

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
November 22, 2016
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

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

1. **Pledge Leaders - Boy Scout Troop 180 led the Board and citizens in the Pledge of Allegiance.**

E. PUBLIC COMMENT - Until 7 p.m.

1. Ms. Barbara Henry, 141 Devon Road, addressed the Board in regard to an online checkbook register.
2. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board in regard to the Legislative Agenda Review discussed at the November 22, 2016 work session, signage on Centerville Road and reviewing past minutes for information on how Supervisors voted on various issues.
3. Ms. Betty Walker, 101 Locust Place, addressed the Board in regard to the first Thanksgiving celebration.

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

F. PRESENTATIONS

1. **Hampton Roads Military and Federal Facilities Alliance Presentation - Retired Admiral Quigley, Executive Director**

ADOPTED

SEP 11 2018

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

Mr. Hipple welcomed Retired Admiral Quigley, Executive Director, Hampton Roads Military and Federal Facilities Allegiance (HRMFFA), who gave an overview of a PowerPoint slideshow that encompassed the goals, background and objectives of HRMFFA as well as the levels of effort going forward.

Mr. Onizuk inquired about compatible redevelopment in Fort Monroe.

Admiral Quigley replied that it would be a prudent approach to getting the right source of economic development.

Mr. McGlennon expressed his gratitude for the efforts Admiral Quigley had been putting forth and recognized the difficulty of the job.

Mr. Hipple expressed his gratitude to Admiral Quigley and remarked of the intensity to which it promotes our region.

At approximately 7:02 p.m., Mr. Hipple recessed the Board of Supervisors in order to conduct the James City Service Authority (JCSA) Board of Directors meeting.

At approximately 7:05 p.m., Mr. Hipple reconvened the Board of Supervisors.

G. CONSENT CALENDAR

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

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

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

1. **Contract Award - Chickahominy Riverfront Park Splash Pad and Pump House - \$388,500**
2. **Fiscal Year 2017 Department of Environmental Quality Litter Grant - \$12,705**
3. **Building B HVAC Replacement**

H. PUBLIC HEARING(S)

1. **2035 Strategic Plan**

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

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

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

Ms. Jody Puckett, Director of Communications, gave an overview of the memorandum and Resolution included in the Agenda Packet. She acknowledged the Strategic Planning Advisory Group (SPAG), as well as the County staff team Technical Advisory Group (TAG), for its time, expertise and talents in the development of the plan and recognized those in attendance at the meeting.

Ms. Leigh Anne King, Clarion and Associates, gave an overview of a PowerPoint

presentation regarding the 2035 Strategic Plan. She referenced the Strategic Plan framework for County decision-making, Plan components, goals and actions as well as noted that citizens and staff committed countless hours to the project.

Mr. Hipple opened the Public Hearing.

1. Mr. Chris Henderson, 101 Keystone, addressed the Board in regard to the 2035 Strategic Plan as well as public safety.
2. Ms. Barbara Henry, 141 Devon Road, addressed the Board in regard to the 2035 Strategic Plan and an online checkbook register.
3. Mr. Joseph Swanenburg, 3026 The Point Drive, addressed the Board in regard to the 2035 Strategic Plan.
4. Mr. Frank Polster, 420 Hempstead Road, addressed the Board in regard to the 2035 Strategic Plan.

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

Mr. Onizuk inquired to Ms. King about priorities and goals in the 2035 Strategic Plan concerning long-term water supply providing a fiscally sustainable source of water. He referenced goal ranking ranging from 1-7 and asked how they were determined.

Ms. King replied that there was no priority ranking difference per say; they were numbered in order to differentiate between the goals. She offered a suggestion that the numbers be removed in order to clarify that the process was not prioritized.

General discussion ensued regarding this issue.

Mr. Onizuk referenced the 2035 Strategic Plan and inquired how would this be communicated to the citizens other than the County website; how would County staff utilize this document; and when would progress be evaluated toward the goals.

Mr. Hill replied that County communication started last September with the unveiling of the Plan and going forward he, Ms. Puckett and Mr. Jason Purse, Assistant County Administrator, would be evaluating the strategies and obtain "captains" throughout each department to detail it into every department. He remarked that evaluation was always part of the budget process. He noted that the budget, Capital Improvements Program and evaluation process of all staff would land itself into this concept. He stated that this was a tool for James City County to move forward and noted that things change and move forward in different ways. He further stated the County engaged its citizens in the process and would continue that practice moving forward.

Mr. Onizuk suggested a work session between County staff and the Board to assist in moving this living document forward in order to fully review and implement the Plan.

Mr. Hill stated a budget schedule would be set that had a session whereas this process would be addressed.

Mr. Onizuk expressed his appreciation to everyone that participated in the 2035

Strategic Plan process.

Ms. Sadler referenced the 2035 Strategic Plan and stated she was glad that this was a living document and inquired about the process of incorporating new ideas.

Mr. Hill replied that in regard to the budget cycle and evaluation process, metrics would be seen coming forward. He stated that staff time should not be invested at this present juncture to answer every question that came forward and noted when this was approved it would be implemented and the Board would have a set standard of what would be done and how it would be accomplished.

Mr. Hipple reminded the Board that when this process started it wanted a Plan to help make the County better moving forward. He stated that this living document would occasionally be tweaked by the Board with input from the citizens.

Mr. Hill stated that the trigger points to place other ideas into the 2035 Strategic Plan would be through the budget process.

Mr. Onizuk reaffirmed that the 2035 Strategic Plan was a guide that set direction.

Ms. Larson expressed her gratitude to everyone who participated in the 2035 Strategic Plan process.

