

AGENDA
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
January 27, 2026
1:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATION(S)

1. VDOT Quarterly Update
2. James City Clean County Commission 2025 Annual Report (Postponed to a later date)

D. CONSENT CALENDAR

1. Grant Award - \$24,992 - Litter Prevention and Recycling Program
2. Contract Award - \$1,161,272 - Replacement Fire Pumper
3. Minutes Adoption

E. BOARD DISCUSSIONS

1. WATA Update
2. Popular Annual Financial Report
3. CIP Discussion
4. Busch Gardens Tax Appeal

F. BOARD CONSIDERATION(S)

1. Amend the Board's adopted meeting calendar to add a Board Retreat on February 12, 2026, at 1 pm at the James City County Office of Elections, 4095 Ironbound 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. Appointment to the Historic Triangle Bicycle Advisory Committee

b. Planning Commission Appointments

2. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 8:30 am on February 6, 2026 for the Joint Meeting with WJCC School Board and the Williamsburg City Council at the Stryker Center, 412 N Boundary Street, Williamsburg, VA

Maintenance Accomplishments (October 1 to December 31, 2025)

We have completed 436 of 499 maintenance work orders received from October 1st to December 31st with 63 outstanding. (87.4% complete).

JAMES CITY COUNTY CSC GENERATED WORK REQUESTS

TASK	RECIEVED	CLOSED	OUTSTANDING	COMPLETION %
66101 - Debris Removal	1	1	0	100.0%
70006 - Incidental Maintenance	59	47	12	79.7%
70103 - Slope & Erosion Stabilization	13	10	3	76.9%
70104 - DI Clean and Repair	5	1	4	20.0%
70107 - Roadside Trash	4	4	0	100.0%
70138 - Ditch Inspection	1	1	0	100.0%
70139 - Pipe Inspection	1	1	0	100.0%
70149 - Ditching (All)	13	6	7	46.2%
70151 - Tree Removal	8	6	2	75.0%
70156 - Mowing (Machine)	1	1	0	100.0%
70157 - TreeTrimming/Pruning	4	4	0	100.0%
70227 - Road Surface Hand Patching	42	33	9	78.6%
71144 - Dead Animal Removal	114	114	0	100.0%
71145 - Spt Litter Removal	1	1	0	100.0%
72000 - Repair Corrective Maintenance	3	1	2	33.3%
72206 - Pipe/Culvert Clean & Repair	17	11	6	64.7%
72208 - Unpaved Shoulder Machining; Grading; Shp	8	5	3	62.5%
72215 - Re-hang/Repair Sign; Post; Strct	34	33	1	97.1%
72228 - Machine Patching using Plant Mix or Liquid	3	0	3	0.0%
72500 - Corrective Maintenance	2	2	0	100.0%
73322 - Thermoplastic/Epoxy Stripe/Marking	4	4	0	100.0%
74774 - Incident Response	2	2	0	100.0%
76101 - Debris Removal - Non-Storm	42	34	8	81.0%
TOTALS:	382	322	60	84.3%

VDOT AHQ STAFF GENERATED WO ACCOMPLISHMENTS

TASK	CREATED	CLOSED	OUTSTANDING	COMPLETION %
66118 - Snow Removal/Plowing	9	9	0	100.0%
66119 - Chemical Application	6	6	0	100.0%
70006 - Incidental Maintenance	8	8	0	100.0%
70103 - Slope & Erosion Stabilization	3	3	0	100.0%
70104 - DI Clean and Repair	2	1	1	50.0%
70107 - Roadside Trash	1	1	0	100.0%
70149 - Ditching (All)	3	3	0	100.0%
70155 - Mowing (Hand)	5	5	0	100.0%
70156 - Mowing (Machine)	12	12	0	100.0%
70157 - TreeTrimming/Pruning	5	5	0	100.0%
70227 - Road Surface Hand Patching	4	3	1	75.0%
71142 - Sweeping Road Surface	1	1	0	100.0%
71144 - Dead Animal Removal	1	1	0	100.0%
71145 - Spot Litter Removal	6	6	0	100.0%
72205 - Unpaved Road Machine	1	1	0	100.0%
72208 - Unpaved Shoulder Machining; Grading; Shp	1	1	0	100.0%
72215 - Re-hang/Repair Sign; Post; Strct	26	25	1	96.2%
72228 - Machine Patching using Plant Mix or Liquid	3	3	0	100.0%
74774 - Incident Response	2	2	0	100.0%
76101 - Debris Removal - Non-Storm	9	9	0	100.0%
76113 - Snow Pre-Season Preparation	6	6	0	100.0%
76115 - Snow Removal Operations	2	2	0	100.0%
76116 - Paid Travel Time	1	1	0	100.0%
TOTALS:	117	114	3	97.4%

COMBINED TOTALS:	499	436	63	87.4%
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VDOT Quarterly Transportation Update

James City County Board of Supervisor Meeting

January 27, 2026

Responded to 2 snow events this Quarter

December 8th & December 14th

2026 JCC Roadside Mowing and Litter Removal

Notice to Proceed Cycle Start Date No Later Than	Location	Activity
02/02/25	JCC	*Litter Pick-up Primary Routes
02/20/25	JCC	*Litter Pick-up_Secondary Routes
04/02/25	JCC	*Mow/Trim/Litter Pick-up Primary Routes
05/01/25	JCC	Mow/Trim/Litter Pick-up Primary & Secondary Routes
06/10/25	JCC	Mow/Trim/Litter Pick-up Primary & Secondary Routes
07/22/25	JCC	*Mow/Trim/Litter Pick-up Primary Routes
08/23/25	JCC	Mow/Trim/Litter Pick-up Primary & Secondary Routes
09/23/25	JCC	*Mow/Trim/Litter Pick-up Primary Routes
10/30/285	JCC	Mow/Trim/Litter Pick-up Primary & Secondary Routes

VDOT Projects In Design

#SMART20 Longhill Road Shared Use Path

Project Award Date – 4/5/2027

#SMART22 Airport, Mooretown, and Richmond Rd Improvements

Projected Award Date – 7/8/30

Jamestown Highschool Sidewalk / Crosswalk

Projected Award Date – 12/29/27

Rte. 5/614 or Rte.30/746 No Left Turns – (SSYP FY26) Readvertise Project 2/26

Pocahontas Trail Widening and Complete Street – P1

Projected Award Date – 3/29/28

Pinedell Rd Crossdrain Replacement

Pipe Replacement Project Planned – Replacing 2 pipes with a 60" crossdrain – On call pipe replacement contract – Complete by 6/26

VDOT Quarterly Transportation Update

James City County Board of Supervisor Meeting

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Projects under Construction or Awarded

HITS Guardrail Contract – On Call
5 of 5 hits repaired during second contract term

Croaker Road Widening Project

FCD: 11/18/27

Progress this Week:

- Roadway grading and drainage features throughout the project.
- Installed crossdrain and drainage structures.

Upcoming Major Activities:

- Place base rock and prepare for roadway paving.
- Shift traffic at apartment entrance.

Jamestown Transfer Bridge(s) Hydraulic Lift System FTA Grant (ASD)

Construction completed – cleaning up laydown yard

Rev Share – Centerville /Jolly Pond Signal Installation

Projected Award Date – 11/10/2025

Waiting for materials to arrive

PM-5K-26

RNS Route Name	MP From	MP To	From Desc
R-VA SR00030EB	6.67	6.68	Croaker Park and Ride

PM-5E-26

RNS Route Name	Lane Direction	From Desc	To Description
R-VA SR00005EB	B	0.08 Mi W Prosperity Ct	Paving Joint 65' West of Carolina Blvd.
R-VA US00060EB	E	Joint 300' S of (Rte. 723) Old Church Road	Joint 800' S of Williamsburg Village Dr.
R-VA US00060WB	W	0.12 Mi E Rte 761 (Norge Ln) Begin Divide	Joint 800' S of Williamsburg Village Dr.
R-VA US00060EB	B	Joint 0.03 Mi E Quarterpath Rd (Williamsburg/James City Countyline)	Joint 595' E of Rte. 1000 (Battery Blvd.) (before divide)

PM-5R-26 – 14-month schedule Powhatan Shores, Springhill & Monticello Woods

RNS Route Name	Route Name	From Desc	To Description
R-VA047SC01450EB	Constance Ave	(Route 682) Neck-O-Land	(Route 1455) Lands End Dr
R-VA047SC01451NB	Discovery Ln	(Route 1460) Branscome Blvd	(Route 1450) Constance Ave

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R- VA047SC01452EB	Morgan Dr	(Route 1451) Discovery Ln	(Route 682) Neck-O-Land
R- VA047SC01453EB	Godspeed Ln	(Route 1450) Constance Ave	(Route 1454) Lavelle Ct
R- VA047SC01454EB	Lavelle Ct	Cul de sac Lavelle Ct	Cul de sac Lavelle Ct
R- VA047SC01455EB	Lands End Dr	(Route 1450) Constance Dr	Cul de sac
R- VA047SC01456EB	Hiawatha Ct	(Route 1455) Lands End Dr	Cul de sac
R- VA047SC01460EB	Branscome Blvd	(Route 682) Neck-O-Land Rd	Cul de sac
R- VA047SC01561NB	Springhill Dr	(Route 613) News Rd	(Route 1562) Driftwood Way
R- VA047SC01562EB	Driftwood Way	Cul de sac	(Route 1565) Teakwood Dr
R- VA047SC01563NB	Rosewood Ct	Cul de sac	(Route 1562) Driftwood Way
R- VA047SC01564NB	Boxwood Ln	(Route 1565) Teakwood Drive	(Route 1562) Driftwood Way
R- VA047SC01565EB	Teakwood Dr	Cul de sac	Cul de sac
R- VA047SC01566NB	Cedarwood Ln	Cul de sac	(Route 1565) Teakwood Dr
R- VA047SC01571NB	Oakwood Dr	(Route 1564) Boxwood Lane	(Route 1565) Teakwood Drive
R- VA047SC01572NB	Stonewood Ln	(Route 1564) Boxwood Lane	(Route 1565) Teakwood Drive
R- VA047SC01573NB	Silverwood Dr	(Route 1564) Boxwood Lane	(Route 1565) Teakwood Drive
R- VA047SC01574EB	Earl Lee Cove	(Route 1564) Boxwood Lane	Cul de sac
R- VA047SC01737NB	Amendment Ct	(Route 1743) Ambassador Cir	(Route 1740) Carlas Hope Rd
R- VA047SC01738NB	Tettington Ct	(Route 1739) Amendment Ct	Cul de sac
R- VA047SC01739NB	Betsy Ross Ct	Cul de sac	(Route 1737) Amendment Ct
R- VA047SC01740EB	Carlas Hope Rd	(Route 1743) Ambassador Cir	(Route 1743) Ambassador Cir
R- VA047SC01741NB	Galverneck	(Route 1740) Carlas Hope Rd	Cul de sac

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R- VA047SC01742NB	Independence Way	Joint approx. 54' from (Route 5000) Monticello Ave	(Route 1743) Ambassador Cir
R- VA047SC01743EB	Ambassador Ct	(Route 1740) Carlas Hope Rd	(Route 1740) Carlas Hope Rd
R- VA047SC01743EB	Ambassador Ct	(Route 1740) Carlas Hope Rd	Cul de sac

PM-5Z-26 – Concrete Patching

RNS Route Name	From Desc	To Description	RouteName
R-VA US00060WB	Joint 0.1 Mi E of Rte. 620 (Old Route 60 W)	Joint 0.02 Mi W Int. Rte 30/60 (Anderson's Corner)	Richmond Rd
R-VA US00060EB	East End of Bridge at New Kent/James City Countyline	Joint 50' W of Rte. 657 (Ivy Hill Rd.)	Richmond Rd

GAP C Design Build Project is 8.5 miles long on I-64 EB & WB from 1.5 mile west of Exit 227 (Route 30 Old Stage Road) to 2.75 miles west of Exit 231 (Route 607 Croaker Road). Will increase capacity from 4 lanes to 6 lanes. Gap C Design Build is awarded and is under construction. Estimated Completion 4-20-2027.

FY26 COSI

WIL0000393--2505 Goodrich Durfey--Pipe lining
WIL0000393--2505 Goodrich Durfey--Drop Inlet and C&G
WIL0000416--7787 Richmond Rd--Sidewalk
WIL0000417--Centerville Rd--Sidewalk

Traffic Studies

Monticello Avenue Speed Limit Review

Based on the traffic engineering investigation conducted and factors shown in the attached VDOT Speed Limit Study Report; Traffic Engineering does not recommend reducing the current 45 MPH speed limit on Monticello Avenue.

Route 661 (Jackson Drive) and Route 669 (Adams Road) Intersection Safety Review

The field review found uncontrolled intersections within the York Terrace neighborhood along Route 661 (Jackson Drive) and Route 669 (Adams Road). Several locations have restricted sight distance due to trees and shrubbery, subsequently, Traffic Engineering recommends the following: - - - Install Stop Signs at all intersecting roadways leading to Adams Road. Install Yield Signs at Tyler Road and Stuart Circle along Jackson Drive. Replace Stop Sign at Foley Drive and Coleman Drive. A work order will be submitted to Installation and Maintenance to schedule this work.

Intersection Marking Review Route 614 (Centerville Rd.) and Route 5000 (Monticello Ave.) Intersection

A field review was conducted at the above intersection, and the pavement markings were shown to be further back than originally seen in an image from 2021 (via Google Maps), therefore; Traffic Engineering recommends that the Left Turn STOP BAR on the southbound approach be eradicated and moved back to its original position. A work order will be submitted to Regional Operations Installation and Maintenance to schedule this work.

No Turn On Red Evaluation Route 321 (Monticello Ave) and Route 1837 (Casey Blvd)
Based on this review when considering intersection sight distance is more than satisfactory, no reported crashes involving bicyclists or pedestrians and the major factor contributing to these crashes, Traffic Engineering does not recommend any additional traffic control devices be installed at this location.

Crossover Pavement Markings Route 30 (Barhamsville Road)

Traffic Engineering will submit a pavement marking work order to Regional Operations Installation & Maintenance to install double yellow pavement markings at this crossover as shown within sketch.

Route 30 (Rochambeau Drive) and Route 746 (Old Stage Rd/School House Lane Follow up Review

Based on the information provided and when considering the reduction in crashes following the conversion of Old Stage Road approach to right-out only using signage, pavement markings, and flex posts, Traffic Engineering does not recommend any changes to the existing traffic pattern. However, the following are recommended: - - Installation of a RIGHT TURN ONLY (R3-5R) sign just before the STOP SIGN on Old Stage Road. Refresh all pavement markings on Old Stage Road at Route 30 (Rochambeau Rd)

Greensprings Plantation Dr Speed Limit Review

Based on the 85th percentile speed recorded of 52.68 mph, roadway characteristics, and low crash frequency on Route 776 (Greensprings Plantation Dr.), Traffic Engineering does recommend reducing the statutory 55/45 MPH speed limit to 50/45 MPH.

Studies

RSA –Route 30 (Old Stage Road / New Kent Highway) in New Kent County from milepost 53.72 to milepost 56.27 in James City County

Project Pipeline Study – Centerville Road and Richmond Road

Project Pipeline Study – Rte. 199 through John Tyler, Jamestown and Brookwood Roads

Surry Crossing Study – Study currently being developed and led by Central Office

Environmental 11/30/26 Expected Completion

M E M O R A N D U M

DATE: January 27, 2026
TO: The Board of Supervisors
FROM: Peg Boarman, Clean County Commission Chair
SUBJECT: James City Clean County Commission 2025 Annual Report

James City Clean County Commission requests Chair, Peg Boarman, present the Clean County Commission 2025 Annual Report to the Board of Supervisors on January 27, 2026.

PB/ap
CCC2025AnnRpt-mem

MEMORANDUM

DATE: January 27, 2026
TO: The Board of Supervisors
FROM: Andrea Case, Sustainability Coordinator
SUBJECT: Grant Award - \$24,992 - Litter Prevention and Recycling Program

The Fiscal Year 2026 Virginia Department of Environmental Quality Litter Prevention and Recycling Grant was awarded to James City County in the amount of \$24,992.

The funds will be used to support the James City Clean County Commission's annual programs and activities such as the Annual Litter Cleanup, the Annual Repair and Recycling Expo, and other community outreach and environmental education programs.

The attached resolution appropriates the grant amount of \$24,992 to the Special Projects/Grants Fund in support of the litter prevention, beautification, and recycling programs.

Staff recommends adoption of the attached resolution.

AC/tm
GA-LitterPrev26-mem

Attachment

RESOLUTION

GRANT AWARD - \$24,992 - LITTER PREVENTION AND RECYCLING PROGRAM

WHEREAS, the Virginia Department of Environmental Quality has awarded James City County Solid Waste Division a Litter Prevention and Recycling Grant in the amount of \$24,992; and

WHEREAS, the funds will be used to support the James City Clean County Commission's annual programs and activities such as the Annual Litter Cleanup, the Annual Repair and Recycling Expo, and other community outreach and environmental education programs; and

WHEREAS, no local match is required.

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

Revenue:

State - Fiscal Year 2026 Litter Control Grant	<u>\$24,992</u>
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Expenditure:

Fiscal Year 2026 Litter Control Grant	<u>\$24,992</u>
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John J. McGlennon
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>
WAINWRIGHT	_____	_____	_____	_____
NULL	_____	_____	_____	_____
ICENHOUR	_____	_____	_____	_____
LARSON	_____	_____	_____	_____
MCGLENNON	_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of January, 2026.

GA-LitterPrev26-res



Commonwealth of Virginia

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

www.deq.virginia.gov

Stefanie K. Taillon
Secretary of Natural and Historical
Resources

Michael S. Rolband, PE, PWD, PWS
Emeritus
Director

November 25, 2025

Scott Stevens
County Administrator
James City County
101 Mounts Bay Rd
Building D
Williamsburg, VA 23185

Dear Scott Stevens:

I am pleased to inform you that a total grant award of **\$24,991.85** has been approved for the **James City County** Litter Prevention and Recycling Program activities and the Extended Polystyrene (EPS) campaign for the period of July 1, 2025 to June 30, 2026.

The total grant award amount above includes the following:

Non-Competitive Grant Award: \$22,430.78

EPS Campaign Amount: \$2,561.07

Processing of the grant awards is underway, and a payment for this amount should be received within the next two weeks if funds can be transferred electronically (EDI) or in thirty days if processing by check is required.

If you have any questions or need additional information, please contact Prina Chudasama at prina.chudasama@deq.virginia.gov or at (804) 659-1530.

Sincerely,

A handwritten signature in black ink, appearing to read "Sanjay Thirunagari".

