

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
WORK SESSION
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
September 25, 2018
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

Michael J. Hipple, Powhatan District
P. Sue Sadler, Stonehouse District
James O. Icenhour, Jr., Vice Chairman, Jamestown District
John J. McGlennon, Roberts District
Ruth M. Larson, Chairman, Berkeley District

William C. Porter, Interim County Administrator
Adam R. Kinsman, County Attorney

ADOPTED

NOV 1 2018

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

C. BOARD DISCUSSIONS

1. Davenport Financial Update

Ms. Sue Mellen, Director of Financial and Management Services, referenced the Adopted Budget and noted there was a plan of borrowing for fire apparatus and major school maintenance items. She introduced Mr. Courtney Rogers, Senior Vice President, Davenport & Company LLC, to review the financing plan currently in place.

Mr. Rogers gave an overview of a PowerPoint slide presentation that referenced:

- New Money Projects totaling \$15 million to be financed over 20 years:
 - Two fire trucks; and
 - School projects including HVAC and roof replacements.
- Davenport identified the following as refinancing candidates:
 - \$8.895 million of the remaining Series 2009 Taxable Build America Lease Revenue Bonds.
- Recent Interest Rate Trends
- Existing Tax Supported Debt
- Series 2009 Bonds - Current Refunding (November 2018) - Current Market Rates
- Estimated Series 2018 New Money Debt Service
- Impact on Debt to Assessed Value
- Impact on Debt Service to Revenues
- Impact on Payout Ratio
- Schedule/Next Steps

He noted there was approximately \$15 million in the County's Capital Improvements Plan. He referenced the change in the Tax Code, effective January 1, 2018. He stated the ability to advance refund was taken away from localities and explained currently bonds can only be refinanced within 90 days of their call date. He briefly discussed the County's bond history as well as recent interest rate trends. He noted the call date for the 2009 bonds was January 15, 2019 and explained a window would open up in mid-October, which would allow for the 90-

day timeframe required. He noted the estimated all-in cost of the Series 2018 new money bonds was approximately 3.50%. He stated that Davenport planned to come before the Board at its October 9 meeting, with the actual documents to approve in order to move forward with both bonds combined together and issued as one lease revenue bond. He discussed what the next steps should be and noted the upcoming dates:

- October 9 - Board of Supervisors meeting to approve financing documents
- October 11 - Economic Development Authority meeting to approve financing documents
- October 24-25 - Rating agencies tour the County
- November 6 - Receive Ratings
- November 7 - Post Preliminary Official Statement(s)
- November 13 - Sale of Lease Revenue Bonds
- November 29 - Close Lease Revenue Bonds

The Board members requested a copy of the PowerPoint presentation to reference.

Mr. McGlennon inquired about expectations and flexibility in terms of future borrowing.

Mr. Rogers briefly discussed the slide that regarded the Impact on Debt to Assessed Value in reply to Mr. McGlennon's inquiry. He noted tax-supported debt had a small downward drop. He stated from the standpoint of not having to find additional revenues in the budget and depending on the size of the project, it appeared some of that could possibly be handled without having to take different revenues away from other services or projects.

General discussion ensued regarding the reserve fund, the economy and the County moving forward as well as an upcoming reserve fund analysis ranging between 2017 and 2018.

2. Workforce Housing Task Force Update

Ms. Rebecca Vinroot, Director of Social Services, introduced Mr. Paul Holt, Director of Community Development; Ms. Jeanne Zeidler, Co-Chair Workforce Housing Task Force; Dr. Lisa Sturtevant, Lisa Sturtevant & Associates, LLC; Mr. Vaughn Poller, Administrator of Neighborhood Development and Ms. Virginia Wertman and Mr. Jack Haldeman, Members of Workforce Development.

Ms. Zeidler stated Ms. Christina Hartless, Co-Chair Workforce Housing Task Force, was unable to attend the meeting due to a prior obligation. She gave an overview of a portion of a PowerPoint presentation included in the Agenda Packet.

The focus of this discussion shifted to Task Force data documented in the same PowerPoint presentation included in the Agenda Packet and surmised by Dr. Sturtevant. She explained the importance of understanding the Workforce Housing needs and helping the Task Force develop strategies appropriate to the needs of the community. She stated the Committee looked at housing situations for both the individuals currently residing in the County as well as individuals working in the County but who do not live in the County.

Ms. Zeidler concluded the presentation and stressed the importance of having adequate housing available, recruitment and retention of employees and businesses as well as the impact of traffic congestion and health. She noted the lack of housing opportunities discouraged young adults from staying in the community. In conclusion, she reviewed the Next Steps section of the presentation included in the Agenda Packet.

