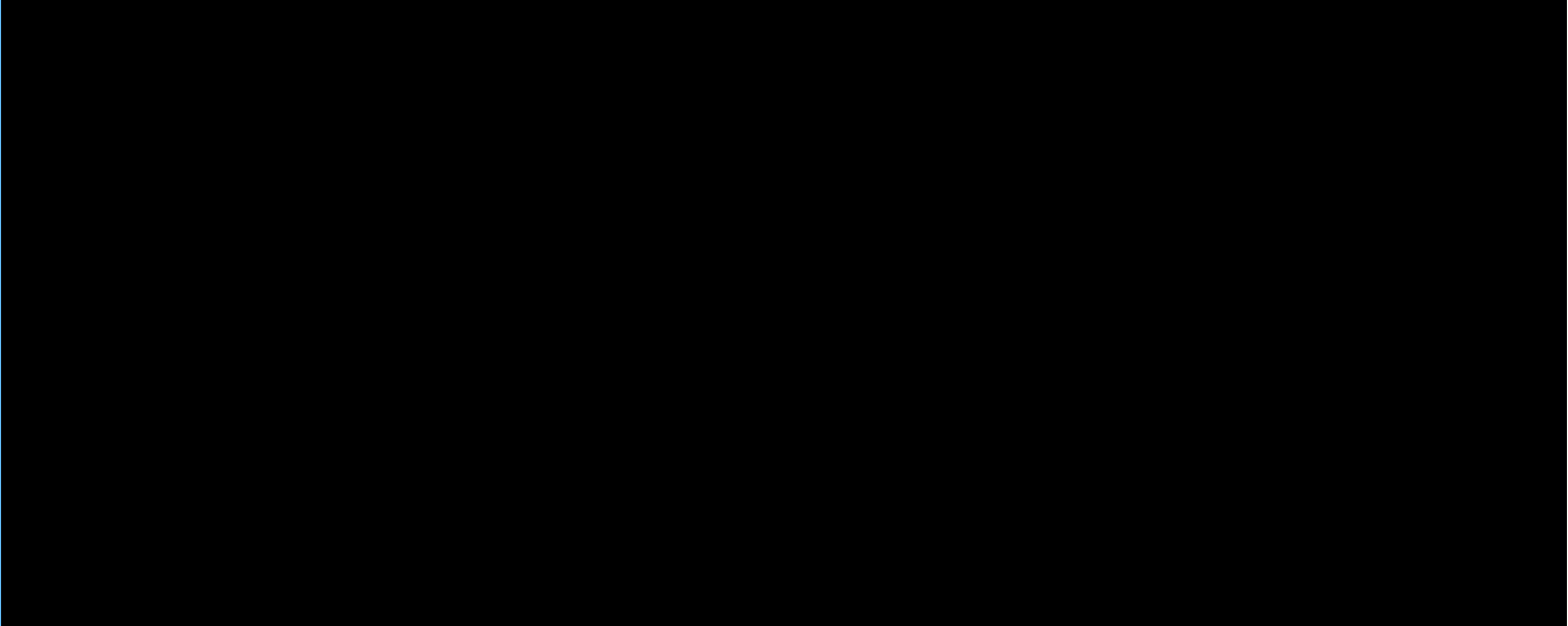
Paddle Tap Pickleball	Aug-25	Back Creek Park (York County)	500
Hype Volleyball	Jan-27	GWSEC	1,000
Southern Volleyball	Jan-27	GWSEC	1,250
Southern Volleyball	Jan-28	GWSEC	1,250
Flag Football Olympics	June-26	Warhill	2,200
United Football	July-26	Warhill	1,500
Phenom- 7 Events (2026-2027)	Dec-July 27	GWSEC	4,900
Phenom- 7 Events (2027-2028)	Dec-July 28	GWSEC	4,900
Phenom- 7 Events (2028-2029)	Dec- July 29	GWSEC	4,900
Adidas Girls Circuit	May-27	GWSEC	7,500
Adidas Girls Circuit	May-28	GWSEC	7,500
NTBA	June-27	GWSEC	1,100
NTBA	June-28	GWSEC	1,300
We Build You Play	Jan-27	GWSEC	1,000
Cheers: Flag Football	Nov-26	GWSEC	1,000
Great Lakes Water Festival	Sept-26	Jamestown Beach and Marina	2,000
Great Lakes Water Festival	Sept-27	Jamestown Beach and Marina	2,000
Great Lakes Water Festival	Sept-28	Jamestown Beach and Marina	2,000

Sports: Signed agreements

AC Sports Group	May-26	McReynolds & Kiwanis	600
Paddle Tap- Pickleball	Aug-25	Bear Creek Park	450
AJGA	Aug-26	TDB- But Won Bid	700
AJGA	Aug-27	TDB- But Won Bid	700
AJGA	Aug-28	TDB- But Won Bid	700
Memorial Day- Soccer	May-25	Warhill Sports Complex	1600
Labor Day-Soccer Tidewater Sharks	Sept-25	Warhill Sports Complex	600
Spring Bloom Race	April-25	Waller Mill	300
Southern Pickleball	Sept-26	GWSEC	500
Capital Lacrosse- Colonial Challenge	Nov-25	Warhill Sports Complex	2,000
American Darts Association	Feb-26	Ale Works Lab	300
American Darts Association	Feb-27	TBD	500
American Darts Association	Feb-27	TBD	750
Spring Bloom Race (Broad Run Off Road)	April-26	TBD	500
Spring Bloom Race (Broad Run Off Road)	April-27	TBD	550
Spring Bloom Race (Broad Run Off Road)	April-28	TBD	650
Firecracker	July-25	James, York, City	600
Blue Silver Volleyball	Feb-27	GWSEC	1,000
Blue Silver Volleyball	March-27	GWSEC	1,200
Blue Silver Volleyball	Jan-28	GWSEC	1,000
Blue Silver Volleyball	Feb-28	GWSEC	1,200
Blue Silver Volleyball	March-29	GWSEC	1,200
Top Gun Football	June-26	Warhill	3,425
Girls BBall Showcase	Oct-26	GWSEC	6,520

85,995 room nights

Video



Sports Advisory Committee

Robbi Hutton *Williamsburg Parks and Rec*

Taylor Sherrill *York County Parks & Rec*

Ben Whitener *York County Parks & Rec*

Tyler Cobb *James City County Parks & Rec*

Carla Brittle *James City County*

Ben Hardouin *Kemper Sports*

Dana Youst *HTRFA*

Ron Kirkland *Williamsburg Hotel & Motel Assoc.*

Michael Claar *Williamsburg Area Restaurant Assoc.*

Lauren Moore *Greater Williamsburg Chamber*

Yuri Matsumoto *City of Williamsburg*

John Kueser *Colonial Williamsburg*

Laura Flint *Busch Gardens and Water Country*

NEXT Meeting: November, 2025

Where We're Going

- I. Upcoming tradeshows**
- II. Sales team structure**

Tradeshows



Our Sports Team



Morgan Cordle

Sports Sales Manager

Future Hires:

- Intern: Kate Schneider
- Sports Sales Specialist
- Sports Sales Rep



Events

Upcoming Fall Events

- Virginia Symphony Orchestra (Yorktown)
- Howl-O-Scream
- Homeschool Family Days
- Director's Series: James Pepper Henry
- Yorktown Folk Festival
- "We The People" Event (Ken Burns film)
- Waltrip Williamsburg Airshow
- 1st Annual Pancake Festival
- Yorktown Art Stroll
- Yorktown Wine & Oyster Festival
- Burg Quest
- Muscarelle: Native American Art
- Yorktown Day
- Yorktown Market Days
- Yorktoberfest
- Virginia Cat Festival
- Following the Dragon: Chinese Ming Porcelain

Aug 30

Sept 5 – Nov 2

Sept 6- 14

Sept 17

Sept 20-21

Sept 20

Sept 20-21

Sept 26-27

Sept 28

Oct 5

Oct 10 - 12

Through Oct 13

Oct 19

Through Oct 25

Oct 26

Nov 1-2

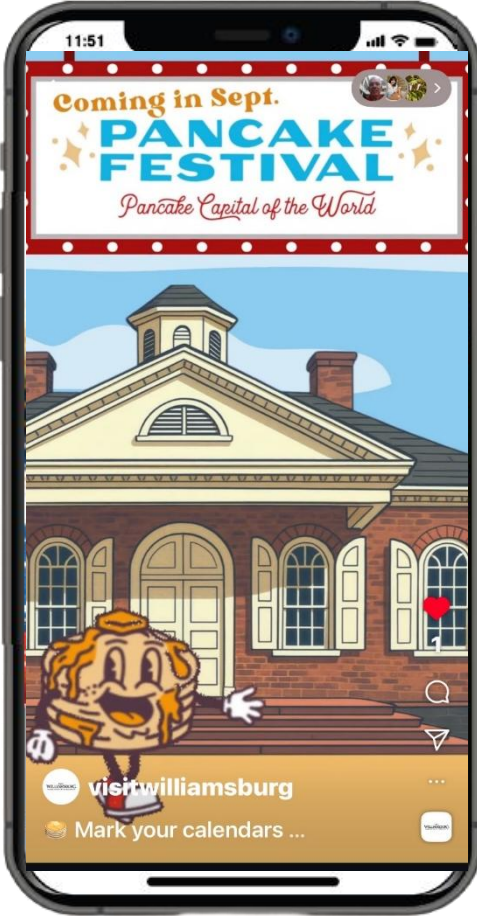
Nov 15 – July 12





Pancake Festival

VISIT
WILLIAMSBURG
JAMESTOWN ▼ YORKTOWN



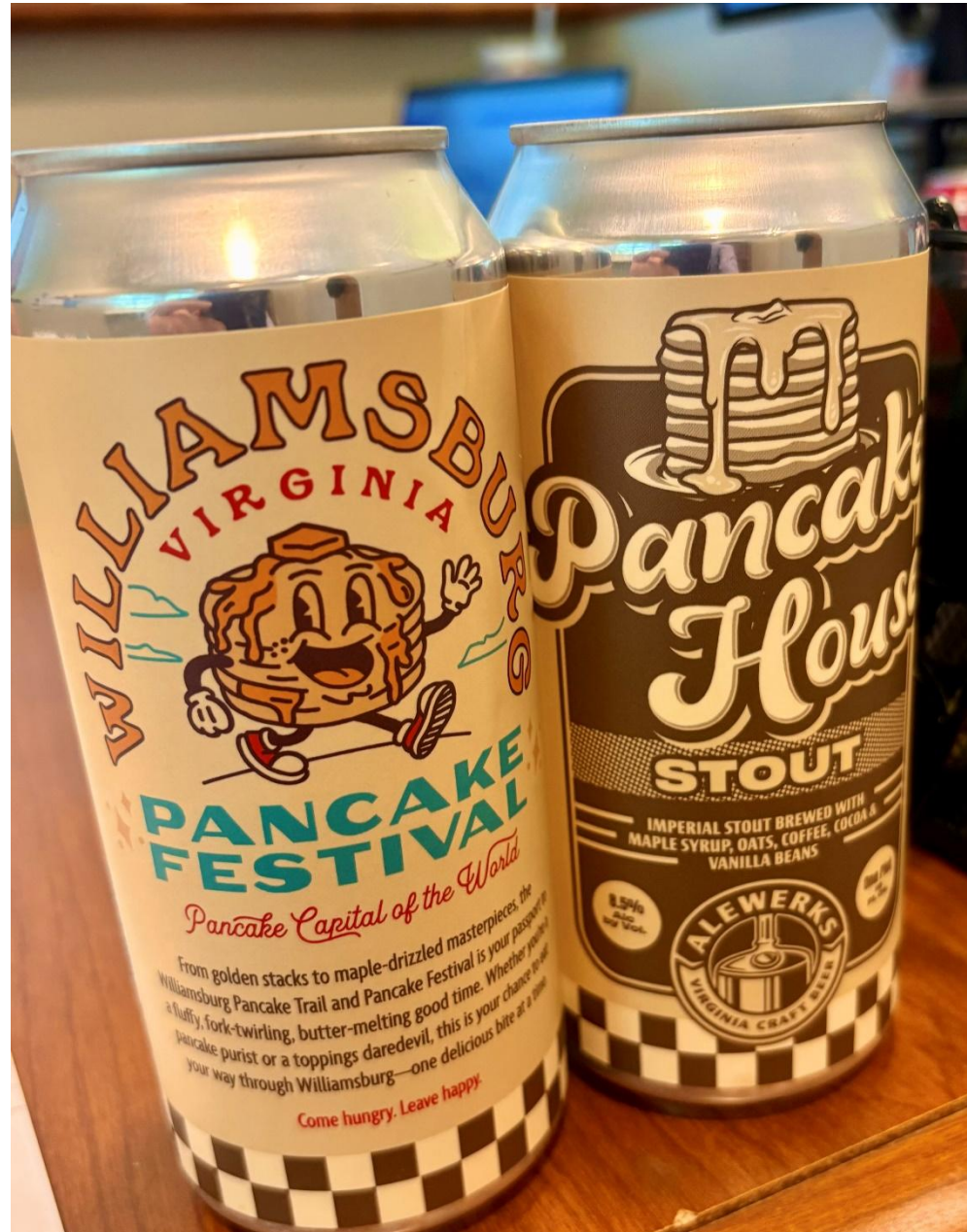
Pancake Festival



(new Beer label)

Pancake Festival

VISIT
WILLIAMSBURG
JAMESTOWN ▼ YORKTOWN



Pancake Festival

VISIT
WILLIAMSBURG
JAMESTOWN ▼ YORKTOWN



Friday, September 26, 2025

5:30 PM - 8:30 PM *Pancake Festival Day 1*

- Location: Williamsburg Hellenic Center
- Ticketed event: \$20 for adults, free for kids and college students
- Live Music - Tidewater Drive Band
- All you can eat pancakes from local Pancake Houses
- Kids Pancake Lab sponsored by Capitol Pancake House
- Photos with two professional eaters and our pancake mascot

Saturday, September 27, 2025

10:00 AM - 12:00 PM *Pancake Festival Day 2*

- Location: Merchants Square, Duke of Gloucester Street
- 10:00 AM - Sausage Sprint presented by Zoom Room
- 10:30 AM - Children's Book Reading (If You Give A Pig A Pancake and Curious George Makes Pancakes)
- 11:00 AM World Pancake Eating Championship
 - Brought to you by Major League Eating
 - Pancakes Sponsored by Colonial Williamsburg

Pancake Trail

Running September 1st - October 5th

Offering discounts and deals to the local pancake houses, breakfast serving restaurants and businesses with breakfast themed goods.

Get three check-ins and receive a t-shirt.



Scan for the
Pancake Trail

Pancake House Stout

Alewerks is rebranding their Pancake House Stout for the month of September with this special label; and Pancake Trail QR code.



Scan for the
Pancake Festival



Pancakes In The Press

≡ GARDEN&GUN 🔍

How Williamsburg, Virginia, Became the Pancake Promised Land

*Virginia is for... pancake lovers?
Forking into a syrup-soaked
mystery*

BY KINSEY GIDICK

September 3, 2025



≡ TRAVEL+LEISURE SUBSCRIBE

This Virginia Town Is the 'Pancake Capital of the World'—and It Just Launched a Pancake Trail and a 2-day Breakfast Festival

Flapjack fans, unite.

By [Stacey Leasca](#) | Published on September 2, 2025



☁ 77°

10 ON YOUR SIDE
WAVY.com



WILLIAMSBURG

'Pancake Capital of the World' to host first-ever Pancake Festival

by: [Madie MacDonald](#)

Posted: Sep 3, 2025 / 10:19 AM EDT



Looking Ahead: FY2026

The remainder of FY2026 presents opportunities for measured optimism:

- Future group business on the books continues to grow, bolstered by the success of our group incentive program.
- 250th commemoration marketing campaigns and events coming up in 2026 promise to elevate national interest in the region.
- The opening of the Greater Williamsburg Sports & Events Center in 2026 positions us for expanded visitation and year-round impact.



THANK YOU

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Carla T. Brittle, Tourism and Recreation Centers Administrator

SUBJECT: Contract Award and Budget Appropriation - 250th Anniversary Special Events and Concert Planning Services

A Request for Proposals was solicited from two qualified vendors that are already on County contract and providing adult special events and concerts, to provide coordination and implementation of one-time special events and/or concerts in 2026 in celebration of America's 250th anniversary.

This contract will aid the James City County Department of Parks & Recreation in offering special large-scale events within existing staffing resources. In addition, working with third-party vendors that have expertise in providing larger musical events and festivals increases the Department's ability to provide the highest quality products for the residents of James City County and for those visiting this historic area. Larger events are also likely to draw more tourists to the area.

After a two-week solicitation, proposals were received from the following vendors:

- CultureFix
- Vinyl 2 Vinyl, LLC (A & B Creative Events Center)

After staff evaluation, the Committee selected CultureFix based on the following:

- 10+ years of experience in operating local music festivals and events
- Local nonprofit organization
- Key relationships with local businesses, food vendors, marketing resources, etc.
- Proven event and safety management (staffing/volunteers, marketing, securing vendors, quality assurance, crowd management, etc.)

This contract would be awarded on October 1, 2025, and conclude by September 30, 2026. Once the contract award is approved, staff will work with CultureFix to determine the specific offerings for 2026. CultureFix has provided an estimated cost for these offerings, and the final cost will be dependent on the selections made for the related events.

Funding for events set up through the awarded contract and other offerings related to the 250th celebration, is available in the Tourism Fund's Fund Balance. Staff recommends approval of the attached resolution, requesting authorization for the County Administrator to execute a contract award to CultureFix and authorization for a flexible budget appropriation of Fund Balance in the Tourism Fund up to, but not to exceed, \$500,000 for the planning and implementation of events and other offerings related to the 250th celebration.

CTB/tm
CABA-250speCPS-mem

Attachment

RESOLUTION

CONTRACT AWARD AND BUDGET APPROPRIATION -

250TH ANNIVERSARY SPECIAL EVENTS AND CONCERT PLANNING SERVICES

WHEREAS, the James City County Department of Parks & Recreation solicited proposals for coordinating and implementing 250th Anniversary special events and concerts; and

WHEREAS, James City County received two proposals from vendors already on County contract; and

WHEREAS, the Board of Supervisors desires to provide programs, events, and other offerings to citizens and visitors during the celebration of America's 250th anniversary; and

WHEREAS, funds are available in the Tourism Fund's Fund Balance for the implementation of programs and events that boost the local economy and support tourism initiatives; and

WHEREAS, costs will be dependent on selections made for the programs and events through the awarded contract and other offerings related to the 250th celebration, but total costs will not exceed \$500,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute a contract award to one of the vendors, CultureFix, for coordination and implementation of 250th Anniversary special events and concerts determined by the Department.

BE IT FURTHER RESOLVED that the Board of Supervisors of James City County, Virginia, hereby appropriates a flexible budget to use Fund Balance in the Tourism Fund up to, but not to exceed, \$500,000 for programs, events, and other offerings related to the 250th celebration, including the costs associated with the awarded contract, as follows:

Funding Source:

Tourism Fund - Fund Balance	<u>\$500,000</u>
(or actual cost, whichever is less)	

Expenditure:

Tourism Fund - America 250th Celebration	<u>\$500,000</u>
(or actual cost, whichever is less)	

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

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of September, 2025.

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Mark Abbott, Capital Projects Coordinator, General Services

SUBJECT: Contract Award - James City County HVAC Controls Service Agreement

James City County HVAC Controls Service Agreement will consist of a comprehensive plan designed to protect and enhance the full functionality of the County buildings control systems by ensuring all components are maintained to Original Equipment Manufacturer (OEM) standards. This agreement is specifically tailored to meet the operational requirements and infrastructure of James City County facilities, providing proactive maintenance, expert diagnostics, and timely repairs. By leveraging Trane's advanced controls expertise and system-specific support, the County can expect improved energy efficiency, extended equipment life, and minimized downtime ensuring consistent comfort and performance across all covered buildings.

General Services, in consultation with the Purchasing Division, and under the contract for HVAC Equipment, Installation, Service, Controls and Related Products (#20250437), determined that Trane's proposal to provide a service agreement for HVAC controls is reasonable in comparison to other current County HVAC installations. This project is part of the Capital Improvement Program budget.

Staff recommends approval of the attached resolution authorizing the contract award of equipment and installation services from Trane for the James City County HVAC Controls Service Agreement.

MA/ap
CA-HVACSvcAgt-mem

Attachment

RESOLUTION

CONTRACT AWARD - JAMES CITY COUNTY HVAC CONTROLS SERVICE AGREEMENT

WHEREAS, the James City County Department of General Services is standardizing HVAC building systems controls and equipment in County facilities to promote operational efficiency, energy conservation, and safety; and

WHEREAS, the James City County HVAC Controls Service Agreement will occur; and

WHEREAS, it has been determined by General Services, in consultation with the Purchasing Division, that under the contract for HVAC Equipment, Installation, Service, Controls and Related Products (#20250437), that Trane will provide the service to the HVAC controls required; and

WHEREAS, Trane submitted a proposal to perform the required services, the proposed rates have been determined to be reasonable, and adequate funds are available in the Capital Improvement Program budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the contract award to Trane for the James City County HVAC Controls Service Agreement.

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 23rd day of September, 2025.

CA-HVACSvcAgt-res

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Toni E. Small, Director of Stormwater and Resource Protection Division

SUBJECT: Dedication of the Streets in Section 9 of the New Town Subdivision

Attached is a resolution requesting acceptance of the streets in Section 9 of the New Town Subdivision which are proposed as public rights-of-way into the State Secondary Highway System. The streets proposed for acceptance are a portion of Settler's Market Drive and the remaining segment of Casey Boulevard that has not yet been accepted. The streets have been inspected and approved by representatives of the Virginia Department of Transportation (VDOT) as meeting the minimum requirements for secondary roadways.

VDOT's Subdivision Street Requirements (SSR), effective January 2005, outline processes on how streets are designed, constructed, and officially accepted for maintenance as part of the Secondary System of State Highways. Upon the satisfactory completion of construction of streets, VDOT advises and coordinates with the local governing body of the street's readiness for acceptance through the use of VDOT's Form AM-4.3. As part of the initial acceptance process, the County Board of Supervisors must request, by resolution, that VDOT accept the street for maintenance as part of the Secondary System of State Highways. Administrative procedures outlined in the 2005 Subdivision Street Requirements §§ 33.2-705 lists criteria for street acceptance and what information is required on the local resolution. Once the resolution is approved, the signed Form AM-4.3 and the resolution are then returned to VDOT. VDOT then officially notifies the locality of the street's acceptance into the Secondary System of State Highways and the effective date of such action. This notification serves as the start of VDOT maintenance responsibility. As part of the process, the County will hold an appropriate amount of subdivision or public improvement surety for the roadway, as required by local Ordinances, until the acceptance process is complete. Also, within 30 days of the local governing body's request (resolution), VDOT requires a maintenance surety to be posted by the developer to guarantee performance of the street for one year from the date of acceptance.

Staff recommends the adoption of the attached resolution.

TES/ap
DedStNewTownSec9-mem

Attachment

RESOLUTION

DEDICATION OF THE STREETS IN SECTION NINE OF THE

NEW TOWN SUBDIVISION

WHEREAS, Routes 1837 and 1193, a portion of Casey Boulevard and a portion of Settler's Market Boulevard have been completed; and

WHEREAS, the roads were constructed to VDOT standards; and

WHEREAS, the development sketch and VDOT Form AM 4.3, attached and incorporated herein as part of this resolution, define additions required in the Secondary System of State Highways as a result of construction; and

WHEREAS, certain segments identified on the incorporated Form AM 4.3 are ready to be accepted into the Secondary System of State Highways; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby requests the Virginia Department of Transportation to add the segments identified on the incorporated Form AM 4.3 to the Secondary System of State Highways, pursuant to §33.2-705 of the *Code of Virginia*, for which segments this Board hereby guarantees the right - of - way to be clear and unrestricted, including any necessary easements for cuts, fills, and drainage.

BE IT FURTHER RESOLVED, that the County Administrator is hereby authorized and directed to execute those documents necessary to enter into a County-State Agreement for the maintenance of Casey Boulevard (from Blythe Lane to Greenview Alley, 625 feet)

BE IT FINALLY RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation.

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

ATTEST:

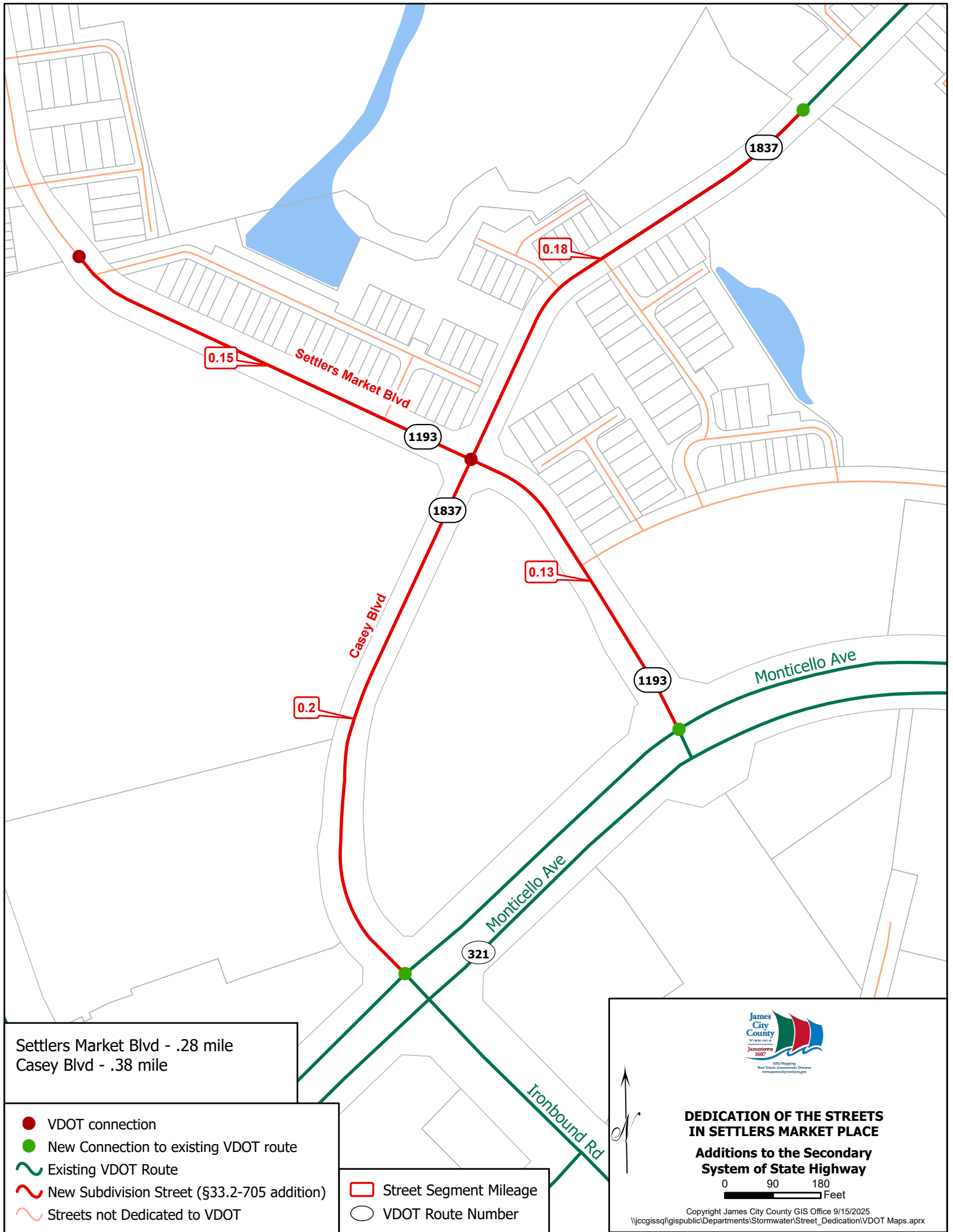
Teresa J. Saeed
Deputy Clerk to the Board

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 23rd day of September, 2025.



Settlers Market Blvd - .28 mile
Casey Blvd - .38 mile

**DEDICATION OF THE STREETS
IN SETTLERS MARKET PLACE**

**Additions to the Secondary
System of State Highway**

0 90 180
Feet

Copyright James City County GIS Office 9/15/2025
\\jccgissql\gispublic\Departments\Stormwater\Street_Dedication\VDOT Maps.aprx



COMMONWEALTH OF VIRGINIA DEPARTMENT OF TRANSPORTATION
Form AM 4.3

In James City County

by Resolution of the governing body adopted 9/23/2025

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes to the secondary system of state highways.

A Copy Testee Signed (County Official): _____

Report of Changes in the Secondary System of State Highways

Project/Subdivision: Settler's Market At New Town Section 9 Phase 1

CHANGE TYPE	RTE NUM & STREET NAME	CHANGE DESCRIPTION	FROM TERMINI	TO TERMINI	LENGTH	NUMBER OF LANES	RECORDATION REFERENCE	ROW WIDTH
Addition	Rt. 1193 - Settler's Market Blvd.	New subdivision street §33.2-705	1837 - Casey Blvd	End at future connection	0.42	4		83.00
Addition	Rt. 1193 - Settler's Market Blvd.	New subdivision street §33.2-705	Route 321 Monticello Ave.	Route 1837 Casey Blvd.	0.13	4		83.00
Addition	Rt. 1837 - Casey Blvd	New subdivision street §33.2-705	321 - Monticello Ave.	1193 - Settler's Market Blvd.	0.20	2		72
Addition	Rt. 1837 - Casey Blvd	New subdivision street §33.2-705	Route 1837 Settler's Market Blvd.	Existing Route 1837 Casey Blvd.	0.18	2		72

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Ryan T. Ashe, Fire Chief

SUBJECT: Grant Award - \$36,000 - Radiological Emergency Preparedness

Each Virginia locality within 10 miles of a nuclear power plant receives pass-through funding annually from Dominion Energy through the Virginia Department of Emergency Management (VDEM) to support Radiological Emergency Preparedness (REP).

The James City County (JCC) Fire Department's Emergency Management Division has been awarded \$36,000 in radiological emergency preparedness funds from Dominion Energy through VDEM due to the County's proximity to the Surry Power Station nuclear plant.

The funds are to be used for planning and response for public protective actions related to the Surry Power Station nuclear plant. The County uses the funds to maintain emergency response plans, participate in readiness drills and exercises, provide REP training, make improvements to the Emergency Operations Center, purchase and maintain radiological response equipment, and support the JCC Alert County emergency notification system.

This grant requires no local match.

Staff recommends adoption of the attached resolution to appropriate funds.

RTA/ap
GA-RADEmrgPrep26-mem

Attachment

RESOLUTION

GRANT AWARD - \$36,000 - RADIOLOGICAL EMERGENCY PREPAREDNESS

WHEREAS, the James City County Fire Department's Emergency Management Division has been awarded pass-through funds in the amount of \$36,000 to support Radiological Emergency Preparedness from the Virginia Department of Emergency Management (VDEM); and

WHEREAS, the funds are to be used for planning and response for public protective actions related to the Surry Power Station nuclear plant; and

WHEREAS, the grant requires no match.

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

Revenue:

Radiological Emergency Preparedness Funds - VDEM \$36,000

Expenditure:

Radiological Emergency Preparedness Funds - VDEM \$36,000

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

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of September, 2025.

GA-RADEmrgPrep26-res

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Barbara E. Watson, Director of Social Services

SUBJECT: Grant Award - \$67,500 - Virginia Homelessness Solutions Program Funds

The James City County Social Services Housing Unit (Housing) is designated as a Virginia Homeless Solutions Program (VHSP) Partner by the Greater Virginia Peninsula Homelessness Consortium (GVPHC), to provide emergency shelter, homelessness prevention, rapid re-housing, and associated services within James City County, the City of Williamsburg, and Upper York County (Upper Peninsula). Additionally, Housing is further designated as a subgrantee of funding awarded through the GVPHC to the City of Hampton.

As a designated subgrantee, Housing has received an additional allocation from the GVPHC of \$67,500 to establish a full-time, limited-term Housing Stabilization Specialist position in the Upper Peninsula. Funding for this position is through June 30, 2026, but is expected to renew annually.

Housing currently has one Housing Specialist position responsible for coordinating the Homelessness Prevention Program including collaborating with other local housing providers to provide emergency shelter, rapid rehousing, and eviction prevention services for citizens in the Upper Peninsula. This collaboration has previously included the Williamsburg House of Mercy (WHOM), a local non-profit housing provider who has been the primary provider of housing focused case management services for the Upper Peninsula homeless populations. Unfortunately, WHOM is no longer providing housing focused case management in the Upper Peninsula which has left a significant void in services focused on stabilizing citizens experiencing homelessness by assisting them with locating and securing permanent housing.

Approval of this position will allow James City County to hire a professional Housing Stabilization Specialist who can properly connect with citizens experiencing homelessness, assess barriers, and identify available resources to help this vulnerable population transition from places not meant for human habitation to safe, decent housing while working toward overcoming their housing barriers.

By accepting these funds, Housing will follow VHSP Funding Guidelines for prioritizing the use of these funds to help households obtain permanent housing and receive housing-focused supportive services necessary to retain permanent housing.

Staff recommends that the Board of Supervisors adopt the attached resolution to authorize acceptance of these funds and to establish a Full-Time, Limited-Term Housing Stabilization Specialist position to administer rapid re-housing operations in the Upper Peninsula.

BEW/ap
GA-VHSP25-rev-mem

Attachments:

1. Resolution
2. Funding Award Documentation

RESOLUTION

GRANT AWARD - \$67,500 - VIRGINIA HOMELESSNESS SOLUTIONS

PROGRAM FUNDS

WHEREAS, the James City County Social Services Housing Unit (Housing) is designated as a Virginia Homeless Solutions Program (VHSP) Partner by the Greater Virginia Peninsula Homelessness Consortium (GVPHC), to provide emergency shelter, homelessness prevention, rapid re-housing, and associated services within James City County, the City of Williamsburg, and Upper York County (Upper Peninsula); and

WHEREAS, Housing, as a designated subgrantee of funding awarded through the GVPHC to the City of Hampton, has received an additional allocation from these funds of \$67,500 to establish a full-time, limited-term Housing Stabilization Specialist position in the Upper Peninsula; and

WHEREAS, funding is effective through June 30, 2026, but is expected to renew annually; and

WHEREAS, this position will connect with citizens experiencing homelessness, assess barriers, and identify available resources to help this vulnerable population transition from places not meant for human habitation to safe, decent housing while working toward overcoming their housing barriers; and

WHEREAS, no local match is required.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the creation of a full-time temporary position in the James City County Social Services Housing Unit.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Board of Supervisors of James City County, Virginia, accepts additional VHSP funding for this position and authorizes the following appropriation to the Housing and Neighborhood Development Fund:

Revenue:

Federal - VHSP Coordinated Assessment	<u>\$67,500</u>
---------------------------------------	-----------------

Expenditure:

VHSP Housing Stabilization Specialist	<u>\$67,500</u>
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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>
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_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of September, 2025.

GA-VHSP25-rev-res

VIRGINIA PENINSULA
VIRGINIA HOMELESS SOLUTIONS PROGRAM GRANT
PARTNERSHIP AGREEMENT

This Partnership Agreement is made by and between the City of Hampton, a municipal corporation of the Commonwealth of Virginia, through the Hampton Department of Human Services (“HDHS”), sub-grantee, and James City County Social Services (“VHSP Partner”) for the period beginning July 1, 2025 and ending June 30, 2026. Virginia Homeless Solutions Program (“VHSP”) designates money for communities to provide emergency shelter, homelessness prevention, rapid re-housing, and associated services. VHSP funding is authorized by the Virginia Department of Housing and Community Development (“DHCD”).

I. Scope of Services

The VHSP Partner has been allocated up to **\$223,862.00 (Shelter Operations: \$27,000.00; Prevention - \$55,005.00; Coordinated Assessment: \$67,500.00; Rapid Re-Housing - \$62,467.00 (Federal \$27,484 and State \$34,983); HMIS: \$5,945.00; Administration: \$5,945.00)** from the award granted to HDHS for the grant period ending June 30, 2026. These funds are distributed as described in Section IV B. and C. Funding provided through this grant must be used to carry out activities as specified in the Virginia Homeless and Special Needs Housing (“HSNH”) 2024-2026 Funding Guidelines and any subsequent amendments to those Guidelines. HDHS and the VHSP Partner must adhere to the DHCD approved budget and all specified cost category limits as outlined in the HSNH Guidelines.

II. Service Area

The VHSP Partner is required to provide assistance to any eligible program participant regardless of locality.

III. Agreement Term

This Partnership Agreement shall remain in effect from July 1, 2025 until June 30, 2026 (the “Agreement Term”). The award allocation covers the entire Agreement Term. The VHSP Partner will be monitored frequently for compliance and rate of expenditure. If the VHSP Partner expends less than fifty (50) percent of its allocation at the end of seven (7) months from the beginning of the Agreement Term—January 31, 2026—the VHSP Partner is at risk of having a portion or all of their remaining reward recaptured. Therefore, the VHSP Partner is required to spend at least 50% of their jurisdictional allocation by January 31, 2026.

