

**MINUTES**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**ORGANIZATIONAL MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**January 3, 2017**  
**4:00 PM**

**ADOPTED**

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. ORGANIZATIONAL MEETING**

FEB 14 2017

Board of Supervisors  
James City County, VA

1. Nominations for Chairman and Vice Chairman with Elections to Follow

Ms. Sadler made a motion to appoint Mr. Onizuk as Chairman of the Board for 2017. The motion passed by a unanimous voice vote.

Mr. Onizuk made a motion to appoint Ms. Larson as Vice Chairman of the Board for 2017. The motion passed by a unanimous voice vote.

2. Establishment of Meeting Dates, Places and Times

Mr. Hill reviewed some of the standing work session topics for the upcoming year. The Board has a very heavy work session agenda for the year.

Mr. Onizuk stated that as part of this discussion, some ideas had been floated around about changing the format and schedule of the Board's meetings. One suggestion was to have one business meeting and then one work session meeting.

General discussion ensued regarding the positive and negative outcomes of making the suggested change to the Board's meeting schedule.

The question was raised about the start time of the one business meeting. For the business meeting, it has been suggested that the meeting time begin earlier. It seems that everyone is fine with the work session meeting beginning at 4 p.m.

Discussion ensued regarding the potential start time of the business meeting and possible changes to the agenda format. Concern was raised about starting the business meeting at 4 p.m., as citizens would have a hard time coming out to participate. Several ideas were floated about how to arrange the business meeting agenda to allow public comment and still balance the time for citizens that are paying attorneys to be present for public hearings. The hierarchy of public comment speakers was discussed as well, including giving priority to citizens that wish to address the Board regarding a particular item on the Consent Calendar. Those citizens need to be given priority before those that wish to address the Board about general matters.

The final consensus was to have one business meeting on the second Tuesday of the month beginning at 5 p.m. The fourth Tuesday of the month would be strictly a work session that would begin at 4 p.m. It was agreed that the business meeting agenda

format would stay as it has been for the last year with the exception of removing the time constraint on the first public comment section and eliminating the second public comment section. This would allow the first public comment section to continue until everyone that wishes to speak has had the opportunity to do so. The Board also stated that if there was a Consent Calendar item that needed to be addressed at the second meeting of the month, then they would advertise that and add it to the agenda accordingly. The Board agreed to try this format for the time-being, but reserves the right to re-evaluate the format later in the year if necessary.

### 3. Organizational Meeting of the Board of Supervisors

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, McGlennon, Larson, Sadler, Onizuk

Mr. Kinsman stated that the resolution included in the Agenda Packet would be amended to reflect the changes as discussed.

It was noted that the new meeting times and format would begin with the January 24 work session and the February 14 business meeting. The January 10 meeting has already been advertised per the guidelines outlined in the State Code and must proceed as advertised at 6:30 p.m.

### 4. Commission/Committee Appointments

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

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

Ayes: Hipple, McGlennon, Larson, Sadler, Onizuk

It was suggested that the Board continue serving on the Commissions and Committees that have been serving on for the past year. It was noted that by not rotating positions around, Board members do not get the opportunity to be exposed to other regional groups and issues. It was agreed that perhaps a two-year rotation is more appropriate, as it allows a Board member to really learn the committee and the issues facing those committees. It was also suggested that other members attend or join the others at their assigned committees.

The general consensus of the Board was to continue with its current assignments from 2016.

### 5. Seating Assignments

Mr. Hill stated that the Chairman always sits to the right of the County Administrator on the dais. The rest of the Board members drew numbers to determine the remaining seating assignments on the dais. The results of the draw were as follows: 1) Mr. Onizuk, 2) Mr. McGlennon, 3) Ms. Sadler, 4) Mr. Hipple and 5) Ms. Larson.

### 6. Tentative Work Session Agenda

Mr. Hill briefly reviewed the tentative work session agenda included in the Agenda Packet.

**D. BOARD CONSIDERATION(S)**

Mr. McGlennon clarified that there is not a Budget Retreat on the adopted calendar.

Mr. Hill stated that the January 24 work session would include a pre-budget overview. If a Budget Retreat is necessary after that, the Board may amend its calendar and add one.

**E. CLOSED SESSION**

**F. BOARD REQUESTS AND DIRECTIVES**

Mr. McGlennon thanked Mr. Hipple for his continuous leadership over the past two years.

Mr. Hipple stated that everything that was accomplished over the last two years was due to the Board working together as a cohesive unit. He thanked the Board for its continuous support.

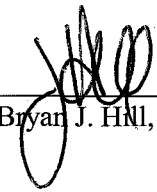
**G. ADJOURNMENT**

1. Adjourn until 6:30 p.m. on January 10, 2017

A motion to Adjourn was made by Sue Sadler and the motion result was Passed.

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

Ayes: Hipple, McGlennon, Larson, Sadler, Onizuk At 5:15 p.m., Mr. Onizuk adjourned the Board.

  
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Bryan J. Hill, Clerk to the Board