Sanjay Thirunagari
Programs Manager
Division of Land Protection & Revitalization

MEMORANDUM

DATE: January 27, 2026

TO: The Board of Supervisors

FROM: Ryan T. Ashe, Fire Chief

SUBJECT: Contract Award - \$1,161,272 - Replacement Fire Pumper

The Fiscal Year 2026 Capital Improvement Program budget includes funds for the purchase of one replacement fire pumper.

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

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

Fire Department technical staff researched the design, construction, and field performance of the Pierce Enforcer PUC Pumper, worked closely with Atlantic Emergency Solutions to design a vehicle that will meet the Department's needs and provide increased operational capabilities. Fire Department and Purchasing staff negotiated a total price of \$1,341,595 for the replacement pumper. Should the County choose to provide a 90% prepayment of \$1,120,000, the vendor offers a prepayment discount of \$180,323 thus reducing the total contract amount to \$1,161,272. The cost of the contract is within the funds allotted.

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

Staff recommends adoption of the attached resolution authorizing the contract award to Atlantic Emergency Solutions in the amount of \$1,161,272 for a Pierce Enforcer PUC Pumper.

RTA/tm
CA-FY26-FirePmprRepl-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$1,161,272 - REPLACEMENT FIRE PUMPER

- WHEREAS, funds are available in the Fiscal Year 2026 Capital Improvement Program budget for the purchase of a replacement pumper; and
- WHEREAS, cooperative procurement action is authorized by Chapter 1, Section 5, of the James City County Purchasing Policy and the Virginia Public Procurement Act, and the Houston-Galveston Area Council issued a cooperative purchasing contract to Atlantic Emergency Solutions as a result of a competitive sealed Invitation for Bid; and
- WHEREAS, Fire Department, Fleet, and Purchasing staff determined the contract specifications meet the County's performance requirements for a pumper and negotiated a price of \$1,341,595 with Atlantic Emergency Solutions for a Pierce Enforcer PUC Pumper; and
- WHEREAS, Atlantic Emergency Solutions has also offered a discount of \$180,323 in exchange for a 90% prepayment of the contract, bringing the discounted total price to \$1,161,272.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute a contract with Atlantic Emergency Solutions for a Pierce Enforcer PUC Pumper in the amount of \$1,161,272.

John J. McGlennon
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>
WAINWRIGHT	_____	_____	_____	_____
NULL	_____	_____	_____	_____
ICENHOUR	_____	_____	_____	_____
LARSON	_____	_____	_____	_____
MCGLENNON	_____	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 27th day of January, 2026.

CA-FY26-FirePmprRepl-res

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
December 9, 2025
2:00 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, Jr., Chair, Jamestown District

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

Mr. Icenhour sought a motion to Amend the Agenda to add a Closed Session for the Acquisition of Property.

A motion to Amend the Agenda to add a Closed Session for the Consideration of the Acquisition of Real Property was made by Michael Hipple, the motion result was Passed.

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

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

C. PRESENTATION(S)

1. Retirement Commendation - Assistant Police Chief Anthony Dallman

Mr. Icenhour commenced the commendation by recognizing Assistant Police Chief Anthony Dallman's 31 years of distinguished service to the residents of James City County (JCC). He noted that Mr. Dallman began his career as a Patrol Officer in 1995 and advanced to the role of Assistant Police Chief. Mr. Icenhour emphasized that throughout his career, Mr. Dallman exemplified the highest standards of integrity, excellence, and dedication, guiding staff and serving the community with unwavering professionalism. He highlighted Mr. Dallman's involvement in numerous initiatives, including the Crisis Negotiations Team, the Greater Williamsburg Trauma-Informed Community Network, and the Child Abuse Prevention Coalition. Mr. Icenhour further commended Mr. Dallman's instrumental role in the formation of the Police Department's Drones as First Responders program. Mr. Icenhour stated that Mr. Dallman's deep knowledge of the JCC Police Department (JCCPD) and his steady leadership had been vital to the Department's success. He shared that Mr. Dallman had inspired colleagues through his positive attitude, collaborative spirit, and commitment to service. Mr. Icenhour noted that Mr. Dallman's last day of work would be December 16, 2025, with his official retirement effective March 1, 2026. He acknowledged that Mr. Dallman's retirement represented a significant loss to the Department and to the many lives that had been positively

influenced throughout his distinguished career. In conclusion, Mr. Icenhour conveyed, on behalf of the Board and the residents of JCC, their deepest gratitude to Mr. Dallman's decades of exemplary service and steadfast commitment to the community and extended sincerest wishes for a retirement that would be joyful, fulfilling, and most deserved.

Those in attendance applauded.

Mr. Mark Jamison, Police Chief, introduced himself and offered remarks in recognition of Mr. Dallman's 31 years of distinguished service. He noted that completing three decades in such a demanding and often dangerous profession had been an extraordinary accomplishment. While acknowledging that the County had lost a valued member of its workforce, he emphasized that it was equally important to celebrate the achievement of reaching this milestone. Mr. Jamison noted that Mr. Dallman had provided invaluable support during his own transition into the role of Police Chief, consistently making himself available to answer questions or to direct him to the appropriate resources. He expressed sincere gratitude for Mr. Dallman's guidance, leadership, and steadfast dedication to both the Police Department and the broader community. In closing, Mr. Jamison affirmed that 31 years of service was an achievement to be proud of and conveyed that the Department had shared in that pride. He extended his heartfelt congratulations to Mr. Dallman on his retirement.

Mr. Dallman addressed the Board, stating that it had been both a pleasure and a privilege to serve the community as a member of the JCCPD. He shared that his fondest memories had come from those with whom he had the honor of working with, including colleagues in the Police Department, County Government, and the citizens of the community. He expressed gratitude to the members of the Police Department for their tireless efforts, professionalism, and courage. He further remarked that he would always cherish the friendships, bonds, and unwavering support that had formed the foundation of the Department's success. He extended his thanks to the Board of Supervisors, County Administration, and the broader County Government for their assistance, friendship, support, and resources provided throughout the years. Mr. Dallman noted that although he was retiring and laying aside his uniform, he looked forward to continuing to serve the community in another capacity. He expressed appreciation once more for the remarkable journey, friendships, family support and 31 wonderful years of service. He concluded his remarks by extending best wishes to all, and to their families, for a joyous holiday season and a safe and prosperous New Year, affirming that he had always been proud to call himself a JCC Police Officer.

Mr. Icenhour remarked that it would be interesting to know how many members of the County served for more than 25 years. He expressed that such presence spoke volumes about the community and about JCC staff, describing the organization as close-knit, dedicated, and consistently performing wonderful work for the benefit of the community.

2. Chairman's Awards

Mr. Icenhour called upon Ms. Barbara Watson, Director of Social Services, to come forward. He stated that it was the Chair's privilege to present the Chairman's Award annually to a member of the staff or to an organization within the community. He emphasized that Social Services staff worked daily with individuals in crisis and administered programs generally funded by federal and state government. He noted that uncertainty regarding the availability of these funds had made their work more difficult and could adversely affect citizens. Mr. Icenhour recognized the importance of the Department's staff in assisting citizens in need. He pointed out that the efforts of the Social Services Department seldom received the same recognition as work in other fields. He shared that he had personally assisted citizens in navigating issues requiring Social Services involvement and understood the frustrations of dealing with federal bureaucracy while striving to meet the needs of residents. He announced that, for these reasons, the Social Services Department had been selected as the recipient of the Chairman's Award. Mr. Icenhour highlighted the services provided by the Department and

presented analytics for the 2025 calendar year. In closing, he commended the Department for its extraordinary service to JCC and its citizens and formally presented the Chairman's Award to Ms. Watson.

Ms. Watson expressed her gratitude to the Board for the honor. She stated that Social Services staff worked diligently and remained committed to serving the most vulnerable members of the community. She emphasized that the award was both meaningful and special to the Department.

Following the presentation, Ms. Watson and her staff joined members of the Board for a commemorative photograph.

3. CivicPlus Community Impact Award

Mr. Patrick Page, Information Resources Management Director, addressed the Board and presented an overview of the CivicPlus Community Impact Award. He explained how the JCC Housing Portal had been selected as one of the top three winners. Mr. Page noted that CivicPlus, the County's website provider, sponsored an annual Community Impact Program open to all CivicPlus clients across North America. The program recognized departments, teams, and initiatives that demonstrated leadership in creating positive community impact and enhancing residents' experiences. He described the selection process for finalists and highlighted that this year the County's Housing Portal was chosen as one of the top three. Judges were particularly impressed with how the portal improved services for residents and neighboring counties while reducing housing-related inquiries. He emphasized that the portal provided convenient access to critical information, tailored to users' schedules. Mr. Page also shared analytics on user engagement, noting significant increases in traffic to key pages: a 14.6% rise for the Homelessness Prevention Program, a 45.5% increase for the Housing Voucher Program, a 98% growth in views for income-based rental opportunities, and a 117% surge in visits to local food bank information. He further reported that, as a top three finalist, the County received a trophy, and a \$1,000 donation was awarded to Grove Christian Outreach Center on its behalf. Mr. Page expressed appreciation to the staff who contributed to this achievement.

Ms. Larson remarked that the recognition was great, and Mr. McGlennon offered his congratulations.

4. James City County Audit Presentation

Mr. Icenhour stated that the Audit Presentation would be postponed until later in the meeting because the auditor was not yet available.

Following the discussion of the Parcel C Land Use Designation Change, Ms. Laura Harden, Director of Cherry Bekaert LLP, addressed the Board to present key highlights and the results of the audit for the fiscal year ending June 30, 2025. She noted that the audit report was issued on December 4, 2025, and that the County received an unmodified opinion on its financial statements which signified the highest level of assurance available and commonly referred to as a clean audit opinion. Ms. Harden reported that no instances of noncompliance requiring disclosure under Government Auditing Standards or the Specifications for Audits of Cities, Counties, and Towns were identified, nor were any material weaknesses in internal control over financial reporting found. She explained that, unlike prior years, the Single Audit could not be issued concurrently with the Annual Comprehensive Financial Report due to delays by the Office of Management and Budget in releasing the annual Compliance Supplement, which was not issued until just before Thanksgiving. As a result, the Single Audit opinion remained in process. She added that a compliance opinion would be issued for each major federal program, including internal control over compliance, in accordance with Uniform Guidance. She further noted that no misstatements, corrected or uncorrected, were identified during the audit. Ms. Harden also explained that the County implemented Governmental Accounting Standards

Board (GASB) Statement No. 101, *Compensated Absences*, which resulted in a restatement of the beginning net position totaling \$5,091,410. Ms. Harden informed the Board that one non-attest service would be provided to the County: assistance with completing the Data Collection Form submitted to the Federal Audit Clearinghouse upon conclusion of the Single Audit. She emphasized that management would designate an individual to oversee this work and assume responsibility for it. She confirmed that all ethical requirements were met and that the firm maintained its independence throughout the auditing process. She reported that no significant difficulties were encountered during the audit, there were no disagreements with management, and no matters required consultation outside the engagement team. A representation letter dated December 4, 2025, was obtained, confirming that all necessary information had been provided. She also stated that the auditors were not aware of any consultations that were had with other accountants, nor were there any additional findings, issues requiring reporting, instances of fraud or illegal acts, or conditions suggesting substantial doubt about the County's ability to continue as a going concern. Ms. Harden noted that two new accounting standards: GASB Statement No. 103, *Financial Reporting Model Improvements*, and GASB Statement No. 104, *Disclosure of Certain Capital Assets*-would take effect for Fiscal Year (FY) 2026. She stated that neither would result in significant changes or require restatements to the County's financial statements. She concluded by inviting questions from the Board.

Mr. McGlennon thanked Ms. Harden for her work on the audit and acknowledged the contributions of County staff in supporting a successful outcome.

Ms. Harden expressed her appreciation for the assistance provided by County staff.

Mr. Icenhour added that he was grateful for her flexibility in presenting the audit findings to the Board.

D. CONSENT CALENDAR

Mr. Hipple asked if any Board member wished to pull any items. No items were pulled.

Mr. McGlennon stated that he did not wish to pull any items from the Consent Calendar but wished to draw attention to items six, seven, and eight, which addressed the enforcement of the Chesapeake Bay Preservation Ordinance and the Erosion and Stormwater Management Ordinance. He acknowledged that, although these matters could be challenging, he found that staff managed them with exceptional professionalism and ensured that individuals recognized the importance of respecting these critical environmental concerns. Following his remarks, Mr. McGlennon moved approval of the Consent Calendar.

Ms. Larson offered her congratulations to Mr. Robert Mintern, Assistant Fire Marshal, for completing all required training and certifications, observing that he appeared to be progressing strongly in his professional development.

1. Appointment and Authorization of Police Powers and Fire Prevention Powers

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

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

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

2. Approval of December 26, 2025 as County Holiday

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

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

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

3. Compensation Board Allocation - \$48,272 - Circuit Court Clerk's Office

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

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

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

4. Declaration of an Unsafe Building and Structure

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

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

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

5. 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, Null, Larson, McGlennon, Icenhour Jr

The Minutes Approved for Adoption included the following meetings:

- October 10, 2025, Joint Meeting
- October 14, 2025, Regular Meeting
- October 28, 2025, Business Meeting
- November 12, 2025, Regular Meeting

6. Resolution of Chesapeake Bay Preservation Ordinance Violation at 113 Indian Circle

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

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

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

7. Resolution of Chesapeake Bay Preservation Ordinance Violation at 4396 Landfall Drive

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

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

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

8. Resolution of Erosion and Stormwater Management Ordinance Violation at 4396 Landfall Drive

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

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

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

E. BOARD DISCUSSIONS

1. LU-20-0002. Eastern State - Parcel C Land Use Designation Change

Ms. Morgan Risinger, Senior Planner, addressed the Board to provide a brief overview of the Eastern State Parcel C land use application (LU-20-0002), which had previously been discussed at the October 28 Business Meeting. She noted that topics raised at that meeting included interest in potential land use designation options, the proportion of residential and commercial development on the property, and traffic impacts on the local road network. She referenced the staff report provided to the Board, which described the Mixed Use Level One and Level Two

designations. Ms. Risinger summarized both designations, explaining that Mixed Use Level One areas were anticipated to allocate more land to residential use, while Mixed Use Level Two anticipated higher residential densities, greater amounts of commercial floor area, and larger-scale development with taller buildings. She stated that staff welcomed Board discussion regarding the two land use options, with the understanding that the Board could provide additional guidance on descriptive language to address any expectations not explicitly covered in either option. She also noted that the applicant was present to respond to questions.

The Board did not have questions for staff.

Mr. Icenhour provided a brief recap, stating that during adoption of the Comprehensive Plan, the Board had deferred consideration of changing the land use designation from Government Land until there was greater clarity regarding potential proposals, noting that active proposals were now underway. He stated that, for Parcel C, the Planning Commission had recommended a Mixed Use Level Two designation. He stated that he suggested that the Board consider the matter in a work session prior to taking formal action. He questioned how the current proposal would be affected if the Board designated the land use as Mixed Use Level One. He noted that staff had indicated the proposed density of approximately 3.3 units per developable acre was below the minimum thresholds for both levels, and therefore density itself was not the primary issue. He stated that the key considerations were related to roadway classification (arterial/collector), noting the parcel's proximity to Route 199 and its location near Discovery Park Boulevard, a collector road that feeds into higher-capacity roadways. Mr. Icenhour reviewed the recommended land use allocations, noting that Mixed Use Level Two allowed 20%-50% residential use, while Level One allowed 30%-60% residential use. He stated that non-residential uses would be slightly less than Level Two, while public and civic would be combined with open space and offered a slight increase. He indicated that a Level One designation would be compatible with the current proposal and would not render it unattainable. He stated that he was leaning toward a Level One designation, as it appeared to align with the intended development. Mr. Icenhour raised broader questions regarding the Comprehensive Plan's recommended land use and allocation percentages. He observed that, in practice, many developments labeled as Mixed Use consisted primarily of residential development with minimal commercial components added to qualify for higher density. He requested Mr. Paul Holt, Director of Community Development, to explain how the figures in the Comprehensive Plan should be interpreted in relation to current applications before the Board, and to clarify the expected outcomes or applicable standards. He expressed concern that the level of integration between residential and commercial uses being proposed did not meet the intent of Mixed Use development.

Mr. Holt responded that, for the application under discussion, staff had analyzed how the various tiers and sublevels applied to the application being discussed. He stated that applicability depended on the specific context of each application. He explained that some Mixed Use designations covered large areas with multiple properties, while others, such as Parcel C, were more site-specific. Rather than strictly applying all sublevel metrics, staff evaluated whether the general pattern of the proposal was consistent with surrounding development. He stated that staff found the proposal to be generally consistent with existing New Town development.

Mr. Icenhour stated that he found the land allocation language in the Comprehensive Plan difficult to reconcile with, mentioning how it was being applied. He questioned the value of the stated limitations if they were not consistently enforced.

Mr. Holt explained that the Comprehensive Plan standards for Mixed Use were intended to be applied County-wide. Staff considered the overall goals and intent of the plan when reviewing site-specific rezoning applications. He stated that although the proposal did not meet all subrange allocations, staff determined that its design, scale, and development pattern were generally consistent with the surrounding New Town area.

Mr. McGlennon sought clarification regarding the action before the Board, confirming that the Board was being asked to determine whether Parcel C should be designated as Mixed Use Level One or Level Two. He stated that his understanding of Mixed-Use development involved intermingled uses, rather than predominantly residential development with a small commercial component. He asked whether this pattern reflected the County's vision for Mixed-Use development and whether, County-wide, Mixed Use areas were achieving true integration or tending toward primarily residential development with commercial uses as an afterthought.

Mr. Holt responded that many applications reflected discrete areas of residential versus commercial use, noting that New Town provided examples of both integrated and separate patterns.

Mr. McGlennon observed that even within New Town, he primarily saw professional offices rather than retail or restaurant uses, raising concerns about walkability and the long-term evolution of Mixed Use areas.

Mr. Holt referenced Settlers Market, noting the presence of grocery stores, banks, and their walkable proximity to residential areas.

Mr. Icenhour agreed, citing Legacy Hall area and Discovery Park Boulevard as examples of genuine Mixed-Use development. However, he reiterated concerns that incremental additions were shifting Mixed Use toward a tool for increasing residential density, rather than achieving balanced integration of uses.

Mr. Hipple acknowledged that the Board's decision centered on whether to designate the parcel as Level One or Level Two, noting that the two designations were relatively similar. He stated that development needed to serve both citizens and developers, emphasizing the importance of balancing County objectives with market feasibility. He observed that the parcel's proximity to New Town supported the Mixed Use concept and added that successful development benefited both the developer and the County. He noted that staff had a broad vision of how the area should look, though individual components would inevitably differ. He stated that the project could not be examined in isolation but instead needed to be considered within a County-wide context to determine how it aligned with the established guidance the developer was expected to follow. If a proposal did not align with the Board's goals, he explained, then staff would need new direction and updated rules. He remarked that the current guidance provided staff with a solid framework, while also stressing that the County's success was tied to the developer's success.

