

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
BUSINESS MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
April 27, 2021
1:00 PM

A. CALL TO ORDER

B. ROLL CALL

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

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

Mr. Hipple noted he had received a request from the County Administrator to add a presentation to the Agenda entitled Owens-Illinois Glass for Good Program. He asked for a motion to amend the Agenda to add this item.

A motion to Amend the Agenda 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

C. PRESENTATION

1. Capital to Capital Trail Fitness Equipment Recognition

Mr. Alex Holloway, Operations Manager for Parks and Recreation Department, addressed the Board noting the receipt of three outdoor multi-gym fitness stations from Mr. Steve Rose, founder of Eco Discovery Park and owner of Spoke & Art Provisions Company. Mr. Holloway noted the recent installation of the equipment and showed citizen usage in a PowerPoint presentation. He further noted the three fitness equipment locations were the Virginia Capital Trail Trailhead in the County across from the Jamestown Settlement at 2070 Jamestown Road, the Greensprings Interpretive Trail Trailhead Parking Lot at 3751 John Tyler Highway, and on the Virginia Capital Trail across from Spoke & Art Provisions, Co. at 3449 John Tyler Highway. Mr. Holloway continued the PowerPoint presentation with a photo of Supervisor Ruth Larson, Ms. Cat Anthony, Executive Director of the Virginia Capital Trail Foundation, and Mr. Rose.

Mr. Rose addressed the Board noting the non-profit Eco Discovery Park had \$35,000 remaining in an account and this equipment was representative of the Park's mission to have people outside learning about nature. He noted this equipment added to the Capital Trail amenities in the County, adding he had spoken with Mr. John Carnifax, Interim Assistant County Administrator. He further noted the County provided the space and his group provided the equipment, which now installed will be monitored by the County. Mr. Rose thanked the County for the partnership on this project.

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James City County, VA

Ms. Larson noted the equipment was great. She further noted the equipment near Jamestown High School was flat which facilitated users with mobility issues. Ms. Larson thanked Mr. Rose for the equipment and his commitment to business in the area, adding he had installed the 24-hour bathroom facility at his own expense on the trail near Spoke & Art Provisions. She noted this was advantageous for cyclists and tourism.

2. Greater Williamsburg Trauma Informed Community Network Resilience Week Proclamation

Ms. Rebecca Vinroot, Director of Social Services, addressed the Board noting she was also the Chair of the Greater Williamsburg Trauma Informed Community Network (TICN). She noted TICN formed in 2019 from private non-profits and public family-serving agencies in partnership with the goal to support a more trauma aware and resilient and compassionate community. Ms. Vinroot noted the trials of the past year and the resiliency of the community, adding this served as a celebration to that resiliency. She further noted various activities were planned for this year's celebration. Ms. Vinroot noted she had several County staff present who had been assisting with the celebration including Ms. Barbara Watson, Assistant Director of Social Services, Major Tony Dallman of James City County Police Department, and Ms. Latara Rouse, Communications Manager for the County. Ms. Vinroot further noted some events were virtual and the celebration would begin on Monday, May 3, 2021 with Dr. Janice Underwood, the Chief Diversity, Equity, and Inclusion Officer for the Honorable Governor Ralph Northam, speaking. She noted the Williamsburg Regional Library and Parks and Recreation Department were also involved with activities and educational opportunities. Ms. Vinroot noted TICN had a website which is sponsored by United Way of Virginia Peninsula as well as a Facebook page with a schedule of events.

Mr. Hipple read the Proclamation noting May 2-8, 2021 as Resilience Week in James City County. He thanked the group for their work.

3. Owens-Illinois Glass for Good Program

Ms. Kate Sipes, Assistant Director of Economic Development, addressed the Board referencing a past visit to the Toano manufacturing facility of Owens-Illinois. She noted the topic of glass recycling had been discussed at that time and over the past year, Economic Development had been working with Owens-Illinois on that point. Ms. Sipes further noted County coordination with General Services Director Grace Boone and Solid Waste Superintendent Jim Hill on glass recycling. Ms. Sipes noted the opportunity to improve glass recycling collection in the community, which will then be used for new glass bottles. She further noted Ms. Elizabeth Hupp, Community Relations Specialist from corporate Owens-Illinois in Ohio, and Mr. Sammy Holaschutz, Recycling Systems Development Leader from Texas, had joined the meeting virtually for the program presentation.

Ms. Hupp noted the presentation would focus on the Glass for Good Program. She gave a brief history of Owens-Illinois (O-I), one of the leading producers of glass bottles and jars around the world. She noted the program directly benefits the community by generating charitable donations for recycled glass. She further noted this program reflected O-I's sustainability mission and highlighted the process in the PowerPoint presentation.

Mr. Holaschutz noted the steps included: glass collection at designated County sites, County transfer to the O-I bunker in Toano where it is weighed and the weight is converted to a donation amount, which will benefit and socially impact the County. He further noted the bunker stored glass is cleaned and processed and recycled into new glass containers for regional consumers in the area. He noted the sustainability goals in the presentation, adding the program creates a positive impact for both residents and the community through community

resource, education, collaboration, economic impact, circularity, and a sustainable partnership.

Ms. Hupp continued the PowerPoint presentation noting the charitable contribution and social sustainability aspect of the program. She noted with the Glass for Good Program, O-I had contacted the United Way of the Virginia Peninsula. She further noted O-I's association with United Way and the benefits of this program to the local area. Ms. Hupp noted future analysis of the funding and monitoring the best use with United Way's partnerships. She further noted these points assisted O-I in determining the success of the program. Ms. Hupp continued the PowerPoint presentation highlighting other elements of the social impact and engagement process which included: investment, branding, messaging, and community engagement.

Mr. Holaschutz noted several key points of the pilot program included a \$30,000 grant for site equipment and impact reporting and visibility to the community. He further noted Ms. Sipes and County staff had been great to work with on the project, adding their level of dedication and commitment to the residents and the community. Mr. Holaschutz noted contact information was provided in the PowerPoint if anyone had questions for Ms. Hupp or himself.

Mr. Hipple thanked Ms. Hupp and Mr. Holaschutz. He asked the Board for any questions.

Ms. Sadler noted she had toured the O-I plant on Manufacturing Day. She further noted the initiative on glass recycling and this program. Ms. Sadler thanked both O-I representatives.

Mr. McGlennon thanked the team for their commitment to recycling and exploring new opportunities.

Ms. Larson noted her appreciation of the recycling program. She further noted addressing some logistical aspects and engaging citizens to become active in the program on a County level.

Mr. Stevens noted Economic Development and General Services had been working with O-I for a while. He further noted his appreciation of O-I's commitment to the program, adding the County will work with O-I to develop a marketing campaign. Mr. Stevens noted additional points for future discussion regarding the program.

Mr. Hipple thanked Owens-Illinois for its commitment to the community and this program. He thanked Ms. Sipes for her work on this project.

