

**MINUTES**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**April 26, 2016**  
**6:30 PM**

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**A. CALL TO ORDER**

**B. ROLL CALL**

John J. McGlennon, Vice Chairman, Roberts District  
Ruth M. Larson, Berkeley District  
Kevin D. Onizuk, Jamestown District  
P. Sue Sadler, Stonehouse District  
Michael J. Hipple, Chairman, Powhatan District

Bryan J. Hill, County Administrator  
Adam R. Kinsman, County Attorney

**C. MOMENT OF SILENCE**

**D. PLEDGE OF ALLEGIANCE**

Pledge Leader – Justin Warner, a 5th grade student at James River Elementary School and resident of the Roberts District.

**E. PUBLIC COMMENT**

1. Ms. Rosanne Reddin, 4700 President's Court, addressed the Board about the eight arms of government programs.
2. Mr. Paul Van Riper, 161 Waterton, addressed the Board about the County planning process.
3. Ms. Betty Walker, 101 Locust Street, addressed the Board about the Federal Reserve Bank.
4. Mr. Howard Ware, 46 Whitakers Mill, addressed the Board about the County planning process.
5. Mr. Chris Henderson, 101 Keystone, addressed the Board about the strategic planning process and the cutting of the medians prior to the upcoming golf tournament.

Mr. Hipple recessed the Board until 7 p.m.

**F. PRESENTATIONS**

**G. CONSENT CALENDAR**

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

**ADOPTED**

**MAY 24 2016**

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

1. Minutes Adoption - March 8, 2016, Regular Meeting
2. Contract Award - Community Video Center HVAC Replacement - \$300,228
3. Dedication of Battery Boulevard

#### **H. PUBLIC HEARING(S)**

1. Williamsburg Indoor Sports Complex (WISC) Pool Addition

A motion to Approve was made by Kevin Onizuk and the motion result was Passed.

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

Mr. John Carnifax, Director of Parks and Recreation, addressed the Board giving a summary of the memorandum included in the Agenda Packet.

Ms. Larson asked about the specifics of the pool proposed.

Mr. Carnifax stated that WISC is still in the design phase of the project because they did not want to get too far down that path if the lease of additional land was not going to be approved.

General discussion ensued about the needs of lane space for the high school swim teams and the competitive teams.

Mr. McGlennon questioned if the new facility would have to comply with parking regulations.

Mr. Carnifax stated yes, staff has looked at the available parking. The nice thing about swim practices is that they happen during the early morning hours and not typically when other sports are happening.

Mr. McGlennon questioned if the topography is adequate without any environmental concerns.

Mr. Carnifax stated that WISC has sent over some preliminary plans to the Engineering and Resource Protection Division for its review and has received their comments.

As there were no other questions for staff, Mr. Hipple opened the Public Hearing.

1. Mr. Chris Henderson, 101 Keystone, questioned the stormwater implications and how the utilities will be handled.

As there were no other registered speakers, Mr. Hipple closed the Public Hearing.

Mr. McGlennon stated that as he understands this item, the Board is voting tonight to authorize the lease of the additional land to WISC. The Board is not approving a building plan or site plan at this time, and any building will have to go through the same process as any other private sector business wishing to build.

Mr. Hill stated correct.

2. FY 17-18 County Budget

Ms. Suzanne Mellen, Director of Financial and Management Services, introduced the video presentation on the Budget. She stated that no action is required this evening. There are two Budget work sessions scheduled for 4 p.m. on May 2 and 4, and it is expected that the Board will adopt the County Budget and JCSA Budget at the May 10 Board meeting.

As there were no questions for staff, Mr. Hipple opened the Public Hearing.