Mr. Icenhour stated that when a land use designation was assigned and an application later failed, subsequent proposals could seek higher densities. He expressed a preference for a conservative approach, stating that Mixed Use Level One provided sufficient flexibility without being averse to the current proposal, while ensuring that future development would remain acceptable to the County.

Mr. Hipple noted that land use designations could be amended if future proposals warranted reconsideration.

Mr. Icenhour stated that such changes typically occurred during Comprehensive Plan reviews but noted that, because this parcel's review had been deferred, it was appropriate to address the designation now. He emphasized the importance of making a well-considered decision.

Mr. Hipple noted that the parcel was located within the Primary Service Area (PSA). He cautioned that if development was encouraged within the PSA, limitations should be clearly articulated in the Comprehensive Plan so that purchasers understood expectations prior to acquiring property.

Mr. Icenhour added that, while the parcel was within the PSA, it was also located in a particularly sensitive portion of the Powhatan Creek watershed, which should be considered during future applications.

Mr. Hipple stated that this highlighted the need for clearer guidance, suggesting that sensitive areas be identified in advance so purchasers would understand development limitations, thereby saving time and resources.

Ms. Null stated that she had reviewed the Comprehensive Plan extensively and noted that many residents were drawn to the area because of its open land. She stated that Mixed Use Level One preserved more open space and better reflected the community's desire to maintain a small-town character, expressing support for a Level One designation.

Ms. Larson noted that the differences between the two levels were relatively modest and acknowledged the complexity of the decision. She expressed appreciation for staff's work.

Mr. Icenhour stated that staff had prepared two resolutions, one designating the parcel as Mixed Use Level One and the other as Level Two. He noted that the Board could act at its Regular Meeting, which would establish the land use designation for purposes of reviewing the applicant's proposal.

Ms. Larson asked what would occur if action were not taken.

Mr. Holt responded that without Board action, consideration of the Comprehensive Plan language could be postponed until the next Board meeting; however, postponing would leave the applicant without clear direction.

Mr. Icenhour stated that deciding in advance was important to ensure fairness to the applicant.

Mr. McGlennon stated that he agreed with Ms. Null in supporting a Level One designation, citing the importance of maintaining open space while balancing residential development. He expressed concern that the current proposal did not fully address commercial components, referencing a prior Planning Commission discussion.

Mr. Holt clarified that the concern referred to a different application, not the one currently under discussion.

Mr. Icenhour stated that there appeared to be a general consensus in favor of a Level One designation, with further consideration to occur at the Board meeting.

Mr. Holt stated that this would allow staff to conduct additional analysis regarding development intensity and land use options for the Board's consideration.

F. BOARD CONSIDERATION(S)

1. Contract Award - \$3,751,447 - Axon Equipment and Licenses

A motion to Award Contract Award - \$3,751,447 - Axon Equipment and Licenses was made by Barbara Null, the motion result was Passed.

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

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

Mr. Honacy Beco Jr., Budget Management Specialist with the Police Department, addressed the

Board to request approval to enter into a five-year contract with Axon Enterprise, Inc. (Axon) for equipment, software, and user licenses totaling \$3,751,447. He explained that the agreement would replace body-worn cameras and interview room equipment, and would provide unlimited cloud storage, connectivity licenses, [Evidence.com](https://www.evidence.com) licenses, and various software solutions representing mandatory recurring costs necessary to support the Police Department's operational and evidentiary functions. He stated that the contract also included new products such as Axon AI Suite, Axon VR, Signal Sensor, and Axon Performance-which would improve operational efficiency, enhance training, and streamline digital evidence management. He further noted that the agreement consolidated multiple existing contracts into a single contract, improving contract management efficiency and reducing administrative workload. Mr. Beco explained that funding would be requested through the Police Department's Operating Budgets for the next five fiscal years, beginning in FY 2027. He emphasized that no current-year appropriation was required and that the cooperative contract included a non-appropriation clause to protect the County should funding not be approved in future years. He reported that Police and Purchasing staff determined the lowest procurement method was to use a cooperative purchasing contract issued by Sourcewell in the State of Minnesota Contract No. 101223AXN with Axon. As a result of the cooperative sealed Invitation for Bid, the contract included language permitting other localities to purchase from it. He noted that cooperative procurement was authorized under Chapter One, Section Five of the JCC Purchasing Policy and the Virginia Public Procurement Act. By participating in cooperative procurement, staff believed the County would increase efficiency, reduce administrative expenses, and benefit from an accelerated delivery process. Mr. Beco added that Axon's pricing was guaranteed only through December 31, 2025, and that costs would increase if the contract was not executed before that date. He concluded by recommending adoption of the attached resolution authorizing the contract award to Axon Enterprise, Inc. in the amount of \$3,751,447. He then welcomed questions and comments from the Board.

Mr. Hipple clarified that the five-year contract would save the County \$1,000,000.

Mr. Beco confirmed this.

Mr. Hipple remarked that such savings were important to communicate to citizens, as they reduced County expenses and saved taxpayer dollars.

Ms. Larson asked how body-worn camera footage would be stored and expressed interest in learning more about the company.

Police Chief Jamison approached the Board and responded that the Department had used Axon for several years. He explained that evidence was stored in the cloud through [Evidence.com](https://www.evidence.com), noted that numerous cameras upload directly to the cloud, confirmed that storage was unlimited, and affirmed that access to stored information was fully restricted.

2. Adoption of Strategic Plan

A motion to Adopt the 2026 Strategic Plan was made by Barbara Null, the motion result was Passed.

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

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

Mr. Jason Purse, Assistant County Administrator, approached the Board and noted that he had asked Ms. Latara Rouse, Communications Manager, to join him, as she had been instrumental in compiling the plan and deserved recognition for her work. He began by explaining that the process started in the spring of 2024 with Clarion Consulting. He provided a brief overview of the plan's development and stated that the original 2016 Strategic Plan had focused on capital initiatives and on providing information to the Board and citizens about what to expect in the

coming years. He explained that once the 2016 plan was implemented, it became an important component of the County's onboarding and new employee orientation, outlining the County's mission, vision, and values. He emphasized that presenting this information to employees at the outset created strong buy-in and encouraged them to consider how their roles contributed to the County's work. He also noted that the current process sought public engagement while ensuring that it remained meaningful to staff, who wanted to feel connected to the community. Mr. Purse then outlined the two primary changes to the Strategic Plan. He explained that new guiding principles had been added, elevating several overarching elements of the plan and reframing them not as goals but as principles for staff to follow. These included being Service-Focused, Fiscally Efficient, and committed to Transparent Communications. He then reviewed the goals, which were also reflected in the budget documents. Referring to the PowerPoint presentation, he stated that the goals shown on the screen were carryovers: Protect Community Character and Enhance the Built Environment; Collaborate with James City Service Authority to Secure a Sustainable Long-Term Water Supply; Deliver Exceptional Public Services; Collaborate to Provide High-Quality Education; Invest in Modern Infrastructure and Technological Systems; and Support a Growing and Diverse Local Economy. He next highlighted the two new goal areas: Recruit and Retain a Skilled Workforce, and Preserve and Support the Development of Attainable Housing, including affordable and workforce housing. He noted that all materials had been sent to the Communications team for graphics and design, and he expressed satisfaction with the final product.

In closing, Mr. Purse recommended that the Board adopt the 2026 Strategic Plan.

There were no questions or further discussions from the Board.

G. BOARD REQUESTS AND DIRECTIVES

Ms. Larson noted that two fatalities had occurred in the Monticello Avenue area. She expressed concern about the fluctuating speed limits in the area and pointed out the absence of a crosswalk between the Monticello Marketplace Shopping Center and the shopping center located across from it. Given the high volume of pedestrian activity and the general walkability of the area, she emphasized her concern for public safety, particularly where increased speed limits intersect with heavy foot traffic. Ms. Larson also raised an additional issue regarding e-bikes and scooters, specifically the lack of helmet use and the speed at which some individuals operated them. She stated that this was a matter that warranted further attention.

Mr. Icenhour stated that he would be glad to bring these concerns to Mr. Rossie Carroll, Williamsburg Residency Administrator for the Virginia Department of Transportation (VDOT), noting that he had raised similar concerns in the past. He offered a brief explanation of why he believed the speed limit changed in that area, explaining that it drops to 35 mph near the entrance to Publix due to turning traffic. He added that he believed the reduced speed limit continued beyond Veterans Park because of the nearby apartment complex. He acknowledged that this raised questions about consistency, particularly since the speed limit near Ironbound Road-between the park and The Meadows had been reduced from 45 mph to 40 mph.

Ms. Larson reiterated that she wished to understand the rationale behind the posted speed limits in the areas discussed.

Mr. Icenhour responded that this could be addressed when Mr. Carroll next met with the Board.

Mr. McGlennon asked when Mr. Carroll had last visited the Board.

Although the exact date could not be confirmed, Mr. Icenhour believed it had been approximately three months. He stated that he would like to arrange quarterly visits from Mr. Carroll for the upcoming year.

Ms. Null reported that VDOT had recently taken action near Six Mount Zion Road. She explained that she had been receiving numerous calls about the dangers created by a road closure in that area and noted that flashing signs had since been installed.

Mr. McGlennon emphasized that the request for Mr. Carroll's attendance was not intended to criticize him but rather to acknowledge the good work that had been completed. He went on to share that since the last meeting; the Board had been focused on school policies. He described a Joint Meeting with the Williamsburg City Council and Williamsburg-JCC School Board as productive and useful, noting that the Board received strong briefings on the Capital Budget, proposals, and Strategic Plan initiatives. He also mentioned that many Board members attended the Celebration of Business event, which he described as well-organized and successful. Additionally, he highlighted the Ribbon-Cutting Ceremony for the new Community Center and Theatre at Williamsburg Landing, describing the facility as beautiful, with a several hundred seat theatre, an art room, and an alternative dining option. While primarily intended for residents, he noted that the director expressed interest in allowing the County and local organizations to use the space occasionally. Mr. McGlennon also discussed an issue arising in his district and others concerning long car lines at several schools during pick-up and drop-off times, which sometimes caused traffic backups in neighborhoods and on main roads. He encouraged residents to consider using the available bus system. He shared an idea proposed by an individual involved in school scheduling: designating a specific location for school buses to pick up and drop off students. He explained that on rainy days, many parents chose to drive their children, which delays buses. He added that one of the main reasons families avoid bus transportation was the perception that routes took too long, and he believed a designated location could help improve efficiency.

Ms. Null noted that most Board members had attended the CEL Critical Power Ribbon-Cutting Ceremony and expressed her belief that the project would benefit the County through increased revenue and job opportunities. She described the event as wonderful.

H. REPORTS OF THE COUNTY ADMINISTRATOR

None.

I. CLOSED SESSION

Mr. Icenhour noted that a fifth item was added for the Consideration of the Acquisition of Real Property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Section 2.2-3711 (A)(3) and pertaining to a parcel along Pocahontas Trail.

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, Null, Larson, McGlennon, Icenhour Jr

At approximately 3:22 p.m., the Board entered Closed Session.

At approximately 3:39 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, Null, Larson, McGlennon, Icenhour Jr

Ms. Larson noted that she had a motion to reappoint Mr. Frank Ferguson to the Social Services Advisory Board for a four-year term, expiring December 23, 2029.

1. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commission pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia and pertaining to the Social Services Advisory Board

A motion to Reappoint Mr. Frank Ferguson to the Social Services Advisory Board for a four-year term expiring December 23, 2029, was made by Ruth Larson, the motion result was Passed.

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

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

Mr. Icenhour asked if a resolution was prepared for the Acquisition of Real Property located on Pocahontas Trail.

A motion for the Acquisition of Real Property located on Pocahontas Trail, was made by John McGlennon, the motion result was Passed.

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

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

2. Pursuant to section 2.2-3711(A)(1) of the Code of Virginia: Discussion of assignment, appointment, performance, demotion, and disciplining of specific public officers, appointees, or employees of any public body; specifically, the Planning Commission.
3. Consideration of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711 (A)(3) of the Code of Virginia and pertaining to 2054 Jamestown Road.
4. Discussion of the award of a public contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Section 2.2-3711 (A)(29) and pertaining to 4900 Stadium Road.
5. Certification of Closed Session

J. ADJOURNMENT

1. Adjourn until 5 p.m. on December 9, 2025, for the Regular Meeting

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

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

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

At approximately 3:40 p.m., Mr. Icenhour adjourned the Board of Supervisors.

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

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

December 9, 2025

5:00 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, Jr., Chair, Jamestown District

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

Mr. Icenhour requested a motion to Amend the Agenda to add a Chairman's Award Presentation and a Presentation of the County's Audit.

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. Icenhour asked Supervisor Hipple to lead the Pledge of Allegiance as it was his last meeting on the Board.

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Mr. Hipple led the Board and citizens in the Pledge of Allegiance.

1. Proclamation - Amanda Batten

Mr. Icenhour noted a proclamation for the Honorable Delegate Amanda Batten for her service in the State legislature and appreciation for her representation of James City County (JCC). He stated Delegate Batten was elected to the Virginia House of Delegates in 2019, where she served the citizens of the Historic Triangle from the 71st District. Mr. Icenhour indicated that Delegate Batten served as a member of the House Courts of Justice, House Education, and House Public Safety Committees. He noted that Delegate Batten possessed considerable expertise in state-level procedures and the functions of local government. Mr. Icenhour mentioned that throughout her time in office, she collaborated extensively with County staff to address numerous citizen concerns and regularly attended events sponsored by the County. Mr. Icenhour drew attention to a number of legislative initiatives sponsored by Delegate Batten

aimed to benefit JCC. He expressed thanks for Delegate Batten's leadership and responsiveness to community issues, highlighting his appreciation for her balanced, bipartisan approach to problem-solving. Mr. Icenhour concluded his remarks and presented Delegate Batten with the proclamation.

The Board and audience applauded with a standing ovation.

2. Chairman's Awards

Mr. Icenhour noted that a significant advantage of his role as Chairman was the authority to bestow year-end honors upon staff and community members. He indicated that the Chairman's Award for the community was presented to Community of Faith Mission (COFM). Mr. Icenhour stated that the JCC Board of Supervisors Chairman's Awards recognized organizations for their exceptional dedication to improving residents' quality of life in JCC and the Greater Historic Triangle. He explained that COFM was a faith-based program that served those experiencing homelessness in the Greater Williamsburg community during the coldest months of the year. Mr. Icenhour reported that COFM opened its doors in 2012 to address a recognized gap in local shelter services. He mentioned that by March 2025, the organization had finished its thirteenth seasonal cycle of offering shelter and meals during winter. Mr. Icenhour emphasized that the organization's total number of individuals served and meals provided was a direct result of the dedicated volunteers and the essential support and accommodations offered by the host sites. He stressed that these achievements would not have been possible without the compassion of those host sites and the volunteers' efforts. Mr. Icenhour recognized the host sites: Bruton Parish Episcopal Church, CrossWalk Church - Norge, Grace Covenant Presbyterian Church, Hickory Neck Episcopal Church, James River Baptist Church, King of Glory Lutheran Church, Life Church, Saint Bede Catholic Church, St. Martin's Episcopal Church, Saint John Baptist Church, Smith Memorial Baptist Church, Williamsburg Christian Church, Williamsburg Community Chapel, Williamsburg Presbyterian Church, Williamsburg Unitarian Universalists, and Williamsburg United Methodist Church. He presented the Chairman's Award to Ms. Donnie McDaniel, Executive Director of COFM.

The Board and audience applauded with a standing ovation.

Mr. Icenhour explained that the Board was privy to many community issues that were not immediately visible to the public. He stressed the importance of bringing these problems to light and recognizing the individuals actively working toward solutions. He thanked Ms. McDaniel for her efforts.

(Inaudible discussion)

The Board and audience applauded.

Mr. Icenhour asked Mr. Hipple to join him and Ms. Null at the podium.

Mr. Icenhour announced that he would read Mr. Hipple's Service Award. He conveyed his appreciation to Mr. Hipple for his dedicated service to County residents throughout the years.

Mr. Hipple thanked the Board, County staff and citizens. He shared that the role, which involved serving both in his official capacity and within the community, transformed him into a better individual, a more effective leader, and a person with a broader perspective. Mr. Hipple expressed appreciation for the exceptional staff and the County Administrator's exemplary leadership. He commended his fellow Board members for their productive relationship and unwavering support, highlighting their commitment to keeping the community's wellbeing at the forefront of all discussions. Mr. Hipple reiterated his thanks and concluded his remarks.

The Board and audience applauded with a standing ovation.

E. PUBLIC COMMENT

1. Ms. McDaniel, COFM, P.O. Box 6357, addressed the Board to provide an update. She highlighted the significant impact of the host sites, noting that without their accommodations, the estimated hotel costs for a 126-night stay would have exceeded \$127,000 (meals excluded). Ms. McDaniel reported approximately 56 emergency shelter occupants so far this year, with nine currently participating in the new Heads Up Program. She elaborated on scenarios involving capacity limitations, outlining the subsequent actions taken and the operational challenges presented by inter-jurisdictional conflicts over responsibility. Ms. McDaniel reported that 26 of the 56 emergency shelter occupants were residents of the County. She requested that the Board consider providing additional funding to adequately support these individuals. Ms. McDaniel highlighted the funding challenges that arose because the funding was restricted to certain age groups, leaving others excluded. She concluded her remarks, having requested Board consideration on the aspects she emphasized.

2. Mr. Chad Blosser, 3832 Isaac Circle, addressed the Board. He stated that he resided in Colonial Heritage, a neighborhood now at full capacity with over 1,600 homes. He described the development as functioning like a small city within the County due to its scale. Mr. Blosser also highlighted the substantial volume of traffic entering and leaving the neighborhood. He noted that Lennar, the builder of Colonial Heritage had proffered traffic signalizations at both entrance/exit on Richmond Road and Centerville Road. Mr. Blosser indicated that to his knowledge, the proffer contributions had been submitted to the County. He insisted on the delivery of the promised improvements. Mr. Blosser highlighted the critical need to fix the dangerous visibility issues at the Centerville Road entrance/exit. He made the point that the neighborhood was exclusively for seniors, who often experience driving challenges. Mr. Blosser reiterated his request for the promised safety improvements, emphasizing their vital necessity for the community, and concluded by thanking the Board for its time.

