

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 26TH DAY OF MARCH, 2002, AT 4:02 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

**A. ROLL CALL**

James G. **Kennedy**, Chairman, **Stonehouse** District  
Jay T. Harrison, Sr., Vice Chairman, **Berkeley** District

John J. **McGlennon**, **Jamestown** District  
Michael J. Brown, **Powhatan** District  
**Bruce C. Goodson**, **Roberts** District

Sanford B. Wanner, County Administrator  
Frank M. Morton, **III**, County Attorney

**B. BOARD CONSIDERATIONS**

Mr. Kennedy introduced **three** Planning Commission members in the audience: **Joe Poole**, **Peggy Wildman**, and **Joe McCleary**.

1. Comprehensive Plan Methodology

Ms. Tamara Rosario, Senior Planner, provided the Board with an overview of the **staff's** efforts for the update of the Comprehensive Plan, groundwork for ~~the~~ Comprehensive Plan Methodology, emphasis on public input in the update of ~~the~~ Comprehensive Plan, and **requested guidance from the Board** on labor and cost options for the three main methodology options as well as on guiding principles for proceeding with ~~the~~ review and update of the 1997 Comprehensive Plan.

Mr. **Goodson** inquired if the staff will be driving the review even with the participation of a consultant.

Ms. Rosario stated that previous experiences shows that staff stays primarily involved in the review process even with the assistance of a consultant in the reviews.

Mr. Brown inquired if a consultant's involvement with the land use application review would permit staff to be involved and if other localities have staff involvement during the land use application reviews.

Ms. Rosario stated that other localities indicated that the consultants generally do not take the primary role in the land use application reviews.

Mr. Home stated that the active decision making is made based on public input, then by the steering committees.

Mr. **Goodson** stated he would like to see the public be more involved in the process.

Mr. **McGlennon** stated that citizen input would be invited and recommended that staff **does** not need consultant services in developing the review process.

Mr. **Goodson** requested a locality be invited to give a presentation on its experience in **working** with a consultant in a Comprehensive Plan update.

Ms. Rosario stated that the Cities of **Williamsburg, Suffolk,** and Chesapeake utilize a consultant, although the City of **Williamsburg** is considering not using a consultant in the future.

**The** Board and staff held a brief discussion regarding the presentation request, locality experience in using consultants and **staff in** their comprehensive plan process, and what information the Board is **looking** for in considering utilizing a consultant.

Mr. Kennedy inquired if the staff time proposed will include Planning Commission members time or County staff time, the anticipated workload impacts on staff with the various labor and cost options, and schedules of citizen input meetings to accommodate the various schedules of the citizens.

The Board and staff held a brief discussion concerning interest in encouraging public participation throughout the entire process.

Mr. Harrison inquired if locality input regarding utilization of a consultant could be obtained prior to the Board making a decision on the labor and cost **guidance**.

Mr. Wanner advised the Board that the guidance concerning the labor and cost is needed to be included in the budget.

Mr. **Horne** stated that a deferral of guidance would impact the **timeline** of the Comprehensive Plan

Mr. **Goodson** inquired if staff anticipates a need for additional personnel for the process and how the consultant cost would be allocated in the budget.

Mr. Horne stated that one additional position, an intern, has been requested, and Mr. Wanner stated that the allocation would be made in the FY **02** budget.

The Board and staff discussed the composition of the diversity of the County residents and its impact on the Comprehensive Plan, the number of building permits requested, the Steering Committee's composition, and the difference between the Community Participation Team and the Steering Committee.

The Board directed Mr. Wanner to put aside contingency funds in the event the Board directs staff to utilize a consultant for the process.

The Board **deferred** action on the labor and cost proposals until the April 23 work session,

**The** Board concurred with the guiding principles proposed by staff with the option to provide additional guidance on the principles as citizen input is provided.

Mr. **Kennedy** recessed the Board for a brief break at 4:45 p.m.

Mr. **Kennedy** reconvened the Board at 4:50 p.m.

2. Communication Strategic Management Plan

Ms. **Jody Puckett**, Communications Director, provided the Board with an overview of the Communication Strategic Management Plan, the Communications Office, and preliminary results of the Cable Channel 48 survey about the services provided by the Communications Office.

Mr. **Goodson** inquired if the Communications Office has **looked** at alternative methods of broadcasting program information for those without cable service, such as through the internet, and if the Communications Office will air General Assembly meetings.

Ms. **Puckett** stated that alternatives have been reviewed, but feels technology in the general public does not warrant alternative **methods** at this time, and that airing the General Assembly meetings is an option if the Board provides guidance to **do** so.

The Board stated their appreciation for the volunteers and staffs efforts with the services provided with the Communications Office.

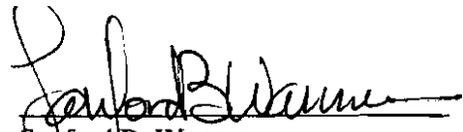
**C. BOARD REQUESTS AND DIRECTIVES**

Mr. Brown inquired if a discussion will be held between staff and the Board concerning the E-911 tax.

Mr. Wanner stated that it would be discussed as part of the budget work sessions.

**D. ADJOURNMENT**

At 5:17 p.m., Mr. Kennedy recessed the Board until its regular meeting at 7 p.m.

  
Sanford B. Wanner  
Clerk to the Board