1. Ms. Karlene Jennings, Chair of the Williamsburg Area Arts Commission, 4453 Eagle Brook Drive, addressed the Board giving an update on the activities of the Commission over the past year and presenting their funding request for FY 17.
2. Mr. Frank Polster, 420 Hempstead Road, addressed the Board in support of the Stormwater Capital Improvements Program 2017-2021 and thanked the Board for its continued funding for stormwater improvement projects.
3. Ms. Judy Fuss, 3509 Hunters Ridge, addressed the Board in support of the presented budget, the budget process and urged the Board to not skew the budget by adding in another project at the eleventh hour.
4. Ms. Kathy Woollum, President of the Lafayette Athletic Boosters, 121 Tayside, addressed the Board about the need for an auxiliary gym at Lafayette High School (LHS). With the demolition of James Blair and the construction of the new middle school on that site, the athletes of Lafayette will lose access to the James Blair gym and practice fields.
5. Ms. Bambi Walters, 5112 Shoreline Court, addressed the Board about the need for an auxiliary gym at LHS and its inclusion in the FY 17 County Budget.
6. Mr. David Jarmon, 3646 South Square, addressed the Board about the budget planning process, especially the School's disjointed budgetary process and indifference to establishing a coordinated and cooperative process with its funders, the City and the County.
7. Ms. Lisa Ownby, 10 Whitaker Court, addressed the Board in support of including an auxiliary gym at LHS in the FY 17 County Budget.
8. Ms. Suzie Yeats, 6 Menife Court, addressed the Board in support of including an auxiliary gym at LHS in the proposed budget and to rectify the inequality between the three high schools.
9. Ms. Kristan Holm, 107 Leeds, addressed the Board about the inequality between the three high schools and asked that the LHS auxiliary gym be included in the proposed budget.
10. Mr. Randall Holm, 107 Leeds, addressed the Board stating that there seems to be little disagreement that LHS needs an auxiliary gym, but now it needs to make it into the budget and receive funding. The sense of urgency is real with the imminent demolition of James Blair.

11. Mr. Jay Everson, 103 Branscome Boulevard, addressed the Board stating that he is surprised that the LHS issues were not included in the recent bonding issue. He stated that the improvement project at Norge Elementary School should not be pushed back in order to do the auxiliary gym, it is all a matter of fund allocation.
12. Mr. Brian Erwin, 107 Gullane, addressed the Board about the scheduling challenges that LHS student athletes experience due to not having gym space and having to utilize facilities around the community. He asked for the LHS auxiliary gym be included in the budget.
13. Ms. Lisa Lucas, 103 Muirfield, addressed the Board in support of the inclusion of the LHS auxiliary gym in the upcoming budget.
14. Mr. Tinsley Goad, 118 Ferncliff Drive, addressed the Board in support of the inclusion of the LHS auxiliary gym in the upcoming budget. He stated that this is not a new issue, it has been kicked down the road for many, many years.
15. Mr. Chris Henderson, 101 Keystone, addressed the Board stating that there is a lack of equity between the taxpayers who live in neighborhoods with strong Homeowners Associations (HOAs) and are paying for stormwater programs in neighborhoods that do not have HOAs. He urged the Board to create special taxing districts for areas without HOAs to deal with the stormwater issues instead of forcing all taxpayers to pay for them.
16. Ms. Danielle Morgan, 3908 Grove Gate Lane, addressed the Board in support of the inclusion of the LHS auxiliary gym in the upcoming budget.
17. Commander Tommy Neville, 204 Blackheath, addressed the Board in support of the auxiliary gym at LHS and stated that this situation has been 18 years coming. It is time to rectify the inequity between the high schools and give the LHS students the facilities they deserve.

As there were no other registered speakers, Mr. Hipple closed the Public Hearing.

Mr. Hipple stated that no action is required of the Board this evening. There are budget work sessions scheduled for May 2 and 4 at 4 p.m. He thanked the parents and students for their participation in the process and their comments this evening. He stated this is not a situation that the Board takes lightly and they do hear the support and the need that is being voiced. He stated that there is a communication issue between the three parties involved, the City, the County and the Williamsburg-James City County School Board. We are pushing for the School Liaison Committee to meet regularly and the Chairs and Administrators will meet regularly as well.

Mr. McGlennon stated that it has always been his practice to go through a Budget process and evaluate the evidence given and then listening to the citizens. He thanked the parents and students that came to speak this evening for the passion and concern for their students and for their very articulated arguments presented. He stated that he hopes that everyone will remember that LHS offers an outstanding education to all the students in that district.

Mr. Onizuk thanked everyone for coming out tonight and becoming involved in the process. He has stated that he believes the LHS auxiliary gym is a sooner than later project, but no decision will be made this evening. This is part of the budget process.