3. Mr. Chris Henderson, 101 Keystone, addressed the Board noting that he hoped the Board had a great Thanksgiving and extended Merry Christmas wishes. He expressed his astonishment at the high level of service provided to approximately 13,000 County residents receiving Social Services aid. Mr. Henderson highlighted that despite the community's general good fortune, many individuals were struggling. He requested the Board's consideration on ways to assist these struggling individuals. Mr. Henderson voiced his opposition to the allocation of \$46 million for the new Consolidated Government Center, arguing that the considerable cost of the municipal complex was excessive when more significant community problems needed attention. He emphasized that the majority of business operations were conducted digitally.

4. Mr. Morgan Moss, 109 Mahogany Run, addressed the Board to voice his significant concern regarding the treatment and perception of the immigrant community both in the County and across the nation. He stated that immigrants were frequently marginalized, and their communities were often viewed negatively, rather than recognized as individuals who were neighbors, taxpayers, workers, contributors, and law-abiding individuals. Mr. Moss mentioned his primary concern was preventing the negative sentiment and actions occurring elsewhere in the country from further impacting this community. He mentioned that current immigration enforcement practices, as depicted in the news, appear to have become uncivilized, failing to meet professional law enforcement standards and the constitutional rule of law. Mr. Moss elaborated on his point in further detail and thanked the Board for its time.

F. PUBLIC HEARING(S)

1. Z-25-0001/MP-25-0002. Liberty Crossing Proffer Amendment and Master Plan Amendment and Z-25-0002. 6429 Centerville Road Rezoning.

A motion to Postpone until February 10, 2026, 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. Sarah Propst, Principal Planner, addressed the Board stating that Mr. Warren Holland had submitted a Boundary Line Adjustment (BLA) Plat between his property located at 6429 Centerville Road and a portion of a perimeter vegetative buffer located at 4645 Revolutionary Way, owned by Liberty Crossing. She noted the property located at 6429 Centerville Road was approximately 0.91 acres in size and zoned A-1, General Agricultural. Ms. Propst stated that a single-family dwelling was located on the property. She indicated that the purpose of the BLA was to adjust the boundary lines between both parcels. Ms. Propst clarified that while the BLA review was typically an administrative task, the specific application raised a legislative issue because it required the removal of 0.188 acres from the approved Liberty Crossing Master Plan. This reduction in area would directly affect the development density data within the existing Master Plan, necessitating a full legislative review and approval before staff could grant administrative approval of the BLA. Ms. Propst detailed the rezoning applications for both properties, explaining that staff review had indicated no adverse impacts. The adjustments included a slight reduction in the overall density of the Liberty Crossing development from 6.37 to 6.11 dwelling units per acre. Furthermore, the number of residential units was revised downward from the original 244-unit cap to 234 dwelling units, which aligned with the current limit. She stated that at its November 5, 2025, meeting, the Planning Commission recommended approval of the applications by a vote of 6-0. Ms. Propst noted that staff recommended approval to the Board of Supervisors, subject to the proposed proffers. She concluded her remarks and welcomed any questions the Board might have, noting the applicant was also available.

Mr. Icenhour questioned the marginal benefit of the rezoning and property acquisition for the 6429 Centerville Road property owner.

Ms. Propst expressed her doubt but directed the question to the applicant.

Mr. Frank Polster, Planning Commission representative, addressed the Board noting that staff discussion ensured the BLA would protect all existing open space. He reported there were neither public speakers present nor any discussion between the Commissioners. Mr. Polster stated that the Planning Commission voted 6-0 to recommend approval.

Mr. Icenhour asked if the Board had any questions for Mr. Polster.

The Board declined.

Mr. Icenhour opened the Public Hearing.

1. Mr. Chris Henderson, 101 Keystone, addressed the Board noting that the staff presentation addressed all of his questions and he saw no issues with the application.

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

2. Z-25-0006/MP-25-0004. Proffer and Master Plan Amendment for Ford's Colony Master Plan (Ford's Village)

A motion to Postpone 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. Icenhour stated that the applicant had requested postponement of this item until the Board's February 10, 2026, meeting. He noted that no staff or Planning Commission presentation would

be given at this meeting. Mr. Icenhour indicated that the Public Hearing would be opened at this meeting and remain open until the deferral date. He advised that any individuals who signed up to speak would be allowed to do so, but only one opportunity to speak during the Public Hearing process was allowed.

The public speaker chose to speak at the deferral hearing.

3. An Ordinance to amend and reordain Chapter 10, Solid Waste, Refuse and Recycling, of the Code of James City County, Virginia.

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. Bob Dittman, Solid Waste Director, addressed the Board. He stated that the Board approved solid waste consolidation during its meeting on April 9, 2024. Mr. Dittman added that amending the current Solid Waste Ordinance was a natural next step in that process. He noted that an Ordinance update was needed for the County to provide and charge for solid waste services. Mr. Dittman emphasized several changes to the Chapter 10 Ordinance shown in the PowerPoint. He outlined the sequence of Chapter 10 amendments and detailed the nature of each change. Mr. Dittman noted that staff recommended adoption of the attached Ordinance and welcomed any questions the Board might have.

Mr. Icenhour asked if the Board had any questions for staff.

The Board declined.

Mr. Icenhour indicated that there was no Planning Commission report on this item. He stated that the Public Hearing was already open from the Board's last Regular Meeting.

1. Mr. Chris Henderson, 101 Keystone, addressed the Board noting his opposition to the County's trash consolidation. He indicated that a large number of businesses were currently providing services to the community. Mr. Henderson noted that Ford's Colony residents recently secured a long-term trash collection agreement. He expressed his belief that decisions like these were best handled locally by homeowners and homeowners associations, as they could negotiate collective discounts within their immediate areas. Mr. Henderson concluded his remarks and thanked the Board for its time.

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

4. LU-20-0002. Eastern State - Parcel C Land Use Designation Change

A motion to Approve the Resolution with the Designation Mixed Use Level 1 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

Ms. Morgan Risinger, Senior Planner, addressed the Board pointing out that two resolutions were incorporated into the Agenda Packet by staff after the Board's discussion earlier during its Business Meeting. She indicated that there were two potential resolutions: one involved redesignating the Eastern State - Parcel C property to Mixed Use Level 1, and the other was to designate the property to Mixed Use Level 2. Ms. Risinger stated that staff welcomed the Board's discussion. She noted the applicant team was present.

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

1. Mr. Chris Henderson, 101 Keystone, addressed the Board noting his support for the redesignation and its consistency with the 2045 Comprehensive Plan, New Town Master Plan, and the Crossroads Study. He expressed his belief that the proposal was a logical extension of New Town, and Mr. Henderson specifically stated he had no concerns regarding its density.

2. Mr. Vernon Geddy, III, of Geddy, Harris, Franck & Hickman, LLP, addressed the Board noting he was in attendance on behalf of the applicant. He recognized numerous members of the applicant team present. Mr. Geddy advocated for the Mixed Use Level 1 designation for the parcel. He concluded his remarks and welcomed any questions the Board might have.

3. Mr. Scott Grafton, 3418 N. Riverside Drive, Lanexa, addressed the Board noting that he resided and owned a business, Ironbound Gym, in the County. He underscored his extensive involvement in different associations and committees. Mr. Grafton expressed his intent to recite the contents of the letter from Mr. Jack Espinal, President of the New Town Residential Association, and then proceeded to read aloud another letter, representing both himself and the New Town Commercial Association.

Mr. Icenhour closed the Public Hearing.

G. BOARD CONSIDERATION(S)

1. 1St Phase Of A Comprehensive Agreement For Consolidated Government Center/Library

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

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

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

Mr. Brad Rinehimer, Assistant County Administrator, addressed the Board noting that before the Board was a resolution authorizing Mr. Stevens to enter into an agreement for the first phase of a Comprehensive Agreement for the Consolidated Government Center. He detailed the chronological sequence of the measures implemented. Mr. Rinehimer mentioned the County's intent to execute an initial agreement for the Comprehensive Agreement's first phase. He noted that the initial phase of the Comprehensive Agreement, capped at \$46 million, was designed to fund the costs associated with pre-ordering steel, concrete work, and installing initial plumbing, HVAC, and electrical systems. Mr. Rinehimer stated that staff recommended approval of the attached resolution. He concluded his remarks and welcomed any questions the Board might have.

2. Contract Award — Construction Management Services for consolidated government center/library

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. Rinehimer addressed the Board. He advised that the proposed resolution would permit the County to enter into an agreement with a construction management company to supervise the construction project, as well as provide ancillary services including enhanced commissioning, materials testing, and special inspections. Mr. Rinehimer detailed the competitive bidding process, noting that a working group was formed to evaluate the proposals. Mr. Rinehimer stated that the group ultimately selected McDonough Bolyard Peck, Inc. (MBP) as the service provider and noted that the cost for these services was not to exceed \$1,782,523. He concluded his remarks and welcomed any questions the Board might have.

Ms. Larson stated her belief that the County and the Williamsburg-JCC Public Schools had engaged MBP for prior services and requested clarification on that matter.

Mr. Rinehimer confirmed that MBP was currently managing the Greater Williamsburg Sports & Events Center and the City of Williamsburg's new Police Station. He added that the organization had previously served as a consultant for the County during the early planning stages of the proposed Consolidated Government Center.

Ms. Larson wanted to know if the experience met expectations.

Mr. Rinehimer confirmed yes.

H. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon thanked Mr. Hipple for his contributions to the Board and the opportunity to collaborate. He emphasized that Mr. Hipple's role on the Board promoted a greater spirit of teamwork and transparency among members, ensuring they worked together to serve the community effectively, despite any differences in affiliation or ideological viewpoints. Mr. McGlennon highlighted several valuable strengths Mr. Hipple brought to the Board, including his construction background and volunteer experience, noting these skills were not always readily available to the group and would allow the Board to benefit from his diverse expertise.

Ms. Null mentioned it was a privilege to work alongside Mr. Hipple on the Board.

Ms. Larson stated she and Supervisor McGlennon attended the School Liaison meeting last week. She mentioned that she attended a Virginia Association of Counties (VACo) event to celebrate Ms. Phyllis Errico's career. She noted a school visit to Lois S. Hornsby Middle School. Ms. Larson extended congratulations to Supervisor-elect Tracy Wainwright and Mr. Icenhour, who took their oath earlier today. She expressed pleasure in her collaboration with Mr. Hipple on the Board, highlighting his dedication to the community and his genuine desire for its well-being. Ms. Larson affirmed that she never doubted the sincerity of his motives while serving on the Board. She praised his deep family devotion and unwavering faith. Ms. Larson noted he would be greatly missed.

Mr. Icenhour concurred with Mr. McGlennon's assessment that Mr. Hipple's cultivation of a more transparent and collaborative approach had a positive impact on both the Board and the community. He underscored the Board's accomplishments during Mr. Hipple's term of office. He thanked Mr. Hipple for all he had done for JCC.

Mr. Hipple stated the experience working with the Board was positive, emphasizing that each member's unique perspective contributed to his personal and professional growth as a leader. He highlighted that despite initial differences in opinion, the team consistently collaborated effectively to reach a middle ground and find solutions. Mr. Hipple thanked the County's amazing staff and wished everyone a Merry Christmas. He indicated that he took pleasure in his position as a Board member and looked forward to continuing his contributions to the community. Mr. Hipple spoke highly of Mr. Stevens' performance and role as County Administrator and expressed gratitude for Mr. Kinsman's guidance as County Attorney. He expressed gratitude to the County citizens for the opportunity to serve and for their continued trust and support.

The Board and audience applauded.

Mr. Icenhour thanked his fellow Board members for the opportunity to serve as Chair. He noted it was a productive year. He highlighted several significant accomplishments from this year, including the successful execution of a revised WJCC Joint Operation School Contract, the establishment of the Consolidated Government Center, and the finalization of the Strategic Plan

update. Mr. Icenhour mentioned potential future challenges for County citizens due to possible federal funding cuts and uncertain state funding situations. He stated that he attended the Celebration of Business. Mr. Icenhour noted that the seven newly sworn-in officers were currently in training and expressed high praise for their impressive backgrounds, believing they will be a great asset to the County's Police Department. He stated that on November 23, he attended a Sons of the American Revolution-sponsored event at Freedom Park. This event was a ceremony commemorating the November 25, 1774, formation of the County's Committee of Observation, which was tasked with observing and reporting individuals who were violating the ban on trading with England. Mr. Icenhour mentioned the Military Affairs Committee and the Home for the Holidays Program. He noted the program offered financial assistance for travel, enabling junior enlisted personnel stationed locally to return home for the holidays to see family. Mr. Icenhour announced that exceptional funding this year, totaling \$43,500 raised by local businesses and individuals, enabled 145 military personnel to return home for the holidays.

I. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens conveyed that Mr. Hipple's departure was met with regret from all staff members, who consistently enjoyed their professional collaboration and would miss him greatly. On a personal level, Mr. Stevens expressed his deep appreciation for Mr. Hipple's support and guidance over the years and looked forward to maintaining their conversations in the future. Mr. Stevens thanked Mr. Hipple for his service to the community. He advised that the County's leaf collection operations were active, and while the contractor had experienced a minor delay, efforts were being made to restore the schedule. Mr. Stevens offered key safety advice for Black Friday shoppers and emphasized key winter safety guidelines.

J. CLOSED SESSION

None.

K. ADJOURNMENT

1. Adjourn until 4 pm on January 13, 2026 for the Organizational Meeting

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

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

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

At approximately 6:28 p.m., Mr. Icenhour adjourned the Board of Supervisors.

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
2026 ORGANIZATIONAL MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
January 13, 2026
4:00 PM

A. CALL TO ORDER

Mr. Icenhour called the Board of Supervisors' Organizational Meeting to order following the James City Service Authority's Organizational Meeting at approximately 4:03 p.m.

B. ROLL CALL

Tracy L. Wainwright, 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

C. ORGANIZATIONAL MEETING

1. 2026 Organizational Meeting

Mr. Icenhour sought a motion to nominate the Chair for the upcoming year.

A motion to Nominate John McGlennon as Chair was made by Ruth Larson, the motion result was Passed.

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

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

The Board members extended congratulations to Mr. McGlennon.

Mr. McGlennon expressed gratitude to his fellow Board members for their support and mentioned a busy year ahead with the hope of accomplishing many positive goals for County citizens.

Mr. McGlennon sought a motion to nominate the Vice Chair for the upcoming year.

A motion to Nominate Ruth Larson as Vice Chair was made by James Icenhour, the motion result was Passed.

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

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

Mr. McGlennon sought a motion to Adopt the Organizational Meeting resolution setting the meeting times for the associated calendar.

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

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

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

2. Seating Assignments

Mr. McGlennon noted seating assignments would be drawn for Seat Nos. 3-5.

The seating assignments were:

1. John McGlennon
2. Ruth Larson
3. James Icenhour
4. Barbara Null
5. Tracy Wainwright

Ms. Larson asked if the Board needed to adopt the calendar.

Mr. Kinsman advised that the previous motion adopted the 2026 Board of Supervisors' Calendar.

Mr. Stevens indicated that the Board's Retreat date had not been finalized and recommended revisiting the topic so a specific date could be included in the motion.

D. CLOSED SESSION

Mr. McGlennon noted the next item could be addressed in Open Session or Closed Session.

The Board agreed to the Closed Session option.

Mr. McGlennon sought a motion to Enter Closed Session regarding consideration of a personnel matter regarding the appointment of individuals to Boards and/or Commissions.

A motion to Enter a Closed Session for the appointments was made by Barbara Null, the motion result was Passed.

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

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

At approximately 4:07 p.m., the Board of Supervisors entered a Closed Session.

At approximately 4:20 p.m., the Board re-entered Open Session.

1. Consideration of a personnel matter, the appointment of Board Members to Regional Boards and Commissions, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia

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

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

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

Mr. McGlennon sought a motion on the 2026 Regional Boards and Commission appointments as listed.

A motion to Adopt the 2026 Regional Boards and Commission Appointments 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

Hampton Roads Military and Federal Facilities Alliance (HRMFFA):	James Icenhour (with John McGlennon as alternate)
Hampton Roads Transportation Accountability Commission (HRTAC):	James Icenhour (with John McGlennon as alternate)
Hampton Roads Planning District Commission (HRPDC):	John McGlennon
Hampton Roads Transportation Planning Organization (HRTPO):	John McGlennon (with James Icenhour as alternate)
School Liaison Committee:	Ruth Larson and Tracy Wainwright
Agricultural and Forestal (AFD) Advisory Committee:	Tracy Wainwright
Economic Development Authority (EDA) Liaison:	Barbara Null
Williamsburg Tourism Council:	Ruth Larson
Hampton Roads Workforce Council:	Barbara Null
Virginia Peninsula Regional Jail Authority:	Tracy Wainwright
Historic Virginia Land Conservancy:	John McGlennon
Greater Williamsburg Chamber of Commerce Board of Directors:	Ruth Larson
High Growth Coalition:	John McGlennon
Williamsburg Area Medical Assistance Corporation (WAMAC):	Barbara Null

2. Certification of Closed Session

E. BOARD DISCUSSIONS / GUIDANCE

1. Hampton Roads Transportation Accountability Commission Appointment

A motion to Nominate John McGlennon to the Hampton Roads Transportation Accountability Commission was made by Ruth Larson, the motion result was Passed.

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

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

2. James City County Code of Ethics/Model of Excellence

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

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

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

Mr. Kinsman addressed the Board, pointing out that over the last two decades, it had established a Code of Ethics and a Model of Excellence for the Board of Supervisors, which also needed to be signed by members of other Boards, Commissions, and Committees. He observed that in recent years, the Board had asked about specific conditions that might lead to removal from these auxiliary bodies. Mr. Kinsman stated that the Code of Virginia lacked clarity on the exact reasons for removal, mentioning only "malfeasance in office." He recommended that new language be incorporated in the Model of Excellence document for the Board's review and consideration.

Mr. Icenhour explained that Board members would participate in WMBG Radio interviews on a rotating basis, and that he would be responsible for managing the interview schedule.

Mr. Stevens proposed two potential dates for the Board's Retreat: the afternoon of February 12 or 13. He requested the Board's feedback on those options. Mr. Stevens indicated that no motion was needed at this time.

The Board indicated its concurrence with both proposed options.

F. ADJOURNMENT

1. Adjourn until 5 pm on January 13, 2026 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: Icenhour Jr, Larson, McGlennon, Null, Wainwright

At approximately 4:26 p.m., Mr. McGlennon adjourned the Board of Supervisors.

The logo for the Williamsburg Area Transit Authority (WATA) features the letters "WATA" in a bold, red, italicized sans-serif font. The letters have a slight 3D effect with a darker red shadow on the right side. To the right of the text is a stylized graphic consisting of two overlapping chevron-like shapes pointing to the right. The top shape is light gray and the bottom shape is red, both with a slight 3D effect.