4. Briefing on the Engage 2045 Comprehensive Plan Update Process

Ms. Tammy Rosario, Assistant Director of Community Development and Planning, addressed the Board noting she was joined by Ms. Ellen Cook, Principal Planner, and Mr. Vlad Gavrilovic, Principal with EPR P.C., Mr. Jack Haldeman, Chair of the Planning Commission and Planning Commission Working Group (PCWG), and via remote participation, Ms. Lee Ann King, Director at Clarion and Associates, for the update. Ms. Rosario highlighted key points from the Community Participation Team and the PCWG in a PowerPoint presentation that included a summary of Round 3 public engagement, draft Land Use chapter materials, and the Introductory chapter. She continued the PowerPoint presentation noting a link to the full report was included in the Board's Agenda Packet. Ms. Rosario noted Mr. Gavrilovic would address two particular updates in the Land Use chapter.

Mr. Gavrilovic addressed the Board noting he was a member of the consultant team. He noted a consistent point from public input was citizen concern for protection of the County's valued open space resources. He further noted background research was included in the Agenda Packet, adding a new strategy within the Primary Service Area (PSA), Land Use (LU) 7,

which addresses Open Space Preservation. Mr. Gavrilovic noted alignment of these lands with federal and state criteria for funding. He further noted focus on the preservation and protection of the County's rural lands, which was also included in the Agenda Packet. Mr. Gavrilovic noted this section addressed preservation of lands outside the PSA and refinement of LU 6.

Ms. Cook continued the PowerPoint presentation highlighting two other Land Use revisions which included information from the Joint Base Langley-Eustis Joint Land Use Study and Short-term rentals. She noted other Goals, Strategies, and Actions as highlighted in the presentation included solar and wind energy Ordinances and others. Ms. Cook further noted Land Use designation descriptions and applications in the PowerPoint presentation. She noted the Land Use applications, which included property owner initiated, County initiated, and PCWG initiated, and the respective breakdown for each group. Ms. Cook noted staff requested the Board's review of the applications by May 17, 2021, for discussion at the May 25, 2021, joint work session. She further noted the Introduction Chapter was being reviewed by the CPT and PCWG to incorporate feedback. Ms. Cook noted the upcoming schedule regarding revisions to the Comprehensive Plan.

Mr. McGlennon asked about the process for land use proposals which the PCWG initiated and then later denied.

Ms. Cook noted the total number of applications would still move forward to the joint work session for the Board to consider. She further noted the applications would also be reviewed by the Board and the Planning Commission at their respective Public Hearings.

Mr. Icenhour noted he had reviewed the applications and five or six of those concerned him. He further noted Board members reviewing the applications over the next month prior to the work session, adding that would assist staff. Mr. Icenhour noted the extensive work put into the documentation.

Ms. Sadler asked if an easier review of the applications could be available.

Mr. Paul Holt, Director of Community Development and Planning, confirmed yes. He noted staff's availability for discussion or additional information to assist the Board in application reviews prior to the May 25, 2021, work session. He further noted Board consensus on top issues was helpful also.

Ms. Sadler thanked Mr. Holt and staff for their assistance.

Mr. Icenhour asked if a working document such as the budget document would be available at the May work session or if that would be available later.

Mr. Holt noted later as the PCWG still had several more meetings. He further noted the PCWG had provided substantive input and thanked them for their time. Mr. Holt noted the Land Use chapter was still being revised, but the majority of chapters already had their revisions incorporated to date.

Mr. Icenhour noted the preservation of rural lands. He further noted the Economic Opportunity (EO) zone should be within the PSA and that be specified within the Comprehensive Plan.

Mr. McGlennon noted he would like discussion with the PCWG about the EO zone. He further noted discussing if the EO zone provided things which were unavailable in different zoning categories. He thanked everyone involved in the work on the Comprehensive Plan. Mr. McGlennon noted several contradictions he had read in the Land Use cases included broad support for more affordable housing, but not much interest in providing the mechanism to

achieve it and the public's approach to no expansion to the PSA. He further noted addressing these points.

Ms. Larson noted the depth of detail and the conversation points discussed. She further noted some contradictory points also, adding she was looking forward to the May discussion.

Mr. Hipple thanked everyone for the hard work and the volume of information provided. He noted the PSA near Croaker and the expense to install water and sewer there. He further noted possibly removing that stretch from the PSA and retain the section that runs along Interstate 64. Mr. Hipple noted short-term rentals as another point of discussion for staff.

Mr. Holt noted the May 17, 2021 deadline for Board feedback would give staff time to incorporate revisions.

Mr. Hipple noted the need for affordable housing and its concentration within the PSA. He further noted tighter and taller might have to be an option to accommodate that point.

D. BOARD DISCUSSIONS

1. P&R Master Plan Updates

Mr. Alister Perkinson, Parks Administrator, addressed the Board noting the progress on several parks' master plan updates. He noted the Parks and Recreation Department had a goal to update all of its parks' master plans every 10 years using a template similar to the Shaping Our Shores Master Plan. He further noted two to three parks were updated annually with this year's parks including Upper County Park, James City County Recreation Center Park, and the Warhill Sports Complex. Mr. Perkinson noted an interdepartmental team had been assembled to review the many aspects of the plan. He further noted identification of amenities and community needs for each park. Mr. Perkinson noted Upper County Park, one of the County's oldest parks, would be featured first in the PowerPoint presentation. He further noted use of the Parks and Recreation Master Plan to identify needs for that part of the County. Mr. Perkinson listed the amenities at Upper County Park. He noted the committee's recommendations included covering or enclosing the outdoor swimming pool for year-round use, replacement of the toddler pool with a splash pad, a half mile paved, multiuse trail, a community gymnasium with indoor courts and a fitness area, potentially another court for either tennis or pickleball, fenced off-leash dog area, archery area, a Parks and Recreation maintenance storage area, and increased parking. Mr. Perkinson asked if the Board would like to discuss each park or wait until the end of the presentation.

Mr. Hipple noted park by park for discussion.

Ms. Larson asked if the swimming pool cover included heating and air with climate control.

Mr. Perkinson noted one of the swim groups that used the facility had asked about the cover, referencing the bubble cover at Eastern State Hospital, or a permanent structure built over the pool. He further noted the cover had not been discussed in more depth, but added climate control would be needed.

Ms. Larson asked why the Upper County Park, and not Chickahominy Riverfront Park, had been considered.

Mr. Perkinson noted this pool was a 25-meter pool. He further noted the odd shape of Chickahominy's pool, adding swim lanes or lap lines could not be used there.

Ms. Larson asked about the pool depth. She noted there was no diving at the Recreation Center pool.

Mr. Perkinson noted diving would be allowed as it had a 10-foot deep end.

Ms. Larson noted she was not fond of bubble covers. She further noted the need for air quality controllers, adding storm damage was also an issue with covers.

Mr. McGlennon asked if there were future plans for covered pools. He noted a park with a pool for the Grove area.

Mr. Perkinson noted that was a point of consideration for that plan.