IV. Conditions

A. Service Provision

The VHSP Partner is required to provide VHSP assistance based on DHCD and the GVPHC VHSP policy and procedures manual. VHSP must not replace any other available subsidy and should only be used when no other option is available. The VHSP Partner is responsible for coordination of VHSP activities with HDHS, other VHSP/GVPHC partners, and mainstream resources. To the extent practical, HDHS and the VHSP Partner must assure non-duplication of services with other

VHSP sub-grantees and grantees. The VHSP Partner is required to submit and maintain VHSP program information on the state 211 information and referral system.

B. Disbursement of Funds

Funds will be disbursed through monthly reimbursements by HDHS contingent on the VHSP Partner submitting all billing to HDHS by the tenth day of each month. The VHSP Partner must submit documentation of expended funds by the first of each month, regardless of whether any funds have been expended. If no funds were expended in the preceding month, the financial report must reflect that. Documentation of expenditures must be submitted by the first day of the month prior to the DHCD's request for reimbursement schedule. Documentation must be submitted electronically on the approved DHCD form. The VHSP Partner must retain documentation related to expenditures and make all such documentation available to HDHS, DHCD, and/or HUD upon request. The VHSP Partner will maintain this documentation for a period of seven years from the effective date of this Agreement, or so long as any investigation or lawsuit related hereto is pending, whichever occurs last. HDHS and DHCD will require copies of documentation be submitted periodically throughout the term of the Agreement.

Requests for Reimbursement must be made in accordance with DHCD and HDHS requirements. The VHSP Partner must request approval from HDHS for budget changes (within cost category limitations).

The VHSP Partner must retain documentation related to expenditures and make all such documentation available to HDHS, DHCD, and/or HUD upon request. HDHS and DHCD will require copies of documentation be submitted periodically throughout the term of the Agreement.

C. Allocation of Funds/Non-Appropriation

HDHS reserves the right to de-obligate and reallocate funds at any point during the Agreement Term. HDHS shall be bound and obligated hereunder only to the extent the funds shall have been appropriated and budgeted for the purposes of this Agreement. In the event funds are not appropriated and budgeted in any fiscal year for payments due under this Agreement, HDHS shall immediately notify the VHSP Partner of such occurrence and this Agreement shall terminate without penalty or expense to HDHS of any kind whatsoever as of the last day of the fiscal year for which an appropriation was received.

D. Reporting and Data Collection

The VHSP Partner must have all data complete and meet quality standards by the first of the month to ensure HDHS is able to meet DHCD deadlines.

The VHSP Partner is required to ensure that all client level data is entered in HMIS and provide data quality assurances. Through the execution of this Agreement, the VHSP Partner certifies the following HMIS minimum standards:

- Acknowledgement that HMIS is a requirement for the VHSP program
- HMIS must have the updated VHSP data elements

- Ensure that all VHSP program participants and all VHSP program participation data will be entered in HMIS in accordance to HMIS policies and best practices.
- Acknowledgment that a program participant may decline to participate and have no personally identifying information entered into HMIS and that non-identifying data may be entered according to VHSP policy
- The VHSP partner understands HMIS data is confidential and that unauthorized disclosure is a violation of HMIS policy, agency policy, and applicable state and federal laws.
- The VHSP Partner will adhere to the data quality standards provided by DHCD.
- The VHSP Partners will attend all required HMIS subcommittee meetings.

E. Accounting

The VHSP Partner must adhere to standard financial accounting practices. The VHSP Partner shall establish and maintain separate accounts within its existing accounting system or establish accounts independently. All costs charged to the Grant shall be supported by properly executed payrolls, time records, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, contracts, vouchers, or other accounting documents pertaining in whole or in part to the Grant shall be clearly identified, readily accessible and separate and distinct from all other such documents. Such documentation shall reside at the office of HDHS or the VHSP Partner. The VHSP Partner is responsible for the accuracy and completeness of their required documentation. The VHSP Partner shall be responsible for correction of all errors or omissions contained in required documentation, and further, shall bear the responsibility of any financial obligation incurred by HDHS as a result of any VHSP Partner error and/or omission. Responsibility for any financial obligation pursuant to this section shall be limited to the amount of VHSP funding actually received by the VHSP Partner and HDHS shall notify the VHSP Partner within fifteen (15) business days of discovery of any such error and/or omission. Failure of HDHS to notify the VHSP Partner of any such error and/or omission within fifteen (15) business days of discovery shall absolve the VHSP Partner of any financial liability under this section.

F. Maintenance of Records

Records shall be readily accessible to HDHS, the Commonwealth of Virginia, appropriate federal agencies, and the general public during the course of the Agreement Term and shall remain intact and accessible to the above-named parties for five years thereafter. However, in the event any litigation claim or audit is started before the expiration of the five-year period, the records shall be retained until such action is resolved. The VHSP Partner staff and records must be available for on-site monitoring by HDHS, DHCD, and appropriate state and federal agencies at any time.

Should the VHSP Partner have any outstanding audit findings, IRS findings, DHCD monitoring findings, or other compliance issues, the VHSP Partner is not eligible to receive allocations. The VHSP Partner must be a member in good standing of the GVPHC and participate in required program monitoring committee meetings. The VHSP Partner is required to repay any findings to the State that are associated with their organization/agency.

G. Termination, Suspension, and Conditions

If through any cause, the VHSP Partner fails to comply with the terms, conditions, or requirements of the Agreement, HDHS may terminate or suspend this Agreement by giving written notice to same and specifying the effective date of termination or suspension at least five (5) days prior to such action.

In the case of a violation of the Agreement by the VHSP Partner, DHCD may request that all or some of the grant funds be returned, even if the VHSP Partner has expended the funds. The VHSP Partner agrees to return such funds as requested by HDHS or DHCD within thirty (30) days of the written request.

H. Subsequent Contracts

The VHSP Partner may not sub-contract using any VHSP funds.

I. Default

A default is any unapproved use of grant funds. Upon due notice to the VHSP Partner of the occurrence of any such default and the provision of a reasonable opportunity to respond, HDHS or DHCD may take one or more of the following actions:

1. Direct the VHSP Partner to submit progress schedules for completing approved activities.
2. Issue a letter advising the VHSP Partner of the default, establishing a date by which corrective actions must be completed, and putting the VHSP Partner on notice that more serious actions will be taken if the default is not corrected or is repeated.
3. Direct the VHSP Partner to suspend, discontinue, or not incur costs for the affected activity.
4. Require the VHSP Partner to reimburse HDHS for costs inappropriately charged to the program
5. Other appropriate action including, but not limited to, any remedial action legally available, such as affirmative litigation seeking declaratory judgment, specific performance, damages, temporary or permanent injunctions, and any other available remedies.

No delay or omissions by HDHS in exercising any right or remedy available to it under the Agreement shall impair any such right to remedy and shall not constitute a waiver or acquiescence in any VHSP Partner default.

J. Conflict of Interest

With respect to the use of VHSP funds to procure services, equipment, supplies, or other property, if the VHSP Partner is a unit of a general local government, the VHSP Partner shall comply with 24 CFR 85.36(b)(3), and if the VHSP Partner is a nonprofit, the VHSP Partner shall comply with 24 CFR 84.42. With respect to all other decisions involving the use of VHSP funds, the following restriction shall apply: No person who is an employee, agent, consultant, or officer or elected or appointed official of the grantee and who exercises or has exercised any function or responsibilities with respect to assisted activities, or who is in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a personal or financial interest or benefit from the activity, or have an interest in any contract, subcontract, or agreement with

respect thereto, or the proceeds hereunder, either for himself or herself or for those with whom he or she has family or business ties, during his or her tenure or for one year thereafter.

K. Notice

The following persons shall be contact persons for the parties, and notice given to them at the addresses shown below. Notice provided consistent with this section shall constitute valid notice under the requirements of this Agreement:

For HDHS:

Dr. Tamara Temoney-Porter
Director of Human Services
400 Butler Farm Road, Suite 200
Hampton, VA 23666
tamara.temoney@dss.virginia.gov

For the VHSP Partner:

Barbara Watson
Director of Social Services
5249 Olde Towne Road
Williamsburg, VA 23188
Barbara.watson@jamescitycountyva.gov

The parties may amend such addresses by written notice to the other party at the given address.

L. Applicable Law and Venue

This Agreement shall be deemed to be a Virginia contract and shall be governed as to all matters whether validity, interpretations, obligations, performance or otherwise exclusively by the laws of the Commonwealth of Virginia, and all questions arising with respect thereto shall be determined in accordance with such laws. Regardless of where actually delivered and accepted, this Agreement is/shall be deemed to have been delivered and accepted by the parties in the Commonwealth of Virginia. Any and all suits for any claims or for any and every breach or dispute arising out of this Agreement shall be maintained in the appropriate court of competent jurisdiction in the City of Hampton.

M. Non-Assignment

The VHSP Partner shall not assign its rights and duties under this Agreement without the prior written consent of HDHS.

N. Severability and Modification

In the event that any provision of this Agreement is deemed unenforceable, the parties agree that all other provisions of this Agreement shall remain in full force and effect and shall not be affected thereby. There may be no modification of this Agreement, except in writing, executed by the authorized representatives of the parties.

O. Other Certifications

A. The VHSP Partner certifies that it will comply with the following (reference the Virginia Homeless and Special Needs Housing Guidelines 2024-2026 for full details):

1. Discharge Coordination;
2. DUNS Number and CCR Registration requirements;
3. All applicable Fair Housing and Civil Rights requirements in 24 CFR 5.105(a);
4. Confidentiality requirements;
5. Termination of Assistance requirements;
6. Recordkeeping requirements;
7. Monitoring requirements;
8. Performance reporting requirements;
9. Conflict of Interest requirements;
10. Habitability Standards;
11. Lead-based paint requirements;
12. Environmental review requirements;
13. Nondiscrimination and Equal Opportunity requirements;
14. Affirmatively Furthering Fair Housing requirements;
15. Uniform Administrative requirements;
16. Equal Participation of Religious Organizations requirements; and
17. Drug-Free Workplace requirements.

B. The VHSP Partner agrees to make available all agency and program participant records to HDHS, the Commonwealth of Virginia, HUD, and the Inspector General upon request.

The parties hereby execute the VHSP Partnership Agreement on the dates set forth below.

JAMES CITY COUNTY SOCIAL SERVICES

Barbara Watson

Barbara Watson, Director of Social Services

8/13/2025

Date

Scott A. Stevens

Scott A. Stevens, County Administrator

8-19-2025

Date

Liz Parman

Liz Parman, Deputy County Attorney

8/15/2025

Date

CITY OF HAMPTON

HAMPTON DEPARTMENT OF HUMAN SERVICES

Mary B. Bunting, City Manager

Dr. Tamara Temoney-Porter, Director of Human Services

Date

Date

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

L. Olivia Alexander, Assistant City Attorney III

Date

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Barbara E. Watson, Director of Social Services

SUBJECT: Grant Award - \$33,288 - Virginia Opioid Abatement Authority Colonial Behavioral Health/Historic Triangle Drug Prevention Coalition

James City County, York County, the City of Williamsburg, and the City of Poquoson were awarded a continuation Cooperative Partnership grant from the Virginia Opioid Abatement Authority (OAA) for \$33,288. The funding supports Colonial Behavioral Health (CBH) and the Historic Triangle Drug Prevention Coalition (HTDPC) through both administrative support and educational/marketing prevention efforts.

The award includes \$26,630 in Cooperative Partnership grant funding from OAA and \$6,658 allocated to the City of Poquoson, which was not part of the initial Fiscal Year 2025 project.

James City County will serve as the fiscal agent for this Cooperative Partnership. Funding will be provided by OAA to James City County in advance, and reimbursements will be made by James City County to CBH and the HTDPC for qualified expenditures.

This grant requires no local matching funds.

Staff recommends approval of the attached resolution authorizing the acceptance of the grant award for James City County to serve as the fiscal agent for the Cooperative Partnership, and appropriation to the Special Projects/Grants Fund for \$33,288 for this purpose.

BEW/tm
GA2025vaOAACBH.mem

Attachment

RESOLUTION

GRANT AWARD - \$33,288 - VIRGINIA OPIOID ABATEMENT AUTHORITY

COLONIAL BEHAVIORAL HEALTH/HISTORIC TRIANGLE

DRUG PREVENTION COALITION

WHEREAS, the Virginia Opioid Abatement Authority (OAA) has awarded James City County, York County, the City of Williamsburg, and the City of Poquoson a Cooperative Partnership grant in the amount of \$33,288; and

WHEREAS, the funds will be used to support Colonial Behavioral Health (CBH) and the Historic Triangle Drug Prevention Coalition (HTDPC) through both administrative support and educational and marketing prevention efforts; and

WHEREAS, the County will serve as the fiscal agent and receive funds from the OAA on behalf of York County, the City of Williamsburg, and the City of Poquoson to support the program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County to act as the fiscal agent for this program for the purpose of receiving and transferring OAA disbursements through the Cooperative Partnership Grant Program.

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

Revenue:

OAA CBH and HTDPC	<u>\$33,288</u>
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Expenditure:

OAA CBH and HTDPC	<u>\$33,288</u>
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James O. Icenhour, Jr.
Chair, Board of Supervisors

ATTEST:

		VOTES			
		<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____ Teresa J. Saeed Deputy Clerk to the Board	HIPPLE	_____	_____	_____	_____
	NULL	_____	_____	_____	_____
	LARSON	_____	_____	_____	_____
	MCGLENNON	_____	_____	_____	_____
	ICENHOUR	_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of September, 2025.

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Liz Parman, Deputy County Attorney

SUBJECT: Participation in Proposed Settlement of Opioid-Related Claims Against Alvogen, Amneal Pharmaceuticals, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus Pharmaceuticals

On November 23, 2021, the Board approved of a settlement agreement with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen and approved of a settlement allocation Memorandum of Understanding (“MOU”) with the Commonwealth of Virginia to receive payments from the National Opioid Settlements. On February 28, 2023, the Board approved a settlement agreement with five additional defendants - Teva Pharmaceuticals, Allergan, Walmart, Walgreens, and CVS. On July 23, 2024, the Board approved a settlement agreement with Kroger.

A settlement proposal has been negotiated that will cause eight manufacturers, Alvogen, Amneal Pharmaceuticals, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus Pharmaceuticals, to pay an aggregate of \$720 million dollars nationwide to resolve opioid-related claims against them. This new proposed settlement will be subject to the MOU and will be administered and allocated in the same manner as the previous opioid settlements.

The County Attorney recommends approval of the attached resolution authorizing the County Attorney and/or the County Administrator to execute those documents necessary to effectuate the County’s participation in the proposed settlement of opioid-related claims against Alvogen, Amneal Pharmaceuticals, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus Pharmaceuticals.

LP/ap
PartOPISett-mem

Attachment

RESOLUTION

A RESOLUTION APPROVING THE COUNTY'S PARTICIPATION IN THE PROPOSED

SETTLEMENTS OF OPIOID-RELATED CLAIMS AGAINST ALVOGEN, AMNEAL

PHARMACEUTICALS, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN, AND ZYDUS

PHARMACEUTICALS

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

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

WHEREAS, settlement proposals have been negotiated that will cause the opioid manufacturers Alvogen, Amneal Pharmaceuticals, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus Pharmaceuticals (collectively, "the Manufacturers") to pay an aggregate of approximately \$720 million dollars nationwide to resolve opioid-related claims against them; and

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

WHEREAS, the County Attorney has recommended that the County participate in the settlements in order to recover its share of the funds that the settlements would provide.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, approves of the County's participation in the proposed settlements of opioid-related claims against the Manufacturers and directs the County Attorney and/or the County Administrator to execute the documents necessary to effectuate the County's participation in the settlements, including the required release of claims against the Manufacturers.

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>
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of
September, 2025.

PartOPISett-res

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Liz Parman, Deputy County Attorney

SUBJECT: Participation in the Proposed Direct Settlement of Opioid-Related Claims Against the Sackler Family

On November 23, 2021, the Board approved of a settlement agreement with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen and approved of a settlement allocation Memorandum of Understanding (“MOU”) with the Commonwealth of Virginia to receive payments from the National Opioid Settlements. On February 28, 2023, the Board approved a settlement agreement with five additional defendants - Teva Pharmaceuticals, Allergan, Walmart, Walgreens, and CVS. On July 23, 2024, the Board approved a settlement agreement with Kroger.

A settlement proposal has been negotiated that will cause the Sackler family, the owners of the Purdue Pharma family of companies, to pay an aggregate of \$6.5 billion nationwide to resolve opioid-related claims against them. This new proposed settlement will be subject to the MOU and will be administered and allocated in the same manner as the previous opioid settlements.

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

LP/md
OpioidSetSackler-mem

Attachment

RESOLUTION

A RESOLUTION APPROVING THE COUNTY’S PARTICIPATION IN

THE PROPOSED DIRECT SETTLEMENT OF OPIOID-RELATED

CLAIMS AGAINST THE SACKLER FAMILY

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

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

WHEREAS, a settlement proposal has been negotiated that will cause the Sackler family, the owners of the Purdue Pharma family of companies, to pay an aggregate of \$6.5 billion nationwide to resolve opioid-related claims against them; and

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

WHEREAS, the County Attorney has recommended that the County participate in the settlement in order to recover its share of the funds that the settlement would provide.

NOW THEREFORE BE IT RESOLVED that the James City County Board of Supervisors approves of the County’s participation in the proposed settlement of opioid-related claims against the Sackler family and directs the County Attorney and/or the County Administrator to execute the documents necessary to effectuate the County’s participation in the settlement, including the required release of claims against the Sackler family.

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>
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_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of
September, 2025.

OpioidSetSackler-res

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

July 8, 2025

5:00 PM

A. CALL TO ORDER

Mr. Icenhour called the meeting to order at approximately 5:13 p.m. following the James City Service Authority Board of Directors Regular Meeting.

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, Jr., Chair, Jamestown District

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

Mr. Icenhour noted there was no designated Pledge Leader scheduled for this meeting, adding he invited Ms. Peg Boarman, Vice Chair of the Clean County Commission, to lead the Board and citizens in the Pledge of Allegiance.

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Ms. Boarman led the Board and citizens in the Pledge of Allegiance.

Mr. Icenhour reminded all public speakers of the five-minute time allowance and to state their name and address for public record purposes.

E. PUBLIC COMMENT

1. Mr. Wayne Nunn, 238 Loch Haven Drive, was not in attendance.

2. Mr. Ryan Bonney, 1714 Skiffes Creek Circle, addressed the Board noting he was a Grove Connections member. He expressed his appreciation to the County for the Grove Area Park Project and requested a meeting to discuss proposed amenities for the park. He noted Virginia Natural Gas was currently conducting work on Pocahontas Trail and left Capital Landing Road extremely bumpy. Mr. Bonney expressed his concern with road conditions going from smooth to rough. He requested the Virginia Department of Transportation (VDOT) consideration on a reduced speed limit of 35 mph in Grove. Mr. Bonney spoke about data centers and potential zoning for these data centers. He drew attention to Grove's longstanding status as a community, highlighting how development had caused it to lose several amenities over time. Mr. Bonney requested respect for the Grove community and thanked the Board for its time.

3. Ms. Boarman, 17 Settlers Lane, addressed the Board to talk trash. She mentioned the aesthetic degradation caused by the presence of litter and trash. Ms. Boarman mentioned the disparity between the number of complaints about trash and the actual efforts to resolve it. She thanked volunteers for their efforts in cleaning up the community. Ms. Boarman mentioned that on June 14, the Clean County Commission sponsored the Will Barnes Day Picnic and recognized those community volunteers. She noted the Clean Business Forum would be held later this month and welcomed the Board to attend. Ms. Boarman further noted later this year the Clean County Commission would be hosting its Annual Repair Fair & Recycling Expo. She advised that America Recycles Day was Saturday, November 15. She mentioned that more information would be provided later and thanked the Board for its time.

4. Mr. Steven Mains, 3781 Captain Wynne Drive, addressed the Board noting he was in attendance to speak in opposition of the proposed Consolidated Government Center. He mentioned the significant community concern regarding the project. Mr. Mains further noted initially the project aimed to consolidate government services; however, at the Board's last Town Hall Meeting, the Board members had indicated that this was no longer part of the plan. He noted past discussions about selling the Mounts Bay Campus to offset costs were mentioned, but the decision was made to keep it for certain government activities because the new proposed building could not adequately house all government functions, let alone future growth. Mr. Mains questioned why a new undersized building was necessary when current campus buildings still required renovations. He discussed the ongoing escalation of construction expenses, significant hikes in County taxes, and future tax projections. Mr. Mains mentioned the new library component, highlighting the significant reduction in its size and initial cost from 50,000 square feet to 25,000 square feet, along with a corresponding drop in initial investment from \$50 million to \$25 million. He inquired about the features removed for cost reduction and whether alternative solutions for library space were explored. Mr. Mains raised the question on issuing bonds through the Economic Development Authority at higher interest rates than direct County bonds, adding he believed it was to bypass a referendum. He questioned the start of site preparation prior to receiving complete funding for the project. Mr. Mains urged the Board to revisit options to ensure no irreversible actions were taken without a thorough public review.

5. Mr. Chris Henderson, 101 Keystone, addressed the Board noting he picked up an available flyer on the new Consolidated Government Center before the meeting began, adding it mentioned a future growth projection of 30% in the next 20 years. Mr. Henderson expressed skepticism about the forecast, explaining that the pace of new home construction annually made reaching 30% unlikely. He referenced the County's improved customer service delivery and worker efficiency with the new Consolidated Government Center. Mr. Henderson pointed out last week, Ford Motor Company's CEO announced that he anticipated Artificial Intelligence (AI) would eliminate half of the company's mid-level management positions within the next three years. He highlighted the potential for AI to alter the County's workforce needs and whether the new Consolidated Government Center would remain relevant. Mr. Henderson discussed the recent \$8 billion federal education cuts, noting that Williamsburg-James City County Public Schools would lose approximately \$600,000 in funding and the need for the County to absorb the financial commitment. He discussed the 20.6% occupancy vacancy rates and its connection to increased taxes. Mr. Henderson mentioned a discussion with the County Administrator about the feasibility of a debt-free rehabilitation and expansion of the Mounts Bay Campus and elaborated on his point in greater detail. He noted he requested information on the cost of separating the joint school system but had not received a response. Mr. Henderson thanked the Board for its time.

6. Ms. Susan Franz, 103 Cardinal Court, addressed the Board noting she was in attendance to discuss the proposed new library. She asked what studies were conducted to determine the need for a third library. Ms. Franz stated that on June 26, according to a *Williamsburg Watch* article, the third library was planned as a creativity and technology-focused branch of the Williamsburg Regional Library (WRL) System. She cited wording from the article and emphasized the specific features this new library would offer. Ms. Franz stated from an economic standpoint

another library made no sense. She mentioned the community's dissatisfaction, adding the Board possessed the power to address it. She thanked the Board for its time.

7. Ms. Marilyn Olimpi, 101 Sagamore, addressed the Board noting she agreed with Ms. Franz' points. She mentioned her love for the WRL and advocated for its renovation instead of demolition.

8. Ms. Karen Rollins, 4481 Powhatan Crossing, addressed the Board in opposition of the proposed Consolidated Government Center. She expressed her belief that this project lacked critical importance. Ms. Rollins noted she opposed excessive development, habitat destruction, and increased traffic to residential areas. She pointed out that many County citizens were uninformed about the new proposed Consolidated Government Center and urged that the decision be left to the citizens.

F. CONSENT CALENDAR

1. Grant Award - \$45,000 - Opioid Abatement Authority - Kinship Navigator Program Expansion

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

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

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

G. PUBLIC HEARING(S)

Mr. Icenhour acknowledged Mr. Steve Rodgers as the Planning Commission representative at the meeting.

1. ORD-25-0001. Amendments to the Zoning Ordinance Regarding Sexually Oriented Businesses

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

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

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

Ms. Christy Parrish, Zoning Administrator, addressed the Board noting at its meeting on February 25, 2025, an Initiating Resolution was adopted to consider possible amendments to the James City County Zoning Ordinance to define Sexually Oriented Businesses and to require such use to obtain a Special Use Permit (SUP) in certain districts. She stated that these uses were not identified or defined in the Ordinance; however, the sale of adult books, videos, and other novelties could be classified under the existing retail use. Ms. Parrish further stated that other establishments could argue that this use could be permitted as an indoor center of amusement or indoor theater. She advised that the Code of Virginia allowed localities to regulate, restrict, permit, and prohibit the use of land, building, structure, or other premises. Ms. Parrish explained that the United States Supreme Court recognized that adult entertainment had some First Amendment protection as expressive conduct. She stated that localities could generally regulate these types of businesses under their zoning laws as long as the regulations served a substantial government interest. Ms. Parrish further stated that an outright ban of sexually oriented businesses would likely fail a legal challenge. She noted that a neighboring locality recently amended its Ordinance to address this type of use. Ms. Parrish further noted that the process involved collecting an inventory of adult-themed businesses in the Tidewater area which included adult entertainment venues, lingerie stores, novelty stores, and adult book and video stores. She advised that these materials were presented by staff to the Policy Committee at its April 24, 2025, meeting. Ms. Parrish stated that after discussion, the review of the commercial districts statement of intent, the Policy Committee voted unanimously to

recommend a definition revision to “retail store” that would exclude sexually oriented businesses within Section 24-2, add a new definition for a sexually oriented business and related terms to Section 24-2, and add sexually oriented businesses as a special permitted use in the LB, Limited Business; B-1, General Business; and M-1, Limited Business/Industrial Districts. She explained that the SUP requirement allowed the Planning Commission and Board of Supervisors to review the proposal and determine if it would adversely affect the health, safety, or welfare of residents and employees, or compromise the character of the district or adjacent districts. Ms. Parrish noted that staff presented the Ordinance to the Planning Commission at its June 4, 2025, meeting, where the Planning Commission voted 7-0 to recommend approval of these changes. She further noted staff recommended the Board approve the attached Ordinance and welcomed any questions the Board might have.

Mr. Icenhour asked if the Board had questions.

The Board declined.

Mr. Rodgers addressed the Board noting at its meeting the Planning Commission had reached a consensus in favor of an Ordinance regarding sexually oriented businesses. He underscored the importance of preparation and foresight, rather than a wait-and-see approach. Mr. Rodgers stressed the need for a broader definition to accurately reflect the category type. He noted the Planning Commission recommended approval of the revisions and welcomed any questions the Board might have.

Mr. Icenhour asked if the Board had questions.

The Board declined.

Mr. Icenhour opened the Public Hearing.

1. Mr. Chris Henderson, 101 Keystone, addressed the Board noting recent illegal operations associated with massage parlors. He suggested the Board evaluate requiring an SUP for such businesses to establish and maintain their legitimacy.

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

2. Sale of a Portion of Property Located at 186 Clark Lane

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

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

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

Mr. Vaughn Poller, Neighborhood Development Administrator, addressed the Board noting this property was part of a larger parcel that was purchased as part of the Clark Lane subdivision development. He presented the property area on the PowerPoint presentation and indicated its lack of utility for the development project. Mr. Poller advised that the two adjacent property owners had expressed interest in purchasing the property. He noted staff recommended approval of the resolution.

Mr. Icenhour indicated there was no Planning Commission report on this item.

Mr. Icenhour opened the Public Hearing.

1. Mr. Chris Henderson, 101 Keystone, addressed the Board and questioned the rationale behind the County’s engagement in residential development and how such activities aligned with the Comprehensive Plan’s goals and principles of fiscal responsibility.

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

3. Dominion Solar Project Ground Lease Agreement

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

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon

Nays: Null

Mr. Andrew Dean, Assistant County Attorney, addressed the Board noting staff had been discussing lease terms with Dominion Energy for the lease of approximately 60-80 acres of land located at 1206 Jolly Pond Road. He noted the County-owned property was approximately 545 acres and zoned PL, Public Lands. Mr. Dean further noted a portion of the property was occupied by the James City County closed landfill and had limited uses. He indicated Dominion Energy had expressed interest in developing a solar project on the property, adding the use that would be allowed pursuant to an SUP. Mr. Dean advised that the County conducted various operations on the property including the Jolly Pond Convenience Center and the Police Department's Firing Range. He stated Dominion Energy understood that these operations would continue during the life of the lease. Mr. Dean addressed the lease language and a two-phased approach for its terms. He noted staff recommended approval of the resolution and welcomed any questions the Board might have.

Ms. Null asked if this was the project discussed approximately two years ago in reference to a raised solar farm above the landfill.

Mr. Dean replied County staff currently lacked the detailed design specifications and overall design intent, which would be established later during the SUP and site plan review. He indicated through discussions with Dominion Energy that the project could utilize the capped landfill space.

Mr. Hipple advised that the landfill area was capped.

Mr. Icenhour indicated that the landfill was no longer in use, reiterating the area was capped. He noted the Board would review the detailed design specifications and design intent after the due diligence was done and the preferred project development area had been selected.

Ms. Larson mentioned she had no questions, adding she was pleased to see the proposal reach this stage. She expressed her belief that it was a great use of the land.

Mr. Icenhour asked Mr. Dean if a four-year timeframe was allocated for Dominion Energy to conduct its due diligence.

Mr. Dean confirmed yes, adding the contract language referred to this phase as the Feasibility Term and the Development Term. He mentioned that site plan development and comprehensive testing would happen during this phase, working closely with the County.

Mr. Icenhour inquired whether the proposal, if approved to a certain point, would come back before the Board for the SUP process and the continuation of the lease agreement, provided Dominion Energy opted to move forward with the project. He mentioned from his understanding the lease terms were set for an extended period of time. Mr. Icenhour looked to Mr. Dean for clarification on that point.

Mr. Dean confirmed noting it could be as long as 44 years.

Mr. Icenhour asked if the Board was voting on the lease agreement.

Mr. Dean replied that was correct.

Mr. Icenhour indicated there was no Planning Commission report on this item.

Mr. Icenhour opened the Public Hearing.

1. Mr. Chris Henderson, 101 Keystone, addressed the Board stating he had an opportunity to review the terms of the lease agreement and expressed his belief that the terms of the lease were substantially below market. He further stated that the money involved was insignificant. Mr. Henderson asked what the County benefited from this project. He raised concerns about the County's liability if the Department of Environmental Quality mandated the opening of landfill cells and extraction of material, which would result in significant financial obligations to Dominion Energy. Mr. Henderson questioned the prudence of the County assuming such a risk. He discussed the challenge of solar panels becoming hazardous waste at the end of their lifespan and the associated disposal issues. Mr. Henderson noted that according to a leading energy analyst he heard, continued reliance on solar and wind energy could lead to a 90% chance of rolling brownouts and blackouts across all 50 states. He argued against relying solely on solar and wind energy, emphasizing the importance of consistent and predictable power sources to sustain society's needs. Mr. Henderson voiced his objection to the project.

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

Mr. McGlennon expressed his satisfaction with this project.

H. BOARD CONSIDERATION(S)

None.

I. BOARD REQUESTS AND DIRECTIVES

Mr. Hipple noted he had no report.

Ms. Null mentioned she attended the ribbon-cutting ceremony for the grand opening of Tabitha Sewer Studio at the Williamsburg Premium Outlets. She stated the Greater Williamsburg Chamber of Commerce had nominated Tabitha Sewer Studio for the Rising Entrepreneur of the Year award. Ms. Null expressed positive remarks about the business, adding she was pleased not to see empty storefronts.

Ms. Larson stated she hoped everyone had a wonderful 4th of July. She extended her thoughts and prayers to the people affected in Texas. Ms. Larson remarked if County citizens had questions and/or comments to contact the Board via email. She mentioned Mr. Rinehimer's commitment to keeping County citizens well-informed and up-to-date throughout the new Consolidated Government Center project. Ms. Larson stated she appreciated Mr. Bonney's remarks during Public Comment regarding the Grove community. She expressed her belief that Mr. McGlennon had done a great job of representing the Roberts District. Ms. Larson pointed out that the Roberts District contributed a substantial amount to the County's business tax and highlighted the importance of giving back to the Grove community.

Mr. McGlennon thanked Ms. Larson for her comments in relation to the Roberts District, particularly Grove. He noted the Grove community had experienced various pressures over the years, adding significant County and state investments were anticipated to provide beneficial support. Mr. McGlennon mentioned it was vital to acknowledge and understand the diverse impacts in different areas and ensure equitable distribution. He stated that he attended the initial listening session held at the library, addressing the new library proposal, adding approximately 80 people attended. Mr. McGlennon announced an additional information session would be

held July 9 from 4:30-7 p.m. at the James City County Recreation Center. He noted a couple weeks ago, he had witnessed a substantial amount of smoke coming from a neighbor's yard and discovered it was flamethrower used to eliminate weeds. Mr. McGlennon mentioned for public notification purposes that the use of flamethrowers was illegal in James City County. He expressed his concern that classifying certain businesses by ethnicity, nationality, or other group affiliation did not serve the broader community's best interest and encouraged public speaker consideration on that point for future public comment discussions.

Mr. Icenhour noted he was supposed to attend the ribbon-cutting ceremony for Oceans & Ale tomorrow for its new location's grand opening; however, due to a scheduling conflict Mr. McGlennon would attend in his place. He expressed his desire to address the concerns expressed regarding the new proposed library. Mr. Icenhour explained that the WRL Board of Trustees had informed the Historic Triangle localities of the additional needed space and that the current WRL had ongoing issues with the building. He noted the initial intent was to build a new 75,000-square-foot library on the current site; however, there was inadequate space for parking. Mr. Icenhour further noted after careful consideration, the decision was made to build a new library for the community, approximately the same footprint as the current facility. He indicated that the City of Williamsburg had plans in place to develop this project on the site of the former Police Station once the new Police Station was ready for occupancy. Mr. Icenhour explained that a community population-based study revealed the existing library space was inadequate. He noted this led to extensive discussions about the need for additional space and the subsequent decision by the County to incorporate a new library into the Consolidated Government Center project.

Mr. Hipple requested County citizens contact the Board if there were questions and/or concerns. He highlighted the County's AAA bond rating as evidence of its strong fiscal responsibility. Mr. Hipple noted that the Board aimed to serve County citizens effectively and make choices that best benefitted them. He discussed his point in greater detail.

Ms. Null mentioned the recent joint Town Hall Meeting that she and Supervisor Hipple conducted. She stated approximately 70 people attended the event, adding it was cordial and informative. Ms. Null emphasized the importance of the public staying informed.

Mr. Icenhour thanked Ms. Null and Mr. Hipple, adding he received a positive report about the meeting. He mentioned his plan to hold additional Town Hall Meetings for public input after the Board received the final design and contract for the new Consolidated Government Center.

Ms. Larson indicated the Berkeley District would hold its Town Hall Meeting on September 4.

Mr. Icenhour replied thank you.

J. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Rinehimer stated National Night Out was scheduled for August 5. He encouraged public participation and advised interested communities to contact the County's Police Department for sign-up details.

Mr. Icenhour asked if it would be held at the Law Enforcement Center or if the Police Department would go from neighborhood to neighborhood.

Mr. Rinehimer expressed his belief that was only one year the County conducted National Night Out in that manner. He indicated the Police Department would visit each neighborhood that signed up.

Ms. Null expressed positive remarks of the event, adding she had attended National Night Out for the past five years.

Ms. Larson inquired about an updated list of Police designees for each district for neighborhoods that had never participated in the event before.

Mr. Rinehimer noted some manpower challenges over the past couple of years. He indicated for more information on National Night Out to contact 757-253-1800.

K. 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 6:20 p.m., the Board entered Closed Session.

At approximately 6:37 p.m., the Board re-entered Open Session.

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

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

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

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

2. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia

- a. Appointments - Virginia Peninsula Community College Board

- b. Appointments - Historical Commission

A motion to Appoint Mr. Alain Outlaw, Ms. Adrienne Carter, and Ms. Rebecca Suerdieck to the Historical Commission for terms to expire June 30, 2028, 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

- c. Appointments - Stormwater Program Advisory Committee

A motion to Appoint Ms. Leslie Bowie, Ms. Shirley Livingston, Mr. Richard Powell, Ms. Wendy Ruffle, and Ms. Leslie Fuentes to the Stormwater Program Advisory Committee for terms to expire June 30, 2029, 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. Certification of Closed Session

L. ADJOURNMENT

1. Adjourn until 1 pm on July 22, 2025 for the Business Meeting

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

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

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

At approximately 6:38 p.m., Mr. Icenhour adjourned the Board of Supervisors.

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
July 22, 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

Mr. Icenhour sought a motion to Add School Speed Zone Cameras - Resolution in Lieu of Bond to the Consent Calendar and Add Purchase of Property Located at 6693 Richmond Road to Board Considerations.