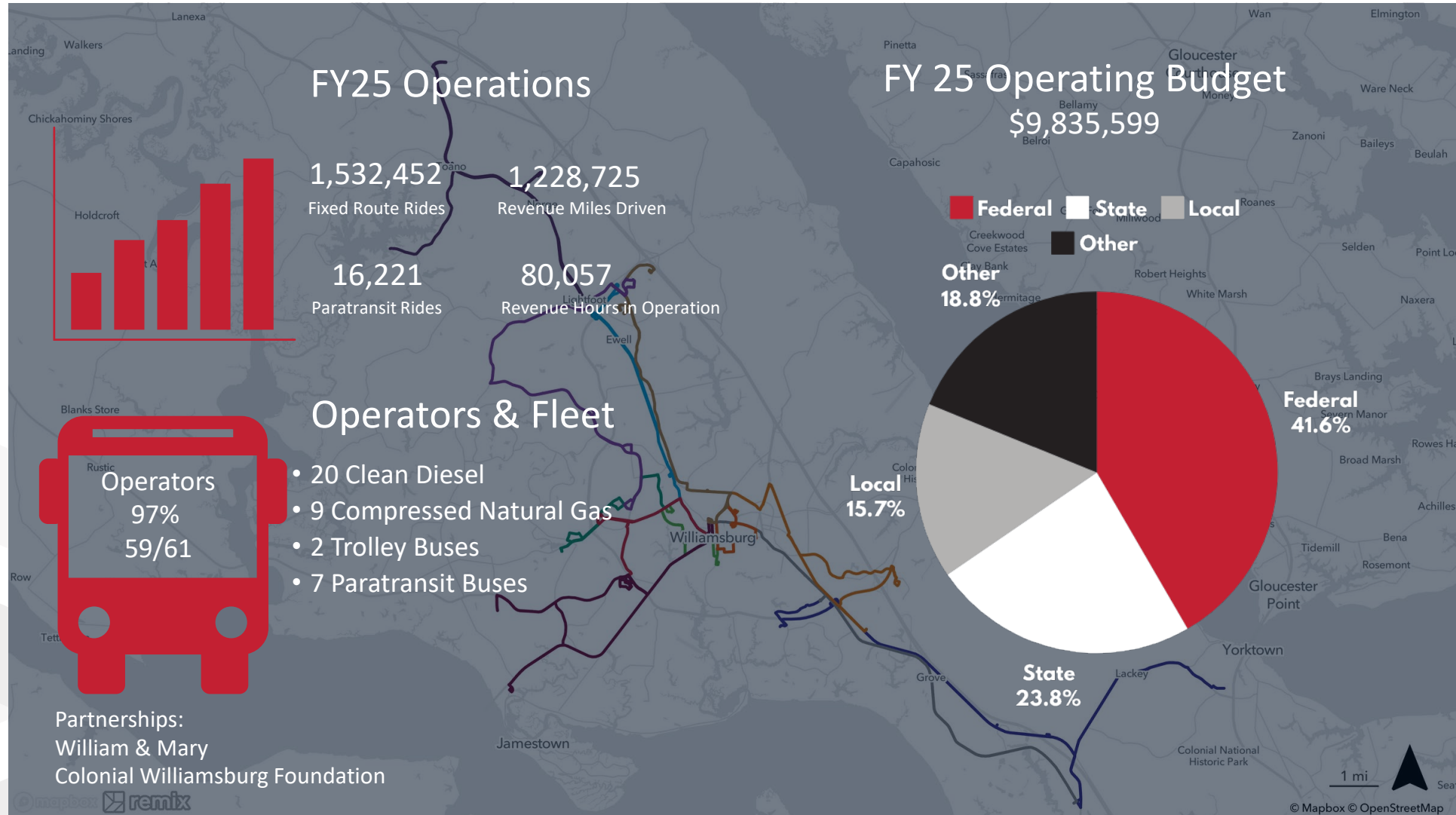
WATA

Williamsburg Area Transit Authority

Agenda

1. WATA's FY25 Performance and Numbers
2. Customer Experience Improvements
 - Mobile Ticketing
 - Bus Stop Improvements
 - Construction Updates
3. Transit Strategic Plan Review
4. Questions

WATA by the Numbers



Who We Serve
James City County
Williamsburg
York County

Population Supported
81,100

Jobs Reached
36,300

Square Miles Covered
75

Routes
12

Bus Stops
288

WATA

Customer Experience Improvements

Mobile Ticketing

Plan your trip.
Pay your fare.
All with one app.

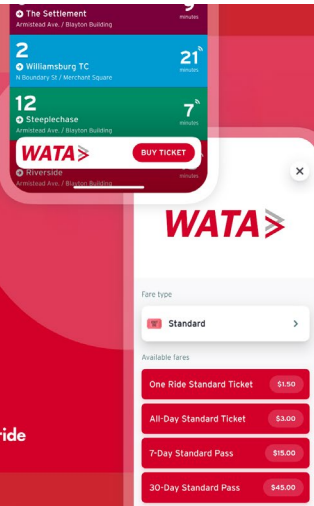
Download *Transit*



PARTNER APP FOR WATA



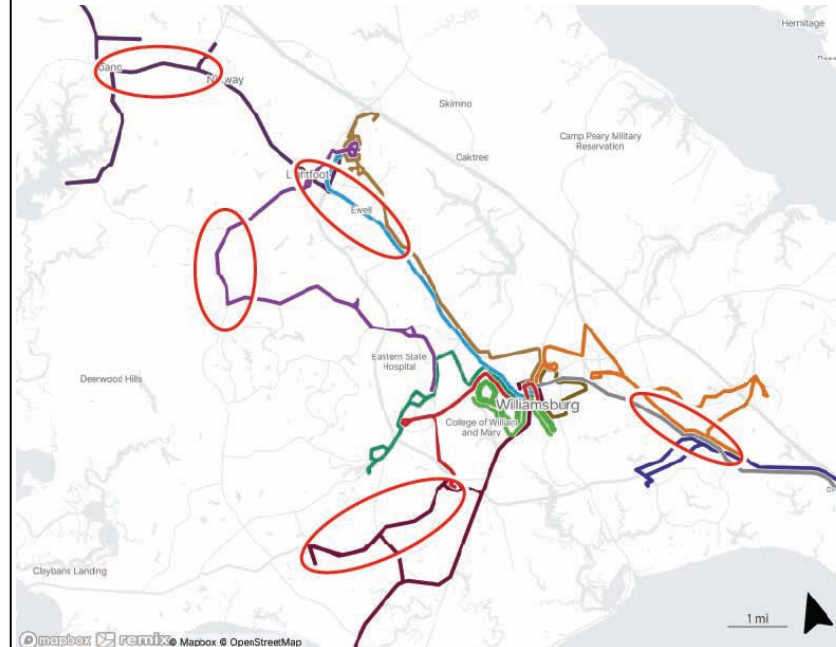
FARES POWERED BY justride



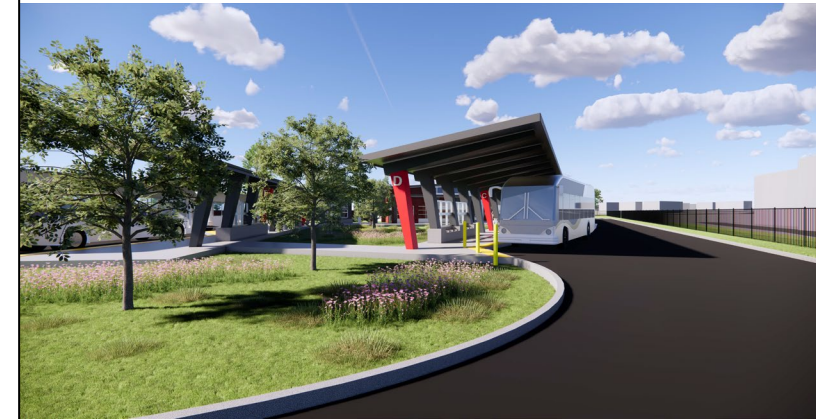
- Purchase tickets
- Fare-capping
- In-store mobile ticket purchasing coming soon!

Bus Stop Improvements

- 15 on-going & 30 more this year
- Concrete pad, bench and shade
- Greater and faster progress together!



WATA North Transit Center



- August 2026 completion
- \$11M cost; local funding ~4%
- Indoor/Outdoor waiting areas, bathrooms, safety





Purpose:

- “To be more useful to more people”
- Improve access and opportunity for employment, shopping, health, etc.
- Increased ridership improves efficiency, fares, and grants

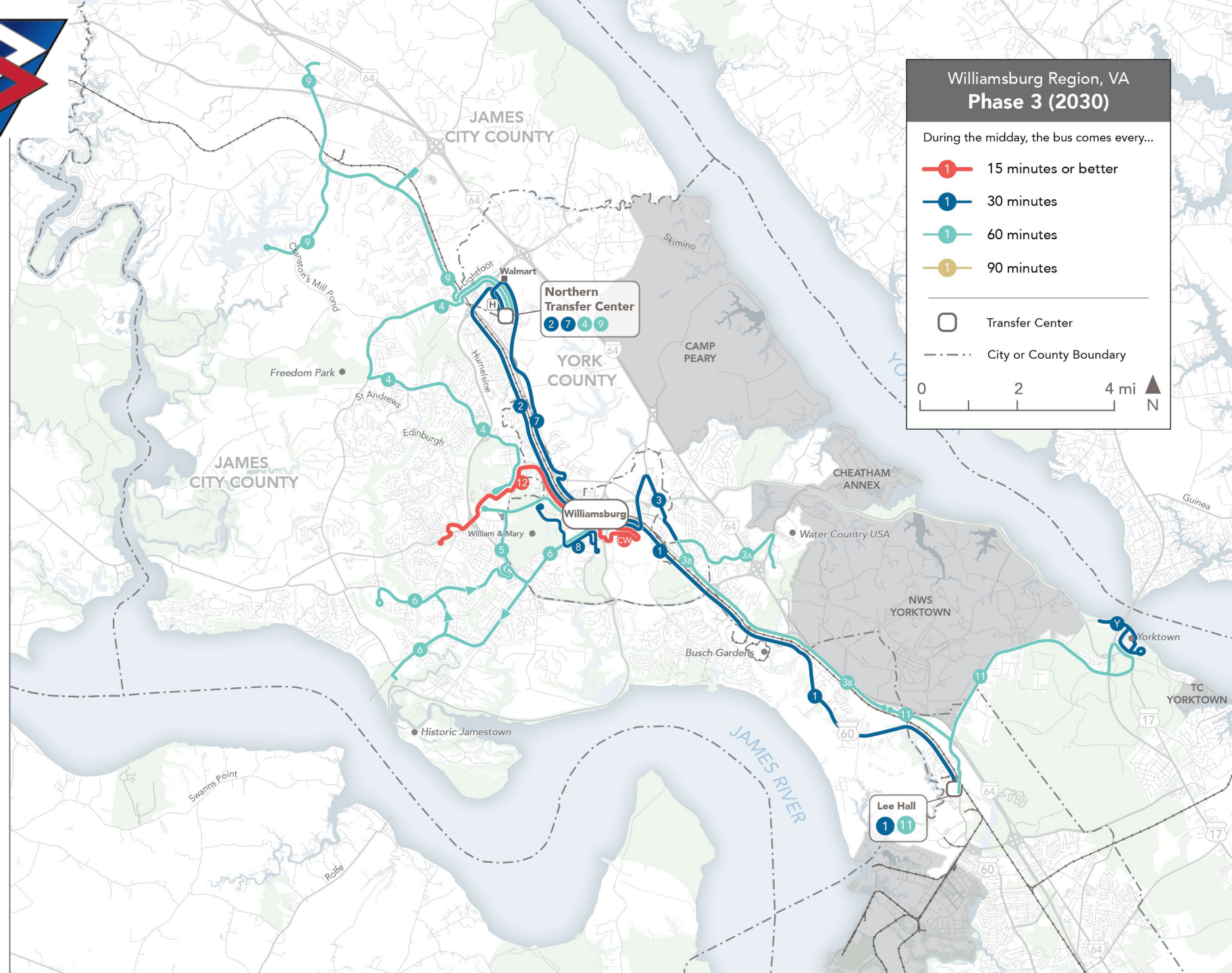
Details:

Increased frequency of 5 routes:

- 2 Routes of 15-min frequency (+1)
- 5 Routes of 30-min frequency (+3)
- 5 Routes of 60-min frequency (+1)

Benefits:

- 97% more jobs reached in 45 minutes
- Frequency → Access → Expanded Opportunities → Ridership → Economic Stimulus



Questions?



Greater Williamsburg Transportation
Assistance Fund

POPULAR ANNUAL FINANCIAL REPORT

FISCAL YEAR ENDED JUNE 30, 2025

**JAMES CITY COUNTY,
VIRGINIA**

July 1, 2024 - June 30, 2025







Department of Financial and Management Services
101-F Mounts Bay Road
Williamsburg, VA 23185
757-253-6646
jamescitycountyva.gov

Board of Supervisors*

Jim Icenhour

Chair, Jamestown District

John J. McGlennon

Vice Chair, Roberts District

Ruth Larson

Berkeley District

Michael J. Hipple

Powhatan District

Barbara E. Null

Stonehouse District

**As of June 30, 2025*

We are pleased to present the Popular Annual Financial Report (PAFR) of James City County, Virginia (the County), as of and for the fiscal year ended June 30, 2025. The PAFR provides a brief analysis of where County revenue comes from and how those dollars are spent. The intent of this report is to present financial information in a concise, accessible format without excessive detail or the use of technical accounting terms.

The PAFR represents the ongoing commitment of the County to keep our citizens informed about County finances and to be accountable for the receipt and expenditure of public funds.

This report is derived from the information in the County's audited Annual Comprehensive Financial Report (ACFR), which is prepared in conformity with accounting principles generally accepted in the United States of America (GAAP). The ACFR contains over 100 pages of financial statements, note disclosures, and statistical data and includes information on the County's business-type activities and component units. The PAFR does not provide this level of detail and focuses solely on the County's governmental activities, and as a result, this report does not conform with GAAP. The fiscal year (FY) 2025 PAFR is intended to supplement rather than replace the County's FY2025 ACFR, which can be accessed at the following link: jamescitycountyva.gov/348/Financial-Management-Services.

If you have any questions or would like additional information on the County's PAFR or other financial documents, please reach out to the County's [Department of Financial and Management Services](http://jamescitycountyva.gov/348/Financial-Management-Services).

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County Profile



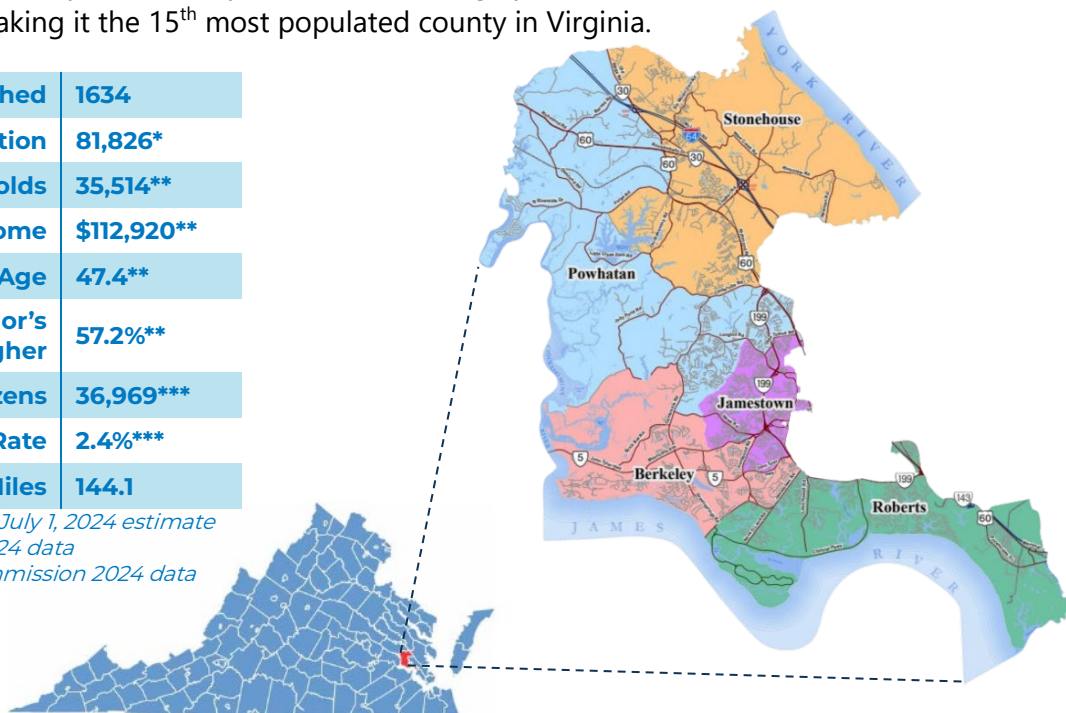
James City County is located in Virginia's Coastal Plain on a peninsula formed by the James and York Rivers and the Chesapeake Bay. The County encompasses roughly 144 square miles and has an estimated population of 81,826, making it the 15th most populated county in Virginia.

Established	1634
Population	81,826*
Total Households	35,514**
Median Household Income	\$112,920**
Median Age	47.4**
Citizens with Bachelor's Degree or Higher	57.2%**
Employed Citizens	36,969***
Unemployment Rate	2.4%***
Square Miles	144.1

* Per Weldon Cooper Center July 1, 2024 estimate

** Per U.S. Census Bureau 2024 data

*** Virginia Employment Commission 2024 data



2025 At a Glance...

Click on the [links](#) below for more insights.



