

AT A BUDGET WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 30TH DAY OF APRIL 2014, 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

Mary K. Jones, Chairman, Berkeley District
Michael J. Hipple, Vice Chairman, Powhatan District
James G. Kennedy, Stonehouse District
Kevin D. Onizuk, Jamestown District
John J. McGlennon, Roberts District

M. Douglas Powell, Acting County Administrator

Staff Members Present

Adam R. Kinsman, Acting Assistant County Administrator
John E. McDonald, Director of Financial and Management Services
Suzanne R. Mellen, Assistant Director of Financial and Management Services
James A. Peterson, II, Director of Human Resources
Stephanie A. Luton, Assistant General Manager, James City Service Authority

Williamsburg-James City County (W-JCC) School Board and Administration Present

Ruth M. Larson, Chairman, W-JCC School Board
Jim L. Kelly, Vice Chairman, W-JCC School Board
Dr. Steven M. Constantino, Superintendent of Schools
Terry S. Stone, Chief Financial Officer

C. BOARD DISCUSSION

1. FY 2015-2016 Two-Year County Budget

a) Joint Discussion with W-JCC School Board

Mr. Powell gave a brief overview of the proposed budget and introduced Steven M. Constantino, Ed.D., W-JCC Superintendent of Schools, Ms. Terry Stone, W-JCC Chief Financial Officer, Ms. Ruth Larson, W-JCC Board Chair, and Mr. Jim Kelly, W-JCC Vice Chair.

At the request of Mr. McGlennon, Dr. Constantino had Ms. Stone give a brief summary of the School Board's budget request.

ADOPTED

MAY 13 2014

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

Mr. Onizuk asked Mr. McDonald to explain how the addition of a fourth middle school would affect the budget.

Mr. McDonald explained possible funding options for the school construction, including short-term loans and a bond issuance.

Mr. McGlennon asked Mr. Powell to offer an update on the School Site Selection Committee.

Mr. Powell indicated that the Committee would be appointed in the near future.

Mr. McGlennon asked Mr. McDonald what would happen if the Committee's recommendation is to purchase land for a new school.

Mr. McDonald replied that money would be acquired via short-term loans and a bond issuance.

Ms. Larson asked what the Committee's proposed timeline would be.

Mr. Powell responded that he expected an answer in the fall of 2014, which would be a relatively quick turnaround time.

Mr. Kennedy asked whether the Board of Supervisors had determined what type of school was necessary and whether there was a consensus on the direction.

Mr. Hipple replied that this was something to be determined and that a plan was needed.

Ms. Larson explained that this was a decision for the School Board to make and that it had been made; a fourth middle school was necessary.

Mr. Hipple indicated that the County needs to look 10 to 15 years out.

Ms. Jones stated that she wanted a future facilities master plan to guide us. She also wanted to look at James Blair and the possibility of using the annex.

Ms. Larson stated that the School Superintendent is the individual who should determine the future of the annex and is the individual to make the educational decisions.

Mr. Kennedy said that the School Board has done its due diligence and that the Board of Supervisors should say yes or no to the School Board's plan. The issue is in determining how to pay for it.

Mr. Onizuk stated that the establishment of the Committee shows that we are moving forward. The Board is the fiscal agent and will not tell the School Board how to run its business.

Mr. Kennedy asked Dr. Constantino to set forth the school's immediate future needs, including retrofits and capacity issues.

Dr. Constantino stated that this may be found in the school's five-year capital improvement budget. They are looking at a ten-year facilities study.

Mr. Hipple asked Ms. Larson to have the School Board come to a Board of Supervisors meeting once every six months to keep the Board of Supervisors updated.

Mr. McGlennon congratulated the schools on the recent Teacher of the Year award ceremony and on the recent State designation awarded to three W-JCC schools.

b) Continuation of County Budget Discussions

Mr. James Peterson summarized the budget for Human Resources and the County pay plan, including the proposed 1% salary increase to take effect on July 1, 2014. At the request of Mr. McGlennon, Mr. Peterson explained that the proposed increase, coupled with additional funding from the County towards the health insurance plan, would result in a net increase to most employees' paychecks.

Mr. Hipple asked Mr. Peterson to consider including the school employees on the health plan Request for Qualifications next year, to which Mr. Peterson agreed.

Ms. Stephanie Luton summarized the James City Service Authority (JCSA) budget.

Mr. John McDonald summarized the County's capital projects budget.

Ms. Jones stated that we must consider the cost of maintaining buildings when considering whether to construct new buildings.

Mr. McDonald explained the plan for funding the County's debt service costs.

Mr. McGlennon noted that there was no plan to build up the County's capital reserves in this budget.

Mr. Kennedy asked the Board to discuss whether or not the Purchase of Development Rights (PDR) program should be continued, in light of the Board's recent refusal to accept a PDR grant from the State.

Ms. Jones said that it was not her intention to disband the PDR Committee, but that spending money for PDR purposes was not a priority at this time.

Mr. McGlennon noted that the remaining funds could be spent to purchase property interests related to the stormwater program and that might provide an opportunity to change the PDR Committee's direction.

Mr. Onizuk stated that he supports the program, but that there is no money to invest in the program right now.

Mr. Kennedy said that the PDR program was a success and would accept the State grant to stretch the remaining money as far as possible.

Mr. Hipple agreed that the program worked, but that there is no new money for it now and that we should consider what we can do with the remaining funds.

Mr. Powell noted that there are pending PDR applications and Mr. Onizuk and Ms. Jones agreed that they should be brought before the Board for its consideration.

Ms. Mellen summarized the proposed tourism budget.

Mr. Onizuk praised Ms. Karen Riordan's recent tourism efforts and suggested that the Board hold off on specific allocations and instead place it in the general tourism fund. He further suggested that the Board consider making more of an investment in the Chamber with measureable goals.

Mr. Kennedy also was impressed with Ms. Riordan's efforts. He indicated that the County should have a seat on the Chamber's Executive Board.

Mr. Hipple stated that he wants to put tourism money in the hands of tourism professionals.

Mr. Kennedy stated his desire to put a cap on how much money could be used for overhead, including the money given to various charities. He also wants the County to track how much time staff donates to events and services; for example, the time that the County Attorney's office donates to the Williamsburg Area Destination Marketing and Advertising Campaign (WADMAC).

Ms. Jones asked staff to provide more detail on tourism line items.

The Board agreed to continue its discussion on tourism issues at its Work Session on May 5, 2014.

D. CLOSED SESSION

Mr. Kennedy made a motion for the Board to enter in to Closed Session pursuant to the Code Section listed on the Agenda.

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

At 6:42 p.m., the Board entered into Closed Session.

1. Consideration of a Personnel Matter, the Discussion of Candidates for the County Administrator, Pursuant to Section 2.2-3711(A)(1) of the Code of Virginia

At 6:49 p.m., the Board reconvened in Open Session.

Mr. Kennedy made a motion to certify the Closed Session.

On a roll call vote, the vote was: AYE: Mr. Kennedy, Mr. Hipple, Mr. McGlennon, Mr. Onizuk, Ms. Jones (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) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and ii) only such public business

matters were heard, discussed, or considered by the Board as were identified in the motion, Section 2.2-3711(A)(1), the consideration of personnel matters, the discussion of candidates for the County Administrator.

E. ADJOURNMENT – until 4 p.m. on May 5, 2014, for the Budget Work Session.

Mr. Kennedy made a motion to adjourn.

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

At 6:52 p.m., Ms. Jones adjourned the Board.



M. Douglas Powell
Clerk to the Board

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