A motion to Amend the Agenda and add those resolutions 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

C. PRESENTATION(S)

1. Citizen Recognition - Dr. Jim Horn

Mr. Icenhour noted Mr. McGlennon would make the citizen recognition presentation.

Mr. McGlennon noted this presentation acknowledged Dr. Horn's tenure as the CEO of the Jamestown Rediscovery Foundation. He read Dr. Horn's commendation for service to the community and to the historical research at Jamestown. Mr. McGlennon noted Dr. Horn's archaeological expertise and knowledge on a local level as well as a broader level.

Dr. Horn expressed his heartfelt appreciation to James City County and its support to the work done on Jamestown Island. He noted the current climate change concerns and the need for funding to support the necessary archaeological rescues over the next five to eight years. Dr. Horn stated James City County had been a partner in those endeavors. He added that the work at Jamestown had been a highlight of his nearly 50-year career as an early Virginia historian. Dr. Horn expressed his appreciation in serving the community and James City County and he thanked everyone.

2. Waltrip Williamsburg Executive Airport Presentation - Upcoming Air Show

Ms. Heron Weidner, Airport Manager, Waltrip Williamsburg Executive Airport, addressed the Board, adding she was the contact point for the community and the Board for any questions. She noted an upcoming event, the 55th anniversary of the airport. Ms. Weidner stated that at the 54th anniversary, the airport's name change was revealed in addition to the mention of an upcoming air show to celebrate the 55th anniversary. She noted the air show was a first-time event for both the airport and the community. Ms. Weidner stated 11 aerial performers were currently contracted for the event, adding that four of those 11 aerial performers were currently participating in the largest air show in the world in Oshkosh, Wisconsin. She spoke on the national and international accolades of the performers. Ms. Weidner noted a special military guest, the formation team, the Class of '45, that would participate. She added that group consisted of several World War II planes, a Corsair and a P-51 Mustang. Ms. Weidner noted the air show was scheduled for September 20-21, with gates opening at 9 a.m. and gates closing around 5-6 p.m. She further noted 4,000-5,000 spectators were anticipated for the event daily. Ms. Weidner stated both the James City County Fire and Police Departments had been phenomenal working partners regarding the Federal Aviation Administration (FAA) requirements when the process started in December 2024-January 2025. She noted that the FAA had very stringent requirements for First Responders. Ms. Weidner further noted the Fire Department's plan was the first time the local Richmond Office had ever received an incident response plan with zero recommendations. She extended kudos to the County's First Responder Team. Ms. Weidner noted additional support had been received from York County, James City County Economic Development Authority, the Williamsburg Hotel & Motel Association, Visit Williamsburg, and CultureFix. She further noted a great team had been assembled in addition to an air show committee of 12 members, which included Ms. Heather Harmon of Henderson, Inc., as co-chair. Ms. Weidner addressed Ms. Harmon's understanding of community events. She stated the air show would be a great event for families along with various zones, including one for Science, Technology, Engineering, and Mathematics (STEM) activities. Ms. Weidner noted other events such as media and dignitary rides were also planned.

The Board members each expressed their appreciation of the air show event.

Ms. Weidner thanked the Board for its support.

Mr. Icenhour stated he was very pleased with the coordination with County staff.

Ms. Weidner agreed and extended a special thanks to Ms. Beth Klapper, Community Development Assistant, and her assistance with permits.

3. Proclamation - National Night Out 2025

Mr. Icenhour read the proclamation which was presented to Police Chief Mark Jamison and his team.

4. Proclamation - August as National Emergency Management Awareness Month

Mr. Icenhour read the proclamation. He noted Mr. Brad Rinehimer, Assistant County Administrator, was receiving the proclamation in Fire Chief Ryan Ashe's place as he was participating in an exercise.

D. CONSENT CALENDAR

Mr. Icenhour asked if any Board member wished to pull a Consent Calendar Item. Mr. Icenhour sought a motion for approval as there were no requests to pull any Items.

1. Acceptance of Funds - \$477 - Virginia Forfeited Asset Sharing 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. Contract Award - \$155,593 - Child Health Initiative Software Management System

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

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

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

3. Contract Award - \$103,467 - Audio-visual/Media Upgrades Equipment and Services

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

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

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

4. Grant Award - \$62,928 - Byrne/Justice Assistance Grant Program - Law Enforcement Equipment Grant

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

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

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

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

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 - \$206,865 - School Security Officer - Williamsburg-James City County Schools

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. Grant Award - \$195,382 - Commonwealth's Attorney - Victim Witness Assistance 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

8. Minutes Adoption

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

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

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

The Minutes Approved for Adoption included the following meetings:

- June 10, 2025, Regular Meeting
- June 24, 2025, Business Meeting

9. Resolution of Illicit Discharge Detection and Elimination Violation at 8581 Pocahontas Trail, Kingsmill Laundry

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

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

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

10. School Speed Zone Cameras - Resolution in Lieu of Bond

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. Strategic Plan Update

Mr. Jason Purse, Assistant County Administrator, addressed the Board and referenced the June 2025 podcast with the County's consultant, Clarion Associates, regarding the Strategic Plan. He noted the podcast was available on the County's website. Mr. Purse further noted a public meeting was slated for September, but this presentation would provide an interim update. He stated additional opportunities for participation would be forthcoming. He stated Ms. Leigh Anne King, Clarion Associates, was present remotely.

Ms. King addressed the Board and highlighted key points of her presentation agenda. She referenced the County's 2035 Strategic Plan which was adopted in 2016. Ms. King noted the review was an update process to renew the Strategic Plan with four key objectives. She highlighted the four objectives: incorporation of existing plans and studies and identify specific initiatives and projects; coordinate the work of the Board of Supervisors along with County Administration and County departments through a new framework; identify and prioritize capital projects and operational initiatives for community investment; and provide a framework to assess resource allocation regarding capital projects and budget decisions for future years. Ms. King noted in the PowerPoint presentation that the process was in its fourth phase with the unveiling of the Strategic Plan (its fifth and final phase) in September 2025. She provided details on the previous phases in the presentation, adding that Phase 1 incorporated interviews with the Board, County departments, and key County partners as well as an assessment of the adopted Strategic Plan. Ms. King noted that Phase 2 focused on community engagement. She further noted the most recent phase, Phase 3, consisted of a capital project and initiative inventory that was not included in the original Strategic Plan. She added that those projects were then prioritized with a fiscal check with the Technical Fiscal Advisory Group. Ms. King addressed the public engagement timeline which included a public workshop at Legacy Hall on September 9, 2024, followed by a month-long follow-up via online engagement. She noted 180 total individuals participated during these events. Ms. King explained the engagement data revealed support for all of the existing 2035 Strategic Plan goals with the highest support in sustainable, long-term water supply, high-quality education, and exceptional public services. She noted those respondents wanted to see more emphasis on water quality, schools, housing, and community character. Ms. King further noted that support for new proposed goals included communication and transparency of County governance, engagement and retention of County staff, and attainable housing. Ms. King continued the presentation highlighting public services to be prioritized and other important priorities. She noted the public service list included public safety, community development, land use planning, public education, and courts and criminal justice with the other important priorities including stormwater management, public transportation, and libraries. Ms. King displayed the process for decision-making on resource allocation with a breakdown of the steps. She noted the first step included setting policy priorities; the second step included setting work priorities; the third step included setting funding priorities; and the fourth step included implementation of the priorities post-allocation of resources. Ms. King highlighted the correlation of the Strategic Plan initiatives as detailed in the County's Budget. She noted the recommended framework for the Strategic Plan included

four key areas: missions and values, guiding principles, goals, and actions. She highlighted components of these four key areas in the presentation, adding there were three new guiding principles: service focused, fiscally efficient, and transparent communications. Ms. King elaborated on those three principles in more detail. She continued the presentation addressing the nine goals which were recommended for the Strategic Plan framework and the significance of each goal in relation to capital projects and initiatives as well as financial implications. Ms. King noted the first goal was to protect the community character and enhance the built environment. She added that goal was evident in the community engagement feedback. Ms. King noted several examples of projects and initiatives under this goal included Open Space program, watershed management retrofits, transit stop improvements, Virginia Department of Transportation (VDOT) drainage improvements, and transportation match projects such as sidewalk connections and other improvements. She stated the second goal was to collaborate with the James City Service Authority (JCSA) to secure a sustainable long-term water supply that was financially sustainable for the County's current and future community members and businesses. Ms. King noted JCSA served as a separate entity with Board of Supervisor members also serving as JCSA's Board of Directors. She stated that the next goal focused on delivering exceptional public services. Ms. King noted those services included a safe environment for a changing community which included the aging population and other aspects. She added that community libraries were also included in this goal as a project and initiative as well as improvements and renovations to Parks and Recreation, Fire, and Police facilities. Ms. King noted the fourth goal focused on recruitment and retainment of a skilled workforce, adding this was a new goal. She noted the connection of a skilled workforce in maintaining and supporting consistent public service delivery in addition to reducing employee turnover. Ms. King continued highlighting the next goal which focused on supporting a growing and diverse local economy through a regulatory framework and economic development efforts. She noted some initiatives included rural economic development opportunities as well as sports and tourism partnerships. Ms. King further noted additional partnerships involved local colleges and businesses assisting with recruitment support. She stated another goal was collaboration to provide high-quality education. Ms. King added that this goal focused primarily on high-quality education through the County's fiscal responsibility. She spoke on collaborative opportunities to support other educational efforts in the County, adding that one initiative included investment in more pre-kindergarten (Pre-K) space. Ms. King stated the next goal focused on investment in modern infrastructure and technology systems. She noted that this goal focused on modernizing infrastructure to enhance the quality of life for residents, to address the changing needs of the County's population, and to improve prospects for growth as well as new businesses. Ms. King further noted this goal linked to the engagement survey which highlighted the prioritization of providing exceptional public services. She cited software updates to payroll and real estate assessments as examples. Ms. King noted the last goal focused on preserving and supporting the development of attainable housing, adding this was listed as a priority for the community during the public engagement process. She further noted that some initiatives included adaptive reuse of old commercial buildings to new housing, community land trusts, and others. Ms. King stated the draft Strategic Plan would be presented to the community on September 29 at 6 p.m. in Legacy Hall. She noted online activities would follow the workshop so that residents could provide feedback on the draft Strategic Plan. Ms. King provided additional details regarding the plan's unveiling. She asked the Board if it had any questions.

Mr. McGlennon questioned if Ms. King's presentation was available online.

Mr. Stevens responded that the presentation would be available later in the afternoon.

Mr. McGlennon expressed his appreciation.

Ms. Larson noted an earlier preview of the presentation would be helpful for questions. She expressed her appreciation of the Strategic Plan update. Ms. Larson noted the length of the Strategic Plan, adding that point had been discussed at a recent conference. She stated the document held many important initiatives, but she wanted to ensure policies focused on those

points. Ms. Larson reiterated her thanks for the update.

Mr. McGlennon questioned how effective the goals of the 2035 Strategic Plan had been and if direction had shifted. He noted the County had a series of plans which included the Comprehensive Plan, stormwater plans, and the Cultural & Natural Asset Plan, as well as an Agenda Item which referenced a resiliency plan. Mr. McGlennon further noted the challenges of these plans in determining overlaps, differences, and other factors among the various County plans.

Ms. Larson echoed Mr. McGlennon's comments particularly regarding the resiliency plan.

Ms. King asked if the resiliency plan was new.

Ms. Larson stated yes and that the plan was a regional one.

Ms. King noted the goal had been to update the 2035 Strategic Plan, which was adopted in 2016, and incorporate new County policies. She added that the Strategic Plan identified all the action items that required some level of investment or staff time for implementation as well as prioritization. Ms. King noted that the identification of those action items helped guide the Board during the budget process regarding Capital Improvement Program (CIP) projects and initiatives. She further noted the Strategic Plan was designed to be fluid to incorporate other plans while providing an outline.

Mr. McGlennon referenced Ms. King's involvement with the County's Strategic Plan over the years. He thanked Ms. King for the update.

Mr. Purse addressed the Board regarding the two questions asked by the Board. He referenced the plan length and the follow-up on items. Mr. Purse noted that in 2017 a list of items was identified which were primarily CIP projects, but not necessarily with a specific price attached to the items. He further noted many of the projects were linked with the County's budget document and some staff felt a disconnect with the Strategic Plan. Mr. Purse explained the incorporation of guiding principles as well as the document length. He spoke on both points in more detail.

Mr. Icenhour thanked Ms. King for the presentation.

2. Presentation on the Resilience Adaptation Feasibility Tool for the Historic Triangle Localities

Ms. Tammy Rosario, Assistant Director of Community Development, addressed the Board regarding County staff's work with a team from the University of Virginia (UVA), Old Dominion University (ODU), and Virginia Tech that began in January 2025. She added that York County and the City of Williamsburg were also involved in the work to apply the Resilience Adaptation Feasibility Tool (RAFT) to the Historic Triangle. Ms. Rosario explained that RAFT helped Virginia localities and tribal nations increase their abilities to respond to acute and chronic hazards and stressors while also strengthening their economic and social viability. She welcomed Dr. Wendy Stout and Ms. Elizabeth Armistead Andrews for a presentation on RAFT, James City County's assessment, upcoming opportunities, and the next steps.

Dr. Stout, Director of the Virginia Tech Coastal Collaborator Center, addressed the Board regarding RAFT and the Historic Triangle. She expressed her appreciation of working with Ms. Rosario and her team. Dr. Stout began her presentation explaining that the RAFT was not a plan, but rather a tool to strengthen community resilience. She referenced the framework of that tool and its Resilience Action Checklist (RAC) which would be addressed later in the presentation. Dr. Stout noted other plans such as the Comprehensive Plan, Strategic Plan, and

the CIP were reviewed in conjunction with the RAFT, but she clarified that the RAFT was not a plan but a tool. She stated that the RAFT was a grassroots effort that was community-driven as well as a three-university collaboration. Dr. Stout stressed the importance of that collaboration and recognized fellow team members in attendance. She noted members from UVA's Institute for Engagement and Negotiation: Ms. Andrews, Practitioner Fellow, and Ms. Tanya Cobb, Director. Dr. Stout recognized Dr. Jessica Whitehead, Director of the Institute for Coastal Adaptation and Resilience at ODU, adding she was unable to attend but the team was joined by Dr. Trang Le, Assistant Research Professor, of the ODU team. Dr. Stout also recognized members of her team: Ms. Mikel Manchester, Program Manager, and Ms. Pardis Akbari, intern and PhD candidate in Public Policy at Virginia Tech.

Ms. Andrews addressed the Board noting the RAFT had been successfully administered for a decade. She provided some history on the RAFT, adding that the partnership always included working with the local planning districts such as the current partner, the Hampton Roads Planning District Commission (HRPDC). Ms. Andrews addressed the regions of RAFT implementation in the presentation. She noted previous work with two tribes along with current work with two more tribes in Virginia. Ms. Andrews explained the RAFT was a three-step process. She stated the goal of the RAFT was to address environmental, economic, and social resilience, adding it was a broad concept that focused on all three areas. Ms. Andrews explained the first step was a quantitative assessment which used a specifically developed scorecard to review a locality's Ordinances, policies, and procedures to assess the level of resiliency. She added that a qualitative assessment was also done. Ms. Andrews noted the second step was a regional workshop which was held with local PDCs. She further noted small groups were designated for each locality with each group developing a checklist to increase resiliency for a year. Ms. Andrews stated there was a year-long implementation period. She provided the breakdown process for the three universities and the schedule of meetings with the localities. Ms. Andrews explained the resources were brought to the localities to assist with the identified areas, adding those resources included state agencies and nonprofit organizations. She cited an example from the Northern Neck area regarding septic systems. Ms. Andrews continued the presentation highlighting the components of the quantitative (scorecard) and qualitative (focus groups and interviews) assessments. She identified the five sections of the scorecard in the presentation, adding that the community engagement, health, and well-being section was generally lower and sometimes the most difficult to tie to resilience.

Ms. Meredith Keppel, Senior Associate with the UVA Institute for Engagement and Negotiation, noted she had worked with Mr. McGlennon, Mr. Stevens, and several staff members on the qualitative assessment (RAFT scorecard) during the spring of 2025. She noted 52 participants were involved in the process which provided four main themes from the feedback. Ms. Keppel presented the four main themes focused on a service-oriented community, economic disparities, demographic shifts, and access and affordability. She noted similar themes were highlighted in the Strategic Plan. Ms. Keppel addressed these four themes in more detail during the presentation.

Dr. Stout continued the presentation with a scorecard breakdown for James City County. She also extended congratulations to the County for its selection by the Department of Conservation and Recreation for the Community Flood Preparedness Fund to create a resilience plan. Dr. Stout noted the County scored 89 of 113 (79%) of the applicable metrics. She explained that the overall score fell between York County (81%) and the City of Williamsburg (74%). Dr. Stout noted the lowest scoring category was Community Engagement, Health, and Wellbeing with the highest scoring category being Risk Assessment and Emergency Management and Planning for Resilience. She further noted that based on the scorecard interpretation metrics, James City County was well prepared with over 75% resiliency indicating a high resiliency in the County. Dr. Stout said many things that the County did were not identified as resiliency, but they actually were resiliency, just not branded in that capacity.

Dr. Le addressed the Board to talk about the workshop. She explained the process as the

community established priorities as noted on the RAC and the work with the local governments to address those priorities. Dr. Le noted the Community Resilience Workshop for James City County would occur on Monday, August 18, at the James City County Recreation Center at 5301 Longhill Road. She stated all residents in James City County, York County, and the City of Williamsburg were invited, and she encouraged residents to voice their thoughts. Dr. Le noted registration was available by scanning the QR code from the presentation or clicking on <https://tinyurl.com/ODURAFT>.

Dr. Stout encouraged everyone to attend the workshop and voice their thoughts. She stressed the importance of every voice in grassroot efforts such as this process. Dr. Stout noted the two key opportunities identified by James City County staff included leadership and community engagement. She addressed areas where gaps in resiliency existed and means to enhance resiliency. Dr. Stout noted that in addition to County staff's input, there would also be feedback from the monthly community meetings. She spoke on the following steps in more detail. Dr. Stout invited Ms. Andrews to the podium for questions from the Board.

Ms. Larson questioned the format for the August 18 workshop and if residents would need to stay for the duration.

Ms. Andrews stated there was a set process for the regional workshops and residents were encouraged to stay for the duration. She noted Dr. Molly Mitchell from the Virginia Institute of Marine Science (VIMS) would start the meeting with a presentation on predictions of regional flooding impacts. Ms. Andrews further noted Dr. Mitchell had participated in other regional workshops. She stated the scorecard process was explained and then attendees were divided into small groups by locality. Ms. Andrews noted the next step involved facilitating a discussion with each locality with Virginia Tech spearheading the discussion with James City County. She further noted that UVA was working with the City of Williamsburg, and ODU was working with York County. Ms. Andrews explained that a list of resilience actions was then developed. She added that the process was a step-by-step one. Ms. Andrews noted the need to create an opportunity list to start the discussion, adding that was a lesson learned from an earlier regional workshop on the Eastern Shore. She spoke about that point in more detail, adding that staff input from the localities was now sought as well and the checklist helped facilitate discussion.

Ms. Larson noted families with children might have trouble coming from 4-7 p.m. for the workshop and inquired about the possibility of childcare during the event. She further noted concern on participation and getting additional voices for that workshop. Ms. Larson stated that ensuring more feedback was critical.

Ms. Andrews addressed that point, adding those concerns had been noted at previous workshops.

Ms. Larson thanked Ms. Andrews.

Ms. Keppel stated childcare possibilities were being reviewed, adding the group was not a licensed childcare provider so hurdles existed on that point. She noted outreach to area churches with the provision of a small stipend to assist in that area. Ms. Keppel asked if anyone had those contacts to local churches.

Ms. Larson noted the County's Parks & Recreation Department After School Camp Program as a possibility to assist.

Ms. Keppel noted that was awesome. She thanked Ms. Larson.

Ms. Larson noted the need for participation and time concerns. She further noted that the Board had also heard concerns about its meeting times, so she was familiar with the constraints. Ms. Larson added that it was important to hear from as many residents as possible.

Ms. Andrews thanked Ms. Larson for raising that point. She added it was necessary to be cognizant of those concerns.

Mr. McGlennon referenced the three jurisdictions involved with the RAFT plan. He asked if there were any comparable areas across the three groups or noticeable differences.

Ms. Andrews responded that affordable housing was one issue in general as people earning minimum wage were unable to afford housing in the areas where they worked. She stated a positive point was the strong nonprofit service community in the area.

Ms. Keppel stated that the qualitative report gave a breakdown of responses for each locality from individuals as opposed to regional responses. She noted that concerns regarding stormwater and flooding tended to be James City County respondents. Ms. Keppel further noted that septic issues were another concern for County respondents. She stated accessibility and affordability was another concern in the southern part of the City of Williamsburg.

Mr. Icenhour referenced Item No. 3 in the RAFT plan that addressed the PDC and maps, along with rainfall predictions. He noted the importance of that information for incorporation into Ordinances as many buildings which were previously constructed were constantly in floodplains. Mr. Icenhour further noted the importance of the data when building to avoid unnecessary flooding.

Ms. Keppel noted Ms. Emma Corbitt from the HRPDC staff was present, adding Mr. Ben McFarlane was unable to attend.

The Board thanked the group for the RAFT presentation.

3. Distribution Centers - Economic Development

Mr. Stevens stated that the next presentation was based on a question about neighboring localities with announcements regarding distribution centers. He noted the question arose why James City County was not also doing something regarding distribution centers. Mr. Stevens further noted that the County had several distribution centers, adding he felt this was a good time for Mr. Johnson to address the point.

Mr. Christopher Johnson, Director of Economic Development, addressed the Board noting the County was home to a robust manufacturing industry that had been in place for over 50 years. He spoke on the strengths of the County's economic development base as a revenue source and employment source. Mr. Johnson noted that the neighboring localities of York County and the City of Williamsburg were heavily reliant on hospitality and tourism to balance their respective tax rates as they lacked the buildings and sites which attracted prospective industries. He further noted that many of those industries were looking to expand in the United States or the proximity to either military bases or the Port of Virginia. Mr. Johnson stated many of the same attributes that attracted people to the area: high-quality education, award-winning parks and recreation, and access to employment were mirrored by companies looking for expansion opportunities, both nationally and internationally. He spoke on the attributes of the County's Economic Development Office, which though smaller in the number of staff, continued to attract prospective businesses to the County alongside supplemental partnerships. Mr. Johnson stated that 133 cities and counties were located in Virginia and competition for projects and wins was at a very high level. He explained that when projects came through Virginia then site selectors submitted a criteria list of the top 10-15 items being sought. Mr. Johnson noted those projects were then distributed to the 17 regional economic development organizations throughout the state, adding the Hampton Roads Alliance was the County's regional group. He stated the next step involved the project criteria list being sent to localities that matched the entirety of the list. Mr. Johnson referenced the recent question about distribution center wins in Prince George and

New Kent Counties. He noted those projects never came to James City County due to a lack of a building or site large enough or even site ready soon enough to match the project's specific criteria. Mr. Johnson stated while those projects were not given to James City County, there were others in which the County was highly competitive due in part to the 19 military installations in the Hampton Roads area and the Port of Virginia. He noted the Request for Proposals (RFP) process and other components of the process to keep James City County competitive. Mr. Johnson addressed that some projects were deemed inconsistent with the County's plan due to byproducts, lower wages, or other factors, adding those projects were also reviewed by the County's legal team. He added that the County's Economic Development Office was very competitive in the majority of projects. Mr. Johnson cited several recent wins included the September 2024 announcement from the Norwegian-based defense contractor, Kongsberg Defence & Aerospace, and its \$100 million investment in James City County with over 180 wage-sustaining jobs. Mr. Johnson stated that just before the COVID-19 pandemic, the South Korea-based company, Navien, Inc., announced a then \$70 million project, also with 180 jobs. He noted the pandemic halted that project, but work has resumed at Stonehouse Commerce Park on the proposed one million-square-foot building. Mr. Johnson further noted that while he had no current figure, the estimate would likely be close to \$100 million, adding that the project still required approval by the state and the Board would be among the first to know that news. Mr. Johnson discussed other successful projects, such as the Owens-Illinois Glass (O-I), Ball Metal, the Lovett 64 Commerce Center (former Hazelwood Enterprise Center), and the GreenMount Logistics Center, in greater detail. He noted a smaller-scale successful project was Oceans & Ale, a homegrown business that had doubled its seating capacity. Mr. Johnson further noted Oceans & Ale remained in James City County despite buying property in the City of Williamsburg with the intention of moving. He provided additional details on that local success story. Mr. Johnson noted the success of The Maine of Williamsburg, an event venue. He recognized Busch Gardens' 50th anniversary and acknowledged the financial significance of its presence in the County. Mr. Johnson stated the GreenMount Industrial Park, James River Commerce Center, Stonehouse Commerce Park, and Hankins Industrial Park were all near 100% capacity. He noted the importance of sites such as the Lovett 64 Commerce Center for future projects and the significance of those sites during competitive project bids.

Mr. Icenhour asked the Board if it had any questions for Mr. Johnson.

Ms. Larson replied she was the person who had asked the question, adding that she wondered why companies were not looking to come to James City County. She noted the County had so much to offer. Ms. Larson expressed her frustration that New Kent County had attracted Buc-ee's and a Target distribution center. She noted frustration with traffic and the Interstate 64 (I-64) expansion. Ms. Larson thanked Mr. Johnson for the explanation. She commended the Economic Development Office on its wins. Ms. Larson noted the multi-level process regarding bids to secure projects for the County. She recognized the success of Oceans & Ale.

Mr. McGlennon noted the County prided itself on community character as well as historical and environmental values. He further noted many of these commerce centers and industrial parks were shielded from the public due to previous Board actions to preserve the community character. Mr. McGlennon stated La Tienda, an internationally known company, and Coresix Precision Glass, a specialty glass company whose products had been used on rockets, were housed within James City County. Mr. McGlennon noted that the Roberts District had approximately three million square feet of distribution center for both Haynes Furniture and Walmart.

Mr. Johnson stated the Haynes Furniture distribution center was slightly over 350,000 square feet. He added that Walmart and Sam's Club shared the three-million-square-foot distribution center which made those companies the largest user of the Port of Virginia.

Mr. McGlennon wondered what the relative share of the County's budget was as a direct benefit

of the local economic development efforts. He referenced the earlier presentation on the Waltrip Williamsburg Executive Airport's upcoming anniversary air show event. Mr. McGlennon noted these events indicated a good balance within the County for residential, community character, and economic development. He thanked Mr. Johnson and the Economic Development staff for all their efforts. Mr. McGlennon noted he had attended the ribbon-cutting ceremony for Oceans & Ale and spoke on that point in more detail.

Ms. Null stated residents' frustration about a lack of knowledge regarding economic development within the County or the process as he had just explained. She questioned how to get that information out to residents. Ms. Null addressed getting information to citizens to better understand the process regarding property availability. She noted residential complaints, particularly in the Stonehouse District, about the lack of companies coming to the area for development, adding the land was not owned by the County. Ms. Null suggested documenting the process so citizens could understand the details.

Ms. Larson asked Mr. Johnson if he had done a podcast with Ms. Renee Dallman, Public Information Officer for the County.

Mr. Johnson responded that he could. He noted many questions were also asked of the Economic Development Office about the process. Mr. Johnson cited the example of Lego and the Request for Information (RFI) stipulation that its facility had to be located within 25 miles of their existing manufacturing site. He noted access and proximity were major factors in the location of projects along major interstates. Mr. Johnson further noted the timeline for moving products from the Port of Virginia along the I-64 corridor. He stated every year when the three area high school students visit manufacturers and industries for Manufacturing Day tours that he hears the same comment that students were unaware of the opportunities locally. Mr. Johnson spoke on that point in more detail.

Ms. Null noted the importance of notifying the public about the Toano Trades Center which was operated in conjunction with the Virginia Peninsula Community College. She stressed educating people and spoke on that point in more detail.

Mr. Johnson explained different avenues, such as working with the College of William & Mary, that the Economic Development Office to provide exposure to the various manufacturers.

Mr. Icenhour noted the Wawa construction was moving along rapidly.

Discussion ensued.

Ms. Larson noted that New Horizons Regional Education Center was also available to high school juniors and seniors for trade certification programs. She further noted anyone interested should talk to their school counselor in the freshman and sophomore years due to the highly competitive programs. She thanked Mr. Johnson for the presentation.

Mr. Stevens noted the question of the value of the Hampton Roads Alliance with the answer being yes. He further noted that Mr. Johnson's input was routinely sought and he served as a connector with that organization on international trips. Mr. Stevens noted Mr. Johnson was a key person representing the needs of the County. He extended his appreciation to Mr. Johnson for all his efforts in the pursuit of good prospects and projects for James City County.

Mr. Hipple referenced Mr. McGlennon's comments on the hidden aspect of manufacturers within the County. He noted the community's need for those manufacturers while still maintaining a balance.

The Board thanked Mr. Johnson.

Ms. Larson addressed the point that new businesses might not want to repurpose an existing building, but rather a new facility or building. She noted that decision was a business decision for the owner.

Mr. Hipple spoke about Ms. Larson's point in more detail.

4. Trash Pickup Service in Grove

Mr. Bob Dittman, Solid Waste Director, addressed the Board noting he would provide an update on trash service in Grove and the Convenience Center. He highlighted a historical overview of waste consolidation in a PowerPoint presentation. Mr. Dittman noted the Board approved a resolution to move forward with County-wide trash consolidation on April 9, 2024, which began the five-year notice required by state law. He highlighted the three largest homeowners associations (HOA) (Colonial Heritage, Ford's Colony, and Kingsmill) which had sought bids on consolidated trash service with one hauler. Mr. Dittman noted the costs averaged \$13-\$15/month with Colonial Heritage (1,500 homes) at \$13/month, Ford's Colony (2,500 homes) at \$15/month, and Kingsmill (2,400 homes) projected to be near the same cost as Ford's Colony. He further noted York County had a subscription-based service for approximately 18,000 homes participating at \$25/month. Mr. Dittman stated this was the final year for the York County contract so a bid would be forthcoming with a July 1, 2026 start date for that contract. He noted an opt-in program was reviewed, adding that until the five-year timeline ended, a subscription-based trash service was the option. Mr. Dittman further noted the County chose the Roberts District to review first. He stated the best customer experience would include one invoice for water, trash, and recycling as well as one contact for customer service. Mr. Dittman addressed the possibility of scheduled bulk/debris collection and leaf collection, similar to what the County currently provided at a fee, which would be included in the rate. He added that point was contingent on the pricing the County received. Mr. Dittman noted residents would still receive separate County tax and sewer bills, adding one system could reduce the bills from five to three. He stated if a County-managed system was implemented then a minor Ordinance amendment would be needed for authorization to the County. Mr. Dittman noted only trash and recycling would be on the same invoice. He further noted if the JCSA-managed the system, one invoice for water, trash, and recycling would be implemented and minor Charter changes to include trash service would be made. Mr. Dittman stated the goal was to bring recommendations to the Board at its September 9, 2025, meeting. He noted other issues were staffing, customer service, and other factors. Mr. Dittman further noted considerations were the billing system implementation timeline and whether the County or JCSA should manage the system. He added coordination of the leaf and bulk pickup in addition to the recycling. Mr. Dittman noted an RFP would be issued approximately 90 days from either the Ordinance or Charter amendment. He further noted the timeline for the negotiation and award of the contract with a target implementation date of October 1, 2026. Mr. Dittman stated that the implementation of the billing system and negotiation of the contract could shorten that timeline. He noted October 1, 2026, was the worst-case scenario with the potential to begin as early as the start of the new fiscal year. Mr. Dittman updated the Board regarding the Grove Convenience Center which was slated for its site plan review on August 15 by the Planning Division. He noted the removal of all equipment from Fire Station 22, termination of gas and water utilities with electric slated for August 1, removal of the fuel pedestal and emergency shut-off on July 16, and the award of the demolition contract with work to begin after the electric shut-off and the permits obtained. Mr. Dittman stated a major hurdle was the execution of an encroachment and easement agreement with Dominion Energy. He noted much of the work could occur simultaneously with the start date for construction beginning in February 2026 with an anticipated Grand Opening in May 2026.

Mr. McGlennon thanked Mr. Dittman for the presentation. He expressed his hope that the schedule for the Convenience Center stayed the course. Mr. McGlennon noted Grove residents were on Newport News Waterworks. He questioned if there would be any billing complications with JCSA.

Mr. Dittman responded yes. He added if the Grove area was successful and other areas out of the Roberts District were included then the JCSA-managed system would be effective.

Mr. McGlennon noted that in terms of a pilot program, it made sense to start with a separate water system. He further noted he wanted to be sure Mr. Dittman was aware of that complication.

Mr. Dittman responded yes.

Mr. Doug Powell, JCSA's General Manager, noted that residents of Grove received a sewer bill from JCSA.

Mr. McGlennon asked if the residents received the bill from Hampton Roads Sanitation District (HRSD).

Mr. Powell responded that residents received their wastewater collection bills from JCSA.

Mr. McGlennon asked if Grove residents would still be on that system.

Mr. Powell responded yes if the residents were JCSA sewer customers.

Mr. Icenhour noted a recent situation in which he had a constituent with a private well who lived in Brookhaven, behind the Williamsburg/James City County Courthouse. He added that the constituent was on JCSA sewer and HRSD sewer. Mr. Icenhour noted without a meter, the constituent was charged a flat rate of \$14-\$15 per month by JCSA and \$65 per month by HRSD. He added the latter amount was being reduced now. Mr. Icenhour stated he had never seen that situation before, particularly in such a developed area, with no connection to JCSA. He added there may be other unique situations as the options were reviewed. Mr. Icenhour questioned the geographic area of Grove.

Mr. Dittman responded that the Grove and James Terrace areas were underserved and those were the targeted areas.

Mr. Icenhour noted his neighborhood, Ford's Colony, had just had its HOA Board vote to approve consolidated trash service. He further noted the contract was with GFL Environmental Inc., the current carrier, at the rate of \$16 per month for trash and \$7 for recycling for a total monthly bill of \$23 compared to his current \$40 monthly rate. Mr. Icenhour stated the billing was done through the HOA dues with a three-year fixed rate contract. He noted the impact of that potential revenue being removed from the County's base for its recycling program. Mr. Icenhour referenced the five-year timeframe for the County's consolidated service, adding he assumed those three communities would be incorporated into the County-wide consolidated system.

Mr. Stevens responded that there had not been enough conversation with the HOAs to know their expectations regarding the County taking over the service. He noted the County would not be cheaper than \$14 per month for garbage collection. Mr. Stevens spoke on that point in more detail. He noted the efficiency of one provider versus the current five or six providers and the cost impact. Mr. Stevens further noted the reduction in traffic on County streets as well as litter concerns with only one or two trash haulers. He stated the pricing in the larger neighborhoods was better, but the County would be able to provide additional services such as bulk pickup and other factors. Mr. Stevens noted the Roberts District was the target opt-in area with the potential for more customers. He asked the Board if it had other thoughts on that direction as a recommendation was slated for presentation at the Board's September Business Meeting. Mr. Stevens noted that the recommendation would include whether the service was run by the County or JCSA. He further noted he envisioned one call center and one billing so the customer

experience was better. Mr. Stevens asked the Board to contact either Mr. Powell or himself during August with comments. He noted review of billing software and other factors were still underway, but that information would be available in September.

Mr. Dittman noted the Ford's Colony three-year contract, adding that if the County moved forward with the consolidated service, then Ford's Colony could opt out of the contract.

Mr. Icenhour stated he thought he had understood that point to be so.

Mr. Dittman noted Ford's Colony had a 3% cap on the annual increase.

Ms. Larson noted she paid \$40 per month for trash service. She stated her concerns, which she shared with Mr. Stevens and Ms. Grace Boone, Director of General Services, centered on the large oil puddles left in her neighborhood after trash pickup. Ms. Larson noted she had documented the oil puddles with pictures. She further noted she was unsure which provider might be responsible as she was not at home during the trash pickup times, adding that truck was traveling throughout the County and leaving its debris which ran into the stormwater and groundwater. Ms. Larson stated that point was of great concern to her. She noted a different system would allow the situation to be better handled.