Mr. McGlennon asked what the primary activities were that people pursued during the off-season.

Mr. Perkinson noted primarily playground use. He further noted the mountain bike trails and the primitive camping were used during the winter season.

Mr. Hipple asked about a private partnership with a swim club for the pool enclosure.

Mr. Perkinson confirmed yes. He noted the next park was the James City County Recreation Center Park. He noted the main point here was the land parcel that had housed a former James City Service Authority (JCSA) water tower. He further noted development of that parcel and the remaining park areas surrounding the Center. Mr. Perkinson noted the amenities of the property, adding the committee was interested in closing Ashbury Road to connect the parcels for improved walkability. He further noted in the former JCSA area, the incorporation of a skateboard park, a picnic shelter, an off-leash area, and other amenities. Mr. Perkinson noted with the addition of this off-leash area, the County would have several throughout its parks. He further noted restroom and concession facilities were incorporated to serve the ballfields.

Mr. Icenhour asked if the off-leash areas were fenced.

Mr. Perkinson confirmed yes.

Mr. Icenhour noted the off-leash area at Jamestown Beach Event Park was not originally slated to be fenced.

Mr. Perkinson noted the area had been a test site. He further noted overwhelming support of a fenced off-leash area.

Mr. Icenhour asked if the Jamestown Beach Event Park off-leash area was now fenced.

Mr. Perkinson noted no.

Ms. Sadler asked if the off-leash areas were widely used.

Mr. Perkinson noted Parks and Recreation had only one area, which they partnered with the City of Williamsburg for the dog park at Waller Mill Park. He further noted it was well used. Mr. Perkinson noted the off-leash area at Jamestown Beach Event Park was used daily, but not heavily.

Mr. Icenhour noted the heavy use at Waller Mill Park. He further noted many County residents would like to have a similar facility in James City County. Mr. Icenhour noted having

a dog area at Freedom Park where tree cover and shading were available, adding he doubted much summer use without shading at the Recreation Center Park.

Mr. Perkinson noted that point had been discussed. He further noted a forested area on the map in the PowerPoint presentation. He noted the lack of shade had been a major feedback point for Jamestown Beach Event Park.

Mr. Hipple noted the number of people walking dogs at Freedom Park.

Mr. Perkinson noted the next park was the Warhill Sports Complex, which had its master plan updated in 2016. He further noted additional features since 2016 included a private indoor pool facility and the Williamsburg Community Garden. Mr. Perkinson noted removal of a proposed fifth baseball field and expanded parking for that section. He further noted the reconfiguration to the softball area across from the baseball fields. Mr. Perkins noted the use of synthetic turf and having the fields be multi-purpose. He further noted 23 sports organization partnerships in which the County has facility use agreements, adding feedback from these groups had been incorporated into the changes. Mr. Perkinson noted the reduction from 10 multiuse fields to four to ease traffic flow, removal of a proposed indoor sports facility, removal of the BMX park, and removal of the running center on the PowerPoint map.

Ms. Sadler asked if the indoor facility was the one at the Warhill Indoor Sports Complex.

Mr. Perkinson stated no, it was a separate facility. He continued the PowerPoint presentation highlighting various areas of change.

Mr. McGlennon asked the current status of the master plan.

Mr. Perkinson noted two public input meetings would be held with the Parks and Recreation committee. He further noted people would fill out a survey for the committee to gather feedback as well as meetings with community partners and JCSA regarding the water tower parcel. Mr. Perkinson noted the Parks and Recreation Advisory Commission and the Planning Commission would review the plans prior to the Board's review in the fall.

Ms. Sadler asked if the dog park at the Recreation Center was open to the public or only to members of the Recreation Center.

Mr. Perkinson noted it was open to the community.

Mr. Icenhour noted a membership fee per dog and a parking fee at the Waller Mill dog park.

Mr. McGlennon asked about the process. He inquired if after review and endorsement of the master plan by the various committees and the public, would this become a Capital Improvements Plan (CIP) request.

Mr. Perkinson confirmed yes using a prioritization ranking with the other Parks and Recreation CIP requests.

Ms. Sadler asked about the timeline.

Mr. Perkinson noted hopefully September to present it to the Board.

Ms. Sadler asked when the projects would begin.

Mr. Perkinson noted it would then be part of the CIP process, adding that would be several years out due to annual adjustments.

Ms. Larson asked for clarification on Area H on the map. She asked if the pickleball courts would go where existing basketball courts were located.

Mr. Perkinson replied no, adding that area was adjacent to the existing basketball courts. He noted the basketball courts would remain.

Ms. Larson noted the removal of fields. She asked if a field problem already existed.

Mr. Perkinson noted public feedback addressed the number of lighted fields. He further noted the option for lighted fields at the area schools, adding it was a balance of the indoor and outdoor needs.

Ms. Larson noted the baseball feedback, but asked if softball groups had been included.

Mr. Perkinson confirmed yes. He noted the growing number of senior softball leagues and the use of fields in the City of Williamsburg and James City County.

Ms. Larson noted the lack of priority for softball fields. She further noted the large majority of softball players in the community currently were young women. Ms. Larson noted she wanted that to be a priority. She further noted concerns regarding lighting fields and the plan going forward.

Mr. Perkinson noted the additional fields in area F on the map would be lighted.

Mr. McGlennon noted the earlier reference to the pressure for indoor space and asked if that included basketball and volleyball courts.

Mr. Perkinson confirmed yes. He noted indoor space was a particular issue during the pandemic.

Mr. McGlennon asked if there were other areas besides the building at Upper County Park to address that issue.

Mr. Perkinson noted that area was the only one on the master plan. He further noted shared spaces with school auxiliary gymnasiums, Recreation Center, and the Abram Frink, Jr. Community Center.

Ms. Sadler noted softball courts instead of pickleball courts around the County. She further noted seeing what neighborhoods had their own pickleball courts and the utilization versus County facilities.

Ms. Larson asked if the indoor space demand had been met prior to the pandemic. She asked if groups were turned down due to the demand, and if so, how indoor space would be impacted.

Mr. Hipple noted incorporating a softball field. He asked Mr. Perkinson to look into that point.

Mr. Perkinson confirmed yes.

The Board thanked Mr. Perkinson for the presentation.