Ms. Sadler thanked the parents and students for coming tonight to express their support for their school and athletes. She stated that the Board has a lot to take in consideration with the budget, but she believes that they need to be a little more flexible with the budget.

Ms. Larson thanked the parents and the students for their participation tonight. She verified that there will be a plan in place for the students at LHS in the fall.

Mr. Hill has asked the Superintendent for help with crafting a plan, and he is hopeful that he will receive some insight and information very soon.

**I. BOARD CONSIDERATION(S)**

**J. BOARD REQUESTS AND DIRECTIVES**

Mr. McGlennon recognized the recent loss of Ms. Rose Gross, a long-time fixture in the Electoral Board Office and Voter Registration. He stated that the community will miss her and her commitment to making sure everyone had the opportunity to cast their vote.

The Board generally discussed their activities and appearances throughout the community over the past few weeks.

**K. REPORTS OF THE COUNTY ADMINISTRATOR**

**1. County Administrator's Report**

Mr. Hill announced that the James RiverFest will be held on Saturday, April 30 from 10 a.m.-3 p.m. at the James City County Marina. He also announced the free First-Time Homebuyers Class will be held on May 17 and May 19 from 6-9 p.m. at the Law Enforcement Center Community Room. Please call the Office of Housing and Community Development for more information.

Mr. Hill discussed some changes coming to the Hampton Roads Planning District Commission. He also stated that the next Board work session to discuss the Strategic Plan would be the end of May.

**L. PUBLIC COMMENT**

**M. CLOSED SESSION**

**N. ADJOURNMENT**

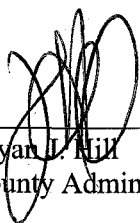
**1. Adjourn until 4 p.m. on May 2, 2016 for the Budget Work Session**

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

At 8:59 p.m., Mr. Hipple adjourned the Board.

  
\_\_\_\_\_  
Bryan J. Hill  
County Administrator

In the County of James City

By resolution of the governing body adopted April 26, 2016

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official):

**Report of Changes in the Secondary System of State Highways**

**Project/Subdivision Quarterpath at Williamsburg**

**Type Change to the Secondary System of State Highways:**

**Addition**

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change:

New subdivision street

Pursuant to Code of Virginia Statute:

§33.2-705

**Street Name and/or Route Number**

◆ **Battery Boulevard, State Route Number 1000**

Old Route Number: 0

- From: Pocahontas Trail (Route 60)

To: City Line, a distance of: 0.11 miles.

Recordation Reference: N/A

Right of Way width (feet) = 100

# FY2017-2018 Two-Year Proposed Operating Budgets

Public Hearing: April 26, 2016

## Community meetings

- ☒ April 7 – Powhatan district
- ☒ April 11 – Roberts district
- ☒ April 13 – Jamestown district
- ☒ April 19 – Berkeley district
- ☒ April 21 – Stonehouse district
- ☐ April 26 – public hearing



[jamescitycountyva.gov/budget](http://jamescitycountyva.gov/budget)