5. Federal Cuts and the Impact on Non-Profits

Ms. Barbara Watson, Director of Social Services, addressed the Board with an update on public assistance and the impact to local nonprofit agencies. She noted Social Services was responsible for meeting the needs of the underserved families which included seniors and older adults, children and families, housing, and benefit programs. Ms. Watson stated a dual responsibility existed with one to the County and one to the state at the Virginia Department of Social Services. She noted inadequacies in Social Services' ability to address those gaps, adding the nonprofit agencies assisted with that aspect. Ms. Watson stated Social Service programs were based on eligibility criteria which she explained in more detail. She noted the County's Asset Limited, Income Constrained, Employed (ALICE) population was ineligible for many of the programs so the community nonprofit organizations assisted in serving those residents which the County's Department of Social Services could not. Ms. Watson stated the Board's Agenda Packet contained information, adding the information from the state primarily focused on housing and benefits. She reiterated the basic needs of food, shelter, and medical care and how these elements were tied to the services that Social Services provided. Ms. Watson noted the ripple effect on nonprofit organizations when a greater number of people may not supply funding at which time the County has provided funding support. She further noted the difficulty with increased needs and funding and spoke on that point in more detail. Ms. Watson stated that with increased difficulty with meeting basic needs came the potential for increased abuse, neglect, and exploitation. She highlighted some impacts to County residents which included Medicaid cuts. Ms. Watson noted those cuts impacted residents who received Medicaid because of Medicaid expansion, adding there were currently 3,500 residents affected. She further noted those residents would not be losing their assistance as had been previously thought. Ms. Watson stated the 18-55 age range was impacted. She addressed the employment requirement that stated a minimum of 80 hours worked per month to retain the Medicaid coverage along with a reevaluation every six months. Ms. Watson stated each of the County's Case Workers had a 600-case workload currently with a one-time annual evaluation. She noted this new requirement would require evaluations every six months. Ms. Watson stated the County's Social Services Department lacked the ability to keep up with that pace, adding the state organization was currently reviewing that point. She addressed the Supplemental Nutrition Assistance Program (SNAP) and the Able-Bodied Adults Without Dependents (ABAWD). Ms. Watson noted the County currently had 1,600 residents who received SNAP benefits, and those recipients would need to continue employment to retain those benefits. She added this point was already a state requirement. Ms. Watson noted the Low-Income Home Energy Assistance Program was an area of concern as the County had approximately 853 households. She further noted one criteria

stipulated a minimum of one occupant being at least 60 years old, adding this point impacted many elderly in the community for affording heating and cooling for their homes. Ms. Watson stated applications for the Crisis program were still being taken with the deadline being August 15. She noted the fuel assistance component for fall heating was an unknown factor at this time. Ms. Watson addressed housing, adding that currently 260 vouchers of varying types were available with 80% of the vouchers going to the elderly and the disabled, with 100% of that group having a minimum of one disabled person. She noted this information showed how continued cuts could impact community residents through not only Social Services but also the nonprofit agencies with potentially increased workloads.

Ms. Larson asked if Ms. Watson's reference to the Medicaid criteria was based on the passing of the latest bill.

Ms. Watson confirmed yes.

Ms. Larson stated the full impact was probably not known yet.

Ms. Watson replied that point was true. She noted the challenging issue was information on the implementation but not the schedule for the changes to start. She reiterated the latest information regarding the work component requirement for Medicaid.

Ms. Larson referenced the low-income energy assistance program and Ms. Watson's considerations for the Social Services budget. Ms. Larson noted some assistance may become necessary to assist some of the 853 households and potentially others that were being impacted. She further noted a follow-up regarding Ms. Watson's budget and changes for next year. Ms. Larson stated the typical trend of a cut was to move down and someone had to take responsibility to cover it. She noted the importance of helping the most vulnerable citizens. Ms. Larson further noted that nonprofit organizations might also seek funding assistance from the County. She stated the budget might be unable to address all the issues.

Ms. Watson stated the light/heat funds were federal and state funds which came down were not directly to Social Services, as the department served as the administrator for the funds. She noted the funds were sent directly to the citizens, adding that approximately \$300 per season had been the average amount. Ms. Watson stated a partnership with Dominion Energy existed, but that partnership could potentially look different moving forward. She noted an evaluation of the heating season as temperatures cooled.

Mr. Stevens stated the challenge regarding federal and state funding with accompanying criteria that most localities faced, was that there was no advantage for people to move to different localities. He noted a reduction in funds, with the continued need, and if one locality supplemented the funding then people would move to that locality. Mr. Stevens further noted the challenge of balancing the needs of County citizens who needed assistance which was currently provided at the federal and state level. He cautioned that if local funding was provided, then the budgeted amount may not suffice as people from other localities moved into the County for assistance. Mr. Stevens noted Ms. Sharon McCarthy, Director of Financial and Management Services, had stated that when the American Rescue Plan Act (ARPA) funding was available and the County developed a plan for its use, specific guidance for the ARPA funds were not fully understood until a year later. He noted a timeline had to be developed to address the legislation being discussed. Mr. Stevens stated estimates would be shared with the Board as the information became available as well as discussion regarding supplemental funding. He recognized the difficulty of the situation.

Mr. McGlennon thanked Ms. Watson for the information. He noted the impact of the situation remained unknown at the current time. Mr. McGlennon referenced work requirements under expanded Medicaid and the number of people in a household expected to meet the minimum 80-hour monthly criteria. He noted that most people under expanded Medicaid earned more

income than those who normally qualified for Medicaid and questioned the assumption those people were working.

Ms. Watson noted it was a mixed scenario as some people worked. She added that some people were disabled and therefore not working. Ms. Watson noted the challenges of daycare for people and the work requirement. She further noted the domino effect with changes having additional impacts. Ms. Watson stated she currently had no information on the number of people in a household, but she would check on that point. She noted that the 3,500 people would be categorized by age, adding that 9,380 County households currently received Medicaid. Ms. Watson stated 4,289 households had individuals 17 years old or younger. She noted individuals aged 18 to 54 years old comprised approximately 4,500 households and would be required to meet the 80-hour monthly work criteria.

Mr. McGlennon noted Social Services funding as well as nonprofit organizations which received County funding. He explained identifying those funding needs. Mr. McGlennon referenced the loss of a \$800,000 federal grant to the House of Mercy that allowed a trust which addressed homelessness. He noted the work of regional food banks. Mr. McGlennon further noted the challenges facing organizations and localities in terms of resources and spoke on that point in more detail.

Ms. Watson stated the County had met with York County and the City of Williamsburg to address homeless needs. She noted the County's Housing Office had received funding via a trust as well as Base Realignment and Closure (BRAC) Program funding for homeless needs. Ms. Watson further noted these funds were different from House of Mercy as that represented supportive housing. She addressed how the two funding sources assisted in securing housing and navigating barriers to housing. Ms. Watson stated that York County had also received some funding support. She noted the challenge with House of Mercy was its assistance with case management as staffing issues were a challenge for the three localities. Ms. Watson stated the importance of that point for all jurisdictions in the success of rehousing and maintaining it.

Mr. McGlennon noted retaining a sense of where the nonprofit organizations were as the funding changes occurred. He referenced the economic development presentation and the need for workers in lower-paying jobs to sustain growth. Mr. McGlennon elaborated on that point.

Mr. Hipple thanked Ms. Watson for the presentation. He noted the many unknowns, adding that he felt that it might take a year to fully have the answers. Mr. Hipple further noted his agreement with Mr. Stevens regarding taking care of citizens but also being cautious. He spoke on that point in more detail. Mr. Hipple thanked Ms. Watson and her team for all their efforts and care in taking care of the citizens.

6. 757swim Aquatic Facility Funding Request-Locker Room Renovations

Mr. Stevens addressed the Board regarding the 757swim \$50,000 request for locker room and shower room improvements. He noted the 757swim request letter was included in the Board's Agenda Packet. Mr. Stevens addressed 757swim's 2021 purchase of the facility and its significant investments regarding both maintenance and operating costs, per the lease. He noted the improper grading and draining within the facility. Mr. Stevens provided the history on 757swim's previous request for the CIP project to expand the locker rooms at a cost over \$1 million. He noted he had not approved that CIP request for Fiscal Year (FY) 2026. Mr. Stevens further noted the letter requested a revised amount of \$50,000 for the improvements. He stated the costs were approximately \$100,000 for the repairs as opposed to expansion, but that 757swim was requesting half that amount from the County. Mr. Stevens noted the many organizations that provided outstanding services within the County and the difficult decisions regarding assistance to some organizations and not others. He stated that he and the Director of Parks & Recreation felt comfortable recommending or supporting the requested \$50,000 as 757swim provided a facility for local high school swim teams as well as public safety personnel

on a regular basis. Mr. Stevens noted if 757swim was not using the facility then the County's cost would be significantly higher. He also noted that during the pool renovation at the James City County Recreation Center currently underway until November, 757swim had offered limited use of its facility to the Recreation Center's members at a reasonable cost to the County. Mr. Stevens stated 757swim's facility helped meet some of the underserved swimming needs of the community. He noted the \$50,000 request was more reasonable than the \$1 million one based on his previously mentioned comments. Mr. Stevens further noted that funding was available in the Contingency Fund if the Board approved the request.

Mr. Hipple noted he was in favor of the request.

Ms. Larson stated that 757swim was absorbing the cost of the allowance of County high school swimmers to use the facility. She noted her support of the request. She asked if a motion was required.

Mr. Stevens noted he wanted to discuss the request and to see if the Board was supportive. He further noted he would work with the County Attorney on an agreement to ensure the renovations were completed prior to sending money. He thanked the Board.

7. Government Center Update

Mr. Rinehimer addressed the Board with his monthly update on the Government Center. He noted the recent acceptance of the 100% design drawings. He noted staff would review the 432-page document over the next few weeks. Mr. Rinehimer stated construction drawings were scheduled to begin late August or early September with 100% construction document completion slated for the February-March 2026 timeline. He noted the two public library meetings were held with attendance of approximately 135 people at the Recreation Center. He extended his thanks to the Board members who attended the meetings as well as to the attendees. Mr. Rinehimer added the majority of the attendees were supportive of the library located at the consolidated Government Center. He noted a recent stakeholder group meeting, adding that last year that group had been created and was comprised of a variety of community members to gather additional input and feedback. Mr. Rinehimer stated Ms. Sandy Towers, Director of the Williamsburg Regional Library, was in attendance to discuss the library. He noted public information sessions on the Government Center were slated for August 26 at 2 p.m. and August 27 at 6 p.m. at Legacy Hall. Mr. Rinehimer stated these sessions were information-sharing events. He noted he planned to bring the early site work package to the Board at its September Business Meeting, adding that package allowed for site work to begin on the lot. Mr. Rinehimer stated that work could begin as early as October but that some Dominion Energy power lines on the site had presented some issues that were currently being addressed. He noted Ms. Larson also had an upcoming Town Hall meeting to discuss the Government Center. Mr. Rinehimer stated an upcoming price list would be available in August. He noted a recent question regarding the Skate Park which was currently located on the proposed site for the proposed Government Center. Mr. Rinehimer added that if the Board approved the early site work package and site work began then the Skate Park would be closed. He noted that some public input meetings would take place in September and October on the design of the new Skate Park for construction at the Warhill Sports Complex in spring 2026.

Mr. Icenhour asked about the timeline for the updated pricing.

Mr. Rinehimer responded that it would be in August.

Mr. Icenhour asked if that was the final price.

Mr. Rinehimer responded that the final price would likely not be available until the completion of the construction documents in February or March of 2026. He noted the challenge of beginning site work without a definite price to present to the Board. Mr. Rinehimer stated it

would likely be in the price range already identified, but if not, then the project would be put out for bid.

Ms. Null asked the location of the August 26 and 27 meetings.

Mr. Rinehimer responded the location was Legacy Hall.

Ms. Null asked if the August presentations would be similar to those done for the library.

Mr. Rinehimer stated the presentation would be the same as those done for the library with stations and people to answer the public's questions.

Ms. Larson noted the Berkeley District Town Hall meeting was September 4 at 6 p.m. at Legacy Hall.

Mr. Stevens noted the County had pushed back on the contractor to establish a price ceiling that the total would not exceed. He further noted if the site work was awarded then a price ceiling would be in effect with some contingency numbers factored into it. Mr. Stevens stated the price could decrease based on some of those contingency numbers. He noted it was unfair to ask the Board to consider a project of this cost without some price cap.

Mr. Rinehimer noted a guaranteed maximum price would be available to the Board at a later date.

At approximately 3:25 p.m., the Board recessed for a short break.

At approximately 3:32 p.m., the Board reconvened.

F. BOARD CONSIDERATION(S)

1. CIP Financing/Reimbursement Resolution

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

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

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

Ms. McCarthy addressed the Board and noted that at the beginning of each fiscal year in which the County intended to borrow funds for capital projects then the County began to work with its investor, Davenport & Company, to develop a financing plan. She stated that Davenport had begun work on various options for presentation to the Board in the early fall timeline. Ms. McCarthy noted monitoring of the market regarding projects intended for financing through bond proceeds. She stated the timing of the borrowing would coincide with the cashflow projection needs of those projects. Ms. McCarthy explained the timing of the borrowing should be neither too soon nor too late. She noted the first step was to have a reimbursement resolution in place so that the County could be reimbursed for any cash outflows between the present and when the actual borrowing occurred. Ms. McCarthy further noted the material in the Board's Agenda Packet authorized the action, adding that staff recommended the Board's approval.

Mr. McGlennon noted this was an annual action.

Ms. McCarthy confirmed yes.

2. Purchase of Property Located at 6693 Richmond Road

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. John Carnifax, Project Manager, addressed the Board noting that a memorandum and resolution were included in the Board's Agenda Packet for the purchase of property at 6693 Richmond Road for a future fire station. He stated that in the FY 2030 budget, for planning purposes, the design for a new fire station was allocated. Mr. Carnifax noted four sites were reviewed with this location deemed the best site for purchase.

The Board agreed on the location and thanked Mr. Carnifax.

Mr. Stevens thanked Mr. Carnifax for his presentation.

G. BOARD REQUESTS AND DIRECTIVES

Mr. Icenhour requested a motion to amend the Board's Meeting Calendar to add a Special Meeting on July 29 at 5:30 p.m. with members of the James City County School Board to be held in the Work Session Room at 101-F Mounts Bay Road, Williamsburg, VA.

A motion to Amend the Board's Meeting Calendar 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. Hipple noted his attendance at Hampton Roads Transportation Planning Organization (HRTPO) and HRPDC meetings. He added that everything looked good in the region.

Ms. Null noted her attendance at National Association of Counties (NACo) Annual Conference, adding she was joined by Ms. Larson, Mr. Rinehimer, and Mr. Purse. She stated that Ms. Larson gave a presentation on America250: County Stories, National Spirit. Ms. Null noted her attendance at the library public input meeting, adding these displays were great.

Ms. Larson noted her attendance at the NACo Annual Conference where she gave a presentation on the 250th anniversary. She added that she was very appreciative of her colleagues' support as well as feedback in support of the presentation. Ms. Larson noted there would be more information as that event's planning moved forward. She referenced the Consent Calendar and her appreciation for the initiative to pursue grant funding for so many projects. Ms. Larson highlighted the range of grants for law enforcement, domestic violence, school security, witness assistance, and many others. She expressed interest in a future Board discussion regarding landscaping requirements. Ms. Larson addressed appropriate buffering in the County as part of that discussion. She noted the abundance of paving throughout the County, adding a particular area had a sign that VDOT had marked as a bump. Ms. Larson further noted she reached out to Mr. Purse who then contacted VDOT as the bump was significant, adding that VDOT addressed the situation. She reminded everyone of the September 4 Berkeley District Town Hall meeting where an update on the Government Center and other items would be discussed.

Ms. Null noted that she had also been contacted regarding landscaping requirements. She also felt discussion on some of the requirements needed to be addressed. Ms. Null noted landscaping requirements had been discussed during Planning Commission meetings regarding the Wawa site. She spoke on that point in more detail.

Mr. Stevens stated those concerns could be a future Board discussion item.

Mr. McGlennon noted he had attended the ribbon-cutting ceremony for Oceans & Ale

restaurant. He further noted his attendance at both the Monday and Wednesday library meetings, adding the support for library space was evident. Mr. McGlennon stated libraries as a priority item in an earlier presentation. He noted that on July 25, Habitat for Humanity ReStore, in partnership with the Grove Christian Outreach Center, would host a food drive called Sleigh Hunger. Mr. McGlennon stated the goal was to raise 10,000 pounds of nonperishable food items from 9 a.m.-3 p.m. for pickup.

Mr. Icenhour noted that on July 15, he had the opportunity to tour the former Community Services building, now the home of Child Development Resources (CDR). He participated in a telephone conference with Ms. Katie Boyle from the Virginia Association of Counties (VACo) as he was Chair of the Finance Committee. Mr. Icenhour noted attendance on August 14 in Richmond for VACo Day and information from the Virginia General Assembly's two subcommittees regarding the impact of federal money to the state. He further noted he would provide a detailed list to his fellow Board members and get their input before the August 14 Finance Committee meeting. Mr. Icenhour noted he and Mr. Stevens would attend the Mayors and Chairs meeting on July 28 in York County.

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens expressed his appreciation for the time off, adding he was glad to be back. He noted the Historic Triangle Recreational Facilities Authority (HTRFA) was seeking a part-time Executive Director to hire and a finalist had been selected. Mr. Stevens stated there would be a forthcoming announcement regarding that hire. He reminded everyone that hurricane season had begun and to have preparation plans for both family and pets.

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 3:48 p.m., the Board of Supervisors entered Closed Session.

At approximately 4:16 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 a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia

- a. Appointments - Virginia Peninsula Community College Board

- b. Appointments - Clean County Commission

A motion to Appoint Mr. Charles Loundermon and Ms. Peg Boarman to the Clean County Commission for a new three-year term expiring on July 31, 2028, and to Appoint Mr. Doug Powell to the Virginia Peninsula Community College Board for a term that begins July 1, 2025, and expires on June 30, 2029, 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. 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. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 5 pm on September 9, 2025 for the Regular Meeting

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

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

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

At approximately 4:18 p.m., Mr. Icenhour adjourned the Board of Supervisors.

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
SPECIAL MEETING
COUNTY GOVERNMENT CENTER WORK SESSION ROOM
101 F MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
July 29, 2025
5:30 PM

A. CALL TO ORDER

Mr. Icenhour called the James City County Board of Supervisors Special Meeting to order at approximately 5:30 p.m.

Ms. Ortego called the James City County School Board Special Meeting to order at approximately 5:32 p.m.

B. ROLL CALL

1. James City County Board of Supervisors

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, Jr., Chair, Jamestown District

Scott A. Stevens, County Administrator

Ms. Ortego noted the James City County School Board was present at the meeting by invitation, demonstrating a willingness to increase collaboration efforts. She indicated that the meeting was for discussion and dialogue only, and no final agreements or decisions would be made.

2. James City County School Board

Daniel R. Cavazos, Roberts District
Michael T. Hosang, Stonehouse District
Kimberly M. Hundley, Powhatan District
Randy J. Riffle, Berkeley District
Sarah G. Ortego, Chair, Jamestown District

Daniel F. Keever, Williamsburg-James City County (WJCC) Schools Superintendent

Mr. Icenhour advised that the James City County Board of Supervisors and James City County School Board would enter a Closed Session to discuss the WJCC Schools' contract negotiations.

C. CLOSED SESSION

James City County Board of Supervisors

A motion to Enter a Closed Session 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

James City County School Board

A motion to Enter a Closed Session was made by Michael Hosang, the motion result was Passed.

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

Ayes: Cavazos, Hosang, Hundley, Riffle, Ortego

At approximately 5:33 p.m., the Boards entered Closed Session.

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

James City County Board of Supervisors

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

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

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

James City County School Board

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

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

Ayes: Cavazos, Hosang, Hundley, Riffle, Ortego

1. Discussion of the award of a public contract involving the expenditure of public funds, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711(A)(29) of the Code of Virginia, and pertaining to a contract for the joint operation of schools between the County, the School Board, and the City of Williamsburg, as well as consultation with legal counsel regarding contract negotiations pursuant to Section 2.2-3711 (A)(8) of the Code of Virginia.

2. Certification of Closed Session

D. BOARD DISCUSSIONS / GUIDANCE

None.

E. ADJOURNMENT

1. James City County Board of Supervisors to adjourn until 5 pm on September 9, 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

2. James City County School Board adjourns

At approximately 6:58 p.m., Mr. Icenhour adjourned the James City County Board of Supervisors.

At approximately 6:58 p.m., Ms. Ortego adjourned the James City County School Board.

James City County, Virginia

Capital Funding Analysis



September 23, 2025

Background



- Davenport & Company LLC (“Davenport”) has served as Financial Advisor to the County for almost three decades.
- During this time, we have assisted the County with a variety of tasks including, but not limited to, the following:
 - Capital planning and other strategic assignments;
 - Assisting with the acquisition of funding for identified capital projects;
 - Refinancing/restructuring existing debt for budgetary/cash flow savings; and,
 - Interfacing with the National Credit Rating Agencies while developing and accompanying presentations.
- This proactive approach to the management of the County’s finances taken by County Staff together with Davenport has ensured that the County maintains its fiscal health at the highest levels.

Background (cont.)



- In October of 2024, Davenport and the County visited the National Rating Agencies in New York ahead of the County's Series 2024 Bond Issuance.
- During this rating presentation, the County outlined an existing five-year Debt-Funded CIP of approximately **\$183 million** to the Rating Agencies (excluding the Series 2024 Issuance) based on the Adopted FY 2025 – FY 2029 CIP.
- At the Board of Supervisors' February retreat, based on revised project scopes, cost estimates, and new CIP requests for the upcoming budget cycle, the potential 5-year debt-funded CIP increased to approx. \$370 million.
- Of that amount, Davenport presented the potential impact on the County's cash-flows, debt policies, and credit ratings for the County's capital funding priorities of \$260 million.
- Now, the County has adopted a five-year Debt-Funded CIP of approximately **\$332 million**.

■ Davenport has included the following herein:

- A brief review of the County’s current financial standing, particularly as it pertains to the County’s Debt Profile and Key Debt Ratios (i.e. “Where is the County now?”);
- Observations on other considerations such as:
 - Evaluating Rating Agency Criteria;
 - Navigating Recent Rating Agency Methodology Amendments;
 - Rating Agencies’ View on Interim Funding;
 - Strategies to Combat Inflation; and,
 - Current Interest Rate/Borrowing Environment.

Overview (cont.)



- Davenport has included the following herein (cont.):
 - A summary of commentary provided by the Credit Rating agencies following the October 2024 rating meetings, including:
 - Credit rating strengths and weaknesses; and,
 - Potential downgrade scenarios.
 - A review of the County’s Adopted FY 2026 – FY 2030 CIP, and insights as to how it has evolved since adoption earlier this year (i.e. “Where is the County going?”);
 - Debt service projections based upon revised issuance assumptions associated with the Debt-Funded CIP; and,
 - Key takeaways for the Board of Supervisors to consider.

Where is the County Now?



- Before the incorporation of the FY 2026 – FY 2030 CIP, the County is in a financial position that is commensurate with its “triple-triple-A” Credit Ratings:
 - Operations have been structurally balanced; that is, recurring revenues have been sufficient to meet recurring expenditures;
 - Fund balances (as of FY 2024) are considered “robust” by the Credit Rating Agencies;
 - In the fall of 2024, the County’s Aaa/AAA/AAA Credit Ratings were affirmed by Moody’s, S&P, and Fitch, respectively;
 - Outstanding tax-supported debt profile totaling approximately \$128 million;
 - Debt service for FY 2026 is approximately \$20 million, and the County’s existing debt service is projected to decline to \$13 million in FY 2027; and
 - Currently in compliance with Key Debt Ratio Policies – Debt to Assessed Value and Debt Service to Revenues – with capacity to issue additional debt.

Evolving Rating Agency Criteria



- Over the past 12 to 36 months, all three major rating agencies have amended, to various degrees, their rating criteria for local governments.
- In some instances, these “amendments” have resulted in wholesale upgrades and/or downgrades to local governments – particularly as it relates to Fitch Ratings.
- Conversely, Standard and Poor’s recently amended their rating criteria, and not one Virginia local government saw its rating adjusted either upwards or downwards.
- In some instances, rating changes - particularly downgrades - have resulted from factors that the local governments have effectively no control over.
 - For example, a local government that is stable but not growing is viewed by Fitch as a negative. Likewise, for a local government whose Unassigned Fund Balance is low relative to its peer group.
- Irrespective of credit amendment criteria, a significant decline in Unassigned Fund Balance and/or marked increase in debt or other liabilities have also been largely responsible for credit rating downgrades.

Navigating Recent Rating Agency Methodology Amendments



- In some instances, a local government simply cannot change its situation.
 - For example, median household income, unemployment levels, economic development, and assessed value growth are not readily changeable by the local government.

- That said, the following actions taken by a local government are viewed favorably by the Rating Agencies:
 - Enhanced Unassigned Fund Balance and increases to other reserves;
 - Demonstrated willingness to increase funds available to Debt Service; and,
 - Consistently structurally balanced budgets coupled with robust surpluses.

Strategies To Combat Inflation & Update on the Current Interest Rate/Borrowing Environment



Strategies to Combat Inflation

- Post-COVID-19, nominal inflation has been collectively between 20 and 25 percent.
- However, more often than not, the actual increase in cost of construction has exceeded this level, sometimes by a factor of over 50 percent.
 - This means the inflationary costs of waiting to start a project have often been higher than the interest cost of borrowing for and starting a project immediately.
 - Therefore, local governments have recognized that delaying Capital Funding is not the answer.
- Rather, local governments are considering funding for longer periods and/or Interim Funding if the ideal funds available for Debt Service are not fully recognized for several years.

Update on the Current Interest Rate/Borrowing Environment

- With the exception of the unprecedented COVID-19 interest rate environment, long-term interest rates are currently at or near 40-year lows.
- As such, local governments are increasingly borrowing on a long-term basis, recognizing the ability to prepay sooner if additional funds/revenues materialize.
- Tax-exempt long-term interest rates for highly rated credits are generally at or below reinvestment (i.e., taxable) interest rates.

Potential Downgrade Scenarios

As Identified by the Rating Agencies



Moody's Investors Service

- *“Failure to maintain balanced operations resulting in consistent material draws on reserves, bringing them to less than 35% of revenues.”*
- *“Material contraction of the economic base and deterioration of resident income levels and property wealth metrics.”*
- *“Significant increase in long-term liabilities ratio to above 300%.”*
 - The County's long-term liabilities ratio was roughly 104% at the time of the Credit Rating.

S&P Global

- *“We could lower the rating during the outlook period in the unlikely event that the county was to experience persistent budgetary imbalances leading to a substantial decline in reserves.”*

Fitch Ratings

- *“A decline in available general fund reserves to levels below 7.5% of expenditures.”*
- *“An increase in the county's long-term liability burden of approximately 60%, holding governmental spending and resources level.”*
- *“A sustained erosion of the county's demographic and economic strength metrics, including a weakened population trend, unemployment rate, educational attainment, median household income, and economic concentration.”*

Where is the County Going?



- The County's adopted FY 2026 – FY 2030 Debt Funded CIP totals approximately **\$332 million**:

James City County: FY 2026 - FY 2030 Adopted CIP: Debt-Funded Projects						
	FY2026	FY2027	FY2028	FY2029	FY2030	Total
<u>Debt Funded Capital Needs</u>						
Consolidated County Gov't Center	\$ 65,500,000	\$ 62,000,000	\$ 62,000,000	\$ -	\$ -	\$ 189,500,000
Government Center Addition - New Library	16,400,000	16,400,000	16,400,000	-	-	49,200,000
General Services Admin. Bldg.	2,500,000	12,200,000	-	-	-	14,700,000
Grove Community Park	1,300,000	7,400,000	-	-	-	8,700,000
Fire Apparatus	1,990,000	-	-	-	-	1,990,000
School HVACs	4,163,000	3,454,000	11,699,000	8,287,000	4,863,000	32,466,000
Radio System(1)	-	-	4,762,425	-	-	4,762,425
Fire Station 3 Replacement	-	-	1,200,000	14,000,000	-	15,200,000
Fire Station 6	-	-	-	-	1,600,000	1,600,000
Warhill Softball/Baseball Complex	-	-	-	13,700,000	-	13,700,000
Total Debt Funded Capital Needs	\$ 91,853,000	\$ 101,454,000	\$ 96,061,425	\$ 35,987,000	\$ 6,463,000	\$ 331,818,425

- Since adoption, the timing of the CIP shown above has shifted out roughly one fiscal year based upon the latest information provided by County staff.
- Therefore, there does not appear to be an immediate need to undertake a permanent borrowing in FY 2026.

(1) The Radio System upgrade will be funded as a "Financed Purchase" and has therefore been excluded from this long-term capital planning analysis.

Assumed Revisions to the Timing of Future Borrowings



- Instead of a borrowing in FY 2026, a borrowing of approximately \$193.3 million in FY 2027 appears to be the most realistic option for the County's next bond issuance.
 - Based on the latest estimates, this amount would be sufficient to fund the New Government Center, New Library, and other school, public safety, and community projects.
 - A portion of the proceeds could be redirected to other projects as needed.
- Thereafter, the following borrowings are projected to fund the balance of the debt funded CIP:
 - FY 2029 – Approximately \$91.3 million
 - FY 2030 – Approximately \$36.0 million
 - FY 2031 – Approximately \$6.5 million
- Interim financings via the bank markets could be leveraged if project funding is needed sooner.
- Key assumptions for the projected permanent borrowings are provided in the appendix.

Projected Debt Service



	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F = SUM(A:E)</i>
	Existing and Projected Debt Service					
Fiscal Year	Existing Debt Service ⁽¹⁾	FY 2027 Borrowing (~\$193.3m)	FY 2029 Borrowing (~\$91.3m)	FY 2030 Borrowing (~\$36.0m)	FY 2031 Borrowing (~\$6.5m)	Total Estimated Debt Service
2026	\$ 19,843,000	\$ -	\$ -	\$ -	\$ -	\$ 19,843,000
2027	12,788,300	8,059,631	-	-	-	20,847,931
2028	12,785,225	14,813,725	-	-	-	27,598,950
2029	13,046,738	14,815,113	2,079,338	-	-	29,941,188
2030	13,051,000	14,813,450	7,103,675	821,700	-	35,789,825
2031	9,552,200	14,813,175	7,106,150	2,808,400	154,125	34,434,050
2032	9,475,050	14,813,613	7,102,550	2,805,975	528,250	34,725,438
2033	9,489,450	14,814,088	7,102,875	2,806,300	528,350	34,741,063
2034	8,277,200	14,813,925	7,106,675	2,809,150	528,000	33,534,950
2035	8,279,900	14,812,450	7,103,500	2,809,300	527,200	33,532,350
2036	8,281,450	14,813,875	7,103,350	2,806,750	525,950	33,531,375
2037	6,451,350	14,817,300	7,105,775	2,806,500	524,250	31,705,175
2038	6,449,100	14,816,938	7,105,325	2,808,325	527,100	31,706,788
2039	6,456,000	14,817,000	7,106,775	2,807,000	524,275	31,711,050
2040	5,386,050	14,816,588	7,104,675	2,807,525	526,000	30,640,838
2041	5,381,800	14,814,800	7,103,800	2,804,675	527,050	30,632,125
2042	5,382,800	14,815,625	7,103,700	2,808,450	527,425	30,638,000
2043	5,386,400	14,813,050	7,103,925	2,808,400	527,125	30,638,900
2044	5,387,200	14,815,950	7,104,025	2,809,525	526,150	30,642,850
2045	-	14,813,200	7,103,550	2,806,600	524,500	25,247,850
2046	-	14,813,675	7,107,050	2,809,625	527,175	25,257,525
2047	-	14,816,025	7,103,850	2,808,150	528,950	25,256,975
2048	-	-	7,103,725	2,807,175	524,825	10,435,725
2049	-	-	7,106,000	2,806,475	525,025	10,437,500
2050	-	-	-	2,805,825	524,325	3,330,150
2051	-	-	-	-	527,725	527,725
Total	\$ 171,150,213	\$ 304,353,194	\$ 144,170,288	\$ 56,971,825	\$ 10,683,775	\$ 687,329,294

(1) Existing debt as of 7/1/2025. Net of debt service allocable to Financed Purchases (i.e. radio system).

Note: Preliminary – subject to change. Projected borrowings assume an interest rate of 4.5%. Additional Key Assumptions provided in the Appendix.

Projected Cash Flow Impact



F = SUM(A:E)		G	H	I	J = (G + H + I) - F
Existing and Projected Debt Service					
Fiscal Year	Total Estimated Debt Service	Funding Sources			Annual Debt Service Surplus / (Deficit)
		Net Debt Service Budget ⁽¹⁾	Planned Use of Debt Service Reserves ⁽²⁾	Incremental Increase in Transfer from General Fund	
2026	\$ 19,843,000	\$ 22,467,443	\$ 907,500	\$ -	\$ 3,531,943
2027	20,847,931	22,467,443	-	3,475,000	5,094,512
2028	27,598,950	25,942,443	3,932,500	1,400,057	3,676,050
2029	29,941,188	27,342,500	6,197,550	3,000,000	6,598,863
2030	35,789,825	30,342,500	5,782,500	2,000,000	2,335,175
2031	34,434,050	32,342,500	-	-	(2,091,550)
2032	34,725,438	32,342,500	-	-	(2,382,938)
2033	34,741,063	32,342,500	-	-	(2,398,563)
2034	33,534,950	32,342,500	-	-	(1,192,450)
2035	33,532,350	32,342,500	-	-	(1,189,850)
2036	33,531,375	32,342,500	-	-	(1,188,875)
2037	31,705,175	32,342,500	-	-	637,325
2038	31,706,788	32,342,500	-	-	635,713
2039	31,711,050	32,342,500	-	-	631,450
2040	30,640,838	32,342,500	-	-	1,701,663
2041	30,632,125	32,342,500	-	-	1,710,375
2042	30,638,000	32,342,500	-	-	1,704,500
2043	30,638,900	32,342,500	-	-	1,703,600
2044	30,642,850	32,342,500	-	-	1,699,650
2045	25,247,850	32,342,500	-	-	7,094,650
2046	25,257,525	32,342,500	-	-	7,084,975
2047	25,256,975	32,342,500	-	-	7,085,525
2048	10,435,725	32,342,500	-	-	21,906,775
2049	10,437,500	32,342,500	-	-	21,905,000
2050	3,330,150	32,342,500	-	-	29,012,350
2051	527,725	32,342,500	-	-	31,814,775
Total	\$ 687,329,294	\$ 807,754,829	\$ 16,820,050	\$ 9,875,057	

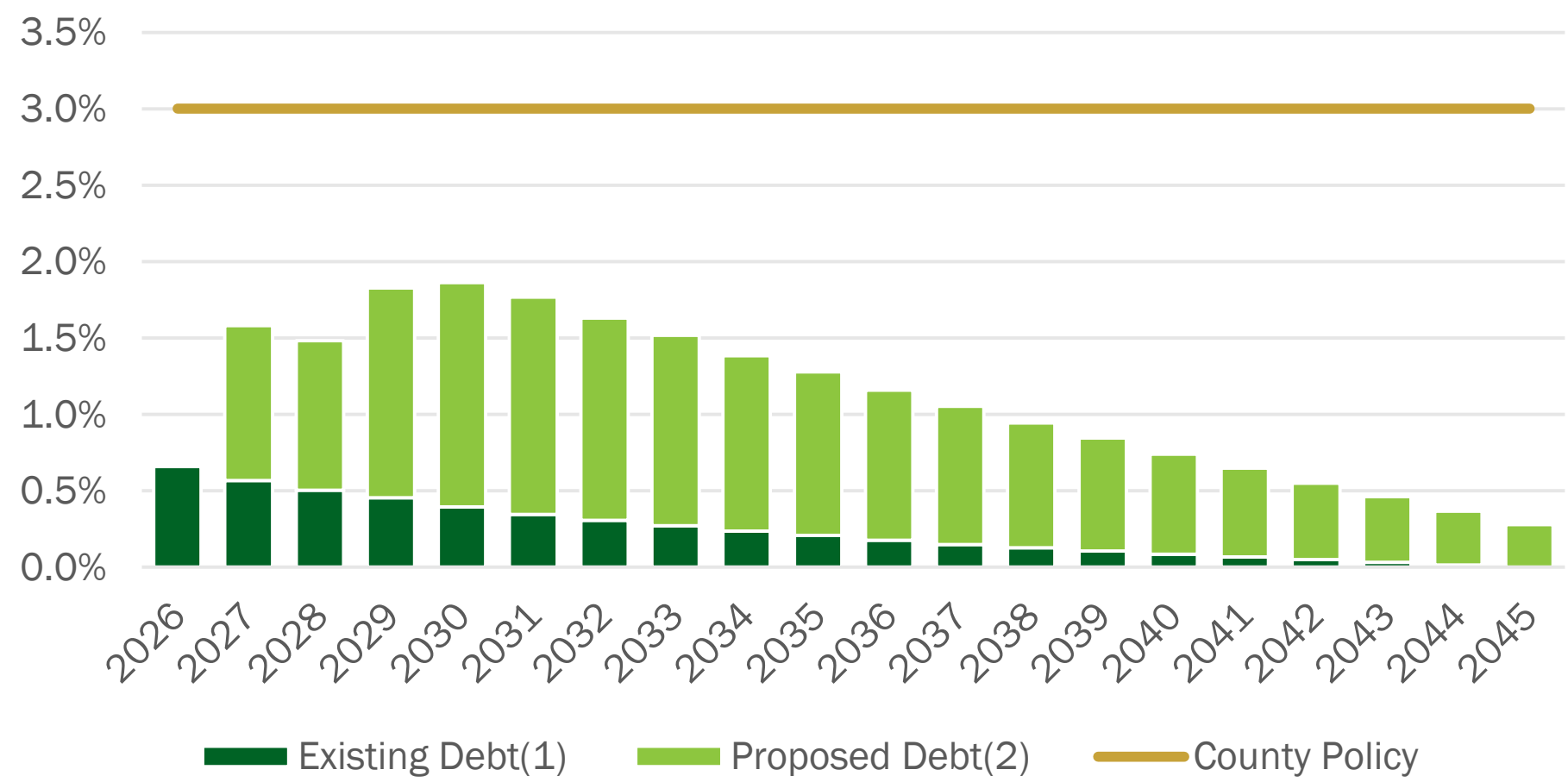
Per County's FY 2026 Adopted Budget, Debt Service section.