2. FY2021 Financial Update/FY2022 Budget Work session

Ms. Sharon Day, Director of Financial and Management Services (FMS), addressed the Board with a third quarter budget update covering July 2020 through March 31, 2021. She noted the General Fund (County's operating fund) Revenue in a PowerPoint presentation. She further noted the categories for revenue which included general property taxes, fees, and such, adding overall tax collections were approximately \$1 million below last year's total. Ms. Day noted that amount reflected less than a 1% decrease and revenues were continuing to improve with time. She further noted the decline in revenue for charges for services was with Parks and Recreation programs due to the COVID-19 impact. Ms. Day noted the Parks and Recreation revenue decline offset the expenditure side. She continued the PowerPoint presentation highlighting the excise taxes which focused on tourism-related revenues which included local sales taxes, Historic Triangle 1% Sales Tax, Lodging Tax, and Meals Tax. Ms. Day noted the County was trending better than budget in three of the four areas. She further noted these revenues were collected in arrears so the impact to these revenues was not seen until April or May of 2020. Ms. Day noted a cautiously optimistic view of the current fiscal year's final quarter due to vaccination data and the ease of certain restrictions within the state. She continued the PowerPoint presentation highlighting the General Fund Spending with departmental breakdowns. Ms. Day noted the School Division received approximately 54%, followed by payroll at approximately 27%, with the balance divided between County departments, CIP projects, and debt service obligations. She continued the PowerPoint presentation noting departmental spending was below the 75% benchmark. Ms. Day noted FMS projects General Fund Spending and Revenue for Fiscal Year 2022. She further noted the projection showed an end-of-year total of \$4.5-\$5.5 million surplus, which the County was still trending in line with that projection without including any federal COVID-19 money. Ms. Day noted this amount was exclusive of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, American Rescue Plan, as well as any funds from the School Division when it returned any year-end surplus. She further noted the first half of the current fiscal year had operated under restrictions put into place last spring, adding some internal restrictions began easing in January 2021. Ms. Day noted retaining current remaining restrictions at least until the end of this fiscal year, monitoring finances, and making adjustments as needed.

Ms. Larson noted she had heard there was a lack of labor, adding she had not spoken with Mr. Kevin Lembke, Busch Gardens Park President, to confirm that point. She further noted places to eat were unopen due to staffing shortages. Ms. Larson noted reviewing County businesses and labor, adding the Office of Economic Development might be able to assist also.

Mr. Stevens noted the trend was a nation-wide problem, particularly in the \$10-25 an hour wage area. He further noted an area restaurant was closing at 8 p.m. due to a staffing shortage. Mr. Stevens noted this was an issue that will probably take time to resolve.

Ms. Larson noted mention of tighter unemployment guidelines, adding she was unsure of the specifics on that point and monitoring no-shows in unemployment reports. She further noted getting more information on unemployment guidelines. Ms. Larson noted she was appreciative of the financial updates, adding business seemed steadier.

Ms. Sadler noted the \$14.8 million American Recovery money. She asked about allocation, use limitations, and other aspects of the plan.

Ms. Day noted that was the perfect segue to her next part of the presentation which addressed the CARES Act and American Rescue Plan. She further noted at the April 13, 2021 public hearing for the proposed budget, the Board requested an update on the COVID-19 federal funding. Ms. Day continued her PowerPoint presentation addressing the two sources of funding, adding Ms. Cheryl Cochet, Assistant Director of FMS would be assisting remotely with the presentation.

Ms. Cochet continued with the PowerPoint presentation addressing the CARES Act and

funding the County had received. She noted some history on the Act which established the \$150 billion Coronavirus Relief Fund to support state and local governments. Ms. Cochet further noted the funding breakdown based on populations greater and less than 500,000. She noted James City County received a total \$13.352 million allocation in two equal installments in June and August 2020. Ms. Cochet noted the first installment was obligated entirely in Fiscal Year (FY) 2020, with the second installment being spent over FY 2021 and FY 2022 for eligible expenditures. She further noted the United States (U.S.) Treasury Department had defined eligible expenditures as those necessary due to COVID-19, not included in an adopted budget prior to the pandemic, and incurred March 1, 2020 to December 31, 2021. Ms. Cochet continued the presentation highlighting the breakdown of County CARES Act spending through March 31, 2021, which equated to approximately \$9.6 million with approximately \$3.7 million remaining. She noted the following disbursements: approximately \$4.23 million for payroll; approximately \$2.28 million for health and safety measures; approximately \$1.87 million to distance learning; \$500,000 for business assistance in the form of the Virginia 30-Day Fund; \$330,000 to housing, food, and other support programs; \$255,000 for Personal Protective Equipment (PPE) that did not qualify for Federal Emergency Management Agency (FEMA) reimbursement; and \$190,000 for teleworking and remote communication costs. Ms. Cochet noted County staff had worked diligently to ensure direct expenditures were qualified for CARES Act funding, adding sub-recipients were also following the CARES Act requirements. She further noted additional CARES Act funding support to the County included over \$315,000 for the Municipal Utility Relief; over \$96,000 for the Housing and Urban Development (HUD) Housing Choice Voucher Assistance; over \$88,000 for a Broadband Expansion Program; and over \$69,000 toward the 2020 Election, specifically for virus protection.

Mr. Icenhour asked the timeline on the allocation of the remaining \$3.7 million.

Ms. Day noted the current deadline is December 31, 2021.

Mr. Icenhour asked if it was likely that amount would be used or given back.

Ms. Day confirmed every dollar would be used. She continued the PowerPoint presentation with the current information on the American Rescue Plan Act (ARPA). She noted some history on the Act, adding it is a \$1.9 trillion relief package providing \$65.1 billion of direct aid to counties of all sizes. Ms. Day further noted this point differed from CARES Act funding, which provided direct funding to counties meeting specific population criteria rather than less populated counties receiving their allotment from the state. She further noted preliminary estimates indicated Virginia counties in total would receive \$1.2 billion with allocations based on population. Ms. Day continued the presentation noting the County's estimate to be approximately \$14.8 million in two allocations. She noted the first payment would occur within 60 days of legislative enactment, in May, with the second distribution no earlier than 12 months after the first distribution or May 2022. Ms. Day further noted funds must be used to cover costs incurred by December 31, 2024, with that timeframe specific to the local allocation. She noted the PowerPoint presentation would address package allocations which were not coming directly to localities as well as the varying timeframe for that spending. Ms. Day noted four eligible categories for ARPA use were: 1) responding to the COVID-19 public health emergency or its negative economic impacts which included assistance to households, small businesses or nonprofit partners, or other affected industries such as tourism, travel, or hospitality; 2) providing premium pay to essential workers of local government; 3) providing government services to the extent of revenue reductions due to the public health emergency, which allowed for some revenue replacement relative to the revenues collected in the most recent full fiscal year prior to the emergency or FY 2019; and 4) making necessary investments in water, sewer, or broadband infrastructure. She further noted it was unclear if the County would be able to use the funds as it deemed or if the funding would be designated with a specific percentage going to revenue replacement or broadband. Ms. Day noted the current

