

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
WORK SESSION
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
January 22, 2019
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

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

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney

ADOPTED

FEB 12 2019

Board of Supervisors
James City County, VA

C. BOARD DISCUSSIONS

Mr. Icenhour noted there were several Public Hearings rescheduled from the January 8, 2019 meeting that would be presented.

1. Public Hearing - Case No. Special Use Permit (SUP)-18-0026. 6096 Centerville Road Detached Accessory Apartment

A motion to Approve was made by Michael Hipple, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. Alex Baruch, Planner, addressed the Board regarding a detached accessory apartment located at 6096 Centerville Road. He cited the details of the SUP and noted staff recommended Board approval.

Mr. Icenhour welcomed Mr. Heath Richardson, Chair, Planning Commission, to the Board.

Mr. Richardson cited the Planning Commission's voting history on the SUP and recommended the Board's approval.

Mr. Icenhour opened the Public Hearing.

As there were no speakers, Mr. Icenhour closed the Public Hearing.

Mr. Icenhour asked the Board for questions.

Mr. McGlennon asked Mr. Baruch about the property and residency.

Mr. Baruch noted the property was vacant, but the applicants were planning to build a home

with the detached accessory apartment.

2. Public Hearing - Case No. SUP-18-0029. 7206 Merrimac Trail Rental of Rooms Renewal

A motion to Approve 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

Ms. Terry Costello, Deputy Zoning Administrator, addressed the Board regarding the room rental renewal at 7206 Merrimac Trail. She noted staff recommended the Board's approval.

Mr. McGlennon inquired about the restrictive covenant on the property.

Ms. Costello noted it prohibited commercial activity in the neighborhood.

Mr. Richardson cited the Planning Commission's voting history on the SUP and recommended the Board's approval.

Mr. McGlennon inquired if anyone had comments or objections on the proposal.

Mr. Richardson stated no.

Ms. Larson thanked Mr. Richardson for his attendance at the meeting.

Mr. Icenhour opened the Public Hearing.

1. Ms. Shelby Dillon, the applicant, addressed the Board with statistics on the occupancy rate of the property.

As there were no additional speakers, Mr. Icenhour closed the Public Hearing.

3. FY 2018 Financial Audit Presentation

Ms. Sue Mellen, Director, Financial and Management Services (FMS), addressed the Board and introduced Ms. Leslie Roberts, the County's partner with Brown Edwards and Associates. She noted Ms. Roberts would present the FY 2018 financial report.

Ms. Roberts addressed the Board with the highlights of the audit.

Ms. Mellen acknowledged the time and effort of Ms. Sharon Day, Assistant Director, FMS and Ms. Stephanie Lahr, FMS staff, on the school budget work.

Mr. Hipple thanked Ms. Mellen and her staff for their work. He also requested a letter be sent from the Board to the School Board and the Superintendent of Schools addressing the delay of the school budget materials for the audit.

Mr. Icenhour acknowledged the request and noted he would work with the County Administrator on the letter.

Mr. McGlennon also thanked Ms. Mellen and the FMS staff. He also thanked Ms. Roberts for the audit work.

Ms. Mellen noted it was a true team effort from everyone.

Ms. Larson thanked Ms. Mellen for her due diligence and addressing issues. She also thanked the FMS staff for the time, including weekend time, that they provided to the audit. Ms. Larson noted the County's financial stability was paramount and applauded Ms. Mellen for her leadership. She further noted the School's awareness of working closely with FMS to ensure there would be no repeat of a delay in the future.

Ms. Sadler thanked Ms. Mellen and FMS staff for their hard work and time.

4. Public Hearing - FY2020 Pre Budget

Ms. Mellen noted this was a re-scheduled Public Hearing that allowed citizens to voice thoughts on the upcoming budget process. She noted that no action was required this evening and that a presentation would be forthcoming during the Work Session portion of the meeting.

Mr. Icenhour opened the Public Hearing.

1. Ms. Judy Fuss, 3509 Hunter's Ridge, addressed the Board about PDR and her appreciation for the Board's support of PDR and Greenspace programs. She strongly supported reactivation of these programs and staffing needs. Ms. Fuss also requested continued funding the neighborhood stormwater matching grant programs that assisted homeowners associations. She acknowledged staff's input and assistance with stormwater issues in neighborhoods.

As there were no additional speakers, Mr. Icenhour closed the Public Hearing.

Mr. Icenhour noted the Board would recess to the Work Session Room for a continuance of the remaining Board items.

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

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

Ayes: Hipple, Larson, Sadler, McGlennon, Icenhour

At approximately 4:32 p.m., the Board of Supervisors recessed to the Work Session Room.

At approximately 4:37 p.m., the Board reconvened with a Roll Call by Mr. Stevens.

5. Pre-Budget Work Session Discussion

Ms. Mellen addressed the Board with a pre-budget discussion in a PowerPoint presentation. She presented a financial update and budget cycle timeline and highlighted revenues from various areas including sales tax and the capture of data of internet sales. Ms. Mellen noted the government shutdown and its impact on County residents who are federal employees in relation to consumer-driven revenues.

Discussion ensued.

6. Workforce Housing Task Force Update

Ms. Jeanne Zeidler, co-chair of the Workforce Housing Task Force, addressed the Board. She introduced Ms. Lisa Sturtevant, consultant, and presented an update on the Task Force findings and draft report. Ms. Zeidler highlighted the timeline and priorities of the Task Force in a PowerPoint presentation. She thanked the Board for both staff and consultant resources it

provided to the Task Force as well as the Board's guidance and leadership in moving forward on the recommendations.

Ms. Kim Orthner, Workforce Housing Task Force member, continued the PowerPoint presentation with a definition of "workforce housing". She highlighted the needs of housing based on the adoption of the 2035 Strategic Plan.

Discussion ensued.

7. Curbside Recycling Project Agreement

A motion to Approve 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

Ms. Grace Boone, Director, General Services, addressed the Board regarding recycling. She introduced the new curbside recycling agreement and highlighted details of the agreement with a PowerPoint presentation. She noted Mr. Stephen Geissler, Executive Director of Virginia Peninsulas Public Service Authority, was in attendance.

Discussion ensued on administrative costs and billing.

D. BOARD REQUESTS AND DIRECTIVES

None.

E. CLOSED SESSION

A motion to Enter a 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

At approximately 5:52 p.m., the Board of Supervisors entered a Closed Session.

At approximately 6:19 p.m., the Board of Supervisors re-entered Open Session.

1. Certification

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. Discussion or consideration of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Section 2.2-3711(A)(3) of the Code of Virginia

F. ADJOURNMENT

1. Adjourn until 10 a.m. on January 31, 2019, for the VACo Government Day at the State

Capitol

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

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

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

At approximately 6:30 p.m., Mr. Icenhour adjourned the Board of Supervisors.

A handwritten signature in cursive script that reads "Teresa J. Fellows". The signature is written in black ink and is positioned above the printed name and title.

Deputy Clerk