Mr. McGlennon expressed his appreciation to everyone involved in this effort and the opportunity to provide feedback on areas where Board members would like to see refinement

or emphasis. He discussed the nature of the affordable housing issue in the County. He stated the range of issues being tackled was impressive, but stressed the importance of prioritizing. He commented he was particularly interested in how the needs of people who had the least amount of options were addressed. He further commented less attention should be focused on addressing policies that had an anticipation regarding the future private market and noted the County was rated No. 10, out of approximately 130, as one of the fastest growing localities in the Commonwealth. He discussed housing ownership opportunities, household income impacts, mixed income communities and short-term rentals within the County.

General discussion ensued regarding this issue.

Mr. Hipple expressed his appreciation for the efforts of everyone regarding this intense issue. He noted information provided by the Transportation Planning and Organization that referenced traveling and individuals commuting to workplaces. He took the perspective of a homebuilder in the County and discussed building affordable homes maintaining a price range of \$150,000 to \$175,000. He discussed housing stepping-stones in regards to homeownership in order to move forward to bigger homes as well as frequent circumstances of rentals in lower price points. He discussed the pros and cons of the housing market in an expensive community. He expressed kudos to Housing Partnerships for doing a great job regarding sweat equity and getting individuals into affordable homes as well as the trials and tribulations encountered. He discussed cost increases to purchase manufactured homes, camping trailers and modular homes. He agreed with Mr. McGlennon's recommendation of pinpointing two or three items to focus on and then be able to move forward from that point. He mentioned the Adopted Vision Statement provided in the slideshow stated "James City County will be a diverse community" and noted the text should read "James City County is a diverse community ...". He commented the County should be promoted as having always been a diverse community.

Ms. Zeidler briefly discussed the text referenced in the Adopted Vision Statement.

Ms. Sadler stated it was an honor to attend a Workforce Housing Task Force meeting whereas she stood in for Ms. Larson and expressed her gratitude for the hard work of the Committee. For planning purposes, she inquired about the number of school-aged children expected. She inquired if the Committee worked alongside the Greater Peninsula Work Force Development Board in an effort to assist individuals with earning higher wages in the future.

Ms. Vinroot replied not at this point. She emphasized that the Committee was focused on housing options; however, under Social Services the answer was yes, as it tried to support individual efforts in obtaining career opportunities.

Ms. Zeidler stressed the importance of working in partnership with other organizations.

General discussion ensued regarding this matter.

Ms. Sadler inquired if areas in the County were considered for future affordable housing.

Ms. Vinroot replied not at this time.

Ms. Jennifer Andrews-Weckerly, Task Force Member, referenced the issue of mobile home parks and preserving or rehabilitating what currently exists. She discussed zoning in mobile home parks and noted some parks were not zoned residential; therefore, the residents did not have any protections. She remarked struggling area hotels and motels could be converted in an economical way in terms of keeping the present community character and density, as well as look at structures currently in place. She commented this was a regional initiative and referenced a Regional Resource Center to have as a central navigator which would respond

with various available resources.

Mr. Porter stated historically mobile home parks were a temporary use. He referenced Country Village Mobile Home Park and stated that at one time it tried to become a mobile home subdivision. He commented he was not aware of what became of that particular instance but felt it was an excellent idea.

Mr. Icenhour stated he agreed with Mr. McGlennon that it was all about priorities. He referenced an instance of a mobile home park on Jolly Pond Road that had failing septic systems. He noted the Board was faced with either shutting it down or bringing the sewer in outside the Primary Service Area. He discussed details of this past mobile home park situation and the importance of having priorities in place. He remarked to keep in mind what can and cannot be accomplished, keep it realistic, consider density and higher costs of operating the County without comparable revenues. He commented the focus had to be predominately on rentals and remarked that commuting to other localities for employment was a reality one might not be able to overcome.

Mr. Jack Haldeman, Planning Commission Representative, referenced commuting and stated 19,000 individuals commute from the County to work elsewhere and 19,000 individuals live elsewhere and commute to James City County. He further discussed the statistics on commuting for employment in the area as well as multi-family housing units built over the last three years.

Ms. Larson expressed her gratitude for the work and engagement of the Committee. She stated Mr. Haldeman told her the County had affordable housing but had an economic development problem and considered that an issue to continue to address. She briefly discussed commuting for employment and perceived it as an affordability issue. She stated she was interested in how other communities handled this issue. She briefly discussed previously residing in North Carolina in a multi-cost neighborhood where various priced homes were located within the same development.

General discussion ensued regarding this item.