thought was that the \$14.8 million could be used for any of the four categories. She further noted other provisions of ARPA in the presentation which were included in the overall \$1.9 trillion package. Ms. Day noted the specifics of those provisions included assistance to homeless children and youth and Title 1 allocation. She further noted a requirement to receive funding included the local agency posting its plan for safe return to in-person instruction and continuity of services on the agency's website. Ms. Day continued the presentation noting the other provisions included Capital Projects assistance, broadband reimbursement to elementary and secondary schools and libraries for eligible equipment, which includes hot spots, routers, modems, and such. She noted another category was paid sick and family leave, which now allowed state and local governments to qualify for those payroll tax credits. Ms. Day continued the presentation noting nutrition and enhancements to the Supplemental Nutrition Assistance Program (SNAP) program; child care and early childhood development and assistance for preschool grants and other areas; public health and vaccination funding; behavioral health for community mental health services; utility assistance for low-income households; rental assistance/housing; transportation services such as Williamsburg Area Transit Authority (WATA); economic development; and assistance to businesses and individuals, including the recovery rebate for 2021 taxes. Ms. Day noted this was a brief summary of the 800-page document, adding the timeline for these areas varies from several months to the December 31, 2024 timeframe. She further noted in terms of the ARPA implementation: awaiting guidance from the U.S. Treasury; anticipating an extensive process similar to the CARES Act process; expectation of detailed reporting, which she noted James City County was current on its information and specific pay information for the County to receive payment. Ms. Day continued the implementation expectations, which included: required certification and periodic reporting; local, state, and federal level audits; precautionary note for nonrecurring funding source to be used primarily for nonrecurring expenditures, which included avoidance of new program creations or add-ons to existing programs as that would require an ongoing financial commitment; replenishment of reserves to offset revenue declines should be prioritized; rebuild financial flexibility for fiscal resiliency. Ms. Day noted rating agencies would evaluate the County's use of these funds in formulating their credit opinion and how well the County did with its reserves. She further noted consideration of regional initiatives and potential partnerships with other entities to enhance community benefits such as schools, WATA, and other localities. Ms. Day recognized Ms. Cochet and her team for the successful audit of the County's CARES funds at the end of FY 2020. She thanked Mr. Stevens and the Board for guidance on the fund uses. Ms. Day noted the federal funding and the budget, adding the federal money was not co-mingled with the County's budget, specifically the operating budget. She further noted the federal funding was set aside in a separate grant fund for several reasons: enhanced transparency, tracking purposes, and no skew to year-end results. Ms. Day noted constant evaluation of all funding sources related to COVID-19 in addition to successfully obtaining grants, and monitoring FEMA's significant changes to regulations and eligible expenditures.

Mr. McGlennon noted release of the U.S. Treasury's guidelines and the County's identification of substandard housing units with use of the revolving loan fund. He further noted Virginia Department of Housing (VDH) funding and possible changes. Mr. McGlennon noted the use of CARES and ARPA funding to enhance the revolving loan fund and provide more affordable housing and asked if that would be a permissible use. He further noted the use of the funding for revenue loss in the hospitality and small business areas. Mr. McGlennon asked if funding could be used for someone in a temporary capacity to survey area businesses for what assistance they deemed most important to them.

Ms. Day confirmed yes. She noted Mr. Christopher Johnson, Director of Economic Development, had put in a 2022 budget request for such a position. She further noted utilization of grant funding versus local funding and based on current understanding, qualifies as an eligible expense. Ms. Day noted upon receipt of the Treasury's guidance, a similar process to the use of the CARES money would be used with establishing criteria and needs.

Mr. McGlennon noted Wi-Fi hot spots were another area for funding use.

Ms. Day confirmed yes.

Mr. McGlennon noted the use of funding toward CIP projects.

Ms. Day noted that had been a budget discussion point.

Mr. McGlennon asked about the use of funding for audit process assistance.

Ms. Day noted potentially yes, but added it was imperative that assistance was directly related and not co-mingled with other departmental duties.

Mr. Hipple noted a recent Hampton Roads Military and Federal Facilities Alliance (HRMFFA) meeting with the honorable Virginia Senators Tim Kaine and Mark Warner and broadband issues in the rural parts of the County. He further noted the recent announcement from Mayor Kenneth Cooper, City of Norfolk, about 5G coming through the city. Mr. Hipple noted he and Mr. Stevens had been in discussion on the funding and the possibility of 5G to the County. He further noted the 5G USA was required due to the proximity of the area military bases and their strict technology requirements. Mr. Hipple noted this would allow for multiple providers.

Ms. Larson noted her appreciation of the Virginia 30-Day Fund and the need to reach out to area businesses for support. She further noted she was unsure if an extra person was needed to contact businesses, but added she wanted to ensure businesses felt supported. Ms. Larson noted she was pleased to hear Mr. Hipple's comments on the technology infrastructure and the importance to citizens. She further noted the need for citizen accessibility to technology.

Mr. Hipple noted with the installation of the network, more vendors would be able to come into the area. He further noted this was an opportunity for more companies, adding with this technology there would be more antennas. Mr. Hipple noted the Board's role in leading the charge for the community regarding the antennas.

Ms. Larson confirmed yes. She noted some state communities were working with their respective power companies. She further noted the technology that Dominion Energy uses with antennas for outages. Ms. Larson asked Ms. Day if she knew the amount of funding the School Division would receive.

Ms. Day noted she had contacted the School Division's Chief Financial Officer, but had not received a response yet on an estimate of the funding amount and the timeframe for use.

Ms. Larson asked Ms. Day keep the Board updated as she received answers.

Ms. Day confirmed yes.

Mr. Hipple asked if the County's budget amount would change if the School Division could use those funds. He noted the possibility of continuing as in the past when the School Division returned unused funds back to the County.

Ms. Day noted the latter was a likely scenario. She further noted more details would be forthcoming and part of future discussion.

Ms. Sadler asked if any of the funding could be used to pay down County debt.

Ms. Day noted potentially as the revenue replacement component was a piece of the plan. She further noted formulating the use to offset revenue loss and specific restrictions to the use. Ms. Day noted whatever dollar amount is set aside for revenue replacement will go to undesignated fund balance and it could be used as the Board deemed fit.

Ms. Sadler asked Ms. Day to reiterate the revenue replacement in reference to 2019.

Ms. Day noted the pandemic started in FY 2020, so the guidance was to return to the previously completed fiscal year. She further noted FY 2019 was that year, which was July 1, 2018 through June 30, 2019. Ms. Day noted the FY 2019 numbers served as a basis for comparison to the revenue losses during the pandemic. She further noted a good example was the 2019 collection of the Meals Tax versus the 2020 collection with the difference in those numbers reflecting the loss of revenue. Ms. Day noted this funding would allow the County to make up for that difference.

Ms. Sadler noted the transportation element and WATA. She asked about specific areas for that funding like transportation to vaccination centers or any limitations applied.

Ms. Day noted WATA received its own allocation. She further noted WATA used CARES money due to revenue loss to continue providing services to the community without collecting fares. Ms. Day noted WATA also used the funds as COVID-related expenditures such as sanitation and PPE. Ms. Day continued her presentation noting a month had passed since the release of the FY 2022 proposed budget. She noted close monitoring on the revenue and expenditure sides with no significant changes to report. She further noted cautious optimism moving into the fourth quarter, adding that is the time the majority of excise taxes are collected.

Ms. Sadler noted the cigarette tax had been added to the proposed budget. She further noted approximately \$900,000 revenue from that tax.

Ms. Day confirmed yes.