Mr. McGlennon expressed his gratitude to everyone who participated in the 2035 Strategic Plan process. He discussed the Plan as a tool to help keep James City County the type of community that drew people and felt this Plan would help maintain that lifestyle. He remarked that his occasional concerns over various issues might have frustrated consultants and staff, but felt that everyone listened well and produced a document that would be very helpful as well as give a sense of how to structure the choices that would need to be made.

Mr. Hipple expressed his gratitude to everyone who participated in the 2035 Strategic Plan process.

I. BOARD CONSIDERATION(S)

1. Exemption from County Real and Personal Property Taxes

A motion to End the Program of Application for Exemption was made by John McGlennon and the motion result was Passed.

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

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

Ms. Sue Mellen, Director, Financial and Management Services, gave an overview of the memorandum as well as information regarding County real estate and personal property taxes included in the Agenda Packet. She stated that staff was looking for guidance from the Board on how to move forward.

Ms. Larson referenced the material Ms. Mellen had discussed and asked if there was a way to differentiate and look at each application as it came through.

Ms. Mellen replied that the memorandum listed the factors that must be considered by State Code.

General discussion ensued regarding this issue.

2. **Skiffes Creek Switching Station Request for a Delay by Applicant to June 27, 2017**

A motion to Move the Deferral to June 27, 2017, was made by John McGlennon and the motion result was Passed.

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

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

Mr. Kinsman stated that a letter was received from McGuire Woods, LLP representing Virginia Power and asking for a delay until June 27, 2017. He noted that they were waiting for the necessary permits before appearing before the Board.

Mr. McGlennon stated that this delay would allow time to evaluate a significant new study that had produced evidence of an alternative means of providing power to the peninsula that would not involve running lines across the James River.

J. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon stated that he had attended the Bountiful Brews and Bites. He remarked that he wanted to clarify a situation and stated that under State Code a high growth community in Virginia was defined as "any community that had grown in excess of 5% over the preceding decade." He further stated that since the County grew at 45% over the preceding decade, he felt the County qualified as a high-growth community. He noted it was not the case that a high-growth community was any legal organization.

Ms. Larson stated that she attended the Virginia Association of Counties Annual Conference and briefly discussed several workshops she had attended. She congratulated Patriots Colony at Williamsburg on the groundbreaking of the Presidents Pavilion.

Mr. Onizuk inquired to Mr. Hill about the Cranston's Mill Pond application as a potential water source and its effect on the County as well as the JCSA.

Mr. Hill replied there was a pending application at the JCSA that was 12- to 16-million gallons surface water. He stated that Cranston's Mill Pond provided water for a 12-month period and noted reports that said it was an 8-million gallon yield. He further stated there were reports that noted this was only for 7 out of 12 months. He briefly discussed that he looked at Cranston's Mill Pond, as well as Newport News, as an alternative water source.

Ms. Sadler stated that she would like to move ahead with what several citizens suggested regarding voting records being placed next to Board member names online, thus allowing citizens to view how each Board member voted on various issues. She further stated her support of an online checkbook and transparency.

Mr. Hill stated that the plan in place had Building Codes first in the process; Stormwater and Asset Management second, which would be approximately 18 months; and Requests for Information (RFIs) out for Finance, which would be in approximately three years. He noted that the Board could take Stormwater out; however, it would cost more money. He noted this was being done in a systematic

fashion and stressed there were items that critically needed to be considered. He further noted that if the Board wanted to change the order and direct him on funding, he would submit the list with price tags on each item. He briefly discussed the needs of various departments and stressed that there were antiquated systems that did not work and needed updated systematically.

General discussion ensued regarding this topic.

Mr. Hill stated that he would be happy to provide the Board with information on how processes were changing and improving. He further stated there were certain things that he had to do with the amount of money he had available. He remarked that presently the County was 18 months out before staff could look at another system and noted that an RFI would need to be done. He noted that if the Board wanted to protect its Community Character he suggested it allow him to finish the process and finish the asset management. He stressed James City County was an AAA community and that he was trying to get critical items fixed.

Mr. Hipple wished everyone a Happy Thanksgiving.

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

Mr. Hill relayed information from the Treasurer's Office that James City County real estate and personal property tax bills had been mailed and were due on December 5, 2016. He noted that if a bill had not yet been received to contact the Treasurer's Office at 757-253-6705. He remarked that tax payments could be made by either electronic payment online or mailed to the County's lockbox in Baltimore, Maryland to be processed. He stated that effective July 1, 2016, a 2.9% Convenience Fee would be added to any payments made with credit or debit cards; however, there was not a Convenience Fee added when paid by check. He remarked that the Board Calendar would be revised to reflect an added work session on December 13. He noted County offices that would be closed in observance of the Thanksgiving holiday. He expressed his appreciation to Mr. Greg Davis, Ms. Olwen Herron and Mr. Heath Richardson for their input to the Strategic Plan and wished everyone a Happy Thanksgiving.

L. PUBLIC COMMENT

Mr. Hipple opened the Public Comment.

As no one wished to speak, Mr. Hipple closed the Public Comment.

M. CLOSED SESSION

None

N. ADJOURNMENT

A motion to Amend the Board of Supervisors Calendar to Include a Work Session to be Held on December 13, 2017, at 4 p.m., was made by John McGlennon and the motion result was Passed.

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

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

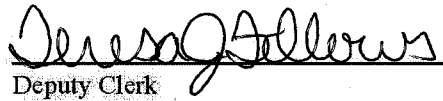
1. **Adjourn until 6:30 p.m. on December 13, 2016, for the Regular Meeting**

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

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

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

At approximately 8:12 p.m., Mr. Hipple adjourned the Board.


Deputy Clerk