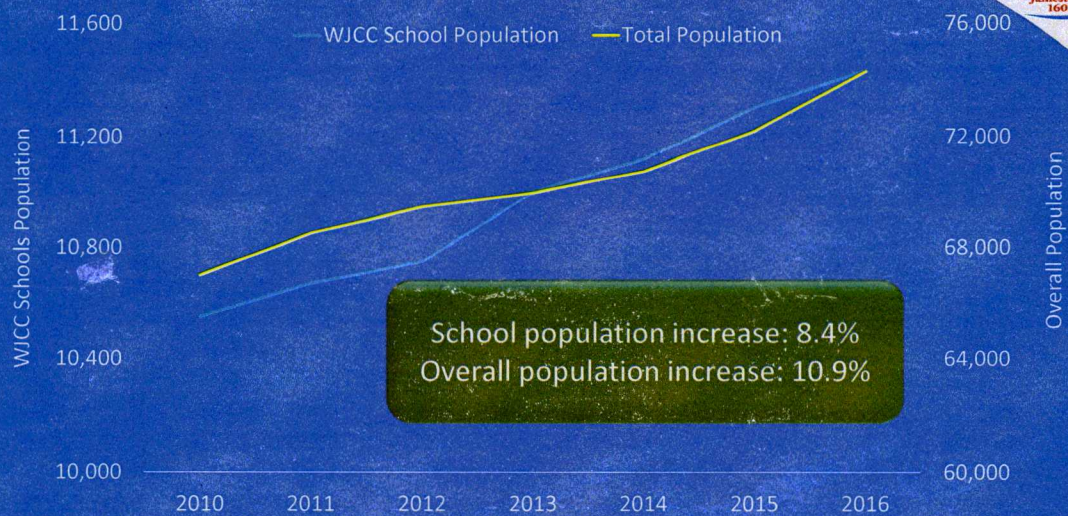
# Overview



- Total FY2017 budget: \$193,475,000
- Increase of 3.3% over FY2016 budget
- Schools: \$103,283,448
  - \$86,052,628 for school operations
- No tax increase

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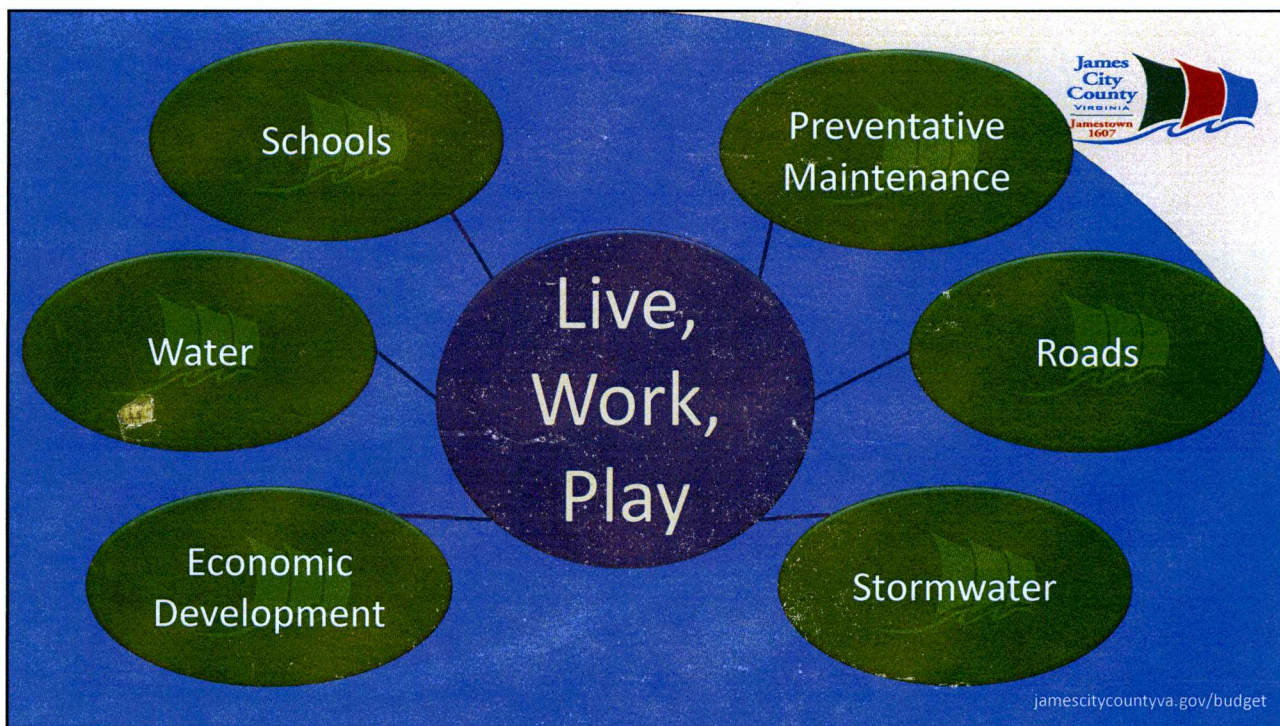
# Population