Police

- » 25,562 Calls for service
- » New K-9 unit launched
- » New drone program started

Fire/EMS

- » 5,255 Fire responses
- » 9,222 EMS responses
- » New medication restocking program launched



General Services

- » 647,773 sq. ft. of facilities & 971 acres maintained
- » New student internship program launched
- » Check out our [Annual Report](#)



Parks & Recreation

- » [17 Parks & 24 trails](#) with 6,920,979 visits in 2025
- » 3,017 Programs offered & 273,425 participants
- » Check out our [Annual Report](#)

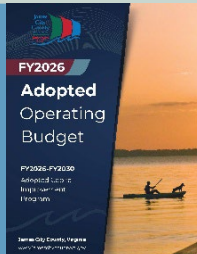


Information Resources Management

- » New phone system launched
- » Received awards for video projects and website pages

Financial & Management Services

- » AAA Credit Rating reaffirmed
- » Received awards for [budgeting](#) and [financial reporting](#)



Other Highlights:

- » The [Strategic Plan Update](#) continued, with adoption expected in Dec. 2025.
- » Kongsberg Defence & Aerospace announced a \$101 million investment to establish a 150,000 sq. ft. manufacturing and assembly facility in the County and create more than 180 jobs



FY2025 County Revenues

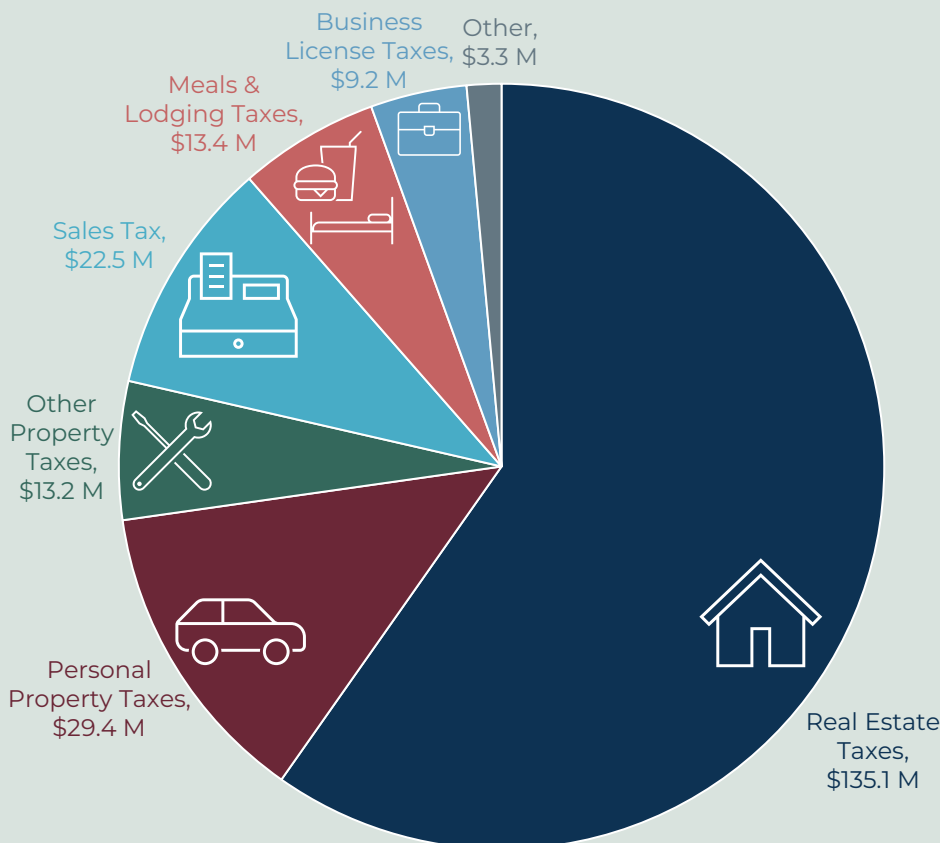


Revenues – General Fund

The General Fund is the County's primary operating fund. This fund is used to record all resource inflows and outflows that are not associated with special-purpose funds. The major sources of revenue for the General Fund are real estate and personal property taxes, other taxes, support from the Commonwealth, and charges for services provided by the County.

GENERAL FUND REVENUES	FY2025	FY2024	FY2023
General Property Taxes	\$177,723,999	\$163,483,990	\$160,843,816
Other Local Taxes	48,410,182	46,777,715	46,005,290
Permits, Fees, & Licenses	2,086,041	2,143,188	2,227,922
Fines & Forfeitures	196,181	189,877	188,209
Use of Money & Property	1,017,214	841,574	798,462
Charges for Services	9,844,995	9,236,960	8,232,122
Miscellaneous	374,931	581,105	1,829,026
Commonwealth of VA	16,375,989	16,230,570	15,844,523
Federal Government	27,710	9,746	9,164
Transfers In/Other Funding Sources	1,500,045	1,569,815	2,970,350
TOTAL REVENUES/FUNDING SOURCES	\$257,557,287	\$241,064,540	\$238,948,884

FY2025 Tax Revenues



FY2025 Revenue Highlights

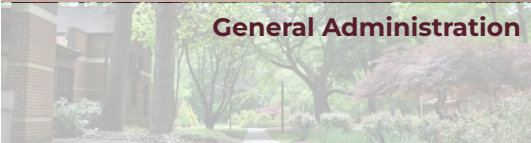
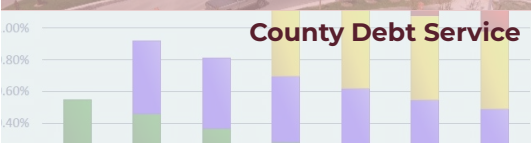
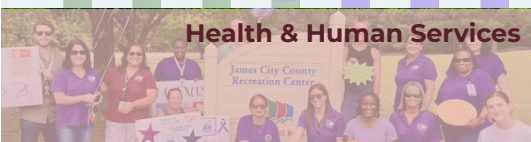
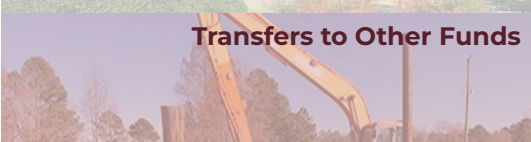
- FY2025 was a **real estate reassessment year**, and real estate tax revenues increased due to current market values and new property developments
- The real estate tax rate remained \$0.83 per \$100 of assessed value, but citizens received a **one-time tax credit** of \$0.05 per \$100 on their FY2025 real estate tax bills to reduce the tax burden caused by increasing home values
- FY2025 **charges for services** reflected fee increases for recycling and certain Parks & Recreation programs to cover the costs to provide these services
- Increases in revenue for FY2025 helped to support the following initiatives:
 - Additional funding to **Williamsburg-James City County (WJCC) Schools**
 - Funding for a compensation study and a raise to help **recruit and retain skilled employees**

FY2025 County Expenses



Expenses – General Fund

General Fund expenses include support for WJCC Schools, public safety, parks and recreation, facility and grounds maintenance, community development, and other programs and initiatives that provide our citizens with excellent public services. The expenses below also reflect contributions to outside agencies and transfers to other funds allocated among the related categories where applicable.

GENERAL FUND EXPENSES	FY2025	FY2024	FY2023
 Education - Operations & Debt Service	\$104,014,683	\$94,290,711	\$90,483,413
			40.2%
 Public Safety	44,669,635	40,562,456	35,305,800
		17.3%	
 General Administration	19,501,467	17,763,837	16,758,012
	7.5%		
 Parks, Recreation, & Cultural	16,028,254	14,494,430	13,253,644
	6.2%		
 Public Works	13,756,619	12,334,788	10,984,516
	5.3%		
 Community Development	8,997,060	8,045,527	9,490,896
	3.5%		
 County Debt Service	8,148,849	5,696,199	5,780,213
	3.1%		
 Health & Human Services	6,722,199	5,532,650	5,051,492
	2.6%		
 Judicial Administration	5,950,041	5,294,340	5,288,358
	2.3%		
 Transfers to Other Funds	31,082,741	19,923,444	29,700,785
		12.0%	
TOTAL EXPENSES	\$258,871,548	\$223,938,382	\$222,097,129

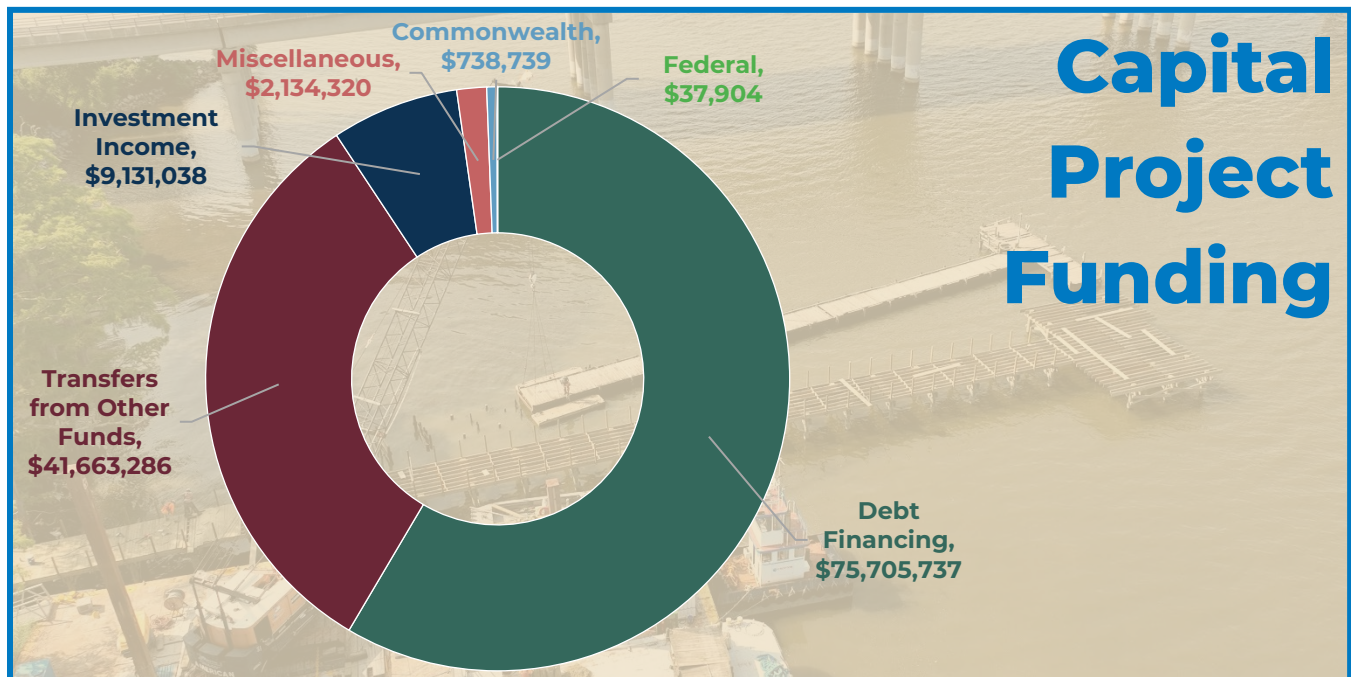
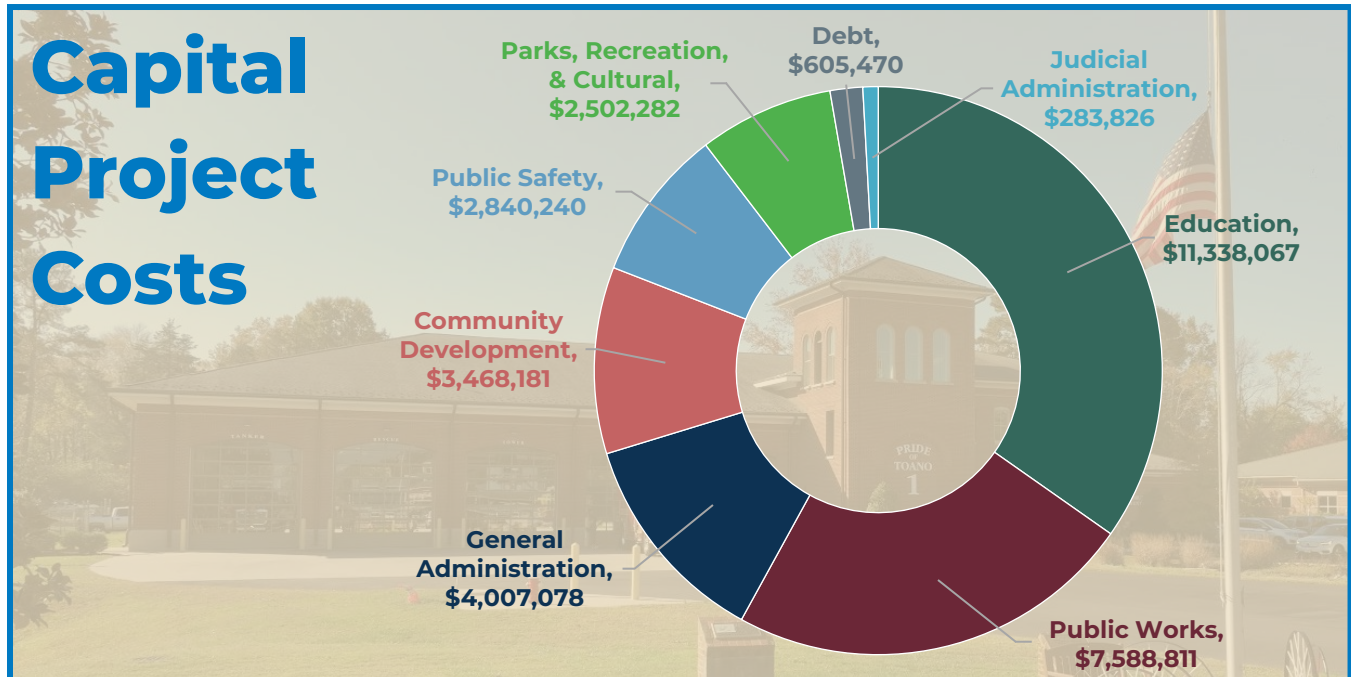
Note: See page 7 on Capital Projects to find out more on where most of the **Transfers to Other Funds** go.

Percentages above compare each category's FY2025 expenses to total FY2025 expenses.

FY2025 Capital Projects



As described in our [Strategic Plan](#), the County invests in modern infrastructure, facilities, technology systems, and other long-term assets to help serve our community and enhance our citizens' quality of life. These capital assets include County and WJCC School buildings, fire engines, parks and recreation facilities, stormwater improvements, Williamsburg Regional Library (WRL) facilities, and software. For a breakdown of the County's existing capital assets, see Footnote 6 of the [ACFR](#). For information on dollars spent and revenues received for capital projects in FY2025, see the charts below.



Note: Capital projects often span more than one fiscal year. As a result, revenues may be received in one year that will help support project costs in future years, and certain current year projects may be funded through prior year savings. FY2025 funding reflects new debt financing, issued in December 2024, to support the design and construction of new Pre-K Space, a General Service Administrative building, the new Government Center, and the expansion of Jamestown High School's cafeteria.

FY2025 Fund Balance



In addition to our operations in the General Fund and asset development and maintenance in the Capital Projects Fund, the County has several other governmental funds dedicated to specific purposes, listed on page 9. Within each governmental fund, the difference between currently available assets and the liabilities to be repaid from those assets is known as **fund balance**. Information on the County's fund balance as of June 30, 2025 and the different types of fund balance can be found below.

	FY2025				FY2024	FY2023
	General Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds	Total Governmental Funds	Total Governmental Funds
Assets						
Cash & Investments	\$109,121,199	\$167,314,292	\$24,139,349	\$300,574,840	\$201,483,035	\$173,512,595
Receivables	60,755,669	2,009,620	2,554,339	65,319,628	66,534,135	65,638,867
Inventory & Prepaid Assets	292,648	-	-	292,648	261,984	309,118
TOTAL ASSETS	\$170,169,516	\$169,323,912	\$26,693,688	\$366,187,116	\$268,279,154	\$239,460,580
Liabilities & Deferred Inflows						
Payables	\$7,784,814	\$7,641,250	\$9,269,208	\$24,695,272	\$11,891,068	\$9,339,546
Unearned Revenue	572,027	800,988	4,273,529	5,646,544	10,828,353	13,540,749
Deferred Inflows	32,473,718	-	1,194,272	33,667,990	32,031,044	32,359,253
Total Liabilities & Deferred Inflows	\$40,830,559	\$8,442,238	\$14,737,009	\$64,009,806	\$54,750,465	\$55,239,548
Fund Balance						
Nonspendable	\$292,648	\$ -	\$ -	\$292,648	\$261,984	\$302,995
Restricted	-	74,942,643	4,773,479	79,716,122	5,583,503	6,343,264
Committed	17,469,653	1,729,252	3,086,698	22,285,603	30,230,455	15,383,028
Assigned	23,561,499	84,209,779	4,096,502	111,867,780	97,192,784	82,981,545
Unassigned	88,015,157	-	-	88,015,157	80,259,963	79,210,200
Total Fund Balance	\$129,338,957	\$160,881,674	\$11,956,679	\$302,177,310	\$213,528,689	\$184,221,032
TOTAL LIABILITIES, DEFERRED INFLOWS, & FUND BALANCE	\$170,169,516	\$169,323,912	\$26,693,688	\$366,187,116	\$268,279,154	\$239,460,580

Types of Fund Balance:

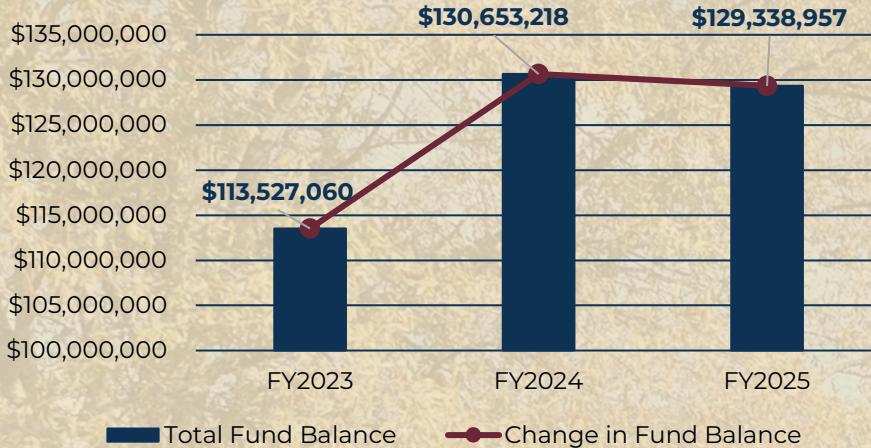
- ▮ **Nonspendable** – not in a spendable form and will not convert to cash (e.g. inventory)
- ▮ **Restricted** – legally constrained for specific purposes by external parties or laws and regulations
- ▮ **Committed** – constrained by formal action of the Board of Supervisors
- ▮ **Assigned** – intended for a specific purpose but not restricted or committed
- ▮ **Unassigned** – available for future spending

FY2025 Changes in Fund Balance



Revenues, expenses, and other funding sources and uses contribute to year-over-year changes in fund balance. The following graphs illustrate changes in fund balance over the last three years for the County's governmental funds.

General Fund - Fund Balance



General Fund - Fund Balance

For FY2025, the General Fund's total fund balance decreased by (\$1,314,261). This reduction reflects a planned use of fund balance to provide taxpayers with a one-time credit on their real estate tax bills.