The additional funding needed in red for the future debt service would need to be covered by debt service reserves and/or increased transfers from the General Fund, as determined during the annual budget cycle.

(1) Net Debt Service Budget includes General Fund Transfers plus QSCB Interest subsidies, net of Financed Purchase debt service and Professional Services expenditures.
 (2) The Debt Service Reserve balance on June 30, 2025, was approximately \$24 million.

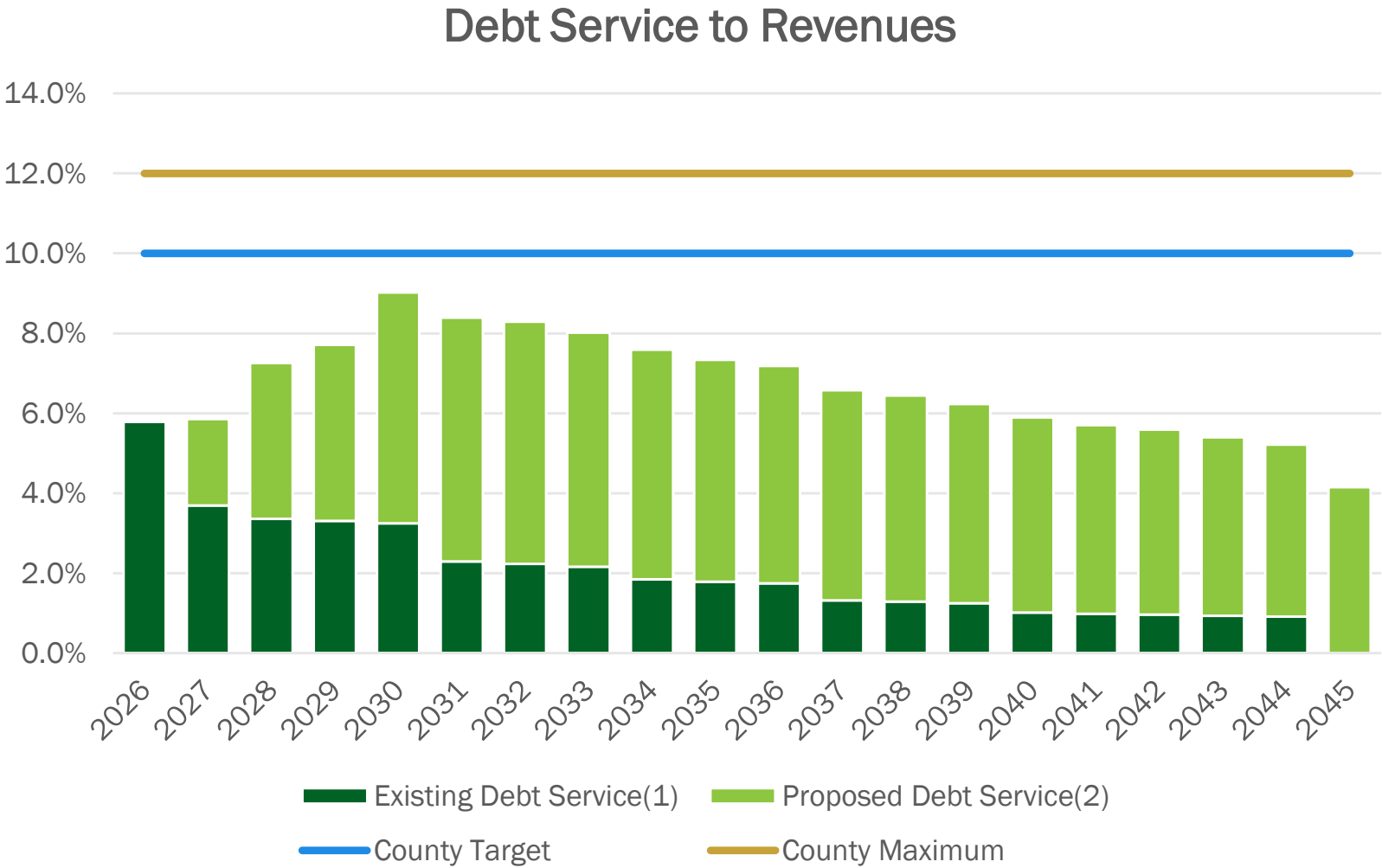


Debt to Assessed Value



(1) Existing debt as of 7/1/2025. Includes existing and projected debt service allocable to Financed Purchases.
(2) Projected borrowings assume an interest rate of 4.5%. Additional Key Assumptions provided in the Appendix.
Note: For future fiscal years, real estate and public service assessments are projected to increase by 3.50% in reassessment years and 2.00% in other years; personal property assessments are projected to increase by 3.00% annually. Incorporates estimated FY 2025 assessed value for real estate, and FY 2024 actual values for public service and personal property.

Impact on Debt Service to Revenue



(1) Existing debt as of 7/1/2025. Includes existing and projected debt service allocable to Financed Purchases.
(2) Projected borrowings assume an interest rate of 4.5%. Additional Key Assumptions provided in the Appendix.
Note: Per County Policy, revenue denominator incorporates General Fund Revenues and WJCC Operating Revenues, net of the local contribution to the School System. Revenue is assumed to grow at 2.00% annually in non-reassessment years, and 3.50% in reassessment years from the FY 2026 Budget.

Key Takeaways



- The County is currently in a financial position that is commensurate with its “triple-triple-A” Credit Ratings.
- However, the County’s Adopted Debt-Funded CIP of \$332 million has the potential to materially impact the County from both a cash flow and Credit Rating Perspective, even with the slowdown of project spending and related borrowings.
- That said, the proposed FY 2027 borrowing amount is in the range of the projected Debt Funded CIP amount shared with the credit rating agencies in October 2024.
- The County would have the opportunity to brief the credit rating agencies on the updated Debt Funded CIP in the Summer/Early Fall of 2026 (i.e. FY 2027) in connection with the FY 2027 issuance.
 - By that time, the County would have additional information pertaining to the timing, expected costs, and future borrowing needs for its Debt Funded CIP.
 - Also, the County would have an additional year to strengthen its financial position further.
- Following the FY 2027 issuance, the County could then reassess the timing and strategy of future borrowings, taking into account new commentary from the rating agencies, new information on the debt-funded CIP, and other factors.

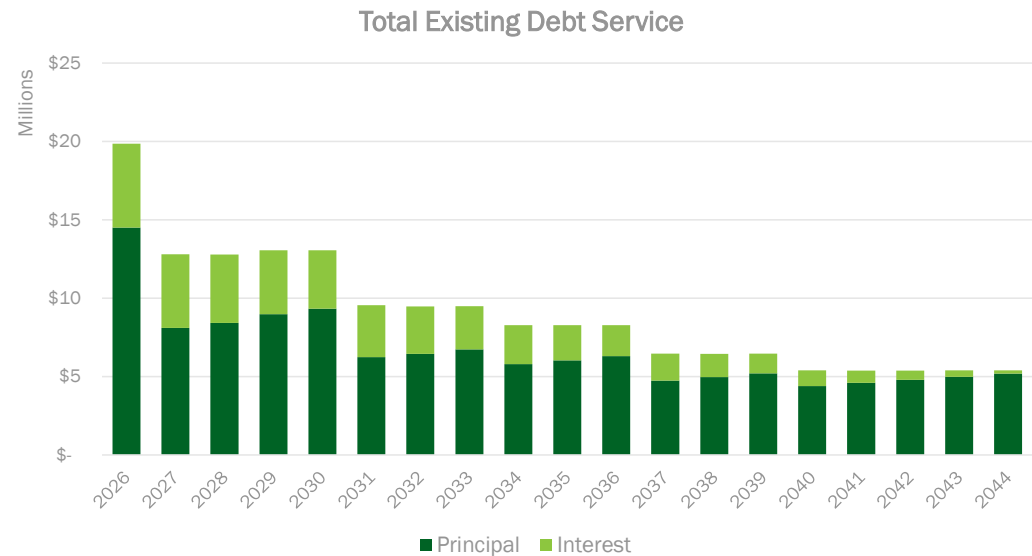
Appendices

Appendix A – Existing Debt

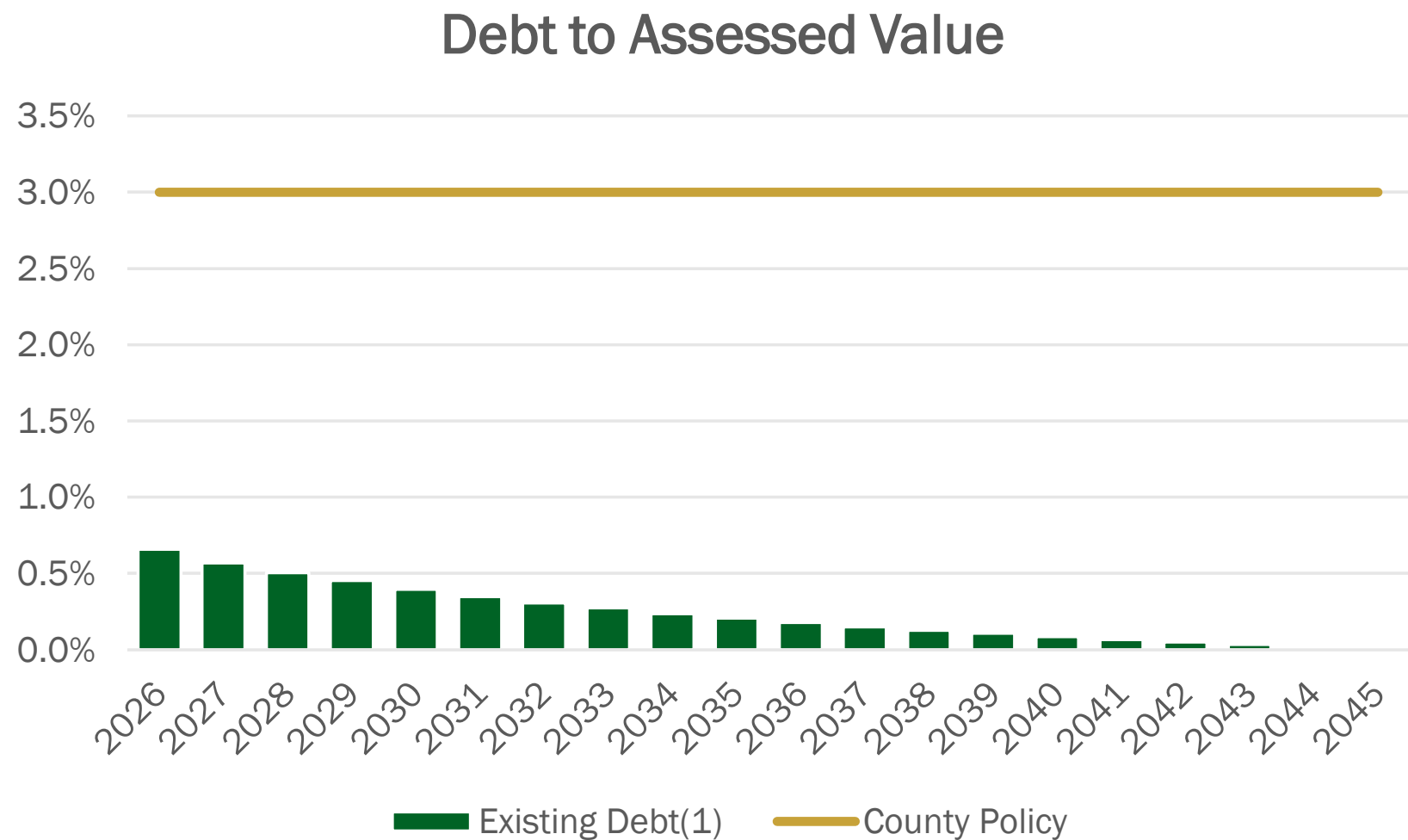
Existing Debt Service



Total Existing Debt Service				
Fiscal Year	Principal		Interest	
Total				
2026	\$	14,495,000	\$	5,348,000
2027		8,095,000		4,693,300
2028		8,410,000		4,375,225
2029		8,970,000		4,076,738
2030		9,330,000		3,721,000
2031		6,235,000		3,317,200
2032		6,450,000		3,025,050
2033		6,725,000		2,764,450
2034		5,785,000		2,492,200
2035		6,035,000		2,244,900
2036		6,295,000		1,986,450
2037		4,735,000		1,716,350
2038		4,960,000		1,489,100
2039		5,205,000		1,251,000
2040		4,385,000		1,001,050
2041		4,600,000		781,800
2042		4,785,000		597,800
2043		4,980,000		406,400
2044		5,180,000		207,200
Total	\$	125,655,000	\$	45,495,213
				\$ 171,150,213



Key Debt Ratio Policy: Debt to Assessed Value

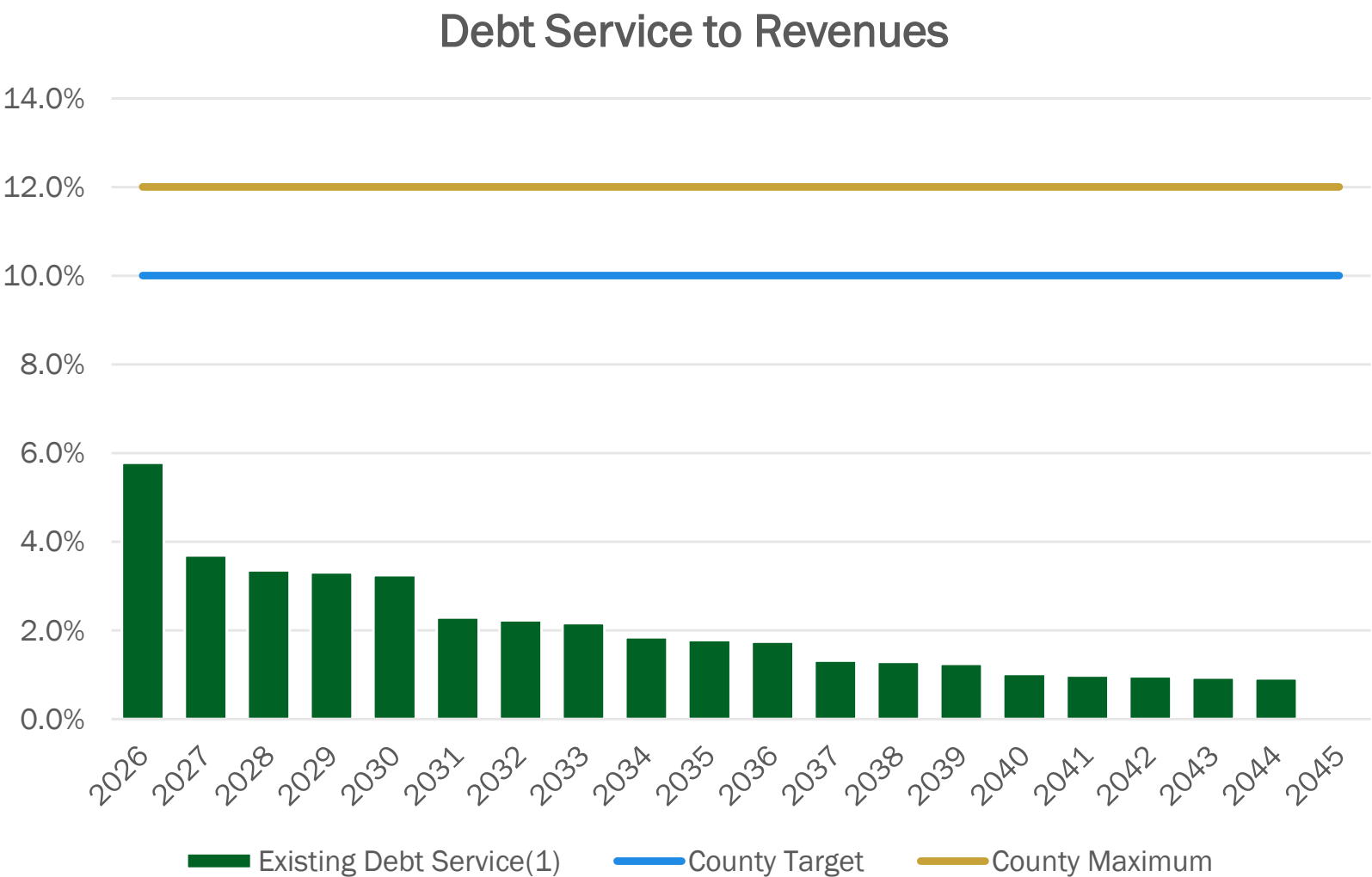


(1) Existing debt as of 7/1/2025

Note: Debt to Assessed Value includes the Financed Purchases.

Note: For future fiscal years, real estate and public service assessments are projected to increase by 3.50% in reassessment years and 2.00% in other years; personal property assessments are projected to increase by 3.00% annually. Incorporates estimated FY 2025 assessed value for real estate, and FY 2024 actual values for public service and personal property.

Key Debt Ratio Policy: Debt Service to Revenues



(1) Existing debt as of 7/1/2025
(2) Preliminary estimate, subject to change. Borrowings incorporate a preliminary cost of issuance estimate.
Note: Revenue denominator incorporates General Fund Revenues and WJCC Operating Revenues, net of the local contribution to the School System. Revenue is assumed to grow at 2.00% annually in non-reassessment years, and 3.50% in reassessment years from the FY 2026 Budget.

Appendix B – Key Assumptions – Future Borrowing

Key Assumptions



- FY 2027 Borrowing
 - Project funding requirement of approximately \$193.3 million.
 - Interest rate of 4.5%.
 - 20 Year Term – level debt service.
 - Includes estimated cost of issuance and underwriter’s discount.

- FY 2029 Borrowing
 - Project funding requirement of approximately \$91.3 million.
 - Interest rate of 4.5%.
 - 20 Year Term – level debt service.
 - Includes estimated cost of issuance and underwriter’s discount.

- FY 2030 Borrowing
 - Project funding requirement of approximately \$36 million.
 - Interest rate of 4.5%.
 - 20 Year Term – level debt service.
 - Includes estimated cost of issuance and underwriter’s discount.

- FY 2031 Borrowing
 - Project funding requirement of approximately \$6.5 million.
 - Interest rate of 4.5%.
 - 20 Year Term – level debt service.
 - Includes estimated cost of issuance and underwriter’s discount.

Appendix C – Projected Rating Impact of Debt-Funded CIP

Projected Rating Agency Impact



Moody's

- As mentioned previously, Moody's noted in their Credit Opinion that a possible downgrade scenario would be if the County's long-term liabilities ratio exceeded 300%;
- Incorporating the entirety of the County's FY 2026 – FY 2030 CIP, debt outstanding is expected to peak at over \$400 million. Incorporated with an intentionally conservative assumption for changes in Pension/Other Liabilities, the County's long-term liabilities ratio could reach upward of 230-240%; and,
- This is below the 300% figure noted for a possible downgrade scenario; however, based on our preliminary estimates, it could cause a one-notch change in the 'Scorecard Indicated Outcome'.
 - Note: As of the October 2024 Rating Meetings, the County's long-term liabilities ratio was approximately 83%.

Standard & Poor's

- For S&P, the County's existing ICP score is 1.40, which falls in the 1.0 (AAA)– 1.5 (AAA) category. If we incorporate the entirety of the County's FY 2026 – FY 2030 CIP, the score increases to 1.65, which is in the AAA to AA+ spectrum.
- This change is in line with the February Board Retreat presentation. For the County's ICP score to increase further, holding all non-debt statistics constant, the County's annual debt service would need to exceed \$45 million.

Projected Rating Agency Impact (cont.)



Fitch

- The County's current score is a 10.74, which falls in the "Strong AAA category", per the October 2024 Rating Meetings;
 - Incorporating the Capital Funding Priorities presented at the February Board Retreat, the County's projected scorecard outcome was 10.05 (i.e., in 'Low AAA category');
- Incorporating the entirety of the County's FY 2026 – FY 2030 CIP, the score falls in the range of 9.90 – 9.95, which is in the "Strong AA+ category"; and
 - This score is below the AAA minimum threshold of 10.00 and could be grounds for a downgrade; and
 - Note: Rating Analysts may 'qualitatively' adjust the rating for factors not incorporated in the Rating Scorecard, such as strong financial management practices and long-term financial planning.

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Version 01/01/2025 CW/AA/SG/CR/DR



pcfvirginia.org

James City County Board of Supervisors
Tuesday, September 23, 2025



Who we are & what we do

“Serving those who serve our neighbors”

- Founded over **20 years ago** to serve the entire Peninsula
- Created because we were the largest Virginia community without a **community foundation**
- Built to connect **donors, nonprofits, and partners** with shared goals – “...the guy that the guy counts on”
- Still growing — grounded in the same mission to **serve those who serve our neighbors**

We make it easy to:

- Direct **philanthropic resources** from individuals, businesses, and organizations to causes closest to their hearts
- Bring **community leaders together** around specific needs and opportunities to direct resources for solutions - money, people, time, experience

What's our value added?



P Partnerships

C Capacity

F Financial Possibilities



How we do what we do

- 1. Charitable Giving Funds & Programs**
- 2. Direct grants for specific priorities**
- 3. Community Research & Convening**

Who we work with

- Governments (6 across the Peninsula)**
- Individuals/Families**
- For Profit Businesses**
- Nonprofits**
- Other Foundations**
- Educational Institutions**

Impact

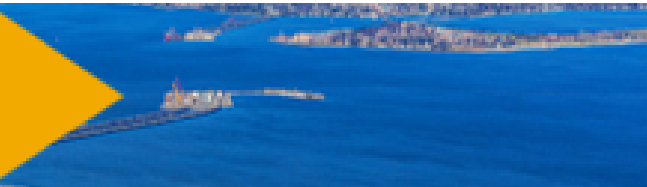
GIVE

LOCAL

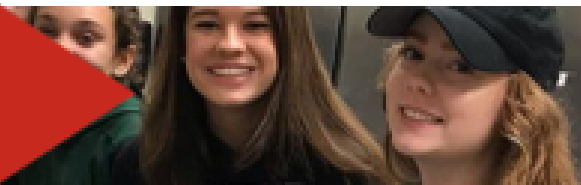
757!™

Sparking & Growing Philanthropy
Since 2014

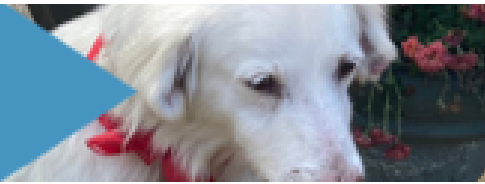
121,839 DONATIONS



59,287 NEW DONORS



\$14,050,000 RAISED



for 100s of 757 NONPROFITS



ISSUE → SOLUTION

HOMELESSNESS

Regional Housing Crisis Center

- 51,000 calls annually
- 26,000 households
- Every jurisdiction in Hampton Roads

NONPROFIT SUSTAINABILITY

Give Local 757

- Training for 500+ organizations
- \$14 Million raised
- Average of 52% new donors

COMMUNITY INVESTMENTS

100+ Funds \$37M (2011-24)

- 22 Scholarship Funds, 2024 \$251K
- Grants to nonprofits, 2024 \$4.2M

Center for Community Research

SERVING AN OLDER PENINSULA

JANUARY 2025 REPORT

This report examines the evolving needs and challenges of the growing older adult population in the Virginia Peninsula region.



Prepared by:

Elizabeth Hughes, Independent Consultant

Dr. Keith Waters, Independent Consultant

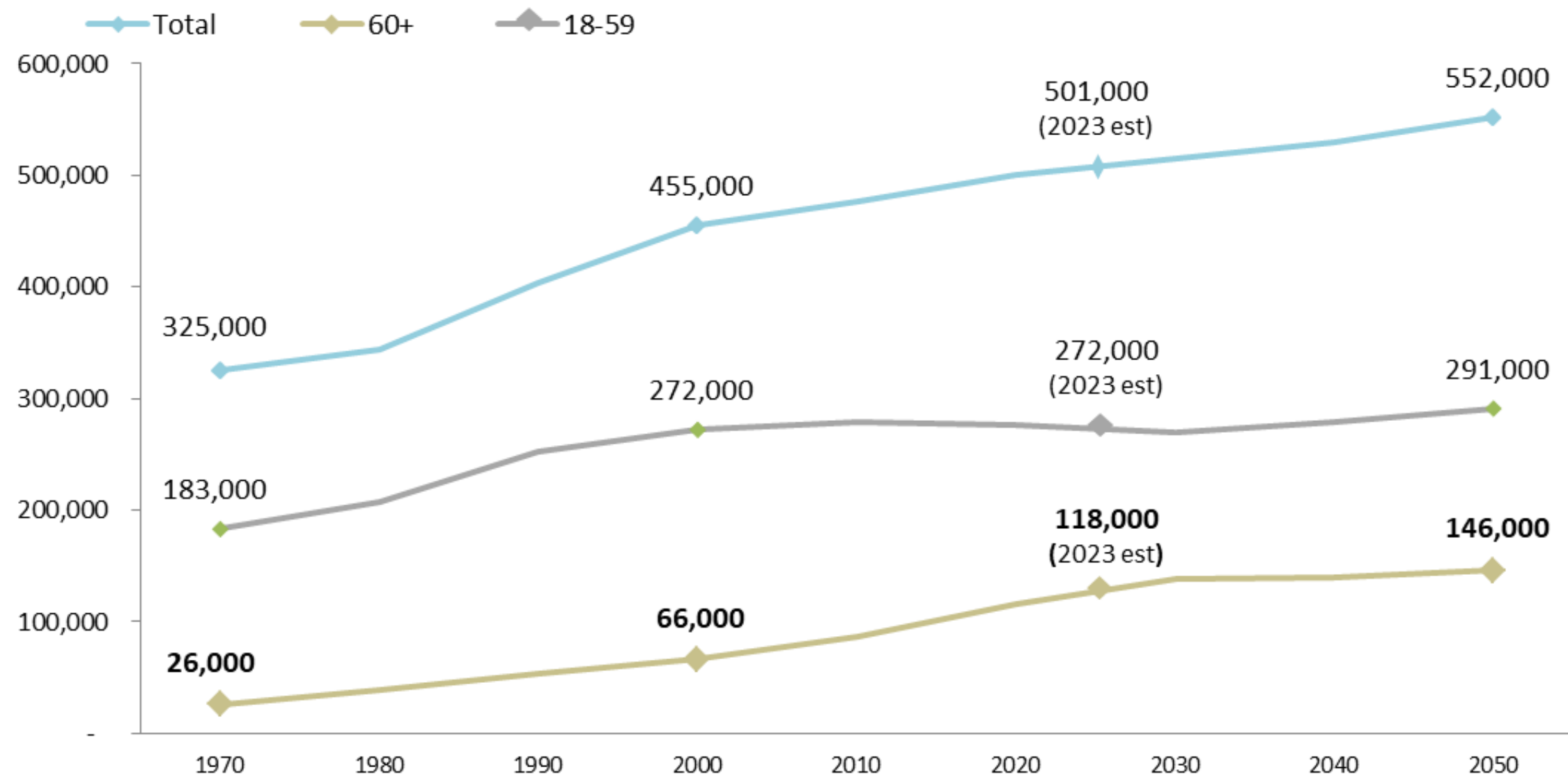
Dr. Terry Clower, Independent Consultant

- **Rationale and vision for the Center**
- **How we chose the pilot project**
- **How we paid for the project**
- **Researchers who conducted the study**

Last 25 years of growth driven by residents age 60+

Since 2000, the population of Peninsula residents age 60+ has nearly doubled in size (gold line) while growth in the working-age population stagnated (grey line). The number of residents age 60+ is expected to grow through 2030 then level off, with the population at 146,000 by 2050.

Fig 1. Number of Peninsula residents, 1970-2050

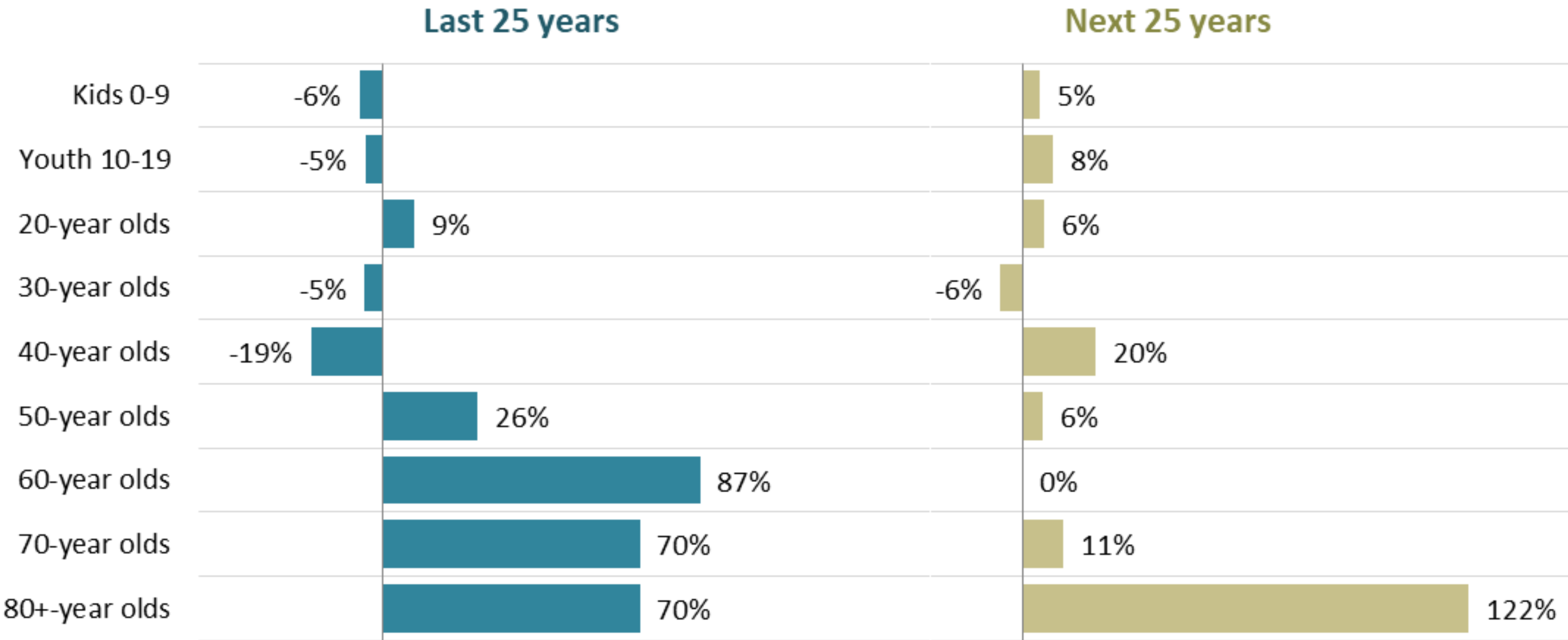


Source: Serving an Older Peninsula, Fig 1

Next 25 years of growth driven by residents age 80+

The region is not just growing older; it is growing substantially older. Over the last 25 years, the fastest growing population was individuals in their 60s (+87%). In the coming 25 years, the fastest growing group in the future will be residents in their 80s (+122%).

Fig 2. Change in number of Peninsula residents by age, 2000-2023 and 2023-2050

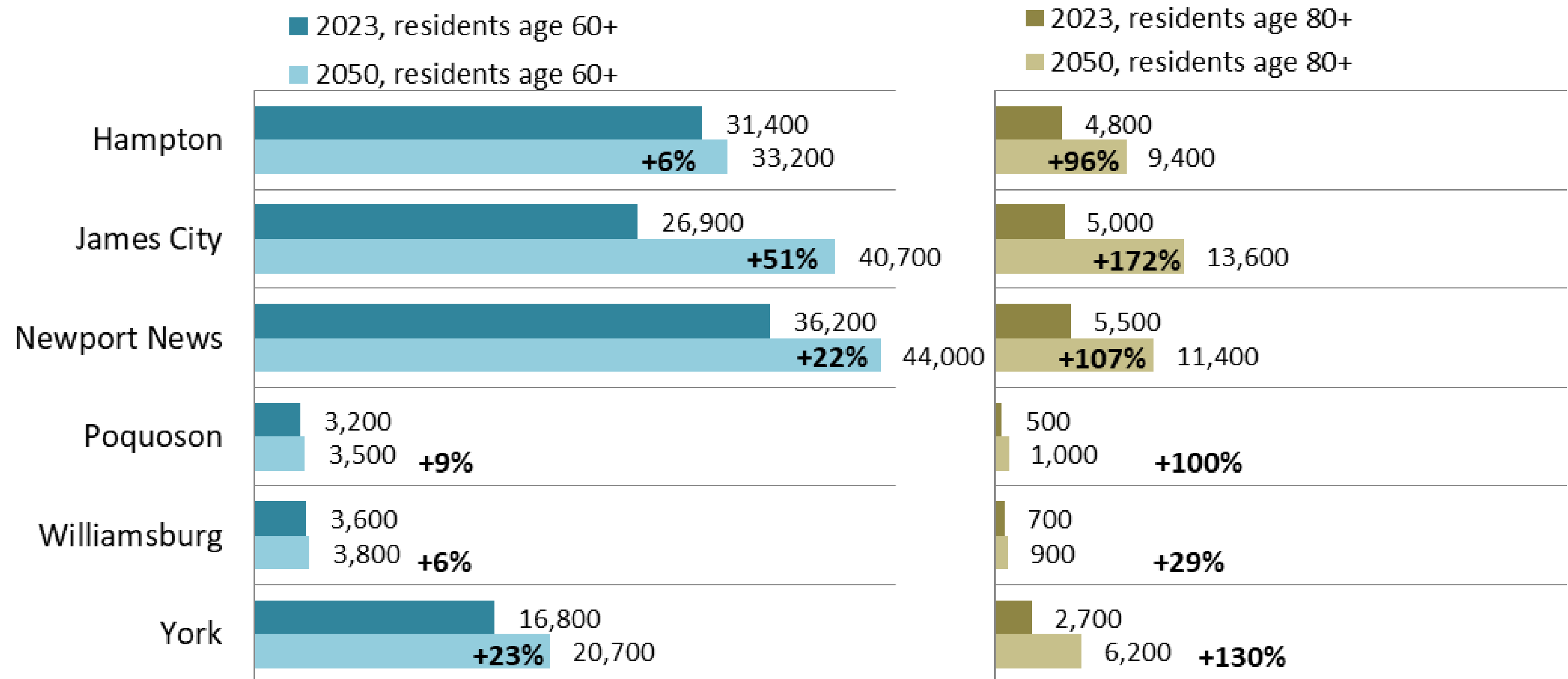


Source: Serving an Older Peninsula, Fig 2

Growth will impact all jurisdictions in the region

Today, about 19,000 Peninsula residents are age 80+ (4% of population); by 2050, an estimated 43,000 residents will be age 80+ (8% of population). Some areas are expected to grow faster than others.