\* School population source: September 30<sup>th</sup> enrollment

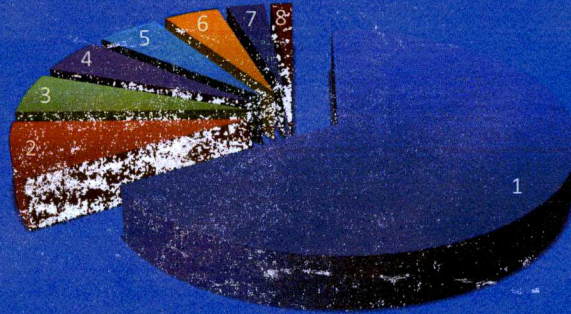
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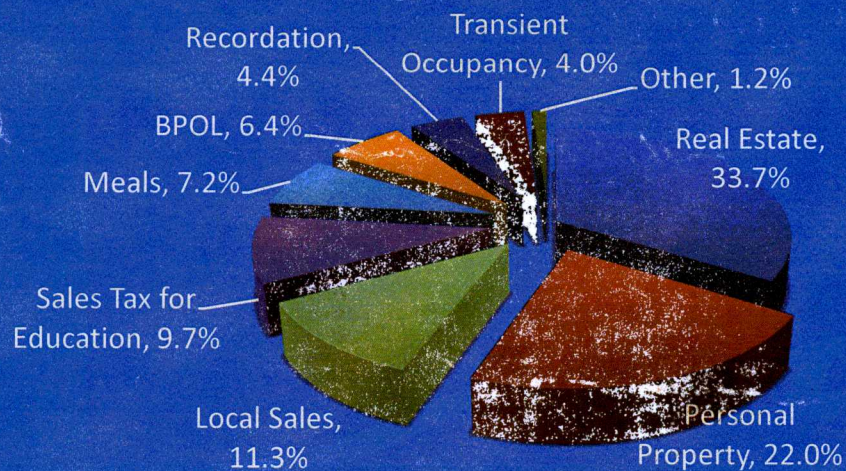
# FY2017 revenue breakdown \$193,475,000



- 1. General Property Taxes, \$0.66
- 2. Other State and Federal, \$0.08
- 3. Sales Tax, \$0.06
- 4. State Car Tax, \$0.05
- 5. Room and Meals Tax, \$0.05
- 6. Other Local Taxes/Fees, \$0.04
- 7. Bus. and Prof. Licenses, \$0.03
- 8. Parks and Recreation, \$0.02

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## Where the \$6.2 million increase comes from



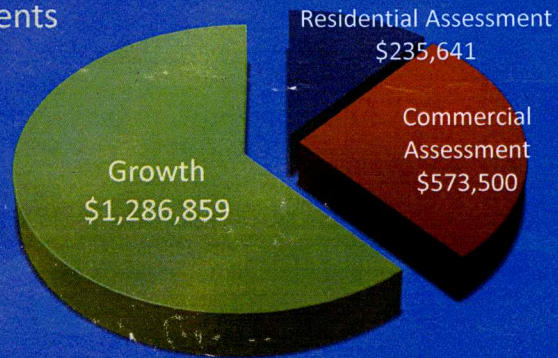
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## Real estate

- FY2016 Adopted Budget: \$92,904,000
- FY2017 Proposed Budget: \$95,000,000
  - \$236,000 for Residential Assessments
  - \$573,000 for Commercial Assessments
  - Rest is result of growth

Growth is an average of 400 water hookups added each year



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## Personal property

- FY2016 Adopted Budget: \$19,525,450
- FY2017 Proposed Budget: \$20,893,500
  - 4% increase in number of vehicles
  - 7% increase in value of vehicles



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# Expenditures

## FY2017 Budget breakdown



Description	Expenditures			Balance		
<i>Beginning balance</i>	\$			\$	193,475,000	00
<i>Transfer to School Operating</i>	\$	86,052,628	00	\$	107,422,372	00
<i>Debt Service</i>	\$	22,350,000	00	\$	85,072,372	00
<i>Public Safety</i>	\$	25,016,951	00	\$	60,055,421	00
<i>Other Agencies</i>	\$	16,890,436	00	\$	43,164,985	00
<i>CIP</i>	\$	8,642,000	00	\$	34,522,985	00
<i>Courts</i>	\$	3,912,090	00	\$	30,610,895	00
<i>Constitutional Officers</i>	\$	1,895,149	00	\$	28,715,746	00
<i>All Other County Departments</i>	\$	28,715,746	00	\$	0	00