Ms. Sadler noted the various fundings coming to the state and that certain restrictions would be in effect. She asked about the upcoming real estate assessments.

Ms. Day noted those assessments would be in FY 2023.

Ms. Sadler asked about the housing increase and a possible assessment increase.

Ms. Day noted the residential piece was tracking very well, with some concerns on commercial assessments particularly on gross receipts. She further noted the decline on the gross receipts due to COVID-19.

Ms. Sadler noted uncertain times and feedback on the cigarette tax regarding an impact on some local businesses such as convenience stores and possibly grocery stores. She further noted the movement of "auxiliary dollars" to other locations where cigarettes, gas, and other items can be purchased in a single stop. Ms. Sadler noted concern for potential impacts to local businesses in the midst of receipt of federal funding and prior to upcoming assessment changes. She further noted this tax was being implemented in the second year of the budget, which historically was not done and she expressed concern over the tax at this time. Ms. Sadler noted she would prefer to wait and see how the federal funding was applied before implementing the cigarette tax.

Mr. McGlennon noted evaluating if there was sufficient support to move forward on the tax. He further noted this had been a point in the legislative package for years requesting equalization of taxation authority with cities. Mr. McGlennon noted the limited federal funding

and the assessment rate. He further noted the use of revenues from this tax be used for health-related funding in the next two-year budget cycle.

Ms. Larson asked if the cigarette tax revenue was to go to capital projects.

Ms. Day confirmed yes.

Ms. Larson asked about the next step.

Mr. Stevens noted adoption of the budget at the May 11, 2021 meeting. He further noted a decision was not necessary at today's meeting, but very soon to have the correct Ordinances in place, in addition to the tax implementation by the Commissioner of the Revenue. Mr. Stevens noted the implementation process was significant in terms of stamps and other factors for the July 2021 implementation.

Ms. Sadler asked what date.

Mr. Stevens noted May 11, 2021. He further noted the budget would have that item and modification would be required with the tax elimination. Mr. Stevens noted adjustments would need to be made either to the fund balance or capital items. He further noted a plan could be developed to address scenarios.

Ms. Sadler asked if the remaining balance of CARES money would be applied to capital projects.

Ms. Day noted approximately \$3.7 million was the balance. She further noted the County would continue to use it through the end of the calendar year for primarily PPE and sanitation with any remaining amount to be used for the presumptive clause that allowed its use for public safety salaries and benefits.

Ms. Day noted those funds were budgeted as part of the General Fund and if CARES money was used for those costs, those are savings that roll into the unassigned fund balance.

Mr. Icenhour noted his support of Mr. McGlennon's comments to the General Assembly about equal taxing authority. He noted using the tax as an ongoing resource and its effect on homeowners and assessments. Mr. Icenhour further noted his support of dedicating some of the revenue to health issues. Mr. Icenhour noted comments during the Comprehensive Plan update of public support for Purchase of Development Rights (PDR) and open space, but noted the budget did not reflect any PDR funding. He further noted Board consideration of a nominal amount of \$100,000 set aside in the budget for open space after the Comprehensive Plan details are completed. Mr. Icenhour noted this would demonstrate a start to the process on which to build the program.

Mr. McGlennon noted \$1.25 million for matching funds to encourage open space and agricultural preservation programs.

Mr. Stevens noted approximately \$1.6 million was a line item designated for land available. He further noted that discussion could take place later with the Board.

Mr. Icenhour asked if that money was left over.

Mr. Stevens noted it was money put into the budget from prior years for CIP land acquisitions.

Mr. Icenhour asked if that was money from Senate Bill (SB) 942.

Ms. Day confirmed yes, that it was a portion of the sales tax money.

Mr. Icenhour noted a portion of the SB 942 money had been set aside prior to directly putting it into the capital fund.

Mr. Stevens noted a commitment to that money, adding it would be unavailable for use if the Board chooses to move forward on later recommendations. He further noted the remaining PDR money was several hundred thousand dollars, which was available for use. Mr. Stevens noted if the Board wanted to add \$100,000 to that amount, staff would work on that point.

Mr. Icenhour noted adding \$100,000 to the existing \$300,000 as a starting point. He further noted future projects and funding could then be evaluated based on the amount. Mr. Icenhour noted this point showed the public some direction for open space projects in the future.

Mr. Hipple noted prior discussion on hiring someone to set up the program with a defined direction. He further noted both staff and Board commitment to reducing the County's debt load. Mr. Hipple noted those savings were allowing for CIP projects to be completed without incurring additional debt. He further noted with the federal funding and potential School funds returned to the County, the possibility of the cigarette tax implementation could take place next year or the following. Mr. Hipple noted reviewing if that tax would be necessary after reviewing next year's numbers. He further noted without the extra federal funds, the tax may have been necessary. Mr. Hipple noted when CIP projects were self-funded, that was a cost saver for the citizens.

Ms. Sadler noted the point of reevaluating the tax in light of upcoming assessments.

Mr. Hipple noted that was true regarding assessments. He further noted possible additional revenue that could be used for PDR. Mr. Hipple noted the possibility of setting aside \$100,000 as a nest egg to build on for the future.

Ms. Larson noted she was in favor of the cigarette tax remaining in the budget. She further noted she was unsure about capital projects or the designation to which health organization the funding would go.

Mr. Icenhour noted establishing a marker for PDR and reviewing next year's assessments. He further noted if housing assessments went up and the tax rate could be dropped to maintain the revenue level, an option to citizens would be in lieu of dropping the tax rate by a penny, it would then go into the PDR fund. Mr. Icenhour noted citizens might appreciate that option.

Mr. Hipple noted that was a viable option.

Mr. Stevens asked if the Board wanted another \$100,000 to be added to the PDR.

Mr. Icenhour asked about the dollar amount, noting he was looking to get some dedicated funding.

Mr. Stevens noted the money would either be removed from one area or the use of fund balance. He further noted approximately \$5.8 million in the fund balance. He asked if she had another suggestion for how to get there

Ms. Day confirmed yes to that amount. She noted later in the agenda, discussion on a refunding opportunity with potential savings in the debt service payment. She further noted the savings were approximately \$106,000 to \$110,000 a year. Ms. Day noted that amount was appropriated in the 2022 budget, adding with refunding, \$100,000 less would be required for debt service payment. She further noted that amount could be reallocated to the PDR or open

space program.

Mr. McGlennon noted good job.

Mr. Stevens noted including that amount and having that as an offset to some contribution to the PDR program.

Mr. Hipple thanked Ms. Day for the presentation.

At approximately 3:43 p.m., the Board entered a recess for the James City Service Authority (JCSA) Board of Directors meeting.

At approximately 3:45 p.m., the Board reconvened its meeting.

E. CONSENT CALENDAR

Mr. Hipple asked if any Board member had any item to pull.

Ms. Larson noted there was a resolution in support of Housing Partnerships, Inc.'s pursuit for funding for Powhatan Terrace. She asked to pull Item No. 8 for discussion with Mr. Holt.