Fig 3. Growth in older adult population in Peninsula Region, by jurisdiction

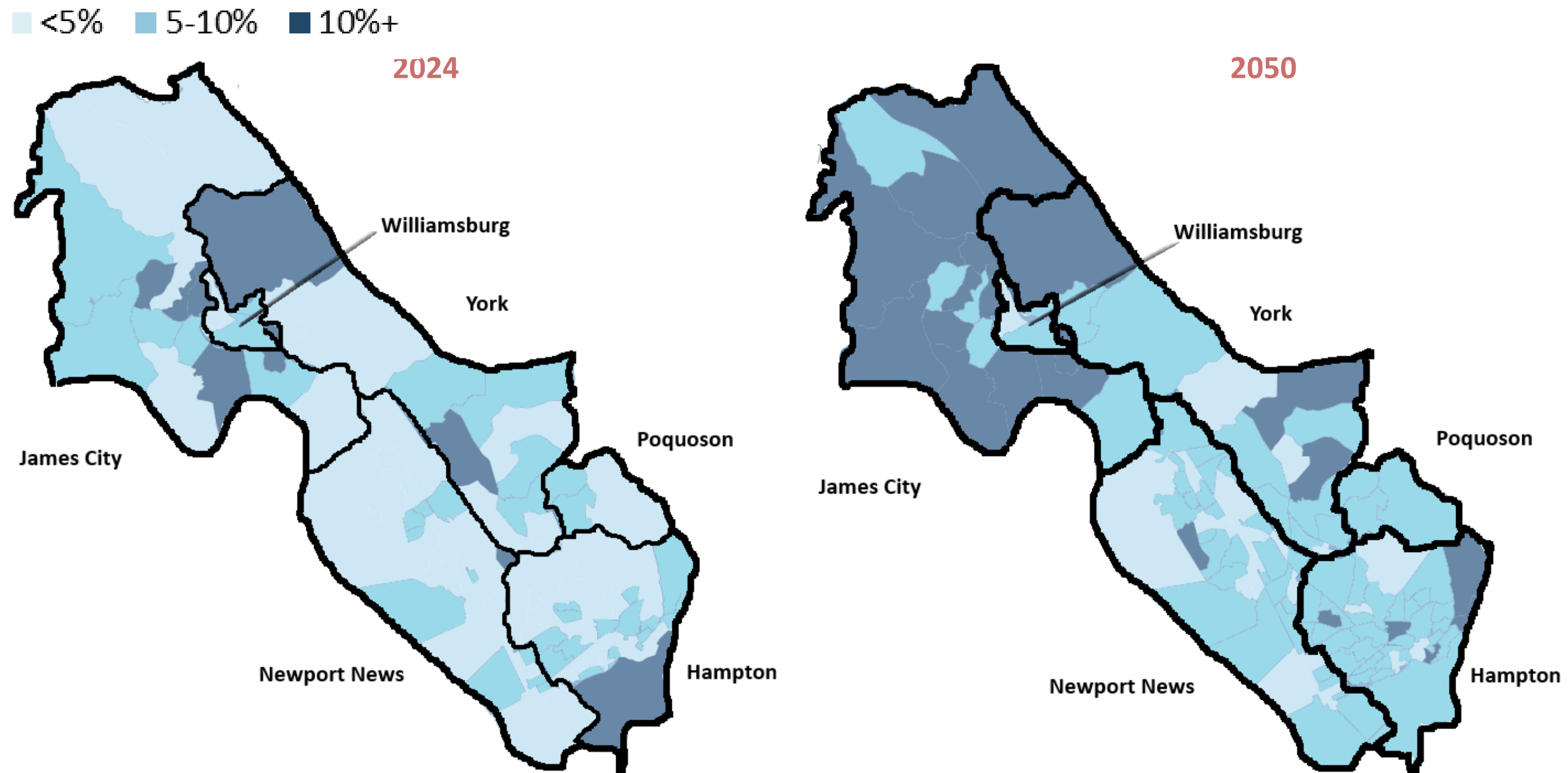


Source: Serving an Older Peninsula, Fig 3

Growth will concentrate in western Peninsula

By 2050, an estimated 20 neighborhoods will have 10 percent or more residents age 80+ (dark blue), and 74 neighborhoods will have 5-10 percent of their population over the age of 80 (medium blue).

Fig 4. Number of neighborhoods (tracts), by percent of residents age 80+, 2024 and 2050



Source: Serving an Older Peninsula, Fig 4



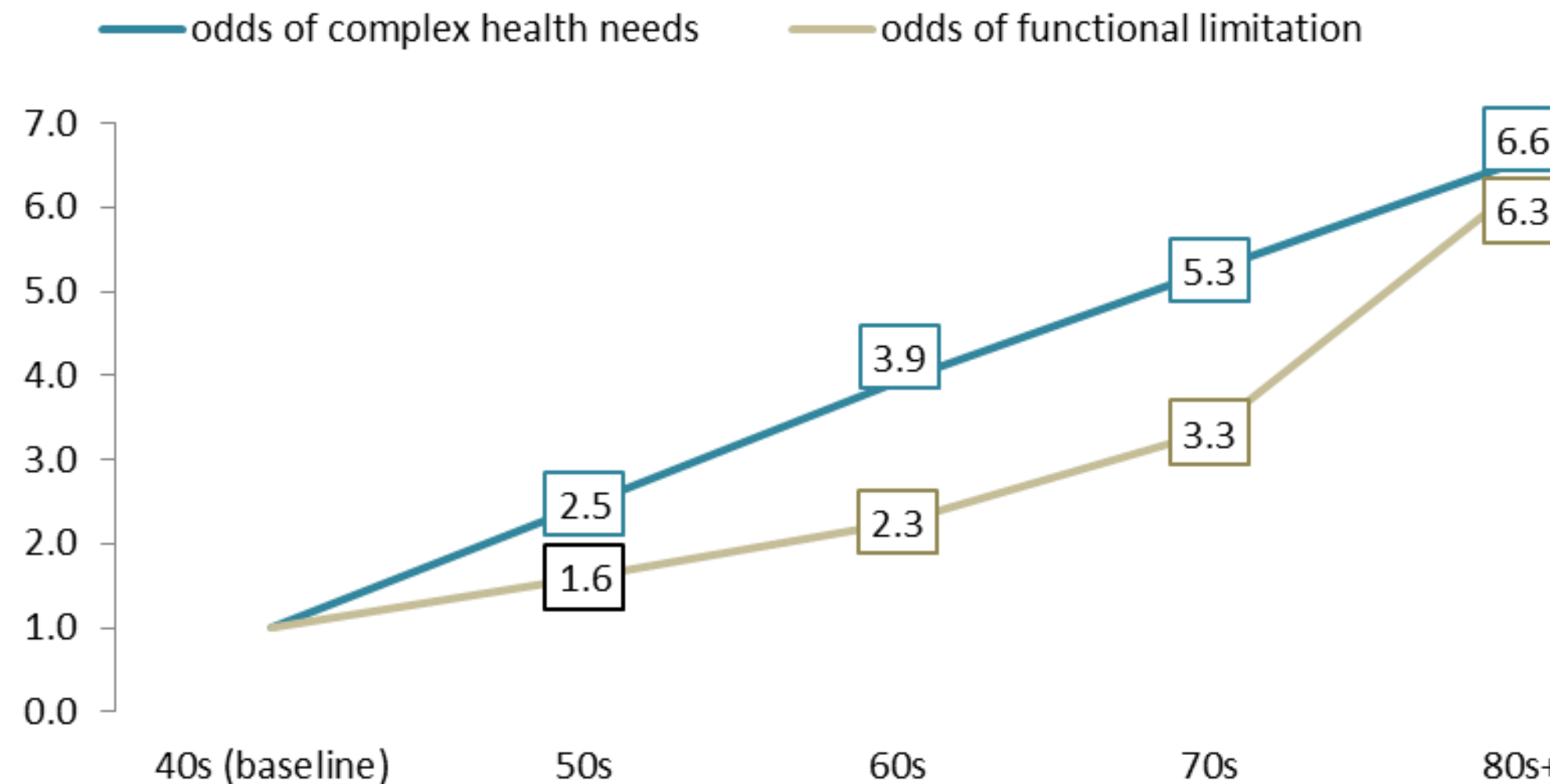
Changing Needs within the Community

Need #1. Health & Wellness

Complex health conditions and disability tend to increase with age, including in populations who were healthy in younger years. Nationally, someone in their 80s is nearly twice as likely as an individual in their 60s to have complex health needs and 3 times more likely to have a disability.

We project a sizable increase in older residents experiencing a major disability (+16%) and/or with a chronic health condition (+34 percent) by 2034.

Fig 8. Likelihood of complex health needs and functional limitations, compared to those in their 40s



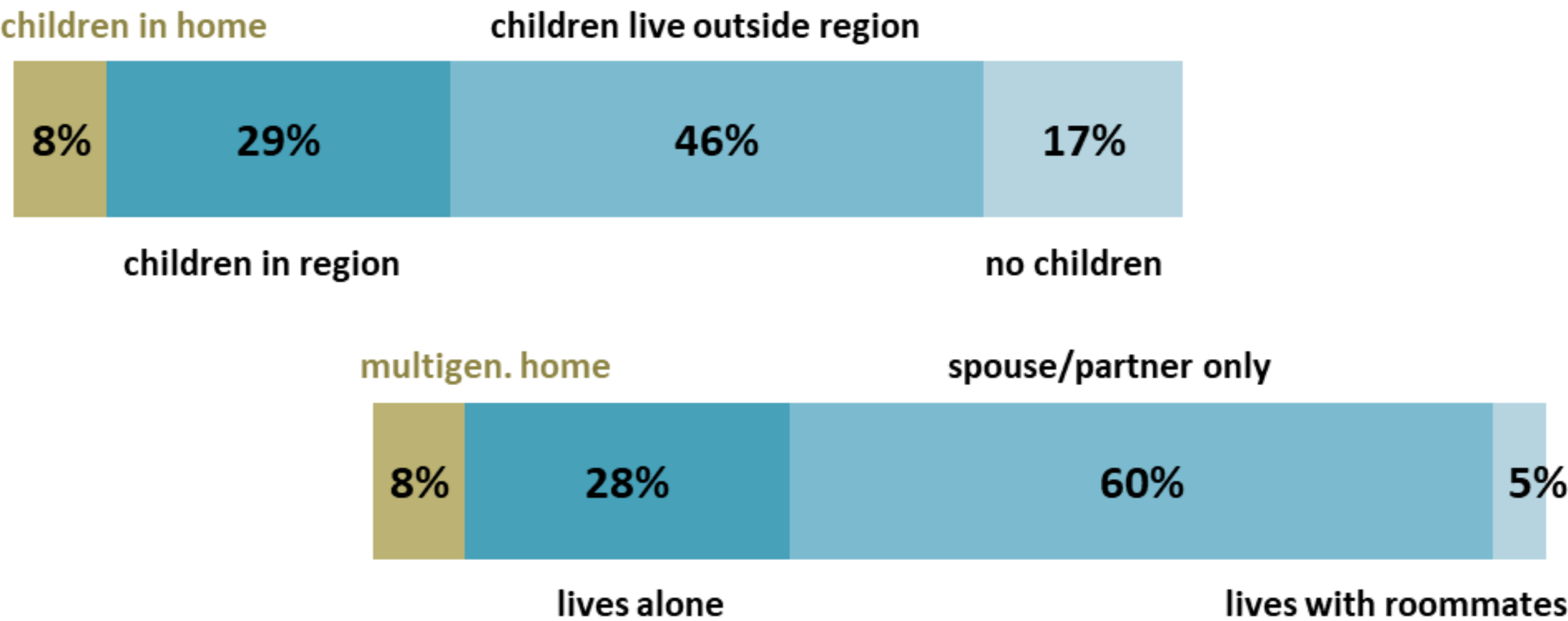
Source: Serving an Older Peninsula, Fig 8

Need #2. Help at Home

As individuals age, their likelihood of having a limitation in daily living that requires physical help (caregiving) increases rapidly; by age 80, 84 percent of individuals have a self-care or mobility limitation, and 42 percent need help from someone else. While family members often provide this help, many older Peninsula residents have limited support networks on which to rely.

We project the number of residents who need formal caregiving help to increase by 16% by 2034.

Fig 13. Percent of older Peninsula residents, by location of adult children and living arrangements



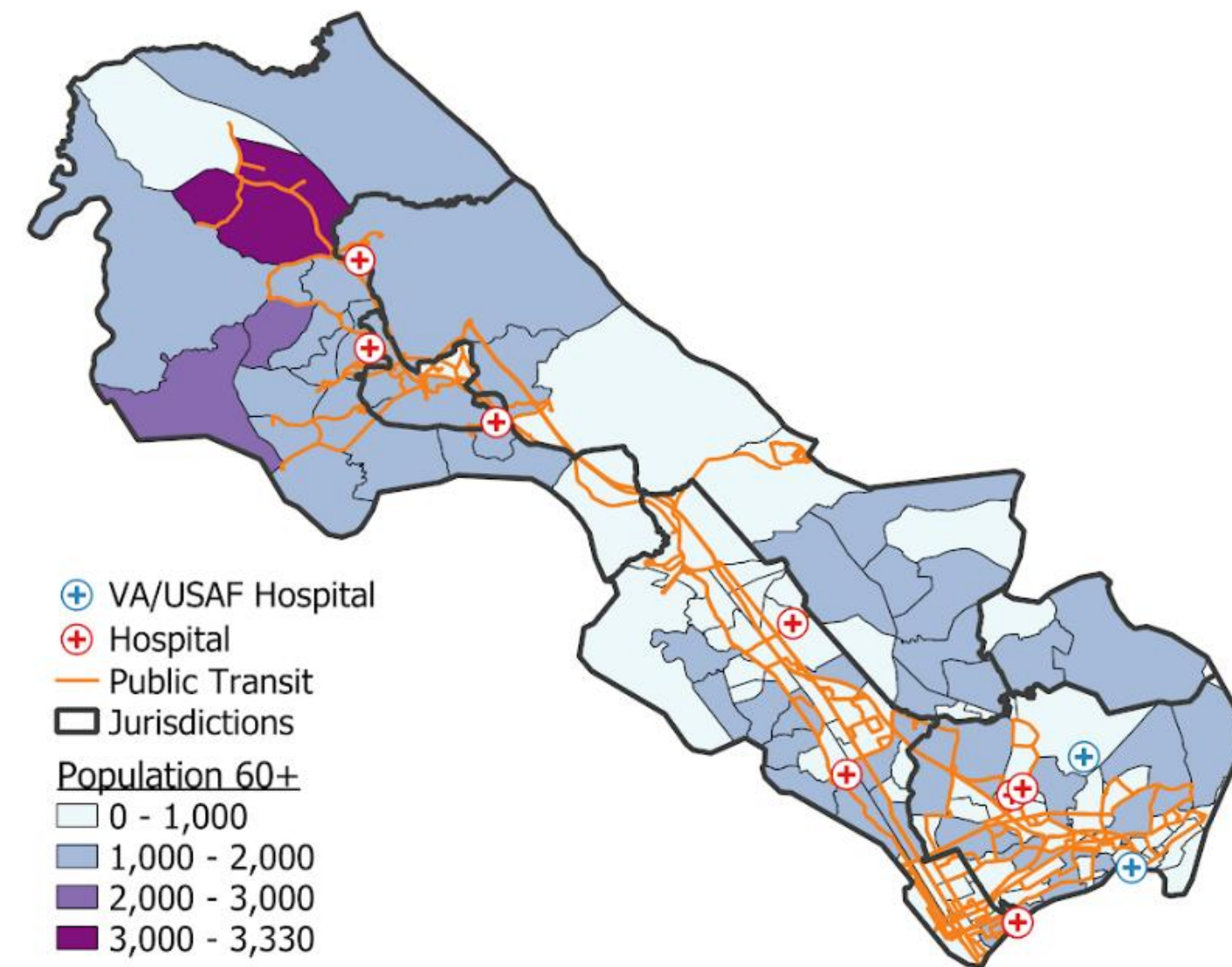
Source: Serving an Older Peninsula, Fig 13

Need #3. Age-Friendly Living

As individuals age, accessibility of home and community becomes increasingly important.

- Most older residents live in a single-family home (74%) or townhome/triplex (12%) constructed before 2000 when homes started to be built more for greater accessibility.
- Just 2% of older residents live in a truly walkable community, and 62% live in one with below average walkability.
- Public transportation service in the region is limited and does not go into many of the neighborhoods where older adults live. Data on ridership in Hampton and Newport News suggest that while 15-18% of riders are age 65-84, virtually none are over the age of 85.

Fig 17. Bus routes in the Peninsula Region overlaid with concentration of older adults

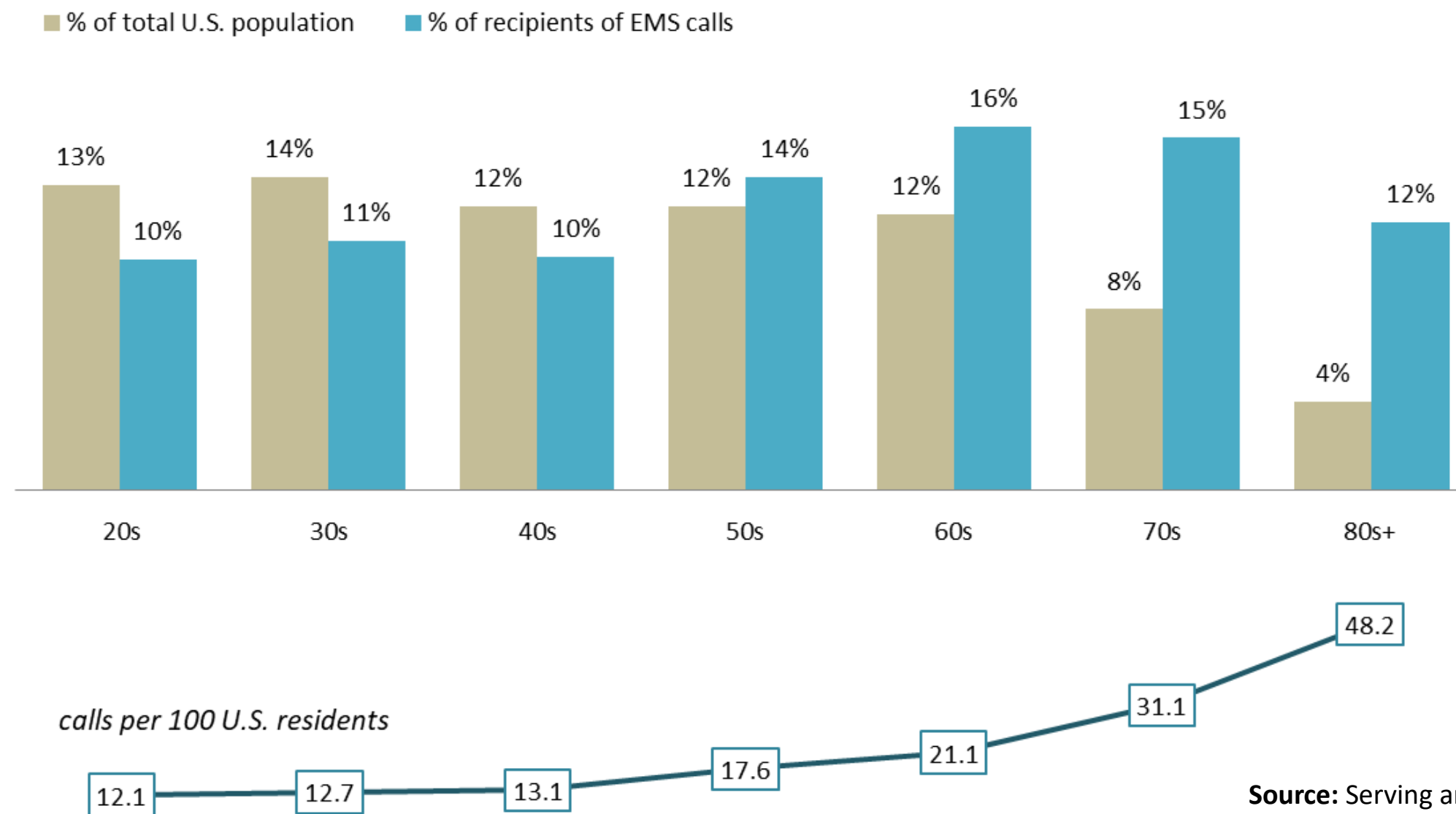


Need #4. Emergency & Safety Assistance

Relative to the size of their population, adults in their 60s place about twice as many calls for EMS service as an individual under age fifty. Adults in their 80s are the largest consumers, about 48 calls for services per 100 individuals. These trends are borne out in local EMS data, too.

We project the number of EMS calls to increase by 12% by 2034.

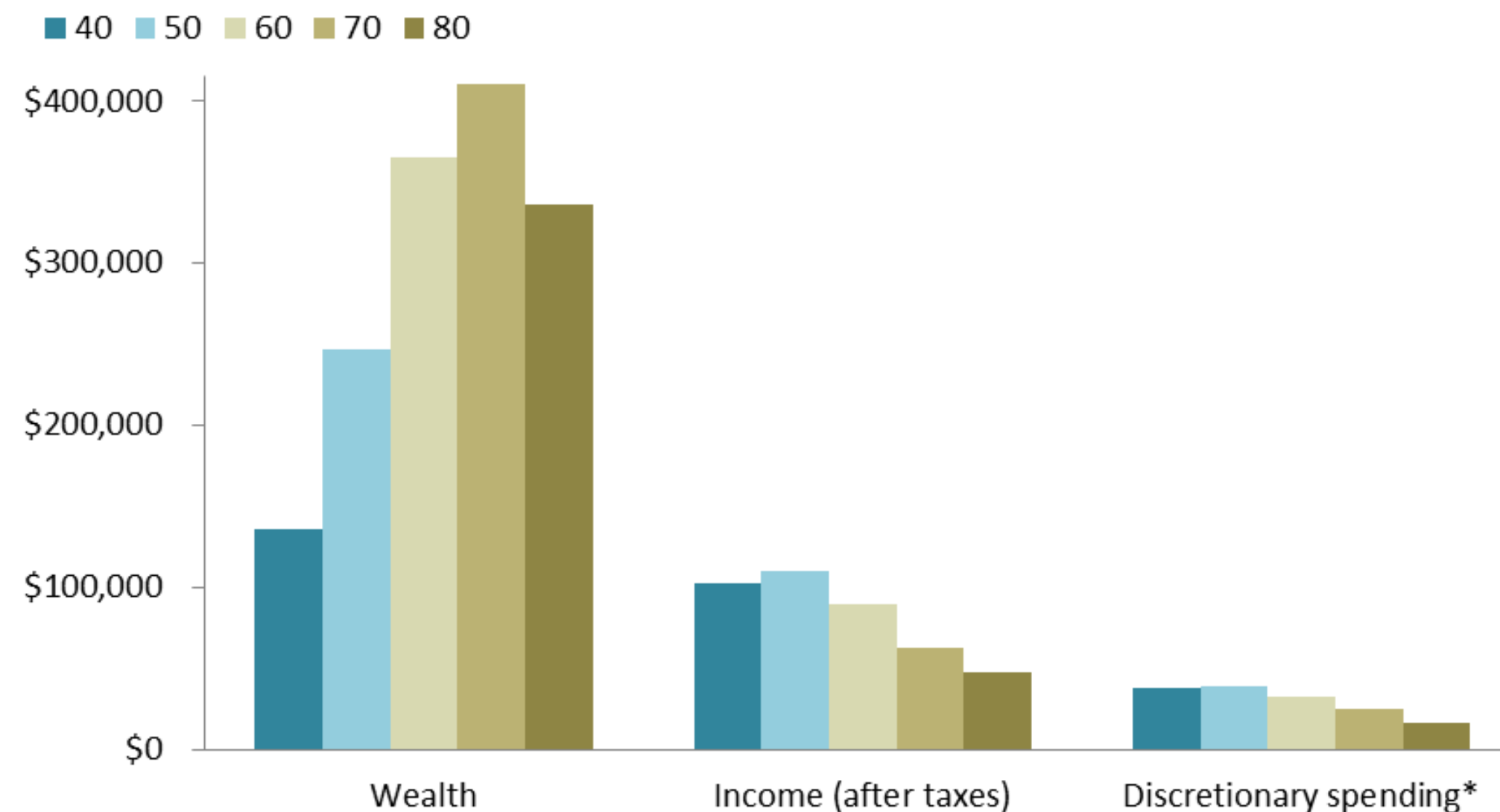
Fig 18. Percent of U.S. population versus percent of EMS users



Need #5. Money in Reserve

Wealth and spending habits change as people age. The typical 80-year-old householder in America spends just \$17,000 a year on shopping, services, food, transportation, and entertainment, compared to \$38,000 spent by the average 40-year old and \$33,000 spent by the average 60 year old. Age 80 also marks the point when wealth (net worth) begins to decline, from its peak at age 70.

Fig 24. Household income and net worth by age of householder



Source: Serving an Older Peninsula, Fig 15

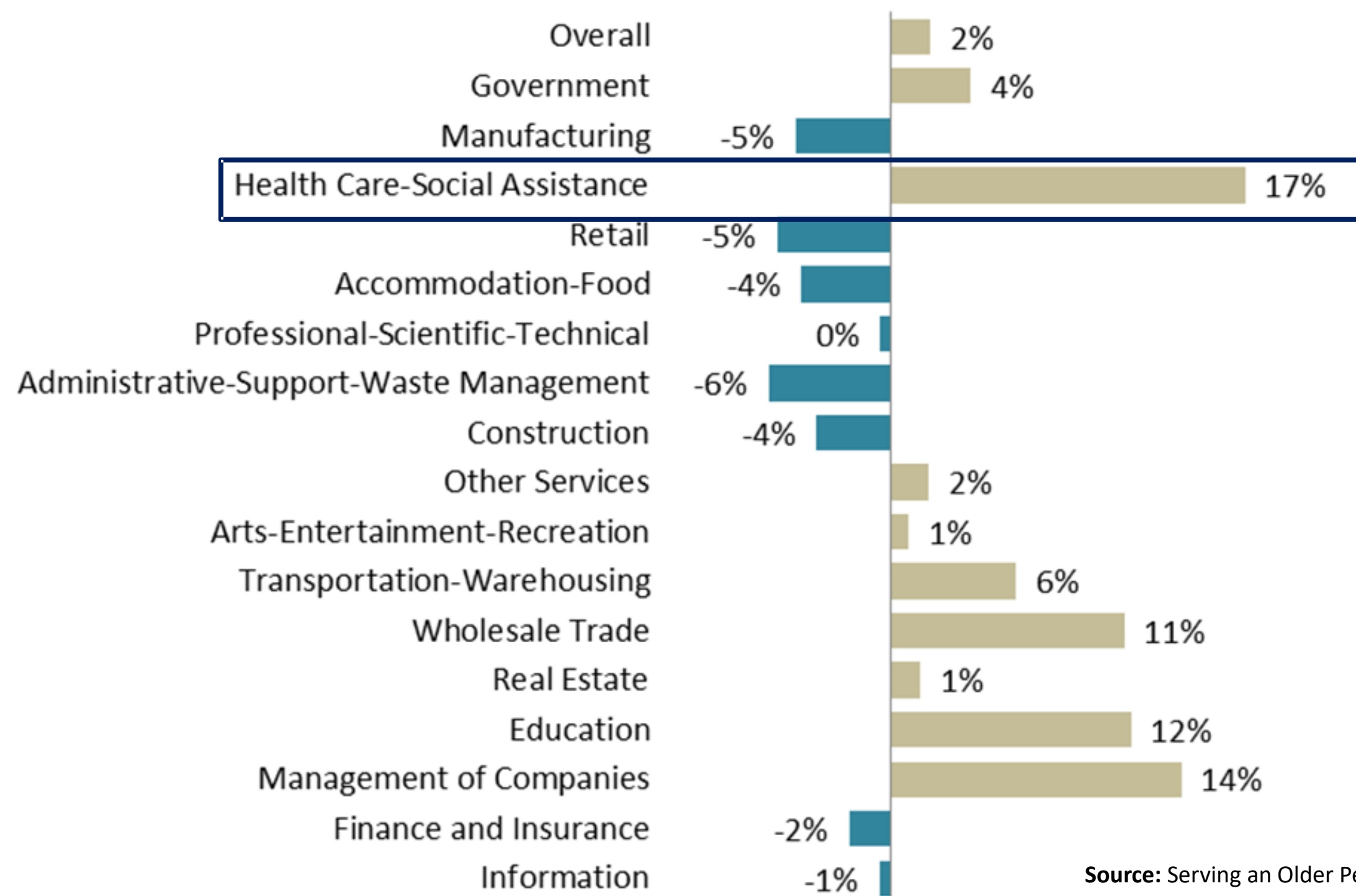


Projecting Changes to the Local Economy

Larger Health Sector

The region's economy is expected to change as the region's population requires more frequent and potentially complex medical care.

Fig 11. Projected percent change in employment by industry in Peninsula Region, 2024-2034

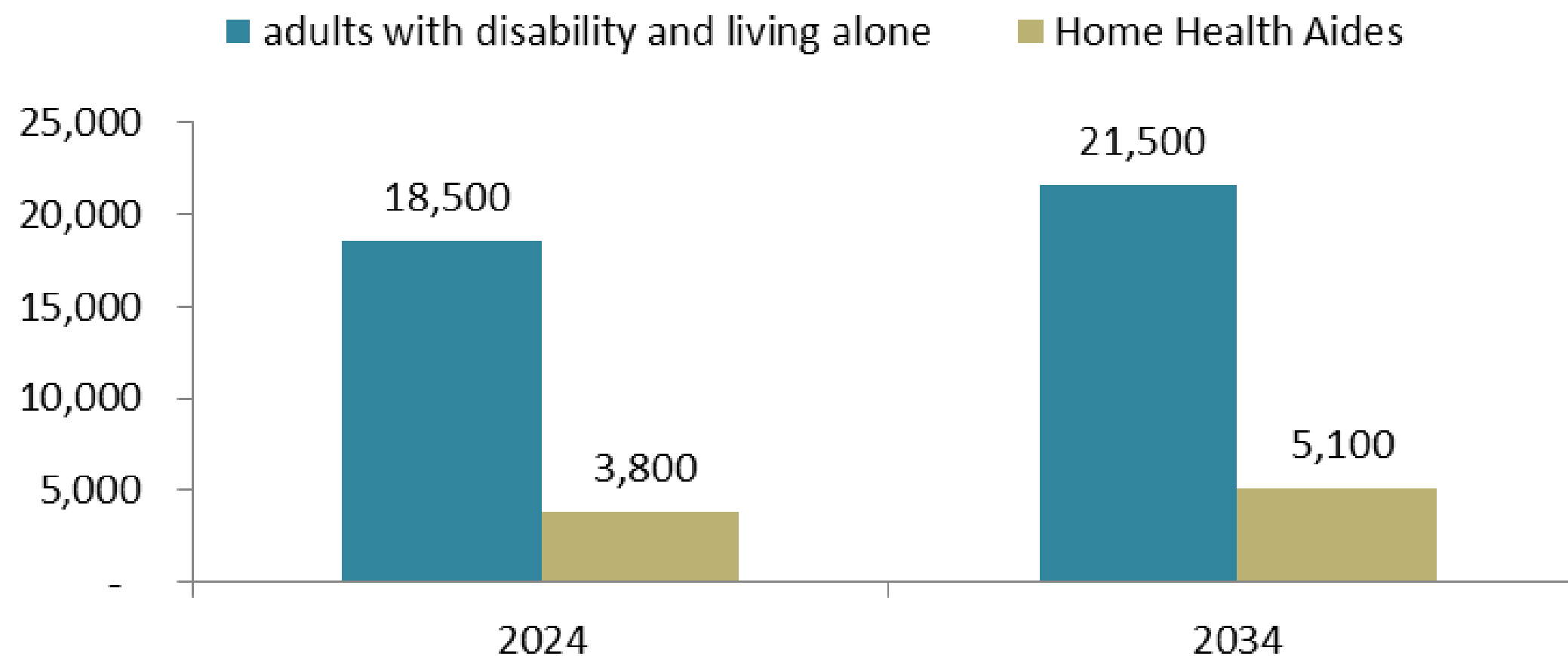


Source: Serving an Older Peninsula, Fig 11

Continued Unmet Demand for Formal Caregivers

An estimated 13,000 older and 5,500 working-age Peninsula residents likely require formal caregiving, a collective need for ~18,500 home health aides (1:1). As of 2024, there were 3,800 aides, about 1 caregiver for every 5 vulnerable residents who needs a caregiver. By 2034, collective need is expected to increase to 21,500 aides, compared to a supply of 5,100 home health aides.

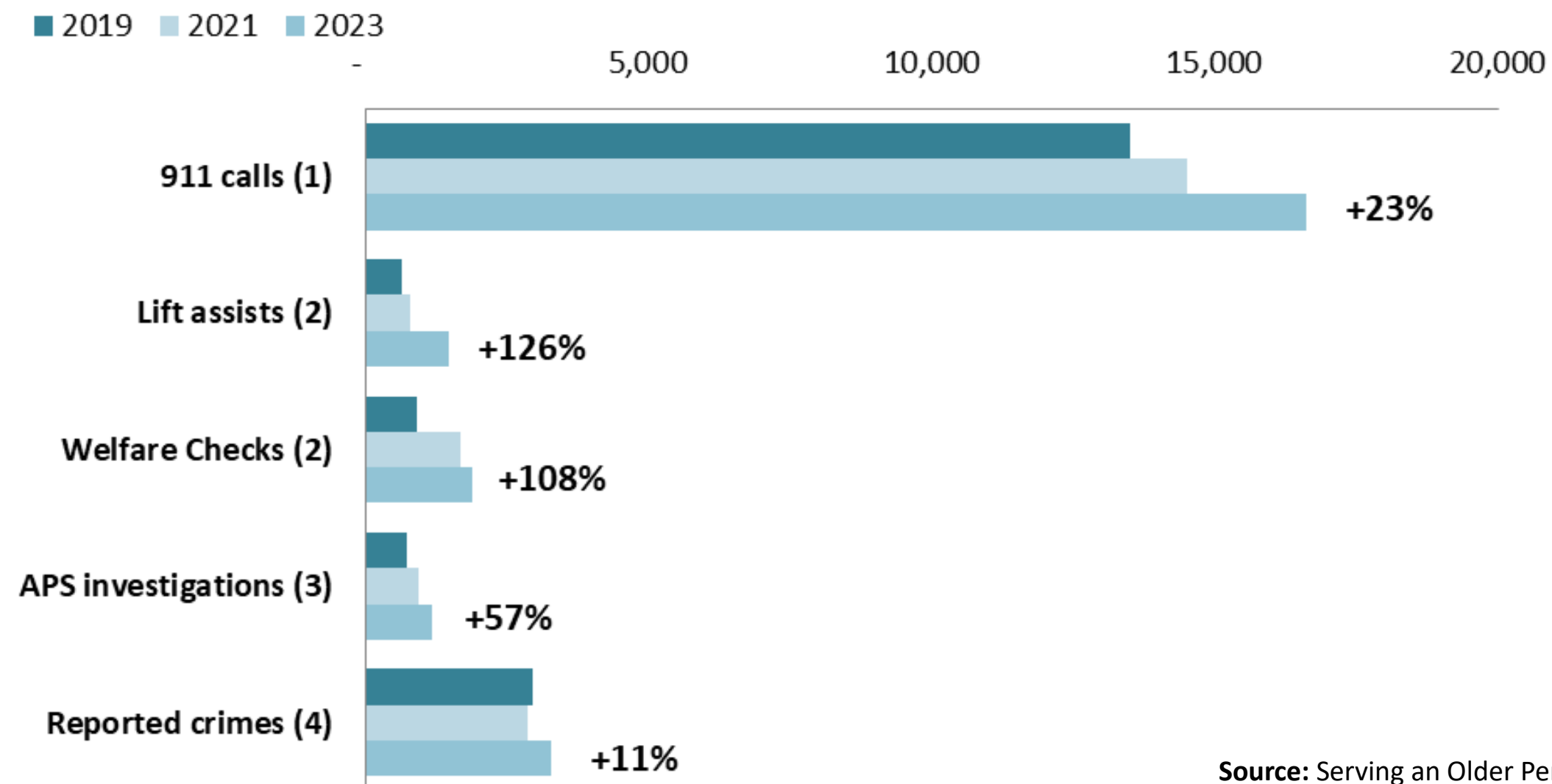
Fig 14. Number of disabled adults living alone for every home health aide, 2024-2034



Elevated Use of Local Safety Services

- Overall EMS calls are projected to increase by 12% in the next 10 years, while the number of paramedics/ EMTs grows by 2 percent.
- Over the last 4 years, local safety agencies have seen an increase in the core services provided to older residents, including lift assists, welfare checks, investigations of elder abuse or self-neglect, and response to crimes against older adults. The largest increase has been in lift assists.

Fig 21. Total service utilization by older Peninsula residents and percent change, 2019-2023



Source: Serving an Older Peninsula, Fig 21

Fewer Contributions in Sales Taxes

Changes in spending are expected to impact the Peninsula’s economy as older residents enter their 80s, with median household-level discretionary spending among older adults projected to fall by 6% from 2023 to 2050 and median household net worth declining by 2%.

This change is also expected to impact local governments, which derive 19% of their total revenues from sales and other usage taxes.

Fig 25. Older Adults’ Household Discretionary Spending and Wealth, 2023 to 2050

	2023	2050	chg
Median Household Discretionary Spending	\$31,000	\$29,000	-6%
Median Household Net Worth (Wealth)	\$475,000	\$467,000	-2%

Potential Reduction in Property Taxes

Currently, over half of homeowners in the Peninsula region are over the age of 60, and more than a quarter are in their 70s and 80s.

As older adults in the region age in place, the composition of property tax payers is projected to change. This shift toward older taxpayers will begin to impact local revenues—54% of which come from real estate and personal property taxes—if older residents qualify for means-tested tax relief.