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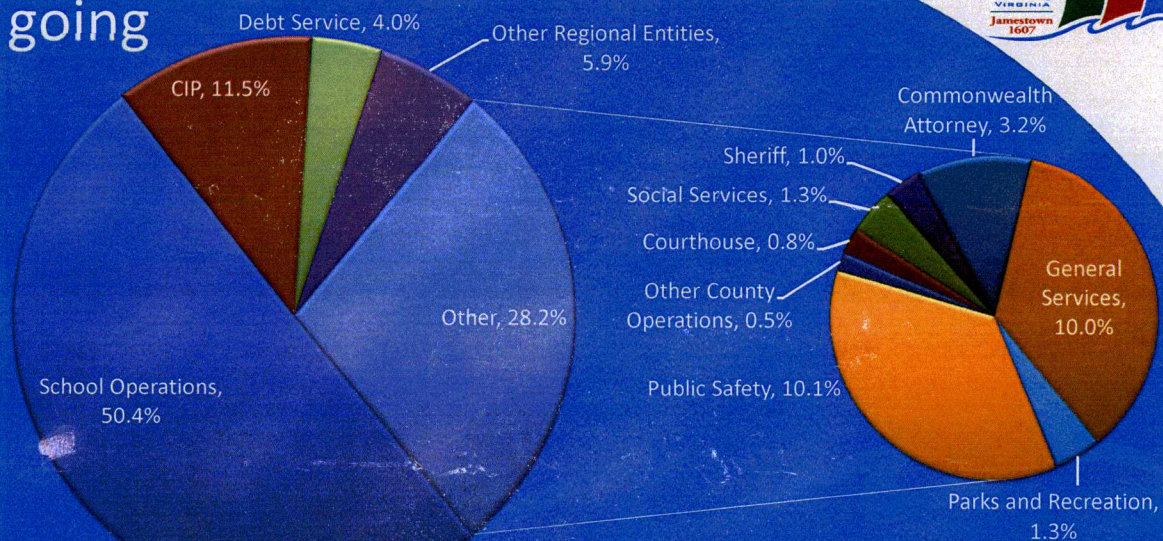
# FY2017 Budget breakdown



Description	Expenditures		Balance	
Beginning balance	\$		\$	28,715,746 00
General Services	\$	10,212,415 00	\$	18,503,331 00
Citizen & Community Services	\$	6,248,466 00	\$	12,254,865 00
Financial Management	\$	4,998,045 00	\$	7,256,820 00
Development Management	\$	3,718,578 00	\$	3,538,242 00
General Administration	\$	3,265,863 00	\$	272,379 00
Nondepartmental	\$	272,379 00	\$	0 00

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## Where the revenue increase is going



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## WJCC Schools



- Allocation equals 50.4% of budget increase
- Total contribution to school operations increased 3.8%
- Funding 78.3% of schools' requested increase
- JCC provides 90.54% of local government contributions



[jamestownva.gov/budget](http://jamestownva.gov/budget)

## Preventative maintenance



- WJCC Schools require largest allocation
- Remaining funds will be allocated to Stormwater, Public Safety and Parks and Recreation



[jamestownva.gov/budget](http://jamestownva.gov/budget)



# Road and infrastructure improvements



\$1.5 million allocated to Special Projects Fund for investments into area road system

- Olde Towne Road turn lane improvements
- Skiffes Creek Connector construction
- Croaker Road widening
- Pocahontas Trail (Route 60) multimodal corridor

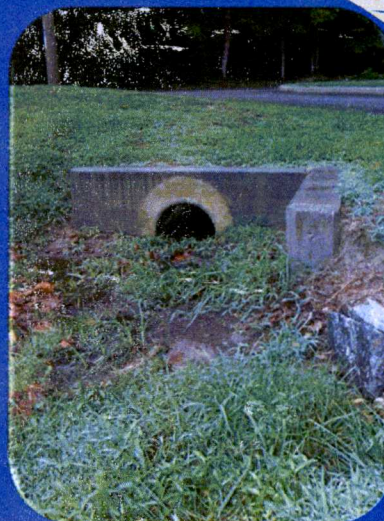


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# Stormwater



- Continued funding for Neighborhood Drainage Program
- Continue major projects in Toano and Grove
- 4 new major projects
  - Woodland Farms
  - Wilderness Lane
  - James City County Library
  - Cooley Road



