

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY,
VIRGINIA, HELD ON THE 23RD DAY OF JULY 2013, AT 4:00 P.M. IN THE COUNTY
GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY,
VIRGINIA.

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Chairman, Roberts District
Mary K. Jones, Vice Chairman, Berkeley District
James G. Kennedy, Stonehouse District
James O. Icenhour, Jr., Jamestown District
M. Anderson Bradshaw, Powhatan District

Robert C. Middaugh, County Administrator
Leo P. Rogers, County Attorney

C. BOARD DISCUSSIONS

1. Quarterly Revenue Report

Mr. Middaugh addressed the Board stating that staff has provided the Board materials showing the Quarterly Revenues and snapshot of the Capital Projects Report. He stated that several Board members have requested this information, so staff will begin providing this information every quarter in the Reading File. He stated that Ms. Sue Mellen, Assistant Director of Financial and Management Services, is in attendance to describe the layout of the information and to receive any feedback about the format of the reports.

Ms. Mellen addressed the Board stating that the reports are presented to the Board on a cash basis. She stated that it was done this way, instead of on an accrual basis, because there would be a delay in the Board receiving the reports mainly because the sales tax revenue reports take longer to come in. She stated that the previous year's information for the same timeframe is included in the report for reference.

Mr. Kennedy stated that it looks like the revenues will come in significantly over the projections.

Ms. Mellen stated that is correct. She stated that the current trend is even more positive than what was forecasted during the budget process in March and April.

Mr. Middaugh stated that the actual expenses from the close of FY 2013 are not included in the report, but those will be made available to the Board when it is complete. He stated that will then show the amount of carry-over into FY 2014.

Mr. Kennedy questioned if the County is still below FY 2008 revenues.

Ms. Mellen stated that she is not 100 percent sure without the documents in front of her, but she is confident that it is close.

ADOPTED

AUG 13 2013

**Board of Supervisors
James City County, VA**

Mr. Middaugh concurred with Ms. Mellen's statement. He stated that in the budget documents there is a graphic that depicts the revenues and expenditures going back every year to FY 2007. He stated that the County is getting closer to those revenues and expenditures from FY 2008.

Mr. Kennedy stated that the County is still in recovery.

Mr. Middaugh and Ms. Mellen both stated that is correct.

Mr. Kennedy stated that in regard to the Fire Station 1 rebuild that is listed in the report, he received an email that a design review has been requested. He stated that he was under the impression that there was already a design in place.

Mr. Middaugh stated that the volunteer firefighters at Station 1 want to solicit the input of the public on the design. He stated it is not a request for input in designing the station but to give feedback on the current design. He stated that an idea may be reflected and change the current design, that possibility cannot be ruled out.

Mr. Kennedy asked if any changes to the design would be covered under the current allocation.

Mr. Middaugh stated yes, the fire station would have to work within what they have already been allocated. He stated that Station 1 gets quite a bit of use, so it is possible that there may be comments on the configuration of the community rooms.

Mr. McGlennon asked if these reports would be similar numbers to the Treasurer's Report that the Board receives every month.

Ms. Mellen stated that numbers would differentiate slightly due to timing variances and the Treasurer's Report does not include Board action on budget amendments.

Mr. Bradshaw stated that the transient occupancy room tax and the recordation tax categories were higher than anticipated and those typically are a good measure of what the local economy is doing. He stated that these two taxes react quickly to an improving economy and he sees these figures as a good sign.

Mr. Kennedy asked if the recordation taxes could be from refinancing or if it is from new construction.

Ms. Mellen stated it could be from both. She stated that a State law was changed which affected the way the tax was computed. She stated at the time of the budget, staff was unsure how the change would affect the County.

Mr. Bradshaw stated that the change in the law now makes the recordation tax the same for different types of refinancing, but at a much lower rate than the previous recordation tax rate.

Mr. McGlennon noted the increase in the revenues from Parks and Recreation.

Ms. Mellen stated that the increase has mostly been at the parks, as more citizens are utilizing facilities available at the various parks.

Mr. Kennedy asked if the transient occupancy tax is broken down into categories like timeshares and hotels.

Ms. Mellen stated that is correct.

Mr. Kennedy asked if there has been an increase in tax from timeshare and a decrease in taxes coming from hotels. He stated that he has heard from area hotels that occupancy is declining.

Ms. Mellen stated that the biggest driver in the increase has been from timeshares, but she cannot comment on whether there has been a decline at hotels. She stated that timeshares are the main reason that those figures have gone up so much.

Mr. Kennedy stated that with some area hotels going offline, there may be increases in one area but decreases in another.

Mr. McGlennon asked if there were any other questions or comments on this topic.

2. Consideration of a personnel matter(s), the appointment of individuals to County boards and/or commissions pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia
 - a. Williamsburg Regional Library Board of Trustees

Mr. Middaugh asked the Board if it felt that it needed to go into Closed Session for this item.

The consensus of the Board was no.

Mr. Icenhour made a motion to reappoint Mr. William Porter a four-year term on the Williamsburg Regional Library Board of Trustees.

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

D. CLOSED SESSION

Mr. Kennedy made a motion to go into Closed Session at 4:15 p.m.

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

1. Consideration of personnel matter(s) involving performance pursuant to Section 2.2-3711(A)(1) of the Code of Virginia
 - a. County Administrator
 - b. County Attorney

Mr. Kennedy made a motion to certify the Closed Session at 6:25 p.m.

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

RESOLUTION

CERTIFICATION OF CLOSED MEETING

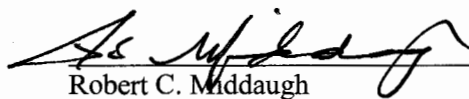
WHEREAS, the Board of Supervisors of James City County, Virginia, (Board) has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby certifies that, to the best of each member's knowledge: i) consideration of a personnel matter(s), involving performance pursuant to Section 2.2-3711(A)(1) of the Code of Virginia.
a) County Administrator
b) County Attorney

E. ADJOURNMENT

At 6:26 p.m. Mr. McGlennon recessed the Board until the Regular Meeting at 7 p.m.


Robert C. Middaugh
Clerk to the Board

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