Fig 30. Percent of all property tax paid, by age: 2022 and 2050

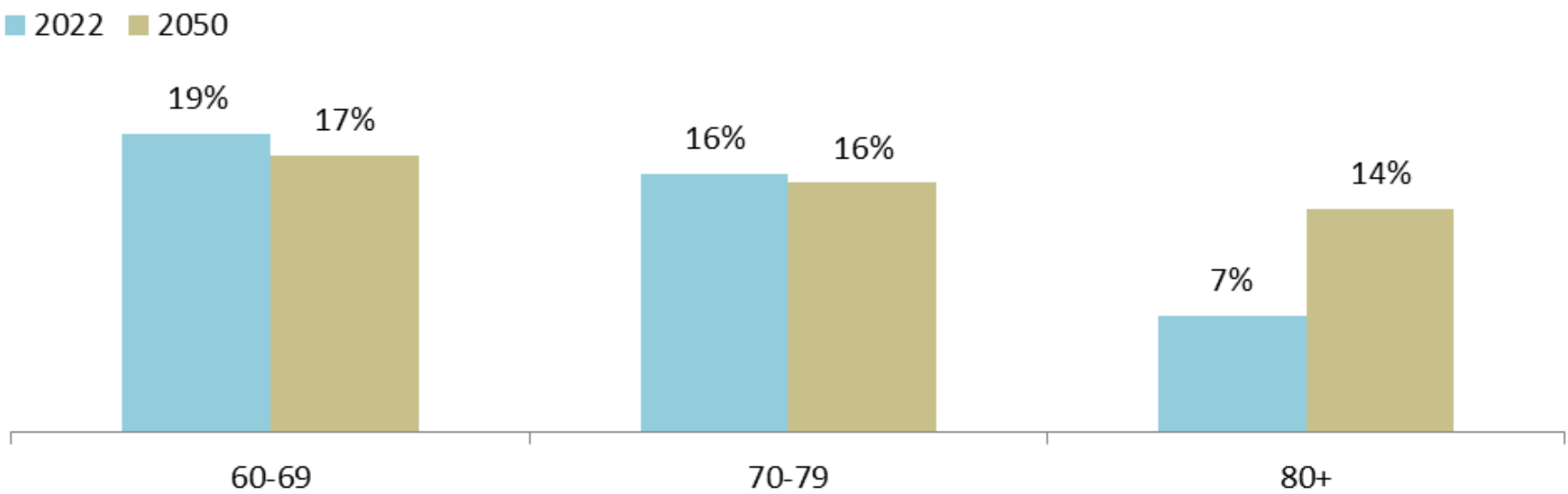
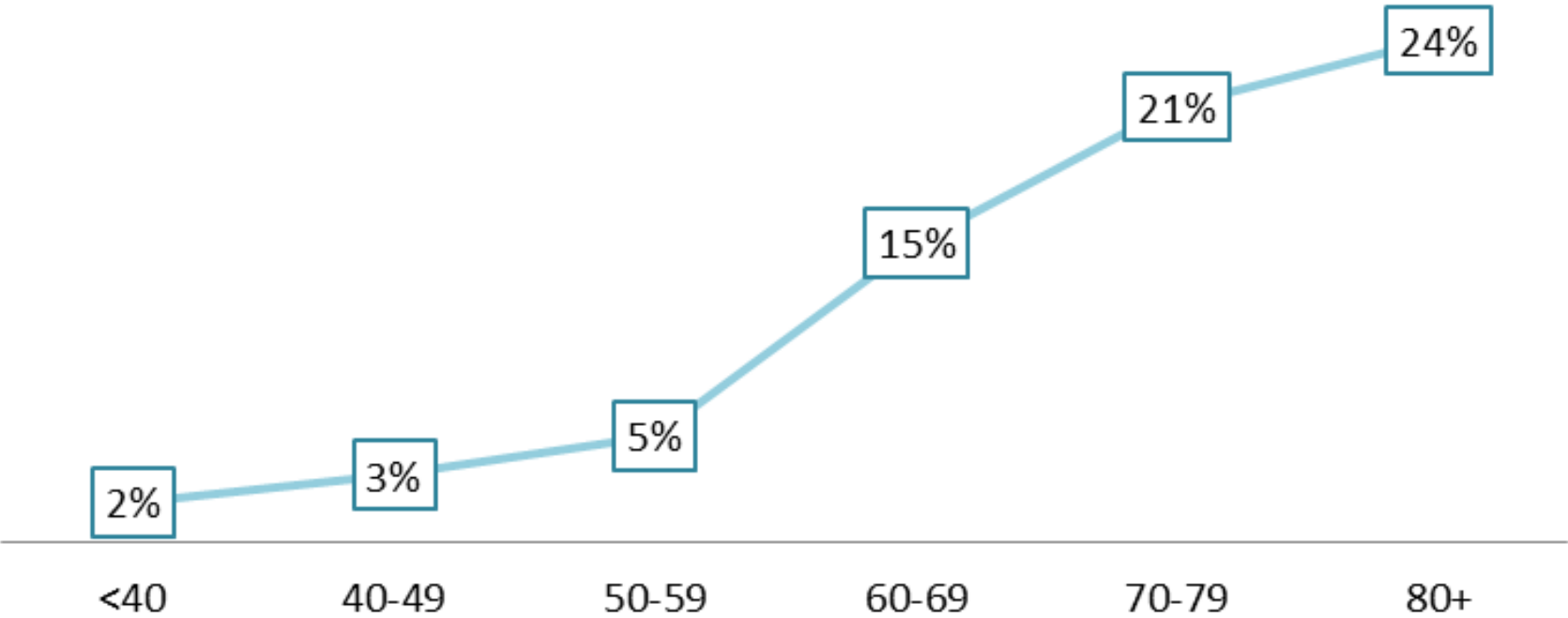


Fig 32. Percent of residents where income solely from SS/public assistance



Questions to inform a regional response

Health & Wellness

- 1.What strategies exist to proactively build the healthcare workforce?
- 2.To what extent does commercial real estate support a larger healthcare industry?
- 3.How can technology be leveraged to improve physical and mental health?

Help at Home

- 1.How can regional partners collaborate to identify and serve isolated older residents?
- 2.What resources would help support, recognize, and empower family caregivers?
- 3.How can the region expand the number of caregivers?

Age-Friendly Living

- 1.How can the region improve the accessibility of existing homes at scale?
- 2.What approach to future development would promote aging in place?
- 3.How can the region think creatively about transportation?

Emergency & Safety Assistance

- 1.What models exist to proactively serve frequent EMS-users?
- 2.How can the region prepare for a large-scale emergency?
- 3.How can regional partners reduce exploitation and crimes against older adults?

Money in Reserve

- 1.How can the region offer a more age-friendly shopping experience in the community?
- 2.What strategies exist to diversify the region's tax base?
- 3.What services could improve financial stability in the older adult population?

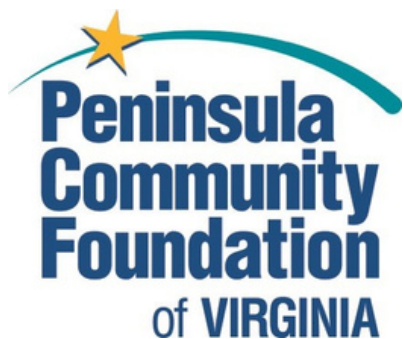
**Peninsula Community
Foundation** of VIRGINIA

pcfvirginia.org

THANK YOU!



END SLIDE



Your Community Foundation

AT A GLANCE

The Peninsula Community Foundation (PCF) exists to serve those who serve our neighbors. We don't stand on the front line directly caring for others; we stand beside and behind the heroic nonprofits, generous individuals, caring families, and dedicated businesses who do serve on the front line caring for this community, day in and day out. We are their partner ensuring their efforts and generosity do the greatest good. Leaning into our name -PCF- we offer our support in three ways:

P

PARTNERSHIPS

We act as a central hub, fostering relationships and identifying opportunities where working together can solve complex challenges and amplify positive change across the Peninsula.

- We primarily serve six municipalities: Hampton, Newport News, Poquoson, York County, James City County, Williamsburg.
- We partner with individuals, families, nonprofits, for-profit businesses, other foundations, and educational institutions, and we help them partner with one another.

C

CAPACITY BUILDING

We empower organizations to do more, better, and to tackle what they can't alone. We also conduct in-depth community research to help ensure decisions are data-driven and address the Peninsula's most pressing needs.

- **Center for Community Research:** Exemplified by studies like "[Serving an Older Peninsula](#)," the Center provides crucial data for regional planning and informed action.
- **Give Local 757:** Our annual 24-hour online giving day provides a massive fundraising and awareness boost for hundreds of local nonprofits, fostering community-wide engagement in philanthropy.
- **Children's Holiday Fund:** We manage and amplify a century-old program that brings essential support and joy to families in need during the holidays.
- **"In the moment" analysis projects:** To help funders and nonprofits understand emerging changes on the local, state, and national community landscapes and inform their response.

F

FINANCIAL POSSIBILITIES

PCF Virginia is a trusted steward of charitable assets, offering flexible options for individuals, families, and businesses to achieve what they hope to with their philanthropic resources. Every gift opens a window of possibility for our neighbors.

- **Donor-Advised Funds (DAFs):** Operate like glorified savings accounts that earn money on the money invested with PCF, allowing you to make philanthropic decisions about the causes you care most about, with PCF managing the details.
- **Endowment Funds:** Provide support in perpetuity for the causes you care most about.
- **Scholarship Funds:** Creating support for one, or many, schools or students.
- **Agency Funds:** Basically, DAFs established by nonprofit organizations and managed by PCF to provide a stable source of income for their operations and programs.
- **Field of Interest Funds:** Donors establish funds simply directing PCF to put their dollars to work as we see fit in support of the areas of community need they care most about.
- **Corporate Donor-Advised Funds:** helps align your company's values with meaningful community impact—all under one powerful giving tool.

How We Got Here

At our inception, the Virginia Peninsula stood as the largest region in the Commonwealth without a dedicated community foundation. Recognizing this gap, our founders envisioned an organization to serve as an anchor, keeping the holistic well-being of the Peninsula at its heart. While numerous nonprofits, local governments, businesses, and educational institutions diligently pursued their individual missions, PCF was created with a singular focus: to champion the collective good of our entire community.

[Join us in our story of community support and service](#)

PCF by the Numbers

as of December 31, 2024

\$18 Million+

Total/Invested Assets

Total number of Established Funds

186

\$4 Million+

Total PCF Grants & Gifts to the community in 2024

Total Scholarships and Teacher Grants Awarded in 2024

\$251,427

\$38 Million+

PCF Gifts and Grants to the community since 2007

Our Programs

GIVE

LOCAL

757!™

Launched by PCF in 2014, Give Local 757 is the Hampton Roads region's annual 24-hour online giving day that unites our community in support of hundreds of local nonprofits. More than just a fundraiser, this event amplifies nonprofit impact, boosts organizational capacity and sustainability, and has raised over **\$14 million to strengthen the 757 region.**

Center for Community Research

Established in 2023, and building on its research work for more than a decade, the PCF's Center for Community Research empowers the Virginia Peninsula through data-driven insights, analyzing critical social issues, assessing community needs and identifying opportunities for sustainable growth and development toward solutions.



Since 2020, PCF has been home to The Children's Holiday Fund, supporting local nonprofits that provide holiday-specific programs that meet essential needs and bring joy to children and their families during the winter holiday season. The Peninsula Community Foundation has awarded over **\$500,000** through this program.



Impact 100 Greater Peninsula has awarded over **\$1 million** in transformative grants to Peninsula nonprofits. Each year the group awards grants of up to \$50,000 to organizations making a meaningful difference in the community. Impact 100 Greater Peninsula is united in the mission to empower women and amplify impact through collective giving.

Contact Us:

Page 2

Serving an Older Peninsula: A SUMMARY

This report examines the evolving needs and challenges of the growing older adult population in the Virginia Peninsula region.

Peninsula's Aging Population: New Report Explores – Are We Ready?

The Virginia Peninsula faces a dramatic demographic shift as the number of residents aged 80 and older is projected to more than double by 2050, growing by 122%, according to a new report, "Serving an Older Peninsula." Released by the Peninsula Community Foundation of Virginia (PCF) as the inaugural initiative of its Center for Community Research, the report highlights both the challenges and opportunities presented by this rapid growth.



Currently, older adults comprise 25% of the Peninsula's population. The report, produced in partnership with the Peninsula Agency on Aging and with support from all six Peninsula municipalities, explores strategies to leverage the experience and contributions of older residents while addressing their evolving needs in healthcare, housing, caregiving, transportation, safety, and quality of life.



"This study consolidates critical data from across the Peninsula, providing a comprehensive understanding of the challenges and opportunities ahead," said Adelia Thompson, CEO of the Peninsula Community Foundation. "Now, the crucial question is: What's next? We will collaborate with partners across the region to identify existing initiatives, incentivize new efforts, and position our community to proactively address the coming changes."

KEY FINDINGS:

- By 2050, nearly 43,000 Peninsula residents will be 80 or older, making this the fastest-growing demographic.
- **Healthcare:** The Peninsula will see a 15% increase in healthcare jobs over the next decade, due in large part to the increased physical health needs and challenges that will face a greater population advancing in age.
- **Housing:** Across the Peninsula, most older adults live in homes that do not accommodate aging-in-place, and making structural changes can be cost prohibitive. Transportation and walkability of their neighborhoods present challenges that will simply increase.
- **Caregivers:** Already, the demand for paid, skilled caregivers exceeds the number in our workforce, and that imbalance will deepen quickly. This hits families from two directions – the cost, and the limited number often means family members must fill the gap. But that in turn means those family members cannot work, which has further economic impact across the board.
- **Emergency Support:** Currently, older adults are by far the largest consumers of EMS services. With calls from this group expected to grow 12% over the next few years, expanding emergency resources become a very real pressure for the community



- **Workforce:**

- Over the next 25 years the population of 30–60 year olds increases 20% while the population of 60–80 year olds is expected to increase 133%. In 2021, 46 percent of the individuals who left the region were aged 25–59, compared to 37 percent of those who moved to the region. This trend further shifts the composition of residents who remain behind.
- An estimated 13,000 older and 5,500 working-age Peninsula residents likely require formal caregiving, a collective need for 18,500 home health aides (1:1). As of 2024, there were 3,800 aides, about 1 caregiver for every 5 vulnerable residents who need a caregiver. By 2034, collective need is expected to increase to 21,500 aides, compared to a supply of 5,100 home health aides.

CALL TO ACTION:

Create a more age-friendly Peninsula, through creative regional collaboration, and leaning into the work already underway by private business, governments, education, and nonprofits. Specific recommendations from the report include:

- Recruiting and retaining healthcare workers
- Expanding housing accessibility options and support, and transportation opportunities
- Supporting family caregivers with resources and training, but also building the available, affordable workforce of professional caregivers
- Fostering intergenerational connections, and quality of life opportunities including intentional interactions between younger and older generations, programs and services that afford social connections and cultural experiences
- Strengthening emergency response systems and staffing
- Addressing the necessary strategies to ensure ongoing economic strength as the financial capacities of older neighbors decline, even as that population increases
- Identifying the strategies that exist and developing new ones to help the region proactively build its workforce to meet the demand for increased services in support of older residents

The full report is available at **www.pcfvirginia.org/agingreport** with more details on how community leaders, businesses, and residents can engage in crafting a successful future for the Peninsula, embracing our older neighbors who have much to teach us all.

We are deeply grateful for the generous support provided by the Virginia Peninsula municipalities: Hampton, Newport News, Williamsburg, Poquoson, James City County, and York County. This critical funding made the completion of this study and report possible.

We also wish to express our deep appreciation to our partners at the Peninsula Agency on Aging for their invaluable contributions and expertise throughout this project.

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Barbara E. Watson, Social Services Director

SUBJECT: Child Care Availability in James City County

The availability of child care is crucial to working families. Since 2020 and the Covid-19 Pandemic, the availability of child care slots has declined due to the inability to hire sufficient staff. Multiple day care centers and other providers have waiting lists and often do not have space for all children in a family dependent on age. The 2023 American Community Services Survey indicates the following number of children in James City County could potentially need child care while their parents work or attend school:

Child Ages	Total Number
10-14 years	4,749
5-9 years	4,108
Under 5 years	<u>3,876</u>
Total	<u>12,733</u>

Child care options in James City County are available in child care centers, preschools, Family Day homes, and programs for school-age only.

Child Care Aware of Virginia (vachildcare.com) reports, as of August 20, 2025, James City County has 13 Child Care Centers, 15 Preschools, one Family Child Care Home, and eight School-Age Only Programs, offering care to children ages from one month to 14 years of age. These numbers do not reflect the number of child care homes that have informal arrangements or are unlicensed. Additional data gathered from the 2025 Child Care Needs Assessments for James City County indicates that centers can accommodate 1,795 children, Preschools 271, Family Child Care Homes no data, and School-Age Only Programs 1,400, for a total capacity of 3,466.

*Provider Capacity (<https://dss.virginia.gov/facility/search/cc.cgi>)

Centers	1,968
Preschools	533
School Age	559 (JCC Before and After School) 15 on waiting list

*Cost of Care - Full Time-Weekly-Center	Min	Avg	Max (vachildcare.com)
Infant (Birth-16 months)	\$185	\$216	\$239
Toddler (17-23 months)	\$185	\$210	\$227
Preschool (2-3 years)	\$175	\$183	\$188

James City County Parks & Recreation Before & After School Registrations 2025-2026:

Site Location	No. of Participants Registered	Waitlist (could not register)
Clara Bryd Baker	75 (full)	1
DJ Montague	65 (full)	
JB Blayton	58 (full)	
Laurel Lane	75 (full)	1
Matoaka	66 (full)	
Matthew Whaley	70 (full)	1
Norge	55 (full)	
Stonehouse	95 (full)	12
Total	559	15

Before & After School program fees per week:

- Before School only - \$60/child
- After School only - \$65/child
- Before & After School - \$80/child

James City County and Williamsburg residents can apply for a discount on Parks & Recreation activities. Residents wishing to apply for the discount will be required to complete a Parks & Recreation discount application and provide proof of income annually. Discounts of 20, 50, or 75% are available based on household total gross income.

The Department of Social Services provides child care subsidies to providers to cover a portion of the weekly cost of care for eligible families. As of August 29, 111 families were receiving a child care subsidy, and 18 families are on the waitlist. Social Services works with 14 centers and three Family Child Care Homes who accept the subsidy. Any amount over the allotted subsidy is the responsibility of the parents and paid weekly to the provider. Parents receiving a child care subsidy also must pay the provider a monthly copayment based on 5% of the family's income and determined by gross income and the size of the family household. Subsidy rates are set by the Virginia Department of Social Services and the Department of Education:

Family Scenario Example

- Household of three, mom, two children
- Mom attending job training
- Children ages one and five
- Fee for one year old is \$340 per week (subsidy \$68 per day, total \$340)
- Fee for five-year-old is \$215 per week (attends Kindergarten) (subsidy is \$41 per day, total \$205. Mom is responsible for \$10 per week)

Parents eligible for the child care subsidy may receive Temporary Assistance for Needy Families (TANF) or are an Asset Limited, Income Constrained, Employed (ALICE) household making over the federal poverty guidelines (\$15,560 for a household of , \$32,150 for a family four). Parents must be working, enrolled in school, or job search up to 90 days.

This study finds that the central issue is not the lack of child care options, but the affordability of care and

the barriers families face in accessing available resources. Key barriers include: (1) limited availability - many providers only accept younger children, have long waiting lists, or are at capacity; (2) transportation challenges - without a vehicle, traveling to distant centers is difficult; (3) cost - not all providers accept subsidies and affordable options may be full or age-restricted; (4) location - lower-cost care may not be conveniently located; and (5) staffing shortages - centers struggle to maintain enough qualified staff to expand enrollment.

BEW/tm

ChildCareAval25-mem

Attachments:

1. ALICE - The Cost of Basics
2. 2025 Child Care Aware Needs Assessment
3. Subsidy Providers
4. Child Care Definitions

2025 Child Care Needs Assessments for: JAMES CITY

Demographics of County	JAMES CITY County	Virginia
Population 16 years and over ¹	76,032	8,509,358
Percent of people below poverty level ¹	6.6%	10%
Children under 6 with working parents ¹	2,503	396,207
Median Household Income ¹	\$91,675	\$76,398
Unemployment rate - population 16 and older ¹	4.1%	4.6%

Child Care Supply as of 7/28/2025	County Data
Child Care Programs(all regulation types: Regulated/Licensed, licensed exempt and exempt from regulation)	
Child Care Centers	13
Preschools	15
Family Child Care Homes	0
School Age Only Programs	8
Total Child Care Programs	36

Regulated/Licensed Child Care Programs

Child Care Centers	12
Preschools	8
Family Child Care Homes	0
School Age Only Programs	7

Total Licensed Child Care Programs

27

Regulated/Unlicensed Child Care Programs

Child Care Centers	1
Preschools	2
Family Child Care Homes	0
School Age Only Programs	0

Total License Exempt/Inspected Child Care Programs

3

Educational/Recreational Exempt

Child Care Centers	0
Preschools	5
Family Child Care Homes	0
School Age Only Programs	1

Educational/Recreational Exempt

6

Licensed Capacity	
Centers	1795
Preschools	356
Family Child Care Homes	no data
School Age Only Programs	1400
Total Licensed Capacity	3551

2025 Child Care Needs Assessments for: JAMES CITY

County: JAMES CITY

Cost of Care - Full Time Weekly	Center			Family Child Care			Preschools			School Age		
	Min	Avg	Max	Min	Avg	Max	Min	Avg	Max	Min	Avg	Max
Infant (Birth - 16months)	\$185	\$216	\$239	\$0	\$0	\$0	X	X	X	X	X	X
Toddler (17 - 23 months)	\$185	\$210	\$227	\$0	\$0	\$0	X	X	X	X	X	X
Preschool (2-3 years)	\$175	\$183	\$188	\$0	\$0	\$0	\$0	\$0	\$0	X	X	X
Preschool (4-5 years and not in school)	\$165	\$175	\$185	\$0	\$0	\$0	\$0	\$0	\$0	X	X	X
School Age (5-12 years)	\$145	\$159	\$174	\$0	\$0	\$0	X	X	X	\$0	\$0	\$0

Information provided in this report is maintained by Child Care Aware® of Virginia (CCAoVA). CCAoVA recognizes there are groups of child care programs not captured in these totals, including: 1) home-based programs that are neither licensed nor registered, but are eligible to participate in the state Subsidy program, 2) family child care programs that serve four or fewer unrelated children and are not licensed or registered with the state in any capacity, and 3) camp programs that only operate during the summer.

Data Sources:

1. 2020 Characteristics, United States Census Bureau American FactFinder

Managed By: Child Care Aware® of Virginia

Address : 14321 Winter Breeze Dr., Ste. 152 • Midlothian, VA 23113

Phone : (804) 285-0846 • (866) 481-1913 • (804) 285-0847 **[FAX]**

Email : reception@vachildcare.com

Web : <http://vachildcare.com/>

Virginia Department of Social Services <https://www.dss.virginia.gov/facility/search/cc2.cgi>

Child Care Definitions

Effective July 1, 2021, the Virginia Department of Education will be responsible for overseeing child care and early education programs, including licensure, the Child Care Subsidy Program, and resources for educators.

Child Day Center

Child day centers are child day programs offered to (1) two or more children under the age of 13 years in a facility that is not the residence of the provider or of any of the children in care or (2) 13 or more children at any location. During the absence of a parent or guardian, the operator of the child day center has agreed to assume responsibility for the supervision, protection and well-being of children under the age of 13 years for less than a 24-hour period. By law, a child day center may be granted either a six-month conditional license, a six-month provisional license or a two-year license.

Religious Exempt Child Day Center

Religious exempt child day centers are child day centers operated by religious institutions that are exempt from licensure if the facility is sponsored by an institution that is exempt from federal taxes for religious purposes or is exempt from paying local real estate taxes on the property owned by the sponsoring religious institution.

Center Based

A legally operating child day program offered to (i) two or more children under the age of 13 in a facility that is not the residence of the provider or of any of the children in care or (ii) 13 or more children at any location that is neither licensed nor registered and is eligible to participate in the Subsidy program.

Family Day Home

Family day homes provide care for five to 12 children (exclusive of the provider's own children and any children who reside in the home). The care may be offered for less than 24 hours in the home of the provider or in the home of any of the children in care. Licensure (or voluntary registration) also is required when care

is provided to more than four children under two years of age, including the provider's own children and children who live in the home.

Voluntary Registered Day Homes

Voluntary registration is a form of regulation offered to family day homes that are not required to be licensed. These homes have fewer than five children in care, not including provider's own children and any children who reside in the home. Voluntary registration is not available in areas where local ordinances regulate unlicensed providers (Arlington, Fairfax and Alexandria).

Home Based

A legally operating child day program offered in the residence of the provider or the home of any of the children in care for one through 4 children under the age of 13, exclusive of the provider's own children and any children who reside in the home, when at least one child receives care for compensation and is neither licensed nor registered and is eligible to participate in the Subsidy program. A legally operating home-based child day program where the children in care are all related to the provider by blood or marriage shall not be required to be licensed.

Short-Term Child Day Center

Short-term child day centers are child day centers that operate for part of the year only.

Certified Pre-School

Certified preschools are those operated by private schools that are accredited by any statewide accrediting organization recognized by the Board of Education or a private school or preschool that offers to preschool-aged children a program accredited by organizations as listed in the Code and recognized by the Board of Education to be exempt from licensure. They must meet certain requirements specified in the Code of Virginia.

The Cost of Basics

To capture the reality of household costs across Virginia, United For ALICE provides household budgets that are tailored by location and household type.

The ALICE Household Survival Budget

The Household Survival Budget reflects the minimum cost to live and work in today's economy and includes **housing, child care, food, transportation, health care, and technology, plus taxes** and a 10% **miscellaneous** category. This budget is the basis for determining whether households are above or below the ALICE Threshold by county.

In 2023, household costs in every county in Virginia were well above the Federal Poverty Level of \$14,580 for a single adult and \$30,000 for a family of four.

ALICE Household Survival Budget, James City County, Virginia, 2023								
Monthly Costs	Single Adult	One Adult, One Child	One Adult, One In Child Care	Two Adults	Two Adults Two Children	Two Adults, Two In Child Care	Single Adult 65+	Two Adults 65+
Housing	\$1,298	\$1,320	\$1,320	\$1,320	\$1,540	\$1,540	\$1,298	\$1,320
Child Care	\$0	\$398	\$1,062	\$0	\$797	\$2,125	\$0	\$0
Food	\$573	\$970	\$870	\$1,051	\$1,763	\$1,556	\$528	\$967
Transportation	\$418	\$552	\$552	\$657	\$945	\$945	\$347	\$517
Health Care	\$199	\$439	\$439	\$439	\$820	\$820	\$537	\$1,074
Technology	\$86	\$86	\$86	\$116	\$116	\$116	\$86	\$116
Miscellaneous	\$257	\$377	\$433	\$358	\$598	\$710	\$280	\$399
Taxes	\$498	\$532	\$690	\$584	\$808	\$1,122	\$560	\$895
Monthly Total	\$3,329	\$4,674	\$5,452	\$4,525	\$7,387	\$8,934	\$3,636	\$5,288
ANNUAL TOTAL	\$39,948	\$56,088	\$65,424	\$54,300	\$88,644	\$107,208	\$43,632	\$63,456
Hourly Wage	\$19.97	\$28.04	\$32.71	\$27.15	\$44.32	\$53.60	\$21.82	\$31.73



The ALICE Household Stability Budget

The ALICE Household Stability Budget incorporates the higher costs for maintaining a more financially stable household over time, including a 10% savings category that can be used in an emergency or for longer-term goals like additional education or buying a home.

ALICE Household Stability Budget, Virginia, 2023				
Monthly Costs	Single Adult	Two Adults	Two Adults Two Children	Two Adults, Two In Child Care
Housing	\$1,361	\$1,616	\$1,799	\$1,799
Child Care	\$0	\$0	\$671	\$2,344
Food	\$740	\$1,378	\$2,503	\$2,127
Transportation	\$876	\$1,114	\$1,528	\$1,515
Health Care	\$216	\$475	\$892	\$892
Technology	\$86	\$116	\$116	\$116
Miscellaneous	\$328	\$470	\$751	\$879
Savings	\$328	\$470	\$751	\$879
Taxes	\$697	\$892	\$1,245	\$1,629
Monthly Total	\$4,632	\$6,531	\$10,256	\$12,180
ANNUAL TOTAL	\$55,584	\$78,372	\$123,072	\$146,160
Hourly Wage	\$27.79	\$39.19	\$61.54	\$73.08



DAYCARE CENTERS IN JAMES CITY COUNTY

Private Provider

(in-home provider)

312 Cobblestone
Williamsburg, VA 23185
(757) 253-7506

WISC

5700 Warhill Trail
Williamsburg, VA 23188
(757)253-1947

YMCA

301 Sentara Circle
Williamsburg, VA 23188
(757) 247-9622

The Kensington School

115 Norge Lane
Williamsburg, VA 23188
(757) 808-6756

The Kensington School

3435 John Tyler Hwy
Williamsburg, VA 23185
(757) 645-2047

ACE Academy

3705 Strawberry Plains
Williamsburg, VA 23185
(757)-358-8641

The Learning Experience

1430 High Street
Williamsburg, VA 23185
(757) 808-6619

DAYCARE CENTERS IN JAMES CITY COUNTY

Creative Kids Child
8582 Pocahontas Trail
Williamsburg, VA 23185
(757) 229-4984

First Steps Child Care & Development Center (CDR)
4451 Long hill Road
Williamsburg, VA 23188
(757) 566-3300

La Petite Academy # 898
3190 Lake Powell Road
Williamsburg, VA 23185
(757) 253-1938

La Petite Academy # 7145
5260 Olde Towne Road
Williamsburg, VA 23188
(757) 220-0121

Small Hands & Large Heart LLC
(in-home provider)
122 Howard Drive
Williamsburg, VA 23185
(757) 218-4035

IXORA Montessori
3051 Ironbound Road
Williamsburg, VA 23185
(757) 349-2647



Internship Program

General Services

September 23, 2025

General Services Intern Program

- Hands-on experience in: Electrical, HVAC, Landscaping, Plumbing, Automotive, Custodial, Stormwater, Solid Waste and more
- Receive mentorship, training, and career development tools
- Hours worked may count towards state licensure



Thinking of a Career in the Trades? Try a paid Summer Internship!

James City County is committed to the development of trade careers. By partnering with us in our internship program you will have hands-on experience in the areas that interest you. Participating in one of our Internships, may also help you gain hours towards certification in your chosen trade field.



Partnering with you, for your success



The General Services Department of James City County is responsible for building, maintaining and operating County facilities, grounds and programs in a manner that is efficient, environmentally sound and responsive to the needs of our internal and community-based customers.



jamescitycountyva.gov/738/General-Services

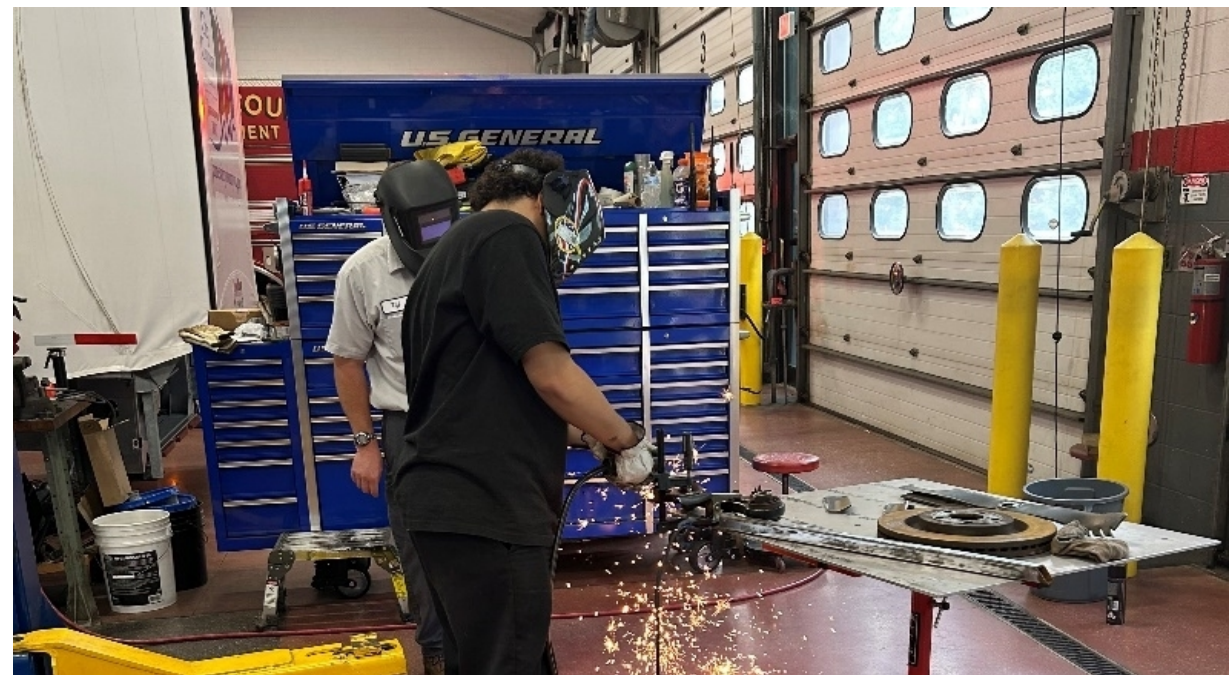
✉ general.services@jamescitycountyva.gov

☎ (757) 259-4080



Learning Opportunities & Program Goals

- Participate in operations and staff meetings
- Assist in diagnosing & repairing equipment and systems
- Practice safety procedures and use of tools
- Exposure to public service and government procedures
- Interns become ambassadors of James City County
- Increases James City County visibility as an employer for the skilled trades





Measuring Success



- One of the interns has been hired into a vacant General Services position
- Another intern has applied for an open position and will participate in the upcoming interview process

Questions?





James City County Police

School Zone Safety Plan



JAMES CITY COUNTY POLICE DEPARTMENT ANNOUNCES OUR

SCHOOL ZONE SAFETY PLAN

OUR SAFETY DATA

37,892

VEHICLES
TRAVELING
10+MPH
OVER THE
SPEED LIMIT

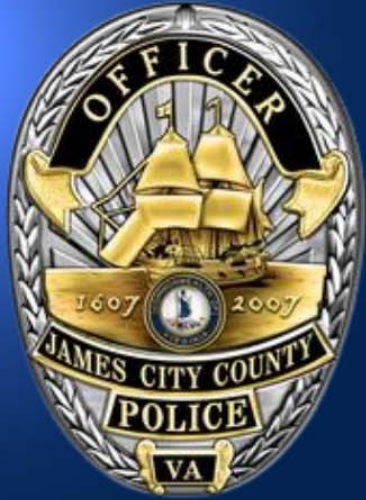
68.5%

SPEEDERS
TRAVELING
15+ MPH
OVER THE
SPEED LIMIT

**ZERO CRASHES
ZERO INJURIES
ZERO FATALITIES**



Data was
collected
during
testing in
2023 and
2024.



JAMES CITY COUNTY POLICE DEPARTMENT ANNOUNCES OUR

SCHOOL ZONE SAFETY PLAN

OUR SAFETY PLAN

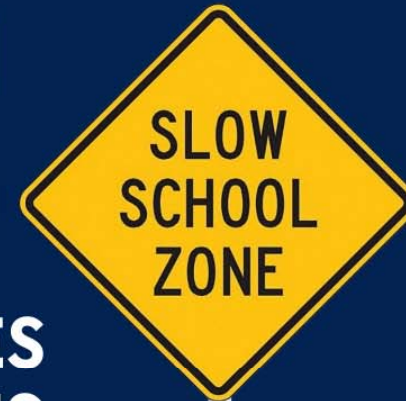
PHASE 1

WARNINGS WILL
BE MAILED TO
THOSE WHO
SPEED 10+ MPH
OVER THE SPEED
LIMIT

PHASE 2

CITATIONS WILL
BE MAILED TO
THOSE WHO
SPEED 10+ MPH
OVER THE SPEED
LIMIT

**ZERO CRASHES
ZERO INJURIES
ZERO FATALITIES**



Help us keep our youngest citizens safe while they're at school.
When school is in session and the flashing lights are on, slow down.



PARTICIPATING SCHOOLS

- Clara Byrd Baker Elementary
- D.J. Montague Elementary
- James River Elementary
- Stonehouse Elementary
- Norge Elementary
- Toano Middle
- Lafayette High



IMPLEMENTATION

- Public notification via the JCC website, school system, social media, and local media.
- Warning Phase Began: September 8, 2025
- Enforcement Phase Begins: October 8, 2025
- Flashing light camera installation will mitigate citation challenges.





James City County Police

Drones as First Responders (DFR) Program

BEGINNING OF DFR

- Specialized Response Team
- VCU & Duke
- FAA compliance
- Launched April 18, 2025



WHY DFR?

