

**MINUTES**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**WORK SESSION**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**May 24, 2016**  
**4:00 PM**

**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. BOARD DISCUSSIONS**

1. Strategic Plan Update - Phase II

Mr. Hill welcomed Ms. Leigh Anne King, Clarion Associates, and Mr. Greg Dale, McBrideDale Clarion, to the meeting with an update on Phase II of the Strategic Plan as the transition to Phase III begins. Mr. Hill noted the tremendous work done by both Strategic Planning Advisory Group (SPAG) and Tactical Advisory Group (TAG). He further noted the two-hour timeframe might need to be extended to four-hour meetings for both SPAG and TAG to accomplish the goals for the Strategic Plan. Mr. Hill stated he wanted a compilation of the information to be presented on the website and at public meetings with citizens and the Board of Supervisors and not a piecemeal presentation.

Ms. King noted the presentation detailed an update on current accomplishments, suggestions and the Phase II report. She stressed Phase II work was closing out, but opportunities still existed for revisions or modifications until the Plan was adopted. She cited Phase II involved the focusing efforts, both multi-part and iterative, from the Board of Supervisors, SPAG, TAG and collectively. Ms. King presented a PowerPoint presentation that highlighted the completion dates of the phases with goals and strategies for each respective phase. She highlighted the information from the two public open house meetings that involved citizen and public input. Ms. King further noted this allowed Clarion Associates to view feedback on the Strategic Plan from the public. She added the report from the public open house was available to view with a demographic and age breakdown. Ms. King shared a summary of this public input, noting citizens were asked to rank the draft goals. She further noted education was a primary goal, whereas lifelong learning was not considered primary by most citizens. Ms. King stated that primarily most of the seven identified goals were supported by the community. She noted the public was asked to rank its top five strategies as another tool to assist in the development of the Strategic Plan and as a check for the action plan of Phase III.

**ADOPTED**

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Board of Supervisors  
James City County, VA

Mr. Dale addressed the Board regarding the goals and strategies. He noted the purpose and values, emphasizing the core focus of James City County as a unit of government, provided a pivotal point in developing the Plan. He further noted the continual reminder from the public that the Strategic Plan needed to be regarding the people of James City County. Mr. Dale stated the County had a Comprehensive Plan that identified the vision for the community, but added the Strategic Plan was for the County's government and its purpose was to meet the needs of James City County citizens. Mr. Dale addressed the direct and indirect goals of the County and what could be done well as a unit of government. He noted SPAG challenged Clarion Associates to rethink the process and priority. He further noted a four-part framework: invest (capital facilities/infrastructure), protect (community character), serve (people) and collaborate (partnerships) that encompassed and supported the community and its needs in the presentation. Mr. Dale noted that the County was one part of multi-partnerships at work. He addressed the list of goals: sustainable, long-term water supply; modern infrastructure, facilities, and technology systems; expanding and diversifying local economy; protected community character and an enhanced built environment; and exceptional public services. Mr. Dale noted education was a major consideration and asked what was the County's role in developing education and what education encompassed. He further noted James City County's task of supporting high quality education with a focus on its core fiscal responsibility through joint planning ventures. He reiterated fiscal modeling for the County.

Ms. Larson questioned the framework about some items, particularly, expanding and diversifying the local economy as well as education.

Ms. King noted the goals and referenced the Packet addressing the framework and the layering of achievements. She further noted how Clarion designated the goals based on input.

Mr. McGlennon noted the impact of education and the partnership with the City of Williamsburg and James City County. He cited the importance of the Williamsburg Regional Library as an educational source for lifelong learning. Mr. McGlennon also asked about the interconnectivity and the priorities in relation to the best choice. He questioned advantages and disadvantages to economic development coupled with citizen input.

Ms. King noted Phase III would evaluate the specific actions and assessments. She further noted the review of action criteria that accomplished multiple goals as a priority.

Discussion ensued on this matter.

Ms. King and Mr. Dale reiterated that both SPAG and TAG would be instrumental in reviewing the actions and assessments in Phase III.

Mr. McGlennon noted the inclusion of service and its relationship to housing. He further noted addressing housing solutions for the lower wage households.

Further discussion ensued on this matter.

Mr. Onizuk asked how James City County compared to other communities with concerns and goals. Mr. Dale noted education was a prevailing theme in all communities. He stressed funding was an important issue in how the local

governments were involved.

Ms. King echoed this theme and noted partnership opportunities help communities achieve these goals.

Mr. Dale noted many communities had some type of plan in place, but further noted James City County's approach to the Strategic Plan was unique in preparing for the unpredictability. He stated the varied input from staff and citizens strengthened communication and offered suggestions for the County.

Ms. King commented on the strong public support on long-range planning, particularly regarding the infrastructure.

Mr. Hipple asked for additional questions prior to the approval of the Phase II checklist.

Mr. Onizuk asked if there were any red flags.

Mr. Hill noted the involved people understood the objective of the Strategic Plan, but he wanted more community involvement so that more people understood the process and decisions. Discussion ensued on this matter. Mr. Hill stated he would include a report card on a quarterly cycle for the County Administrator and an annual cycle for the Board after adoption of the Plan. He noted review of the policies and timelines based on the report card as benchmarks.

Ms. Larson noted the policies and impacts from the report card on Agendas. She further noted how new developments would affect infrastructure and the effectiveness of using this information on Agendas.

Ms. Sadler asked about updating the Strategic Plan.

Mr. Dale noted management of the Plan would require timely assessment as determined prior to adoption.

Mr. Hill stressed the transparency of James City County's government and decisions.

Mr. Dale reminded the Board and public of the website: [www.jccstrategy2035.org](http://www.jccstrategy2035.org).

The Board thanked Ms. King and Mr. Dale for their hard work and presentation.

At approximately 5:14 p.m., Mr. Hipple recessed the Board for a short break.

At approximately 5:21 p.m., Mr. Hipple reconvened the Board of Supervisors.

#### **D. CLOSED SESSION**

1. Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia

A motion to Enter a Closed Session was made by Ruth Larson and the motion result was Passed.

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

2. Closed Session Certification

A motion to Certify the Closed Session 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

**E. ADJOURNMENT**

1. Adjourn until May 24, 2016, Regular Meeting at 6:30 p.m.

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

  
Deputy Clerk