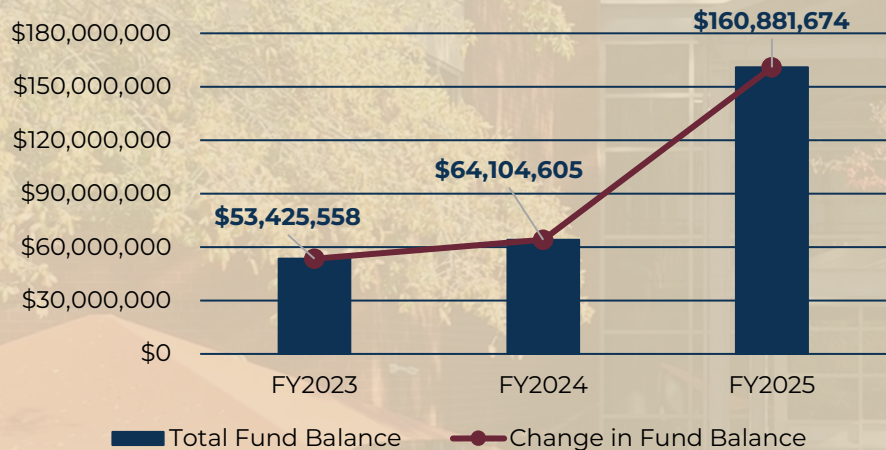
More information on the increases (i.e., revenues) and decreases (i.e., expenses) to fund balance in the General Fund can be found on pages 5 and 6.

Capital Projects Fund - Fund Balance

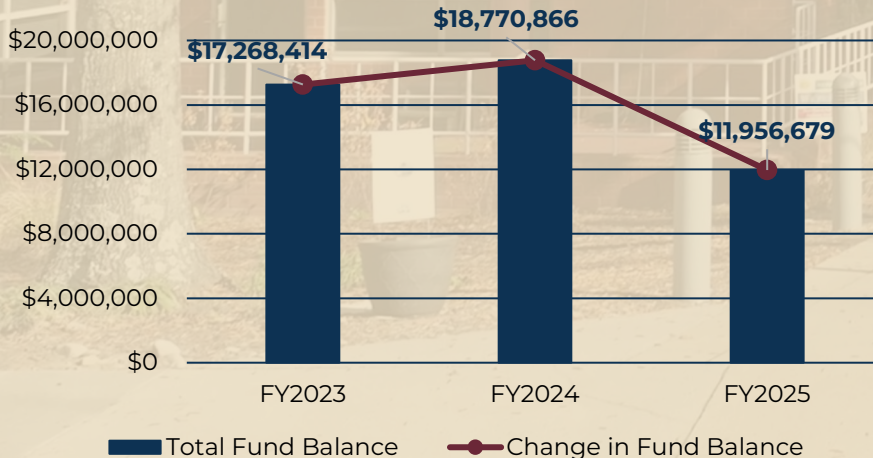
For FY2025, total fund balance for the Capital Projects Fund increased by \$96,777,069. This increase reflects the issuance of bonds during FY2025, and those proceeds currently help fund several significant School and County projects.

More information on the increases and decreases to fund balance in the Capital Projects Fund can be found on page 7.

Capital Projects Fund - Fund Balance



Other Governmental Funds - Fund Balance



Other Governmental Funds - Fund Balance

Other Governmental Funds include: Debt Service, Grants & Special Projects, Virginia Public Assistance, Colonial Community Corrections, Donations, Tourism, and Housing & Neighborhood Development Funds.

For FY2025, total fund balance for these funds decreased by (\$6,814,187) due to a transfer of transportation project activity from Grants & Special Projects to the Capital Projects Fund.

FY2025 Net Position



While fund balance provides a short-term perspective on the County's fiscal liquidity by focusing on current assets and current liabilities, **net position** serves as a long-term measure of our financial health. Net position incorporates capital assets and liabilities that will not be repaid in the upcoming fiscal year, such as employee pensions and long-term borrowings. The table below breaks down the County's net position for governmental activities as of June 30, 2025.

	FY2025 Governmental Activities	FY2024 Governmental Activities	FY2023 Governmental Activities
Assets & Deferred Outflows			
Cash & Investments	\$314,326,689	\$213,616,961	\$182,933,626
Receivables	62,587,136	64,994,567	63,817,901
Inventory & Prepaid Assets	292,648	261,984	309,118
Capital Assets, Net	342,003,214	335,129,496	345,953,485
Other Assets	988,100	839,000	61,100
Deferred Outflows	16,768,795	9,587,167	11,123,864
TOTAL ASSETS & DEFERRED OUTFLOWS	\$736,966,582	\$624,429,175	\$604,199,064
Liabilities & Deferred Inflows			
Current & Other Liabilities	\$29,194,670	\$22,212,137	\$21,658,003
Long-Term Liabilities	183,492,037	115,426,380	129,539,539
Deferred Inflows	13,206,831	11,006,721	13,470,678
Total Liabilities & Deferred Inflows	\$225,893,538	\$148,645,238	\$164,668,220
Net Position			
Net Investment in Capital Assets	\$273,580,439	\$250,330,553	\$246,942,356
Restricted	4,773,479	5,546,745	6,314,526
Unrestricted	232,719,216	219,906,639	186,273,962
Total Net Position	\$511,073,044	\$475,783,937	439,530,844
TOTAL LIABILITIES, DEFERRED INFLOWS, & NET POSITION	\$736,966,582	\$624,429,175	\$604,199,064

Components of Net Position:

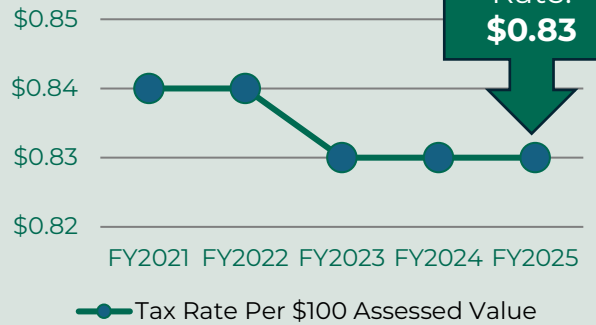
- » **Net Investment in Capital Assets** – represents the County's capital assets (e.g., land, buildings, vehicles, equipment, etc.), net of accumulated depreciation, less any outstanding debt used to acquire or construct those assets. The County uses these assets to provide services to citizens, which means they are not available for future spending.
- » **Restricted** – consists of resources restricted for specific purposes, such as certain grants.
- » **Unrestricted** – reflects the difference between the County's total net position and the two other components. This unrestricted portion may be used to meet the County's ongoing obligations to citizens and creditors.

Trends & Other Highlights

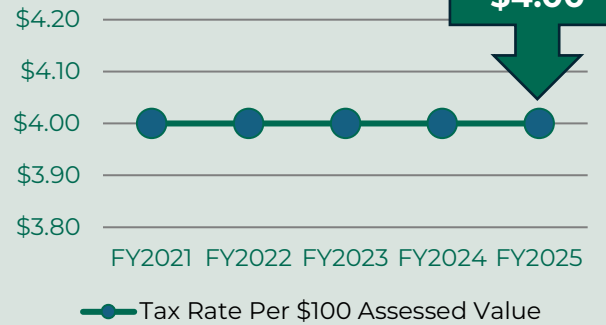


Tax Rates – Last Five Years

Real Estate



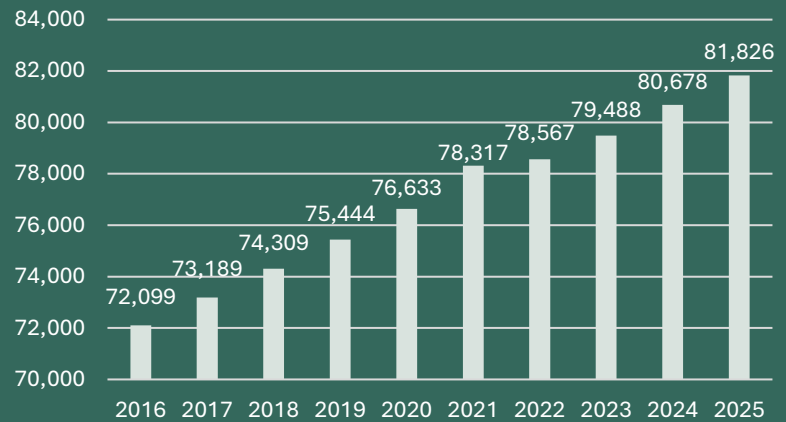
Personal Property



Top Ten Employers

- 1) *Busch Entertainment*
- 2) *Williamsburg-James City County Public Schools*
- 3) *James City County*
- 4) *Riverside Regional Medical Center*
- 5) *Wal-Mart Import Distribution Center*
- 6) *Eastern State Hospital*
- 7) *Williamsburg Landing*
- 8) *Anheuser-Busch InBev*
- 9) *Owens & Minor/AVID Medical*
- 10) *Ball Metal*

Population - Last Ten Years



Full-Time County Employees - Last Ten Fiscal Years





What Have You Learned about James City County?

Test Your Knowledge with Our PAFR Quiz!

Answers are provided at the bottom of this page.

PAFR Quiz

- 1) What was the County's *primary revenue source* in the General Fund for FY2025?
- 2) What was the County's *largest category of expenses* for both operations and capital in FY2025?
- 3) *True or False:* Fund Balance is the same as Net Position.
- 4) How many *parks and trails* does the County's Parks & Recreation Department offer?
- 5) What is the County's current *Real Estate Tax Rate*?
- 6) What is the County's *population* as of 2025?
- 7) What *type of fund balance* is available for future spending?

Where Can You Learn More?

» **Want to know more about the County's finances for FY2025**—including more information on FY2025's fund balance and net position, in-depth explanations of the County's accounting policies, and trends over time?

- Check out our [FY2025 Annual Comprehensive Financial Report \(ACFR\)](#).
- [Prior-year ACFRs](#) are also available on our website.

» **Want to know more about the County's financial plans for FY2026**—including insights into the County's budgeting process, revenues the County expects to receive, and new initiatives and projects the County plans to launch?

- Check out our [FY2026 Adopted Budget](#).
- [Prior-year Adopted Budgets](#) are also available on our website

» **Still Want More?**

- Check out the County's [website](#) for Board of Supervisor Meetings, the County's Strategic Plan, information on the County's departments and the services we provide, and so much more!

PAFR Quiz Answers: (1) The County's *primary revenue source* in the General Fund for FY2025 was Taxes—or more specifically, Real Estate Taxes. See page 5. (2) The County's *largest category of expenses* for both operations and capital in FY2025 was Education. See pages 6 and 7. (3) *True or False: Fund Balance is the same as Net Position.* – This statement is False. Fund Balance focuses on the County's current financial health, while Net Position includes the impacts of the County's long-term assets and liabilities. See pages 8 and 10. (4) The County's Parks & Recreation Department offers 17 parks and 24 trails. See page 4. (5) The County's current *Real Estate Tax Rate* is \$0.83 per \$100 assessed value. See page 11. (6) The County's *population* as of 2025 is 81,826. See page 4 for current demographics and page 11 for trends. (7) The *type of fund balance* available for future spending is unassigned fund balance. See page 8.

James City County Capital Improvements Porgram FY2027-FY2031 Requests												
Key: New Project												
New Maintenance												
Department	Request Type	Request Title	Project Description	Dept. Priority Ranking	Start Date	End Date	FY2027	FY2028	FY2029	FY2030	FY2031	5 Year Total
Community Development	Capital Project	Transportation Match	Local transportation match funding permits the County to close funding gaps and leverage state and federal dollars for priority roadway impr. projects.	1/4	7/1/2026	6/30/2031	2,750,000	3,000,000	3,250,000	3,500,000	3,750,000	16,250,000
	Capital Maintenance	Open Space Match	Reinstatement of capital improvement funding to the level approved at the start of the County's greenspace program in the 1990s. Local funding permits the County to access grants and purchase properties/easements to protect natural and cultural assets and preserve the County's character.	2/4	7/1/2026	6/30/2031	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	6,250,000
		Transit Stop Improvements	Improvements to existing WATA bus stops. Each stop will include an ADA compliant concrete pad site, a bench, a trash can and a shade tree.	3/4	7/1/2026	6/30/2031	250,000	250,000	250,000	250,000	-	1,000,000
		Drainage Improvements in VDOT Right of Way Match	Provides local match to fund drainage and stormwater improvement projects that are within the VDOT right-of-way, but are not associated with a transportation/roadway impr. project.	4/4	7/1/2026	6/30/2031	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
	Total Community Development							5,250,000	5,500,000	5,750,000	6,000,000	6,000,000
Plan Amounts							4,250,000	5,500,000	5,750,000	6,000,000	-	21,500,000
Fire	Capital Project	Fire Station 3 Replacement	Replacement facility with 5 apparatus bays and expanded operational space to meet projected needs through 2040 and beyond.	1/2	7/1/2027	6/30/2029	-	2,215,000	23,020,000	-	-	25,235,000
		Fire Station 6	Design and construction of a 16,384 sq. ft. fire station at 6693 Richmond Road per 2035 Strategic Plan.	2/2	7/1/2029	6/30/2032	-	-	-	2,090,000	21,875,000	23,965,000
	Capital Maintenance	Medic Replacement	Scheduled replacement of medic units to maintain reliable front-line vehicles and ensure continuity of emergency medical service delivery.	1/6	7/1/2026	6/30/2031	580,000	625,000	665,000	715,000	780,000	3,365,000
		Advanced Life Support (ALS) Medical Equip. Replacement	Scheduled replacement of equipment to deliver pre-hospital emergency medical care. The request includes cardiac monitors, automated CPR devices, and other critical smaller EMS devices essential to advanced patient care.	2/6	7/1/2027	6/30/2029	-	400,000	2,300,000	-	-	2,700,000
		Replacement Fire Vehicles	Scheduled replacement of staff and utility vehicles to maintain reliable transportation and operational support for administrative, inspection, logistics, training, and emergency response functions.	3/6	7/1/2027	6/30/2031	-	254,000	352,000	200,000	95,000	901,000
		Fire Engine Replacement	Scheduled replacement of fire engines to maintain reliable front-line vehicles and ensure continuity of emergency medical service delivery.	4/6	7/1/2028	6/30/2031	-	-	1,850,000	-	2,200,000	4,050,000
		Self-Contained Breathing Apparatus (SCBA) Replacement	Scheduled replacement of MSA G1 SCBA units to meet the current NFPA standard and incorporate the latest technological and safety enhancements.	5/6	7/1/2028	6/30/2029	-	-	2,000,000	-	-	2,000,000
		Fire Station 6 Apparatus	Purchase of a fire engine and medic unit dedicated to the requested Fire Station 6.	6/6	7/1/2027	6/30/2031	-	1,700,000	-	715,000	-	2,415,000
		Total Fire							580,000	5,194,000	30,187,000	3,720,000
Plan Amounts							635,000	2,125,000	20,666,000	2,505,000	-	25,931,000

James City County Capital Improvements Porgram FY2027-FY2031 Requests												
Key:		New Project										
		New Maintenance										
Department	Request Type	Request Title	Project Description	Dept. Priority Ranking	Start Date	End Date	FY2027	FY2028	FY2029	FY2030	FY2031	5 Year Total
General Administration	Capital Project	Consolidated Government Center	Construction of a 186,000 sq. ft. consolidated County complex at 5231 Longhill Road.	1/1	7/1/2026	6/30/2028	72,000,000	52,000,000	-	-	-	124,000,000
	Capital Maintenance	Voting Equipment - Optical Scanners	Replacement of the County's voting equipment in advance of the 2029 election cycle. The existing system will have reached or exceeded its expected useful life and will no longer meet current operational, security, and compliance standards established by the Virginia Department of Elections (ELECT) and applicable federal requirements.	1/1	7/1/2029	8/1/2029	-	-	-	358,000	-	358,000
Total General Administration							72,000,000	52,000,000	-	358,000	-	124,358,000
Plan Amounts							62,000,000	62,000,000	-	-	-	124,000,000
Information Resources Management	Capital Maintenance	Human Resources/Payroll System Replacement	Replace existing system with a solution that will consolidate timekeeping, recruiting, and performance evaluations into a single, integrated platform.	1/3	7/1/2027	1/1/2029	-	350,000	-	-	-	350,000
		Human Resources Learning Mgmt. Software (LMS)	Replace (LMS)/training system with a modern, cloud-based solution to enhance operational efficiency, scalability, and employee engagement.	2/3	7/1/2026	6/30/2027	70,000	-	-	-	-	70,000
		Real Estate Software Replacement	Replace the Computer-Assisted Mass Appraisal (CAMA) system, which has been in operation since 1998 and serves as the cornerstone of the County's property appraisal and assessment processes.	3/3	7/1/2026	6/30/2029	325,000	325,000	-	-	-	650,000
Total Information Resources Management							395,000	675,000	-	-	-	1,070,000
Plan Amounts							400,000	375,000	-	-	-	775,000

