

**AT A BUDGET WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 5TH DAY OF MAY 2010, AT 3:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. CALL TO ORDER**

**B. ROLL CALL**

James G. Kennedy, Chairman, Stonehouse District  
Mary Jones, Vice Chair, Berkeley District  
Bruce C. Goodson, Roberts District  
James O. Icenhour, Jr., Powhatan District  
John J. McGlennon, Jamestown District

Sanford B. Wanner, County Administrator

**C. BOARD DISCUSSION**

1. FY 2011-2012 County Budget

The Board reviewed the James City County contribution to the Williamsburg-James City County Public Schools. Ms. Ruth Larson, Vice Chair, Ms. Denise Koch, and Ms. Elise Emanuel were in attendance from the Williamsburg-James City County School Board. Dr. Scott Burckbuchler, Acting Superintendent of Williamsburg-James City County Public Schools, reviewed the Schools' budget and the County's contribution. He reviewed position eliminations without the reduction of teaching positions through stimulus funds. He reviewed reductions which were made in areas other than instructional program funding, including the Virginia Retirement System (VRS) payment deferrals and administrative reductions. He emphasized that preservation of the instructional programming was very important in the budget process.

Discussion was held about instructional technology and one-time technology expenses and target student-to-teacher ratios. Discussion was held on the future uses of James Blair Middle School and relocating the School Board's Central Office. Dr. Burckbuchler reviewed how the deferred VRS expenses would be handled in the coming years.

Mr. Wanner recommended that the James City Service Authority (JCSA) come into session in order to discuss its budget prior to the discussion of the operating and capital budgets.

Ms. Sue Mellen Assistant Manager of Financial and Management Services, reviewed the Virginia Public Assistance Fund which supports the Social Services and Community Services budgets, Community Development Fund, Colonial Community Corrections Fund, and Special Projects and Grants Fund.

Discussion was held about increased demand for services and increased workloads for staff. Discussion was held on collaborative efforts with community groups to assist citizens with temporary needs.

Mr. Kennedy commented that he had requested information on organizations funded by surrounding localities and the level of funding for those agencies. Mr. Wanner asked that staff review room tax proceeds, Ms. Diana Hutchens, Manager of Community Services, review the allocation decisions, and other staff review educational, environmental, and public safety costs.

Ms. Mellen reviewed room tax receipts. She noted that those allocations were directed toward tourism enhancement and the decline in these revenues over the past several years.

Ms. Hutchens reviewed the process for determining contributions to Outside Agencies through the Allocation Review Team.

Ms. Mellen reviewed Business and Regional Associations, as well as Educational and Environmental contributions, which were based on formulas to determine contribution by localities. She reviewed Public Safety contributions which were either level-funded or reduced.

Discussion was held on funding for Hospice House and offset of taxes, usage, and proportion of residents served compared to other localities. The Board and staff discussed services provided by organizations funded by the County including Child Development Resources and Olde Towne Medical Center. Ms. Hutchens highlighted the reasoning of the Allocation Review Team in relation to the elimination of funding for Hospice House. The Board requested reinstatement of the funding for Hospice House in the County Budget.

Discussion was held on funding for Bacon Street and Ms. Hutchens noted that there was no funding application for this year. It was noted that the Colonial Services Board and other programs provided similar services to Bacon Street and the agency received funding from other sources as well.

Discussion was held on Housing Partnerships and Community Action Agency (CAA) funding for housing rehabilitation and weatherization. Discussion was held about stimulus funds which were granted to CAA for housing projects. Mr. Kennedy emphasized that he would like to see local contractors utilized for these projects and a work session was proposed with the CAA director.

The Board and staff discussed cuts to the Williamsburg Land Conservancy and reductions in resources to land conservation issues. Discussion was held on Purchase of Development Rights and Greenspace funds and membership level funding reductions for the Williamsburg Land Conservancy and contributions to various other educational and environmental memberships including the Hampton Roads Planning District Commission, Thomas Nelson Community College, Williamsburg Area Arts Commission, and the Big Brothers Big Sisters Program. Discussion was held on various reductions and eliminations to Outside Agencies. Discussion was held on restoration of funding for the Williamsburg Land Conservancy to facilitate documentation and inspection of conservation properties as part of a separate agreement. Discussion was held regarding contributions to the 4-H program and capital improvements.

The Board and staff discussed contributions to other agencies for Public Safety with particular attention to a reduction in contributions to the James City Volunteer Rescue Squad (JCVRS). Fire Chief Tal Luton explained the "first responder" nature of the JCVRS activities and the number of call responses by the JCVRS. Discussion was held on how contributions to JCVRS could alleviate workload for paid Fire Department staff. Discussion was held on how the receipt of Advanced Life Support/Basic Life Support (ALS/BLS) fees has impacted the JCVRS contributions.

At 4:56 p.m., the Board took a short break.

At 5:03 p.m., Mr. Kennedy reconvened the Board.

Discussion continued with Non-Department and Debt Service contributions and reductions in Personnel Contingency. Ms. Mellen indicated that the Housing Development Fund was impacted due to the upcoming Forest Heights Community Development Block Grant (CDBG) project. Discussion was held about the Local Aid to State Government. Discussion was held on pass-through revenue from State sales taxes for the Schools and budget adjustments that may be necessary. Ms. Mellen reviewed contributions to other agencies and health contributions.

Mr. John McDonald, Manager of Financial and Management Services, reviewed the Capital Budget, including School projects and improvements, stormwater projects, and County building renovations and maintenance. Discussion was held on stormwater management needs and funding sources and the possible reallocation of Greenspace/Purchase of Development Rights (PDR) funds. It was clarified that there was no recommendation to use bond proceeds from Greenspace/PDR funds for stormwater management projects, but the available cash from projects where spending was slower than anticipated to be used for stormwater projects, which had a more immediate need. The Board reached a consensus to pose a referendum question for Stormwater Management improvement funding and to allow the Greenspace/PDR cash balance to remain available for property acquisition.

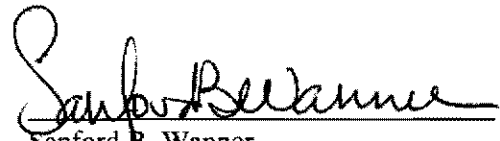
Mr. Wanner noted that the Board would need to adopt the Strategic Management Plan in conjunction with the budget. He noted that since the Board would not need to hold a work session on May 6, 2010, the Board should adjourn to 7 p.m. on May 11, 2010, for a regular meeting.

**D. ADJOURNMENT** to May 11, 2010, at 7 p.m.

Mr. McGlennon made a motion to adjourn.

On a roll call vote, the vote was: AYE: McGlennon, Goodson, Icenhour, Jones, Kennedy (5). NAY: (0).

At 5:58 p.m., Mr. Kennedy adjourned the Board until 7 p.m. on May 11, 2010.

  
Sanford B. Wanner  
Clerk to the Board