- Faster response
- Improved safety
- Increased efficiency





NOTABLES

- Nineteen successful calls for service
- Rapid response time
- State law public safety calls for service restrictions



AED DELIVERY

- Next steps
- Application
- Future



MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: A. Vaughn Poller, Neighborhood Development Administrator
Tammy Mayer Rosario, Assistant Director of Community Development

SUBJECT: Community Land Trust Feasibility

In January, staff began working with its consultant, Burlington Associates in Community Development, to understand whether a Community Land Trust (CLT) could be a viable method of preserving housing affordability for James City County. As part of that exploration, staff and their consultants analyzed James City County's current strategies for affordable and workforce housing as well as the County's future plans for developing additional housing. They also held three outreach sessions over a two-day period with local stakeholders to gauge their interest in a CLT.

At the June 24 Board of Supervisors meeting, staff shared what they had learned regarding this tool and how it might be applied in James City County. At the end of the presentation, the Board expressed interest in staff and the consultant gathering more information and determining the feasibility of forming a CLT in James City County.

Following the meeting, staff and its consultant prepared a more in-depth feasibility analysis of how this tool for retaining the value of investments made in affordable housing could serve the needs of James City County and what the actions the County would need to take to establish a CLT for the County. The executive summary of this report is attached for your reference, and a full copy is available upon request.

At the meeting, Ms. Heather Benham will present highlights from the feasibility study. She will briefly walk through the steps necessary to establish, operate, and maintain the CLT. The existence of a CLT would allow the County to preserve in perpetuity any investment it makes in the development of affordable and workforce housing, including the opportunity to accept units proffered for affordability.

Staff looks forward to the discussion and requests direction from the Board on whether to continue working with the consultant to take more formal steps to establish the CLT as outlined in the feasibility plan.

AVP/TMR/ap
CommLndTrst-mem

Attachments:

1. Executive Summary of the Feasibility Plan
2. Frequently Asked Questions about Community Land Trusts

A Feasibility Plan for a Community Land Trust Serving James City County

September 2025



Prepared by Heather Benham & Michael Brown
Burlington Associates in Community Development



Executive Summary

James City County faces a critical shortage of affordable housing, particularly for low- and moderate-income households. One of the County's current affordability strategies relies on deed restrictions that expire within 5–15 years, after which affordable homes revert to market prices, undermining long-term public investment and affordability. In response, this feasibility plan recommends the creation of a Community Land Trust (CLT), a proven, long-term solution that ensures permanent affordability, preserves public and private investments, and supports economic resilience.

A CLT is a nonprofit organization that acquires land and holds it in trust for the benefit of the community. It sells homes on this land at affordable prices to income-qualified buyers, who lease the land through a 99-year renewable, inheritable ground lease. This model stabilizes households, allows them to experience some equity growth, and ensures the permanent affordability of homes through legal agreements and active stewardship.

This feasibility plan, developed by Burlington Associates, outlines a phased, sustainable method for launching a CLT to steward a portfolio of permanently affordable, owner-occupied homes. The proposed CLT would prioritize households earning up to 80% of the Area Median Income (AMI), while retaining the flexibility to serve households earning up to 120% of the AMI to align with legislatively approved developments.

Why Consider a CLT for James City County?

The County's 2019 Workforce Housing Task Force Report underscores the critical role of affordable housing in promoting residents' physical and mental well-being, supporting positive educational outcomes, and sustaining the County's long-term economic prosperity. A stable supply of affordable homes is essential for attracting and retaining a diverse workforce and fostering a growing, resilient local economy.

Public input gathered during the 2045 Comprehensive Plan update process reaffirmed this need when 83% of survey respondents agreed that housing opportunities that are affordable to our workforce are important. As a result, the 2045 Comprehensive Plan recommends strategies to rehabilitate and preserve existing housing to maintain affordability, and to expand the development of new housing options that serve all County residents and workers while protecting the County's unique natural, historical, and cultural character.

A CLT can create homes that remain affordable forever. Through a shared equity model, homeowners gain a return on investment while keeping resale prices within reach of the next eligible buyer. The CLT retains ownership of the land and actively supports homeowners, ensuring compliance and long-term success.

Proposed Model and Recommendations

Governance: The CLT would initially operate as a County-created program and transition into a nonprofit organization with an independent tripartite board. The board would have equal representation from:

- CLT homeowners or those representing their interests;
- Community members at large; and
- Public officials or funders (e.g., Board of Supervisors appointees).

Target Population: Households earning up to 80% AMI, with flexibility up to 120% to align with legislatively approved developments.

Development Strategy: Homes could be acquired through new construction, purchase of existing homes, partnerships with developers, or a homebuyer-initiated purchase. The County and other partners would provide initial subsidies for affordability. In our scenario, the CLT is not slated to be the developer.

Ground Lease: Homeowners lease land from the CLT with clear lease conditions ensuring owner-occupancy, maintenance, and affordability. The ground lease would last 99 years and be renewable and inheritable.

Stewardship: The CLT would support homeowners before and after purchase, monitor compliance with lease terms, and manage resales to ensure affordability is maintained.

Growth Projections: During FY26, the CLT will complete organizational development and program design activities. The CLT plans to sell its first 8 homes in FY27, add 15 homes in FY28, and 24 homes in FY29, reaching a total of 47 permanently affordable homes by the end of 2029. The CLT could also include proffered affordable and workforce homes contributed by developers.

Funding: Start-up and ongoing operations will require a mix of public funds, private grants, developer fees, and lease revenues. Each home will require land and development subsidies, depending upon the development costs and the homebuyer's finances.

Staffing Plan: The CLT staffing plan will begin with existing County employees. As the CLT grows, it will require full-time professionals to manage program operations, stewardship, development coordination and homeowner support. The CLT is projected to need to hire part- or full-time staff a few years into operation.

Anticipated Benefits

- **Preservation of Public Investment:** Affordability is locked in for generations, avoiding repeated subsidy needs.
- **Stabilization for Homeowners:** CLT homeowners build equity while minimizing foreclosure risks. National CLT foreclosure rates are 90% lower than the average, and homeownership tenure is similar to that of market-rate purchasers, at seven years.
- **Community Revitalization:** High-quality housing improves neighborhoods and enhances the local tax base.
- **Economic Development:** Affordable housing supports the attraction and retention of the workforce, especially for service-sector employees.
- **Reduced Displacement:** Long-term affordability protects limited-income families from gentrification pressures in their neighborhoods.

Strategic Partnerships

The success of the CLT will depend on strong collaboration with:

- **Nonprofits** (e.g., Habitat for Humanity, Housing Partnerships, House of Mercy)
- **Local governments** (e.g., James City County)
- **Financial institutions** (mortgage lenders and Community Reinvestment Act (CRA)-aligned banks)
- **Philanthropic and public funders** (e.g., Virginia Housing, Federal Home Loan Bank, local foundations)

Conclusion

James City County is well-positioned to benefit from the creation of a CLT. The County already has experienced housing staff capable of delivering affordable housing projects, making it cost-effective to launch and manage a CLT locally.

With 47 affordable homeownership units already in the pipeline, the County has an immediate opportunity to jumpstart the CLT. Placing these homes under CLT stewardship would ensure permanent affordability and maximize the long-term impact of the public investment. Unlike the current model, where a home may only serve one household, CLT homes would provide an ongoing entry point to homeownership for multiple families over time.

Establishing a CLT would require only a modest investment from local government but would generate significant community benefits—housing stability, affordability, and better use of public resources. These returns would continue to grow as additional partners and stakeholders engage with the CLT.



www.burlingtonassociates.com

Frequently Asked Questions about Community Land Trusts

MISSION & GOVERNANCE

What is a community land trust?

A community land trust (CLT) is a nonprofit, community-based corporation committed to the permanent stewardship of land and the permanent affordability of any housing located upon its land. Most CLTs target their activities and resources toward charitable activities like redeveloping blighted neighborhoods or providing housing for lower-income people, making these organizations eligible to receive a 501(c)(3) tax exemption from the IRS.

Land acquired by a CLT is never resold. It is retained by the CLT, held in trust for the community. Although a CLT never resells its land, it provides for the exclusive **use** of its land by leasing out separate parcels to individual homeowners, cooperative housing corporation(s), non-profit developers of rental housing, or other nonprofit, governmental, or for-profit entities. These ground leases last for a very long time, typically 99 years.

Any residential or commercial buildings already located on lands acquired by a CLT or any buildings later constructed on these lands are not retained by the CLT. They are sold off to organizations or individuals who are leasing the CLT's land. The owner of a house, a condominium, or a multi-unit residential or commercial building located on a CLT's land holds a deed for the building and a lease for the underlying land.

The CLT retains an option to repurchase these buildings, should their owners ever choose to sell. The resale price is determined by a formula contained in the ground lease. This formula, which usually yields a resale price that is lower than the building's market value, is designed to give the seller a fair return for his/her investment, while giving future buyers fair access to a home or commercial space at an affordable price. By design and by intent, the CLT is committed to preserving the affordability of housing (and other structures) – one owner after another, in perpetuity.

How is a CLT governed?

Membership in the CLT is open to anyone who leases land from the CLT and anyone who resides within the geographic area that is served by the CLT. The governing board of the CLT is composed of three parts, each containing an equal number of seats. One third of the board is elected by those members who are leasing land from the CLT ("leaseholder representatives"). One third is elected by members residing within the CLT's service area who are not living on the CLT's land ("general representatives"). The final third could be made up of members appointed by local government. They would likely be made up of local government officials, nonprofit providers of housing or social services, and other individuals who are presumed to speak for the public interest ("public representatives"). Control of the CLT's board is diffused and balanced to ensure that all interests are heard but no single interest is predominant.

PROJECTS & OPERATIONS

How does a CLT acquire land?

CLTs acquire land in three ways. (1) They purchase land at its market price, using funds they receive from public sources (such as HOME, CDBG, tax-increment financing and the like) or funds that are donated or loaned from private sources (such as foundations, individual philanthropists, or financial institutions). (2) CLTs receive land as a gift from a private donor or governmental entity. (3) CLTs acquire land for a below-market price through a mechanism known as a “bargain sale,” where the seller accepts cash for a portion of the land’s value and claims a tax deduction for the remainder of the land’s value.

How does housing get built on a CLT’s land?

When a CLT acquires a parcel of land, there may already be a single-family house or a multi-unit building on the land. In other cases, CLTs become active developers, constructing new housing on lands they have recently acquired or previously “banked” for future development. CLTs may also make land available to another nonprofit organization like Habitat for Humanity or a community development corporation for the construction of affordable housing. In a growing number of communities, moreover, affordably-priced homes come into a CLT’s portfolio because of inclusionary zoning, density bonuses, or other regulatory mandates or incentives. In these cases, CLTs become the long-term steward for occupancy, eligibility, and affordability controls imposed by local governments on housing built by for-profit developers.

What types of housing are developed on a CLT’s land?

There is enormous variability in the projects that CLTs pursue and in the types of housing they develop (or allow to be developed) on their land. Some CLTs focus only on detached, single-family houses. Others are engaged in the development and stewardship of multi-unit residential projects that are structured as townhouses, condominiums, cooperatives, or nonprofit rental housing. CLTs have also been used for the preservation of mobile home parks and for the development of homeless shelters, transitional housing, and SRO housing.

How does a CLT cover the cost of its own operations?

Like other nonprofit organizations, CLTs rely on grant funding to cover their start-up and operating costs during their early years. Sources include private philanthropy (such as foundations, local employers, and faith-based organizations) and public sector funding from federal, state, and municipal sources. Once their holdings reach a substantial scale, some CLTs have been able to generate enough revenue internally (via ground lease fees, lease re-issuance fees, membership dues, and fees for service) to cover their stewardship responsibilities, especially the cost of monitoring and enforcing the occupancy, eligibility, and affordability controls that encumber a CLT’s housing.

How fast does a CLT typically grow?

Every CLT has an eye toward expanding the number of acres and buildings that are brought into its domain of nonspeculative ownership, but the scale and pace of acquisition can vary widely from one CLT to another. This is due, in large measure, to factors outside of a CLT's control, like the cost of buildable sites and the availability of grants and loans. An acquisition strategy is also a function of a CLT's own priorities in choosing who to serve, what to build, and where to work. Some CLTs have grown quite slowly, annually purchasing a few parcels of land on which are constructed (or rehabilitated) a handful of single-family houses. Other CLTs have grown rather rapidly, benefiting from private donations or public largess that have allowed for the acquisition of larger parcels of land and the steady development of many units of housing. Regardless of the magnitude of their development activity, which may ebb and flow over the years, most CLTs are committed to adding more land to their holdings and to bringing more resale-restricted, owner-occupied housing under their stewardship.

AFFORDABLE HOMEOWNERSHIP

Who is eligible to purchase a CLT home?

Every CLT determines its own priorities for who will be served – i.e., who will be the principal beneficiaries of the CLT's activities. Many CLTs target households with incomes below 80% of Area Median Income because of the urgency of need experienced by lower-income households and because of requirements set by federal affordable housing programs such as HOME. In communities where housing is already very expensive (and escalating rapidly) and where additional resources are available to create housing affordability; however, CLTs have often targeted a higher range of household incomes, including households with incomes up to 100% or 120% of Area Median Income. CLTs typically establish secondary selection criteria as well. They may give preference, for example, to larger families or to persons displaced from housing or to households currently residing or working in their service area.

How do individuals who want to buy CLT housing obtain financing?

Although homes for sale through a CLT are nearly always more affordable than market-rate housing, few low-income or moderate-income households will be able to buy a CLT home out of their own savings. They will need mortgage financing. Consequently, CLTs work with local lenders to secure mortgages for their homeowners. Many private lenders across the country, many state housing finance agencies, and national agencies like Rural Development and Fannie Mae are making mortgage financing available for homes located on land that is leased from a CLT.

What happens if a CLT homeowner defaults on his/her mortgage?

Under the “standard permitted mortgage” used by most CLTs, the CLT must be notified by a lender whenever a CLT mortgage holder is in default. The CLT is then given 60 days to cure the default on the homeowner’s behalf. If the CLT does not cure and the lender proceeds to foreclosure, the CLT is then given an opportunity to purchase the foreclosed building. Even in a mortgage meltdown, the CLT retains ownership of the underlying land. This places the CLT in a strong bargaining position with respect to both the homeowner and the lender.

What happens if CLT homeowners want to resell their homes and move away?

The CLT has a preemptive option to purchase any homes that are located upon its land. The CLT may exercise this option itself, purchasing the home and reselling it to another income-eligible buyer. Alternatively, the CLT may waive its option to purchase and allow the homeowner to sell her home directly to another income-eligible qualified buyer. In either event, the CLT homeowner is obliged to sell the home for no more than the maximum price determined by a resale formula stipulated in the homeowner’s ground lease.

What keeps a CLT home affordable for low-income homebuyers in the future?

CLTs are able to preserve the affordability of owner-occupied housing by controlling the price for which a CLT home can be resold and by controlling the income-eligibility of the persons who may purchase the home. Every CLT crafts its own resale formula, tailoring it to meet the social priorities of the organization, the social needs of its community, and the economic realities of its real estate market. The resale formula most commonly used by CLTs across the country is either an “indexed formula” or a “appraisal-based formula.” In the first, the resale price of a CLT home increases at a rate that is pegged to annual changes in area median income, blue collar wages, consumer prices, or some other index. In the second, the resale price of a CLT home is determined by adding to the price initially paid by the homeowner a percentage of the home’s appreciated market value. Regardless of the formula that is used, the CLT is usually able to repurchase the home for a price that is lower than the home’s market value. This below-market price is passed on to the next homebuyer, maintaining the relative affordability of the CLT home, one resale after another.

Can the buyers of CLT homes become absentee owners, subletting for a profit?

No. Embedded in the CLT ground lease is an occupancy requirement stipulating that a CLT home must be continually used and occupied by the owner as his/her primary residence. Under special circumstances, with prior approval of the CLT, a homeowner may sublet all or part of the home. The duration of this sublet, however, and the amount of rent a homeowner may charge are both controlled by the ground lease (and by the CLT).

Who pays the property taxes?

CLT homeowners are responsible for the payment of all real estate taxes – on both the home they own and the land they lease. CLT homeowners typically qualify for the same homestead exemptions, rebates, or deductions that are made available to any other homeowner, since CLT homeowners have “beneficial title” to their property. Some municipal tax assessors take account of the permanent cap that is placed on the resale price of CLT homes and, accordingly, tax these homes at a lower rate than unrestricted, market-rate homes. In jurisdictions where local assessors ignore this permanent encumbrance, however, CLT homeowners are forced to pay property taxes not only on value that is theirs but also on value they can never claim for themselves.

What happens if CLT homeowners stop making repairs on their homes?

The ground lease requires homeowners to “maintain the leased premises and improvements in good, safe, and habitable condition in all respects, except for normal wear and tear, in full compliance with all applicable laws and regulations” of the local jurisdiction. Failure to comply with this provision is grounds for the CLT to declare a homeowner in default of the lease. The remedies employed by the CLT to correct the default may include fines, arbitration, or even the homeowner’s eviction from the leasehold.

COMMUNITY BENEFITS/COMMUNITY CONCERNS

Why are local governments choosing to start or to support a CLT?

In some places, the initiative for establishing a CLT has come from municipal government, as in Burlington, VT, Chapel Hill, NC, Chicago, IL, Sarasota, FL, and Irvine, CA. In many other places, CLTs have been made favored recipients of a municipality’s financial and regulatory largess. Especially in jurisdictions with inclusionary housing programs, where regulatory mandates or financial incentives have induced private developers to create affordably priced housing for lower-income homebuyers, CLTs are being used to preserve the homeownership gains that a local government has worked so hard to create. What accounts for this growth in municipal interest and municipal support? Why are a growing number of local governments investing their scarce resources in nurturing the development of CLTs? Six reasons are given again and again:

1. Developing Communities without Displacing People

A CLT has the ability to revitalize low-income neighborhoods without displacing the low-income people who have long lived there. A local CLT can also complement smart growth policies at the regional level. When established in an inner-city neighborhood or an inner-ring suburb, the CLT can serve as a bulwark against rising prices and speculative pressures that often mount when anti-sprawl measures redirect investment toward the urban core instead of the suburban periphery.

2. Perpetuating the Affordability of Publicly-assisted, Privately Owned Housing

Housing that is made affordable initially through public subsidies or measures like proffers can be kept affordable continually. The ground lease used by the CLT is an effective, enforceable, and durable mechanism for ensuring that future generations of low-to-moderate-income households will have access to the same opportunity for affordable housing that is being created for these targeted populations today. Furthermore, the administrative systems that a CLT establishes to monitor and enforce the affordability, occupancy, and eligibility controls that are built into its ground lease may be used to monitor and to enforce similar controls that are incorporated into the deed covenants of housing that is not on leased land. The CLT can serve as the long-term steward for any type or tenure of housing which a public agency has helped to create.

3. Retaining the Public's Investment in Affordable Housing

Whenever public (or private) funds are used to subsidize the initial affordability of residential units (single-family houses, condos, etc.), those scarce subsidies are protected and recycled in those units forever. In contrast to policies and programs where subsidies are either claimed by the property's owner at resale (subsidy removal) or reclaimed by the public agency that invested them (subsidy recapture), the CLT is committed to locking those subsidies in place (subsidy retention). When assisted homes are resold, an additional infusion of public or private monies will usually not be needed.

4. Protecting the Occupancy, Use, Condition & Design of Affordable Housing

The CLT provides a durable mechanism not only for preserving the affordability of housing, but for preserving the occupancy, use, condition, and design of that housing as well. Embedded in the ground lease – or embedded in the deed covenant, if the CLT is serving as the steward for deed-restricted housing – are provisions that: (a) require the housing to be continually occupied as the owner's principal residence; (b) restrict the housing's use as a sub-leased rental property; (c) require the housing to be kept in good repair; and (d) require the housing to be maintained in compliance with local building and zoning codes.

5. Enabling the Mobility of Low-income People

Every CLT inserts at least one new rung into a locality's housing tenure ladder, bridging the gap that has opened up in many parts of the country between market-priced rentals and market-priced homeownership. Some CLTs fill this gap with multiple rungs, developing not only detached, owner-occupied houses on lands that are leased from the CLT, but developing duplexes, triplexes, limited equity condominiums, and limited equity cooperatives as well. (Some CLTs also develop and manage rental housing.) By multiplying the choices available to people when they seek to change the type and tenure of their housing, CLTs allow persons of modest means to move more easily from one form of tenure to another, improving their housing in smaller, more manageable steps. As an increasing number of CLTs expand their service areas, creating affordable housing on a regional basis, mobility can also assume a geographic dimension. Low-income households are given both a choice of housing and a choice of place. CLTs create an opportunity for economic mobility too. Despite the limit imposed on the resale price of a CLT home, the assets of CLT homeowners are enlarged. Most of these first-time homeowners build wealth, as they occupy a CLT home and when they resell.

6. Backstopping the Security of First-time Homeowners

Too many first-time homeowners, especially those of limited income, fragile health, or physical or mental disability, eventually find they cannot bear the burden of owning a traditional, market-rate home – at least not by themselves. Too many of them eventually fail in maintaining and retaining the homes that were theirs, with disastrous results for the surrounding community and for the households who default and fall back into renting. By contrast, when a CLT supports low-income households into homeownership situations, usually with the help of public subsidies, these first-time homeowners are not forced to go it alone. The CLT protects their homes in times of trouble, intervening to cure defaults and prevent foreclosures. The housing is protected. The households are protected. The lenders are protected. And the public's investment is protected. A CLT remains permanently responsible for the homeownership opportunity it helped to create, safeguarding everyone's stake in a successful outcome.

How do CLTs respond to common concerns?

Given the relative unfamiliarity of this approach to affordable housing and community development, it is not surprising that people have questions, confusions, and concerns. The most common of these are reviewed below.

“A CLT will remove land from the market and *just sit on it*.” CLTs acquire land specifically for the purpose of developing housing, services, and facilities that are needed by a community. CLTs are not land conservation organizations. CLTs neither remove land from the development process nor exclude individuals from using the land for residential, commercial, or recreational purposes.

“A CLT will remove land and buildings from local tax rolls.” Community land trusts and CLT homeowner/leaseholders pay property taxes. There are few jurisdictions where CLTs have been offered – or where CLTs have accepted – an exemption from local property taxes for the lands that are owned by the CLT. There is no jurisdiction where the resale-restricted, owner-occupied homes that are located on a CLT’s land have been entirely removed from local tax rolls. There *are* jurisdictions, however, where the value of these lands and/or the value of these homes have been deemed to be lower than the market value of similar properties not encumbered with long-term leases and permanent controls over their affordability.

“CLTs take away the opportunity for low-income people to build wealth.” CLTs help low-income households to gain access to assets they would probably never have been able to acquire without the CLT. Despite the limit that is placed on their home’s resale price, which usually limits the homeowner’s equity as well, most people who purchase a CLT home walk away with considerably more wealth than they would have otherwise possessed. They get back their ***downpayment*** when they resell. They get back whatever ***forced savings*** they have accumulated in making monthly payments on a mortgage. They may have accumulated ***voluntary savings***, as well, because of stabilizing their housing costs. Under most resale formulas, moreover, they may be able to recover some (or all) of what they have spent in making ***major improvements*** and may be able to resell their ownership interest for more than its initial price, realizing a significant ***capital gain***. Compared to the renters they were and the renters they would likely have remained had they *not* purchased a CLT home, most low-income households are better off financially for having bought a home through a CLT.

LOCAL QUESTIONS

How will the CLT be set up?

We anticipate that the CLT serving James City County would be incubated out of the Community Development and Social Services departments. This will provide a cost-effective way to house the organization as it builds capacity and units.

Who operates the CLT?

The governing board of the CLT is composed of three parts, each containing an equal number of seats. One third of the board is elected by those members who are leasing land from the CLT ("leaseholder representatives"). One third is elected by members residing within the CLT's service area who are not living on the CLT's land ("general representatives"). **For James City County, the final third would be made up of members appointed by the Board of Supervisors. They would likely be made up of local government officials, nonprofit providers of housing or social services, and other individuals who are presumed to speak for the public interest ("public representatives").**

What is the history of how community land trusts have operated elsewhere?

CLTs have been around since the late 1960s. They have grown in popularity over the years, particularly taking off the Northeast and Northwest United States. In recent years there has been increased interest in the model across the Southern United States and in Europe. The tool is flexible in that communities often tailor them to local needs, but because of this it is hard to enumerate all the ways that they have operated. In Virginia, there are currently five community land trust organizations serving cities, counties, regions, and even working state-wide.

How would we ensure the focus of the CLT remains the same over its lifetime?

There are several structural features in place that would work to ensure that the CLT remains focused. The most practical is that the organization is taking on the permanent stewardship of the affordable housing investment that your community makes – the legal obligation will make it very difficult for the CLT to stray from the founding intent. Another safeguard is that the organization will have a membership made up of community members that historically have held organizations accountable to its mission and purpose. The final guardrail that will likely be in place for a CLT serving James City County is that the organization can be structured so that the Board of Supervisors will have the opportunity to nominate at least a third of the board members.

Is it possible for a private landowner to participate in the community land trust?

Regarding the participation of private landowners in a community land trust, the most effective approach involves the sale or donation of property to the trust, enabling the creation of affordable housing. While ground lease agreements are possible, they present potential challenges, particularly when federal funding is involved. Furthermore, the ground lease fees typically would not generate substantial revenue for the landowner.

What are some examples of resale prices CLT homeowners have received in Virginia?

Example 1:

- a. First sold in 2019 for \$215K with \$300K appraised value (-\$85K more affordable than market)
- b. Resold in 2022 for \$240K with \$400K appraised value (-\$160K more affordable than market)
- c. Homeowner earned equity from down payment and mortgage payments + \$25K in appreciation
- d. Homeowner proceeds: \$25,000 + \$9,000 (paid down on mortgage)= \$34,000

Example 2:

- e. First sold in 2019 for \$215K with \$300K appraised value (-\$85K more affordable than market)
- f. 1st Resale in 2022 for \$243K with \$405K appraised value (-\$162K more affordable than market)
- g. 2nd Resale in 2025 for \$265K with \$425K appraised value (-\$160K more affordable than market)
- h. 1st Homeowner earned equity + \$28K appreciation + \$9,000 (paid down)= \$37,000
- i. 2nd Homeowner earned equity + \$22K appreciation +\$14,000 (paid down)= \$36,000

Could you chart or diagram how the proceeds would be divided between the CLT and the homeowner who sold their home?

This example resale of a community land trust home utilizes an appraisal-based formula designed to maintain community diversity and affordability, while allowing the seller to gain equity. The process involves specific calculations to determine the resale price and seller proceeds.

Resale Formula:

- **Initial Purchase Price:** Calculated as the appraisal value minus any subsidies.
- **Resale Price:** Determined by adding the initial purchase price to 25% of the appreciation (difference between the resale appraisal and the initial appraisal).

Example Calculations:

1. Initial Purchase:

- Appraisal 1: \$350,000
- Subsidy: \$150,000
- Initial Purchase Price: \$200,000

2. Resale Appraisal (10 years later):

- Appraisal 2: \$550,000 (assuming a 5% annual increase)

3. Resale Price Calculation:

- Resale Price: $\$200,000 + [(\$550,000 - \$350,000) \times 25\%] = \$250,000^*$

Seller Proceeds:

- Composed of the mortgage principal paid down plus seller equity from appreciation.
- **Equity from Appreciation:**
 - $(\$500,000 - \$300,000) \times 25\% = \$50,000$
- **Total Seller Proceeds:**
 - Mortgage Principal Pay Down (10 years): \$30,000
 - Total Proceeds: $\$30,000 + \$50,000 = \$80,000$

This formula ensures the seller benefits from the property's appreciation while keeping the unit affordable for future buyers.

*Note: The CLT does not pull the subsidy out because that would cause the home to lose its affordability.

Comparing CLT Ownership to Other Types of Housing

The chart below shows an estimate of how CLT home ownership can compare to renting a home and purchasing a home through the regular market over a ten-year period:

	Rental	CLT Ownership	Market Ownership
First Purchase			
Initial Appraised Value of Home	N/A	\$350,000	\$350,000
Subsidy (Grants, donations, proffers, etc.)	N/A	\$150,000	N/A
Total Purchase Price	N/A	\$200,000	\$350,000
Monthly Housing Costs			
Monthly Rent	\$1,800	N/A	N/A
Mortgage Payment: Principal and Interest*	N/A	\$1,200	\$2,000
Taxes and Insurance	N/A	\$350	\$600
Mortgage Insurance Premium	N/A	\$0.00	\$300
TM Ground Lease Fee	N/A	\$50	N/A
HOA Fee	N/A	\$100.00	\$100.00
Total Monthly Housing Cost	\$1,800	\$1,700	\$3,000
Annual Income Needed to Afford	\$72,000	\$68,000	\$120,000
After 10 Years – Selling the Home			
Appraised Value (estimated 5% annual increase)	N/A	\$550,000	\$550,000
CLT Resale Formula Shared Equity (25% of increase)	N/A	\$50,000	N/A
Amount of Mortgage Paid Off (Earned Equity)	N/A	\$30,000	\$50,000
Plus Share of Increase in Value	\$0	\$50,000	\$200,000
Net Proceeds	\$0	\$80,000	\$250,000
Benefits	Rental	CLT Ownership	Market Ownership
Ability to deduct mortgage interest on taxes	NO	YES	YES
Long-term Security and Equity-Building	NO	YES	YES
Ability to make alterations and improvements	NO	YES	YES
Future affordability for other community members	?	YES	NO

* CLT calculations assume a loan with 6.5% interest, no PMI.

* Regular Ownership calculations assume a conventional loan with 5% down payment, 6.5% interest

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Bradley J. Rinehimer, Assistant County Administrator

SUBJECT: Change Order to Second Interim Agreement for Consolidated Government Center/Library
100% Design

In December of 2024, the Board of Supervisors (the “Board”) approved a resolution authorizing the County Administrator to execute the Second Interim Agreement (the “Agreement”) for the proposed consolidated Government Center. That Agreement provided the County with an option to move forward with the programming and schematic design for a public library (the “Option”). After discussions at the February 7 Board Retreat, the Board expressed interest in moving forward with the Option.

The programming and schematic design have been completed for the Option. At this point, the Board desires to continue with the design of the library up to 100% design to include construction documents as an addition to the current proposed Government Center. The attached resolution authorizes Henderson/Gilbane, a Joint Venture (HGJV) to complete the design and create construction documents at an amount not to exceed \$1,610,000. Funding is available from a previous appropriation in the County’s Fiscal Year 2026 Capital Improvement Program for this project. Staff recommends adoption of the attached resolution.

BJR/ap
CO-IntAgr2GovCtr-Lib-mem

Attachment

RESOLUTION

CHANGE ORDER TO SECOND INTERIM AGREEMENT FOR CONSOLIDATED

GOVERNMENT CENTER/LIBRARY 100% DESIGN

WHEREAS, the James City County Board of Supervisors (the “Board”), on December 10, 2024, directed the County Administrator to execute a Second Interim Agreement for the complete design of a consolidated Government Center (the “Project”); and

WHEREAS, James City County selected Henderson, Inc., a Virginia stock corporation (“Henderson”), and Gilbane Building Company, a Virginia stock corporation, (“Gilbane”), jointly and severally, hereinafter (“HGJV”), as the primary contractors for this Project; and

WHEREAS, the Second Interim Agreement has been signed and a change order was issued for the programming and schematic design of a branch library on the site in the space previously designated for School Administration; and

WHEREAS, the Board of Supervisors now desires to design the branch library up to 100% design to include the creation of construction documents; and

WHEREAS, funding is available from previous appropriations in the County’s Capital Improvement Program for this project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve a change order to the Second Interim Agreement for the complete design and construction documents for a branch library located adjacent to the proposed consolidated Government Center, the cost of which shall not exceed \$1,610,000.

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

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of September, 2025.



County Branding Evolution

Meg Phinney

Branding Evolution Process

- I am working to evolve James City County's branding to address limitations with the current logo.



James City County

VIRGINIA

Jamestown
1607



Aligned text

Neatened artwork

New font for
Virginia





Current Logo



Proposed Edits



Enlarged to
show detail



Standard size



Minimum size
now 1" wide





Why Do Responsive Logos Matter?

- As of 2025, 62% of users access the internet through mobile devices.
- Brand logos must be legible on dozens of different platforms and browsers, at several sizes.



Proposing a Responsive Identity for James City County



Full-size Logo
Minimum Size: 1" wide

Possible uses: most printed applications including signage, flyers, business cards, brochures and large promotional items



Medium-size Logo
Size Range: $\frac{3}{4}$ " to 1" wide

Possible uses: areas where the County logo must be smaller than 1", including smaller promotional items or social media graphics



Smallest-size Logo
Size Range: $\frac{1}{2}$ " to $\frac{3}{4}$ " wide

Possible uses: smallest promotional items, social media graphics or icons



Minimum size
now 1" wide



.75" wide
iteration



smallest size at
.5" wide







Fonts match logo



Colors match
brand identity

Ship redrawn for
better accuracy and
responsive scaling







Full-size Seal
Minimum Size: 2" wide

Possible uses: Board rooms,
official documents,
letterheads, envelopes



Medium-size Seal
Size Range: 1" to 2" wide

Possible uses: lapel
pins, smaller letterheads,
official documents



Smallest-size Seal
Size Range: ¾" to 1" wide

Possible uses: official
documents





MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Meg Phinney, Graphic Designer
Latara Rouse, Communications Manager

SUBJECT: James City County Branding Changes

Staff has prepared the attached proposal for the reintroduction of an official County seal as part of James City County's brand identity. The seal is not intended to replace the current County logo, but it could provide an appropriate option for more formal branding applications.

Staff recommends the Board of Supervisors adopt the attached resolution for the redesigned County seal as part of the County's official branding.

MP/LR/tm
BrandChgeCS-mem

Attachment

RESOLUTION

ADOPT A NEW OFFICIAL SEAL FOR JAMES CITY COUNTY, VIRGINIA

WHEREAS, the official seal of James City County should be a symbol of the County's history, governance, and community identity; and

WHEREAS, the County has not had an official seal for many years; and

WHEREAS, the County's graphic design staff has prepared a new proposed seal for James City County that reflects the County's rich history, natural beauty, and forward-looking character.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby adopts the new official seal for James City County.

BE IT FURTHER RESOLVED that this new seal shall be used on all official documents, signage, communications, and other materials produced by James City County for which the existing logo is deemed inappropriate.

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 23rd day of September, 2025.

BrandChgeCS-res

MEMORANDUM

DATE: September 23, 2025

TO: The Board of Supervisors

FROM: Jason Purse, Assistant County Administrator

SUBJECT: Acceptance of Donated Property Located at 7402 Richmond Road

The Norge Community Hall Association is a nonprofit organization that has operated the Norge Community Hall, located at 7402 Richmond Road, for many years. The Hall has served the Norge community as a gathering place since 1907.

The Association is no longer able to operate the facility but desires that this historic building continue to serve Norge and greater James City County in the future. In an effort to assure the continued use, the Association wishes to donate the property and the Community Hall to James City County.

County staff have inspected the property and determined that it is in generally good condition but will require some refurbishment and repair over the next 12 months. Staff believe it is in the best interest of the citizens of James City County to accept the donation and take over the operation of the facility.

Staff recommends the Board approve of the donation acceptance and authorize the County Administrator to execute those documents necessary to take ownership of 7402 Richmond Road.

JP/tm
AODprop7402RR-mem

Attachment

RESOLUTION

ACCEPTANCE OF DONATED PROPERTY LOCATED AT 7402 RICHMOND ROAD

- WHEREAS, the Norge Community Hall Association (the “Association”) is a non-profit association that has operated the Norge Community Hall, located at 7402 Richmond Road and further identified as James City County Real Estate Tax Map Parcel No. 23202D0003 (the “Property”); for many years, and
- WHEREAS, the Norge Community Hall has served the Norge community as a gathering place since 1907; and
- WHEREAS, the Association no longer desires to operate the Norge Community Hall but desires that this historic building continue to serve Norge and greater James City County (the “County”) in the future; and
- WHEREAS, the Association desires that James City County assume ownership of the Property and has offered to donate it to the County; and
- WHEREAS, County staff have inspected the Property and have determined that it is in generally good condition but will need some refurbishment and repair over the next 12 months to prepare it for continued use as a community resource; and
- WHEREAS, the Board of Supervisors of James City County (the “Board”) believes that continued operation of the Community Hall is in the best interests of the citizens of the County and agrees to accept the donated Property.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby authorize the County Administrator or designee to execute those documents necessary to accept the donation of 7402 Richmond Road, James City County Real Estate Tax Map Parcel No. 23202D0003, and assume ownership thereof.

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

ATTEST:

Teresa J. Saeed
Deputy Clerk to the Board

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

Adopted by the Board of Supervisors of James City County, Virginia, this 23rd day of September, 2025.