3. Eastern Virginia Regional Industrial Facility Authority

Ms. Amy Jordan, Director of Economic Development, introduced Mr. Robert McKenna, Director of Virginia Peninsula Chamber of Commerce, Mr. Steven Meade and Mr. Todd Lynn, both attorneys from the law firm Patten, Wornom, Hatten & Diamonstein.

Mr. Meade stated their intention was to update the Board on the progress of the Eastern Virginia Regional Industrial Facility Authority (RIFA). He and Ms. Jordan gave an overview of a PowerPoint presentation included in the Agenda Packet.

Mr. McGlennon inquired about the number of votes reserved for a locality.

Mr. Hipple inquired about the Member Locality appointments.

General discussion ensued regarding this item. Discussion encompassed project Participation Agreements, RIFA within jurisdiction Participation Agreement, investing and sharing of revenue between localities, jurisdictions using RIFA to finance things in other localities, jurisdiction project bartering, membership fees and general operational dues.

Mr. McGlennon inquired about other entities presently functioning in the Commonwealth.

Mr. Lynn briefly reviewed this area of discussion.

General discussion ensued regarding this subject.

Mr. Icenhour referenced funding as deadlines approach and inquired where the money comes from to do background research work and preparation.

Ms. Jordan stated that Patten, Wornom, Hatten & Diamonstein were brought on board by each of the seven localities providing \$2,500 along with a match from GO Virginia funding.

General discussion ensued regarding this line of conversation as well as participation from neighboring localities to possibly join the RIFA.

Ms. Jordan emphasized every locality, no matter the size of the locality, got the same vote and stressed it was not done on a per capita basis.

Mr. Hipple referenced the six existing localities and inquired if they were all the same as when they started and the depth of leadership.

Mr. Lynn replied there was information on three of the localities and they were operating with exiting staff at some level. He discussed the strength of the program when other regions of GO Virginia were brought into the program and cited Gloucester as an example.

Ms. Jordan stated the next step was to bring the Ordinance and Agreement before the Board of Supervisors October 9, 2018 meeting, in order to meet the timeframe set for the GO Virginia funding.

Mr. Porter instructed the Board that if any further questions arose send them to Ms. Jordan before the next meeting.

D. CLOSED SESSION

A motion to Enter a Closed Session was made by James Icenhour Jr, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 5:55 p.m., the Board entered Closed Session.

At approximately 6:09 p.m., the Board re-entered Open Session.

1. Certification of Closed Session

A motion to Certify the Closed Session was made by John McGlennon, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

2. Appointment of Clean County Commissioners

A motion to Appoint Individuals to Boards and Commissions was made by John McGlennon, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

The Board recommended appointment of Ms. Emma Zahren-Newman for a term to expire on September 25, 2021.

3. Appointment to Williamsburg Area Arts Commission

A motion to Appoint Individuals to Boards and Commissions was made by John McGlennon, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

The Board recommended appointment of Ms. Virginia Fisher for a term to expire on June 30, 2020.

4. Appointment to Social Services Advisory Board

A motion to Appoint Individuals to Boards and Commissions was made by John McGlennon, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

The Board recommended reappointment of Ms. Karla Sprouse for a term to expire on September 30, 2021.

The Board recommended appointment of Mr. Josh Moore for a term to expire on September 30, 2021.

5. Appointment to Peninsula Agency on Aging Board

A motion to Appoint Individuals to Boards and Commissions was made by John McGlennon, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

The Board recommended reappointment of Mr. Ted Juraschek for a term to expire on September 30, 2021.

6. Appointments to the Chesapeake Bay Board and Wetlands Board

Postponed

7. Appointments to the Board of Adjustments and Appeals

A motion to Appoint Individuals to Boards and Commissions was made by John McGlennon, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

The Board recommended reappointment of Mr. John Ozmore for a term to expire on September 30, 2023.

The Board recommended reappointment of Mr. Jeremy Findley for a term to expire on September 30, 2023.

Mr. McGlennon requested an Initiating Resolution be brought before the Board with the purpose of having proposed an Ordinance amendment to provide for buffering of watersheds in cases of storage of chemicals or gasoline and other substances that could potentially contaminate water supply.

Ms. Larson stated that at the next Board of Supervisors meeting Mr. Scott Stevens would be the new County Administrator. She noted that Mr. Porter did not wish to have a Resolution or Proclamation in his honor. She stated the community had greatly benefited from his experience and professional leadership and expressed the gratitude of the Board.

Mr. Porter replied it had been an honor and a privilege to serve as the Interim County Administrator.

E. ADJOURNMENT

1. Adjourn until 5 p.m., on October 9, 2018, for the Regular Meeting

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

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 6:12 p.m., Ms. Larson adjourned the Board of Supervisors.


Deputy Clerk