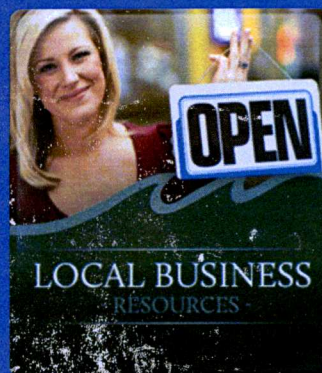
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# Economic Development



- Change of approach
  - Streamlining process
  - Enterprise resource software
    - Building Codes
    - Automation permits plans and inspections
      - 18 months to complete



[jamestownva.gov/budget](http://jamestownva.gov/budget)

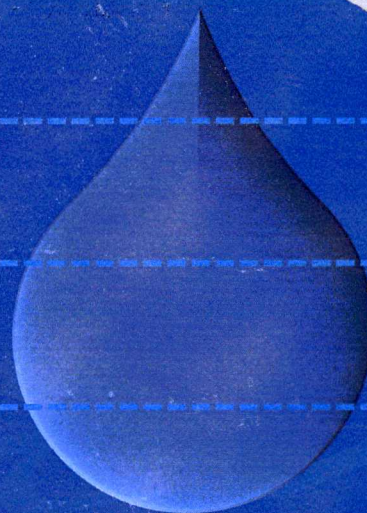
# Water



Currently permitted:  
8.8 million gallons/day

Currently use:  
5.4 million gallons/day

DEQ target:  
3.8 million gallons/day



[jamestownva.gov/budget](http://jamestownva.gov/budget)



# Water

## JCSA Proposed Rate Structure



<u>Fixed quarterly charge</u>			
Water	\$8.19		
Sewer	\$5.77		
	Old Rate*	New Rate*	Difference
Sewer Fees	\$2.93	\$2.99	\$0.06
Water Service			
Tier One	\$2.47	\$2.80	\$0.33
Tier Two	\$4.93	\$5.60	\$0.67
Tier Three	\$11.59	\$13.15	\$1.56
*per thousand gallons			

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# Constitutional Officers



# Constitutional officers



## Commonwealth Attorney

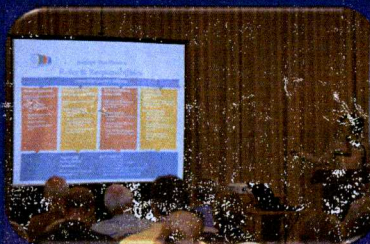
- State Comp Board recognizes need for one more attorney; will not pay for it
- Expanded use of body cameras
- Examples include:
  - DUI
  - Petit Larceny
  - Credit Card Fraud
  - Assault and Battery

## Treasurer

- Fees approximately \$450,000
- Absorbing credit card fees may mean not collecting 100% of taxes assessed
- Citizens will still be able to make payments by cash or check with no fee added


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# FY2018 Plan \$196,675,000



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## 2035 STRATEGIC PLAN

[jccstrategy2035.org](http://jccstrategy2035.org)

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Search



Check back soon for a summary of the March 30 Public Open Houses!

### Welcome!




James City County has launched an unprecedented year-long effort to prepare a strategic action plan that will guide county operations and investments for the next 20 years. JCC Strategy 2035 is an opportunity for everyone who cares about James City County to assess our community today, understand choices for the future, and create an action plan to match our vision.

### About

JCC Strategy 2035 is a process to create a new Strategic Plan for James City County.

Building on its commitment to planning transparency and citizen involvement, James City County has undertaken an ambitious planning effort – JCC Strategy 2035. This is a first-of-its-kind effort by the county to evaluate current policy direction, economic opportunities, and fiscal constraints, to create

### Timeline

-  **Public Open House**  
03/30/2016 - 2:00pm to 4:00pm
-  **Public Open House**  
03/30/2016 - 6:00pm to 8:00pm
-  **Technical Advisory Group**



## 2035 STRATEGIC PLAN

[jccstrategy2035.org](http://jccstrategy2035.org)