1. Minutes Adoption

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

The Minutes Approved for Adoption included the following meeting:

-March 23, 2021, Business Meeting

2. Chesapeake Bay Preservation Ordinance Violation - 210 Red Oak Landing

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

3. Chesapeake Bay Preservation Ordinance Violation - 5023 Fenton Mill Road

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

4. Contract Award - Building F Data Center and Audio/Visual Room HVAC Replacement - \$288,418

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

5. Seventh Amended Charter Agreement of the Hampton Roads Workforce Council

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

6. Covid-19 Homeless Emergency Response Program (CHERP) Funding

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

Mr. McGlennon noted Item No. 6, which was approved earlier, addressed the new agreement on the Hampton Roads Workforce Council. He further noted some concerns, which had been addressed, and the continuation of facilities on the Peninsula and active involvement from Peninsula communities.

Ms. Larson noted Ms. Vinroot was in attendance. She asked that Ms. Vinroot speak about the homeless emergency response grant.

Ms. Vinroot addressed the Board noting a continuation of funding received from the Greater Virginia Peninsula Housing Consortium for services for individuals experiencing homelessness. She noted this continued funding assisted vulnerable citizens in terms of housing needs.

7. Contract Award - Rock Solid Janitorial - \$218,583

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

8. A Resolution in Support of Housing Partnerships, Inc. Pursuit of Funding for Powhatan Terrace

A motion to Approve 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

Ms. Larson asked Mr. Holt to give some background on the funding.

Mr. Holt noted Housing Partnerships, Inc. had not been able to acquire all the needed revenue to move forward with the construction at Powhatan Terrace. He further noted the company's pursuit of private funding in addition to state and federal level funding opportunities. Mr. Holt noted Housing Partnerships, Inc. felt a resolution of support would be advantageous in its funding applications quest and they had requested the Board's support through the resolution.

Ms. Larson thanked Mr. Holt. She noted the Executive Director of Housing Partnerships, Inc. had contacted her and her appreciation of Mr. Holt in facilitating the support resolution.

Mr. McGlennon noted Agenda Item No. 6 at this point. (Comments pertaining to Item No. 6 have been moved under that Agenda Item in the Consent Calendar section.)

F. BOARD CONSIDERATION(S)

1. Resolution Approving a Plan to Refinance Certain Public Facilities Projects through the Issuance of Revenue Refunding Bonds by the Economic Development Authority of James City

County, Virginia

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. Day addressed the Board noting one positive aspect of the COVID-19 pandemic was the environment of very low interest rates. She noted the County had been working with the County's financial advisor, Mr. Courtney Rogers of Davenport & Company, LLC, to identify any potential opportunities in the existing debt base. She noted Mr. Rogers would give a brief presentation. She further noted a resolution for refunding consideration in the Agenda Packet.

Mr. Rogers addressed the Board noting the bonds could not be processed earlier due to Tax Act changes. He noted the refunds had to be done closer to the call date now. Mr. Rogers noted in the PowerPoint presentation a 3% Net Value Present savings as a guideline with refunding, adding the County was well in excess of that percentage. He continued the presentation highlighting bonds from 2012 with a June 2021 call date which allowed for refinancing. Mr. Rogers noted the rate trend in the PowerPoint and explained impacting factors. He further noted the estimated savings for refunding the 2012 bonds, adding current rates were almost three times the normal savings. Mr. Rogers continued the presentation highlighting the recommended refunding approach while maintaining the AAA bond rating. He noted last year, the bond rating agencies had negative outlooks on the local government sector until federal financial intervention. Mr. Rogers noted Ms. Day had been very helpful with providing information to Davenport & Company, LLC for the credit reporting while working on the budget and identifying the ARPA funding specifics. He further noted virtually meeting with the Economic Development Authority (EDA) for approval and now with the Board of Supervisors for approval. Mr. Rogers noted the timeline for the refinancing. He further noted Mr. Chris Kulp from Hunton Andrews Kurth LLP was also present for any questions.

Mr. McGlennon noted this was a savings of over a \$100,000 a year for the remainder of the bond term.

Mr. Rogers confirmed yes.

Mr. McGlennon asked about the current status of rates.

Mr. Rogers noted it had been interesting, adding rates had been very quiet the past week. He further noted the expectation was long-term rates would rise in the future.

Mr. Hipple thanked Mr. Rogers for the presentation.

G. BOARD REQUESTS AND DIRECTIVES

Mr. Hipple noted the savings of approximately \$106,000 a year and putting \$100,000 aside for PDR. He further noted the bond timeframe was 2033 for that savings. Mr. Hipple asked the Board if it wanted to commit the \$106,000 savings into the PDR program until 2033.

Mr. Icenhour noted he wanted to wait until next year to determine that point. He further noted waiting also to see about the tax rate and assessments.

Mr. McGlennon noted an amount more substantial than \$100,000 may be needed.

Ms. Sadler noted she participated in the County-wide Cleanup over the weekend with her

grandsons. She further noted Mr. Doug Powell, JCSA General Manager, also participated in the Cleanup. Ms. Sadler noted her participation in the EDA meeting which Mr. Rogers noted earlier, as well as the recent Virginia Peninsula Regional Jail meeting. She thanked Mr. Stevens for his assistance. Ms. Sadler took a personal moment to acknowledge her daughter's recent dental hygiene degree from Thomas Nelson Community College. She thanked everyone for their support.

Mr. Icenhour noted at the May 11, 2021 Board meeting, anti-Cox Communications petitioners would be in attendance. He further noted the level of frustration in the community. Mr. Icenhour noted a meeting with the building community representatives on the retaining wall Ordinance, adding the incorporation of ideas that has resulted in a much better product. He further noted the changes would be presented to the Board in May. Mr. Icenhour noted an item on the Hampton Roads Planning District Commission's (HRPDC) meeting agenda addressed a letter regarding the Chesapeake Bay amended regulations from the Department of Environmental Quality. He further noted concern from many of the local communities. Mr. Icenhour noted County staff gave excellent input to the HRPDC, adding all 17 communities also put their comments together in a letter back to the state. He further noted the letter requested a slower pace with more community input before making the changes. Mr. Icenhour noted one of his Vietnam Veterans groups met in person for breakfast, adding area businesses are seeing increased capacity. He further noted getting vaccinated, wearing masks, and getting out into the community to help reopen businesses.