James City County Capital Improvements Porgram FY2027-FY2031 Requests												
Key: New Project												
New Maintenance												
Department	Request Type	Request Title	Project Description	Dept. Priority Ranking	Start Date	End Date	FY2027	FY2028	FY2029	FY2030	FY2031	5 Year Total
Parks and Recreation	Capital Project	Grove Community Park	Development of a new outdoor recreation space to meet the needs and interests of the Grove neighborhood. Amenties will include a swimming pool, picnic areas, and restrooms.	1/12	7/1/2026	6/30/2028	7,700,000	-	-	-	-	7,700,000
		Greensprings Interpretive Trail Restrooms	Construct a permanent ADA accessible restroom facility.	2/12	7/1/2026	6/30/2027	400,000	-	-	-	-	400,000
		Upper County Park Splash Pad	Replace existing baby pool with ADA accessible splash pad and water features.	3/12	7/1/2027	6/30/2028	-	950,000	-	-	-	950,000
		Chickahominy Riverfront Park (CRP) New Restroom and Concession Building	Replace pool concession and restroom building with a new facility featuring additional urinals, stalls, changing room, and larger concession area to meet current health dept. and building code requirements.	4/12	7/1/2027	6/30/2028	-	1,100,000	-	-	-	1,100,000
		Warhill Sports Complex Softball/Baseball Complex	Project includes the design and construction of two lighted synthetic turf softball/multi-use fields, baseball fields, and the associated infrastructure.	5/12	7/1/2027	6/30/2030	-	1,800,000	14,100,000	-	-	15,900,000
		Warhill Sports Complex Connector Road	Rebuild road to accommodate regular vehicle traffic and improve road quality.	6/12	7/1/2027	6/30/2028	-	970,000	-	-	-	970,000
		CRP Paddlecraft Area	Design/construction of ADA-accessible paddlecraft and rowing launch area.	7/12	7/1/2029	6/30/2030	-	-	-	1,700,000	-	1,700,000
		Veterans Park Phase 2 Improvements	Complete phase 2 improvements including the following amenities: splash pad, pump room, eastern parking lot addition, sidewalk connections, and outdoor workout equipment.	8/12	7/1/2029	7/1/2030	-	-	-	2,400,000	-	2,400,000
		CRP Multi-Use Trail	Construct a multi-use trail, picnic shelter, and additional parking.	9/12	7/1/2029	6/30/2031	-	-	-	400,000	3,200,000	3,600,000
		Upper County Park Multi-Use Trail	Construct 0.5-mile paved ADA accessible multi-use trail loop.	10/12	7/1/2029	6/30/2030	-	-	-	1,000,000	-	1,000,000
		Brickyard Landing Improvements	Project will include 20,000 sq. ft. gravel boat trailer parking lot for 30 spaces, 8,000 sq. ft. asphalt parking lot with 25 spots, and .25 mile ADA accessible asphalt multi-use 8 foot wide path with connections to picnic shelters.	11/12	7/1/2030	6/30/2031	-	-	-	-	700,000	700,000
		Jamestown Beach Event Park Utility Improvements	Construct water and sewer infrastructure to support the development of future park master plan amenities.	12/12	7/1/2030	6/30/2031	-	-	-	-	3,600,000	3,600,000
	Capital Maintenance	Parks Capital Maintenance Projects	Provides maintenance to recreation-specific amenities in County parks and facilities.	1/8	7/1/2026	6/30/2031	186,000	193,000	171,000	179,000	169,000	898,000
		Playground Replacements	Replace playgrounds, surfacing and border: FY2027 Ironbound Park, FY2028 WSC Stadium side, and FY2030 Little Creek Reservoir Park.	2/8	7/1/2026	6/30/2029	360,000	390,000	-	370,000	-	1,120,000
		Recreation Center Lobby Renovation	Re-design the main lobby to include relocating the check-in and registration desks, providing public space for citizens, and installing a access control system for members.	3/8	7/1/2026	6/30/2027	2,500,000	-	-	-	-	2,500,000
		CRP Pool Resurfacing	Pool plaster resurfacing, skimmer, and coping replacement and ladder repairs.	4/8	10/1/2026	3/31/2027	275,000	-	-	-	-	275,000
		Wheelchair Accessible Bus	Purchase of a wheelchair-accessible bus.	5/8	7/1/2027	6/30/2028	-	145,000	-	-	-	145,000
		Warhill Sports Complex (WSC) Traffic Barriers	Replace existing rope fence and split rail fencing along WSC service road with heavy-duty timber traffic barriers.	6/8	7/1/2027	6/30/2028	-	230,000	-	-	-	230,000
		WSC Perimeter Fencing	Replace existing chain link perimeter fencing around all rectangle fields at the WSC and Wanner Stadium.	7/8	7/1/2027	6/30/2028	-	250,000	-	-	-	250,000
		WSC Synthetic Turf Replacement	Remove and replace the synthetic field turf on multi-use fields 1-6 and Wanner Stadium.	8/8	7/1/2030	6/30/2031	-	-	-	-	5,000,000	5,000,000
Total Parks and Recreation							11,421,000	6,028,000	14,271,000	6,049,000	12,669,000	50,438,000
Plan Amounts							9,490,000	990,000	14,220,000	1,720,000	-	26,420,000

James City County Capital Improvements Porgram FY2027-FY2031 Requests												
Key:		New Project										
		New Maintenance										
Department	Request Type	Request Title	Project Description	Dept. Priority Ranking	Start Date	End Date	FY2027	FY2028	FY2029	FY2030	FY2031	5 Year Total
Police	Capital Project	Pre-Fabricated Range Classroom	Request is for a portable / trailer style classroom to be placed at the Jolly Pond Firing Range.	1/10	7/1/2029	6/30/2030	-	-	-	1,578,720	-	1,578,720
		Covered Parking for Specialty Vehicles & Trailers	Construct a three-sided, open-front, covered parking structure that will provide overhead, side, and rear protection for a number of specialty vehicles and trailers.	2/10	7/1/2026	6/30/2027	749,022	-	-	-	-	749,022
		Drone First Responder (DFR) Launch Sites	Funds are to install 2 DFR launch sites at existing locations in the County; each launch site requires a concrete pad, security fencing, power, drone and drone dock.	3/10	7/1/2027	6/30/2028	-	161,490	-	-	-	161,490
		Law Enforcement Center - Building Expansion	A 6,000 sq ft. expansion of LEC to provide additional space for property and evidence storage and office space for the Special Operations Unit, DFR Program, a real time crime center, etc.	4/10	7/1/2027	6/30/2030	109,690		633,770	8,200,095	-	8,943,555
	Capital Maintenance	Unmanned Aerial Systems (Drones) Replacement and Upgrades	Replace and expand drone fleet with newer and more advanced drones with up-to-date capabilities, longer flight times, and increased connectivity.	5/10	7/1/2028	12/31/2028	-	-	103,000	-	-	103,000
		Intelligence and Camera Integration Platform	Purchase an intelligence integration and analysis platform that would integrate data from camera feeds, computer aided dispatch (CAD), and records management system (RMS) into a unified cohesive view that provides crime analysts, command staff, and field officers improved situational awareness.	6/10	7/1/2028	6/30/2033	-	-	62,986	65,505	68,125	196,616
		Uniform Equipment and Storage Remodel/Expansion	Remodel the existing uniform and equipment storage area incorporating adjacent storage closets to increase the dimensions of the space.	7/10	7/1/2028	12/31/2028	-	-	149,000	-	-	149,000
		Replacement Rigid Hull Inflatable Boats (RHIBs)	Full replacement of the rigid hull inflatable boats that are at the end of their service life.	8/10	7/1/2027	6/30/2028	-	319,760	-	-	-	319,760
		Property Control Renovation	Install high-density mobile rolling shelves to replace the fixed shelving and aisles.	9/10	7/1/2026	6/30/2027	84,000	-	-	-	-	84,000
		In-Car Camera Systems	Remaining payments of the 5-year in-car camera systems contract.	10/10	7/1/2026	6/30/2029	222,000	222,000	222,000	-	-	666,000
Total Police							1,164,712	703,250	1,170,756	9,844,320	68,125	12,951,163
Plan Amounts							222,000	222,000	1,184,000	58,000	-	1,686,000

James City County Capital Improvements Pogram FY2027-FY2031 Requests												
Key:		New Project										
		New Maintenance										
Department	Request Type	Request Title	Project Description	Dept. Priority Ranking	Start Date	End Date	FY2027	FY2028	FY2029	FY2030	FY2031	5 Year Total
Public Works	Capital Project	Public Works Admin./Ops. Building	Funding for the design and construction of a new fuel island and Admin. and Operations building to address current and future space needs.	1/3	7/1/2026	2/28/2028	12,000,000	2,000,000	-	-	-	14,000,000
		Stormwater	Project addresses Chesapeake Bay and local TMDL requirements by repairing and replacing undersized and failing drainage systems, restoring eroded channels, and installing new facilities to treat runoff pollution.	2/3	7/1/2026	6/30/2031	2,204,000	2,600,000	2,634,000	2,493,000	2,613,000	12,544,000
		Warehouse Facility	Design and construct a 15,000 sq. ft. conditioned storage facility to provide a secure, climate-controlled environment to support the long-term preservation and centralized management of dept. assets, inventory, and equipment. Alternative: modify the existing Facilities and Grounds bldg. at 113 Tewning Road to accommodate storage needs for depts. other than Public Works at an est. cost of \$300,000.	3/3	2/1/2028	8/30/2030	-	376,640	376,640	9,397,188	690,894	10,841,362
	Capital Maintenance	Capital Building Maintenance	On-going lifecycle replacement and refurbishment of building components, finishes, and systems in County-owned facilities.	1/8	7/1/2026	6/30/2031	2,890,000	2,890,000	2,890,000	2,890,000	2,890,000	14,450,000
		Stormwater Capital Maintenance	Funding is used to repair problems identified during annual inspections and in the County's stormwater system that arise such as sinkholes and other failures.	2/8	7/1/2026	6/30/2031	210,000	300,000	226,000	225,000	300,000	1,261,000
		Asphalt and Concrete Repairs	Funds repairs at various County sites, including milling and overlay of asphalt, patching, sealing, and restriping.	3/8	7/1/2026	6/30/2031	200,000	200,000	200,000	200,000	200,000	1,000,000
		HVAC/Electrical Improvements	On-going lifecycle replacement, refurbishment, or upgrade of HVAC and electrical systems in County-owned facilities.	4/8	7/1/2026	6/30/2031	136,000	136,000	136,000	136,000	136,000	680,000
		Vehicle Replacements	Purchase of replacement vehicles for divisions in Public Works per the lifecycle replacement schedule provided by Fleet Maintenance.	5/8	7/1/2026	6/30/2031	185,000	180,000	180,000	100,000	135,000	780,000
		Building/Energy Improvements	On-going lifecycle replacement and refurbishment of building components, finishes, and systems in County-owned facilities.	6/8	7/1/2026	6/30/2031	250,000	250,000	250,000	250,000	250,000	1,250,000
		Building Safety and Security	Funding supports projects such as installation and maintenance of access controls, intercom, cameras, smoke detectors, emergency exit signs, fire panels, or fire suppression systems, for County-owned facilities as identified by the Building Safety and Custodial Superintendent, Police Facility Assessments, and Facility Maintenance staff inspections.	7/8	7/1/2026	6/30/2031	37,000	10,500	10,500	10,500	10,500	79,000
		Transfer Station Maintenance	Complete repairs including deterioration of the wingwall, corrosion and wear on the steel plating of the load-out tunnel, and significant surface damage to the tipping floor.	8/8	7/1/2028	6/30/2029	-	-	275,000	-	-	275,000
	Total Public Works						18,112,000	8,943,140	7,178,140	15,701,688	7,225,394	57,160,362
	Plan Amounts						19,783,600	6,840,100	6,754,100	6,428,000	-	39,805,800

James City County Capital Improvements Pogram FY2027-FY2031 Requests												
Key: New Project												
New Maintenance												
Department	Request Type	Request Title	Project Description	Dept. Priority Ranking	Start Date	End Date	FY2027	FY2028	FY2029	FY2030	FY2031	5 Year Total
Williamsburg Regional Library	Capital Project	New Library	New 25,000 sq. ft. public library facility adjacent to the new Consolidated Government Center.	1/4	7/1/2026	6/30/2028	14,000,000	11,100,000	-	-	-	25,100,000
		New Grove Area Library	A 10,000 sq. ft. library facility in the Grove region.	4/4	7/1/2030	6/30/2031	-	-	-	1,000,000	9,000,000	10,000,000
	Capital Maintenance	Croaker Road Library - Monument Sign Replacement	Replace the monument sign with the new Croaker Rd. location name. Project includes architecture and engineering costs, electrical for night-time illumination, and site improvements such as curbing and landscaping, to enhance the visibility and overall appearance of the sign island.	3/4	7/1/2027	6/30/2028	-	100,000	-	-	-	100,000
		Library Improvements - Public and Staff Area (HVAC, Mechanical, Electrical, Lighting, Carpet, Paint and Furniture)	Mechanical and Electrical work as follows: 1) VAV Replacement (2 have failed; 30 in need of replmt.; equipment is 30 yrs. old); 2) BPA & Sprinkler Update (required due to family restroom addition); 3) Adult/Public Lighting Update (lighting switch to LED) and ACT replacement.	2/4	7/1/2026	6/30/2030	1,109,000	2,000,000	2,200,000	-	-	5,309,000
	Total Williamsburg Regional Library							15,109,000	13,200,000	2,200,000	1,000,000	9,000,000
Plan Amounts							16,400,000	16,400,000	-	-	-	32,800,000
WJCC Courthouse	Capital Project		Funding for architectural and engineering services to design a 30,000 sq. ft. addition to the WJCC Courthouse. Alternative: defer project to 2038 and relocate Commonwealth Attorney staff to vacant facility upon completion of new Government Center.	1/1	7/1/2030	6/30/2033	-	-	-	-	4,000,000	4,000,000
	Capital Maintenance	WJCC Courthouse Maintenance	On-going lifecycle replacement and refurbishment of building components, finishes, and systems in the WJCC Courthouse.	1/1	7/1/2026	6/30/2031	432,000	432,000	432,000	432,000	432,000	2,160,000
Total WJCC Courthouse							432,000	432,000	432,000	432,000	4,432,000	6,160,000
Plan Amounts							233,000	144,000	169,000	200,000	-	746,000
Total County Requests							124,463,712	92,675,390	61,188,896	43,105,008	64,344,519	385,777,525

James City County Capital Improvements Pogram FY2027-FY2031 Requests												
Key: New Project												
New Maintenance												
Department	Request Type	Request Title	Project Description	Dept. Priority Ranking	Start Date	End Date	FY2027	FY2028	FY2029	FY2030	FY2031	5 Year Total
WJCC Schools	Schools Located in JCC - Funded 100% by JCC											
	Capital Project	Norge Elem. - Bus Canopy	Install a new pedestrian walkway canopy in the bus loop.	3/5	7/1/2027	9/1/2028	-	492,000	-	-	-	492,000
		Hornsby Middle - Bus Canopy		4/5	7/1/2027	9/1/2028	-	545,000	-	-	-	545,000
	Capital Maintenance	Clara Byrd Baker Elem.	Various maintenance projects at this location.	N/A		-	325,000	4,425,000	1,259,000	-	-	6,009,000
		DJ Montague Elem.				451,000	-	-	120,000	2,116,000	2,687,000	
		J. Blaine Blayton Elem.				-	-	-	3,778,000	4,020,000	7,798,000	
		James River Elem.				-	-	-	250,000	-	250,000	
		Laurel Lane Elem.				-	-	-	-	207,000	207,000	
		Matoaka Elem.				120,000	-	720,000	-	-	840,000	
		Stonehouse Elem.				3,899,000	5,746,000	468,000	-	-	10,113,000	
		Hornsby Middle				598,000	264,000	-	5,558,000	6,717,000	13,137,000	
		Toano Middle				-	1,029,000	-	-	-	1,029,000	
		Jamestown High				805,000	-	-	2,362,000	280,000	3,447,000	
		Lafayette High				-	880,000	1,162,000	-	-	2,042,000	
		Warhill High				200,000	8,053,000	7,400,000	-	-	15,653,000	
	Joint Projects - Funded 90.03% by JCC											
	Capital Project	Warhill High - Career and Technical Center (CTE) Expansion	Addition for 6-10 CTE classrooms	1/5	7/1/2029	6/30/2031	-	-	-	1,035,000	10,353,000	11,388,000
		WJCC School Board Central Office	Renovation/addition to existing School Board Central Office; upgrading facility to modern code and create spaces to meet contemporary needs.	2/5	7/1/2030	6/30/2032	-	-	-	-	1,260,000	1,260,000
		Centralized Storage Facility	Construct a 4,000 sq. ft. storage facility on land owned by the Division and adjacent to the Operations Center on Jolly Pond Rd.	5/5	7/1/2027	8/31/2029	-	2,926,000	2,926,000	-	-	5,852,000
	Capital Maintenance	WJCC Operations	Division-wide joint projects.	N/A		-	-	-	179,000	-	-	179,000
		Cooley Field				1,622,000	-	-	-	-	1,622,000	
		Division Wide (parking lots, playgrounds, sidewalks, storm drains, lighting, safety/security, etc.)				1,418,000	1,418,000	1,485,000	1,756,000	1,756,000	7,833,000	
		Buses (Replacements)				1,546,000	1,639,000	1,738,000	1,842,000	1,953,000	8,718,000	
		Buses (Additions)				456,000	-	-	-	-	456,000	
Total WJCC Schools							11,115,000	23,317,000	20,324,000	18,139,000	28,662,000	101,557,000
Plan Amounts							9,726,000	17,254,000	12,598,000	16,334,000	-	55,912,000
Total Requests							135,578,712	115,992,390	81,512,896	61,244,008	93,006,519	487,334,525
Total Plan Amounts							123,139,600	111,850,100	61,341,100	33,245,000	-	329,575,800



Board of Supervisors Meeting January 27, 2026



Presenters

- **Richard Bradshaw, Commissioner of Revenue**
- **Jennifer Tomes, Treasurer**
- **Sharon McCarthy, Director, Financial & Mgmt. Services**
- **Dayle Gallagher, Director, Real Estate Assessments**





Overview

2021

- Commercial taxpayer appealed to the State Tax Commissioner, asserting that:
 - The Commissioner of Revenue (COR) classified certain property as Business Tangible Personal Property (BTPP) that should have been classified as Real Estate (RE) for tax years 2017-2020
 - The COR invoiced certain BTPP at incorrect amounts or in periods for property the taxpayer no longer owned
 - The COR continued to bill the taxpayer for BTPP while awaiting the results of the appeal

2024

- State Tax Commissioner agreed with taxpayer; ordered County to refund BTPP taxes paid from 2017-2024
- Code of VA requires tax refunds include interest at same rate charged by locality (§58.1-3916)

2025

- County procured a vendor to assess the property as Real Estate
- Supplemental RE assessments were calculated for tax years 2021-2024 (tax years 2017-2020 could not be assessed per Code of Virginia §58.1-3904)
- In December, the taxpayer submitted a proposal that reduces the County's valuation of the real property





Calculations

Calculation	Est. BTPP Refund 2017-2024 (Tax + Interest)	Est. RE Supp. Tax Liability 2021-2024	Est. Net Refund to Taxpayer (BTPP Refund + RE Tax Liability)
County Valuation	\$ (15.10)	\$ 10.70	\$ (4.40) *
Taxpayer Proposal	\$ (15.10)	\$ 5.90	\$ (9.20)
Difference	\$ -	\$ 4.80	\$ 4.80

Refund due taxpayer - JCC calc. per above (*)	\$ (4.40)
FY2026 1st half assessment	\$ 1.80
FY2026 1st half assess. - taxpayer payment received	\$ (0.30)
Net refund County issued to taxpayer in Dec. 2025	\$ (2.90)

Note: Amounts are reflected in the millions.





Going Forward

Fiscal Year	Est. BTPP Tax (if property remained BTPP)	Est. RE Tax (based on County calculation)	Net Impact on Property Tax Revenue FY2026-FY2027
2026	\$ 1.10	\$ 3.70	\$ 2.60
2027	\$ 1.10	\$ 3.70	\$ 2.60
Total	\$ 2.20	\$ 7.40	\$ 5.20

Notes: Amounts are reflected in the millions and assume assessed values and tax rates remain the same.





Board of Supervisors Meeting January 27, 2026