Ms. Larson thanked Parks and Recreation staff and others for helping to get the exercise equipment on the Capital Trail. She noted attending the ribbon-cutting ceremony at the Saving Grace Home Care location on Jamestown Road, adding a welcome to James City County. Ms. Larson noted the frustration with the internet issues and awaiting new alternatives. She further noted some Board members' thoughts on preschool as an alternative to an elementary school, adding she was unsure where she currently stood on that issue. Ms. Larson noted she felt the Board could not tell the School Division what it could build, adding the discussion on it was good. She further noted she was not in favor of building a building due to the pandemic to keep people separated as it was not financially feasible. Ms. Larson noted concern over the new marijuana legislation and the impact to the localities, which she felt was not discussed sufficiently by the General Assembly in relation to locality inclusion and impact. She further noted she wanted to know where the money from the legislative change would go, any resources James City County would have, and what marijuana testing was available to law enforcement. Ms. Larson noted she wanted more information moving forward and was hoping for a discussion about it. She further noted she and Mr. Jim Kelly, Chair of the Williamsburg-James City County School Board, were presenting at the Virginia Association of Counties forum on April 29, 2021. Ms. Larson noted the topic was School Boards and Board of Supervisors and their interaction with each other.

Mr. McGlennon noted he had participated in the recent Shred-a-Thon, sponsored by the Police Department, which supports the department's Shop With a Cop program. He further noted the tremendous success of the Shred-a-Thon. Mr. McGlennon noted he had attended the County Cleanup event at Jolly Pond and complimented staff, Clean County Commission, and Keep James City County Beautiful Commission members. He further noted in reference to the schools and the pre-Kindergarten (pre-K) program that the Board of Supervisors, the School Board, and the City Council agreed a comprehensive examination of pre-K was needed, adding he was waiting on those findings. Mr. McGlennon noted the problem was the community was not serving all the students in pre-K with a real need for the program. He further noted the use of other facilities for the pre-K program that were not suited for it.

Mr. Hipple noted he was glad the Cox Communications critics would be attending the meeting. He further noted any changes would not take place tomorrow, but the County was researching options for County-wide broadband.

Ms. Larson noted the City of Williamsburg was implementing a pilot program for free internet in Highland Park.

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens noted he would have Ms. Grace Boone, Director of General Services, introduce an employee hired within the past year who has made a major impact to County facilities and interaction with staff.

Ms. Boone introduced Ms. Melissa Cheaney, who was hired July 2020. She noted it was the only position the Board approved last year and it was at a critical stage during the pandemic with necessary safety and protective protocols in place. Ms. Boone noted Ms. Cheaney had 20 years of leadership, managerial, and operational experience through the Air Force and general and commercial airports. She further noted Ms. Cheaney had worked at the Williamsburg-Newport News Airport overlooking airport operations, safety and security, police, fire, and parking, adding she was very knowledgeable. Ms. Boone noted Ms. Cheaney was working on Standard Operating Procedures for staff, lighting and security camera inventory, training, and other measures. She further noted Ms. Cheaney had been instrumental in assisting the County during the COVID-19 pandemic.

Ms. Cheaney noted it was her pleasure to serve James City County.

Ms. Boone noted Ms. Cheaney was working on safety measures as County facilities began reopening.

Mr. Stevens noted Ms. Cheaney was active in working with the custodial staff and contracted service providers. He further noted the opportunity to introduce her to the Board.

The Board thanked Ms. Cheaney.

Mr. Stevens noted James City County as an organization looks for continuous improvement of its employees and workforce as a better source of service and value to its community. He further noted the National Association of Counties (NACo) has created a high-performance leadership academy with an innovative, completely online, 12-week program created to equip frontline County government professionals with practical leadership skills to deliver results for counties and communities. Mr. Stevens noted some history on the program, adding he had encouraged the department heads and leadership team to participate in the academy. He further noted congratulations in recognition of Ms. Vinroot, Fire Chief Ryan Ashe, and Interim Parks and Recreation Director Jason Purse for completion of the program, adding they were the first group of the County's Leadership Team to complete NACo's High-Performance Leadership Academy. Mr. Stevens noted this commitment was done in conjunction with each participant maintaining their regular workload. He further noted Mr. Doug Powell and Mr. Patrick Teague, Human Resources Director, were currently enrolled, and Ms. Day was scheduled for the academy in the fall. Mr. Stevens noted the collaborative framework for communication as more members of the leadership team participated in the academy, which was beneficial to the leadership team and the community. Mr. Stevens and the Board applauded and offered congratulations.

Ms. Vinroot noted the academy was a good opportunity and the online aspect was particularly helpful. She further noted the role of the leader and his/her participation as a reflection to that leader's department. Ms. Vinroot noted with more attendees, a common language and understanding would exist for County leadership. She further noted she was appreciative of the opportunity.

Mr. Stevens provided a vaccination update, noting Emergency Management managers, chief administrative officers, and health representatives from the Peninsula communities continued to meet regularly on the vaccination process. He noted James City County and the City of Williamsburg had been leaders in moving the Peninsula forward in citizen vaccinations. Mr. Stevens noted the vaccination clinic at the Colonial Williamsburg Visitor Center had provided approximately 20,000 vaccinations. He commended the County's partnership with the City of Williamsburg and York County with an anticipated operation schedule of approximately three more weeks with second dose follow-ups and some first appointments. He noted the timeline could extend as needed, but discussion was ongoing on that point. Mr. Stevens further noted the vaccination supply seemed to be exceeding demand so getting the message out to the public was important. He noted local partnerships such as Williamsburg Drug and The Prescription Shoppe in administering additional vaccinations, including homebound residents in the community.

Ms. Larson asked if a COVID-19 vaccine would be available in the local doctor's office, similar to the flu vaccine.

Mr. Stevens noted he was unsure long-term, adding there was discussion about boosters. He further noted clinics, doctor offices, and pharmacies had the vaccines. He noted plenty of opportunity for vaccinations were available. Mr. Stevens further noted FEMA had taken over operations at some clinics in of the Cities of Newport News and Hampton. He noted the flow of information from the working group had been very helpful and credited the many people working to make it happen.

Mr. McGlennon noted his wife volunteered at the Visitor Center and the efficient operations there. He further noted the level of appreciation from those receiving the vaccinations.

Mr. Stevens noted his appreciation of the comments, adding he would share them. He further noted the clinic was very well run.

At approximately 4:27 p.m., the Board recessed for a short break.

At approximately 4:32 p.m., the Board reconvened.

I. 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 4:34 p.m., the Board entered Closed Session.

At approximately 5:05 p.m., the Board re-entered Open Session.

A motion to Certify the Board only spoke about those items indicated that it would speak about in 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

1. 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; in particular, the property at 101 Mounts Bay Road pursuant to Section 2.2-3711(A)(3) of the Code of Virginia

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; in particular, 3 parcels of real property along Ironbound Road pursuant to Section 2.2-3711(A)(3) of the Code of Virginia
3. Discussion of an award of a public contract for the use of the Ambler's House at the Jamestown Beach Event Park including discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Section 2.2-3711(A)(29) of the Code of Virginia

A motion to Approve the resolution entitled Purchase of Property Interest, as presented by the County Attorney was made by James Icenhour, the motion result was Passed.

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

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

J. ADJOURNMENT

1. Adjourn until 5 p.m. on May 11, 2021 for the Regular Meeting

A motion to Adjourn 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 5:06 p.m., Mr. Hipple adjourned the Board of Supervisors.


Deputy Clerk