

**MINUTES**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**BUSINESS MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**February 22, 2022**  
**1:00 PM**

---

**A. CALL TO ORDER**

**B. ROLL CALL**

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

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

Mr. McGlennon requested a motion to Amend the Agenda to add a Closed Session to discuss the contract between the City of Williamsburg and James City County.

Ms. Larson asked if it was pertaining to the school contract.

Mr. McGlennon confirmed yes.

A motion to Amend the Agenda 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

**C. PRESENTATION**

**1. Jamestown-Yorktown Foundation**

Mr. McGlennon welcomed Dr. Christy Coleman, Executive Director of the Jamestown-Yorktown Foundation.

Dr. Coleman addressed the Board to provide an update on the Jamestown-Yorktown Foundation (JYF). Dr. Coleman noted the community had been in the process of recovering due to the COVID-19 pandemic, adding the significant challenge for JYF was the reduced number of groups and student traffic; however, on a positive note JYF was meeting and/or exceeding general visitor attendance based on 2019 and prior years. Dr. Coleman stated July 4 weekend and President's Day weekend exceeded general visitation based on 2019 pre-pandemic numbers, which was an award year. Dr. Coleman explained during the last two years JYF decided to shift its outlook instead of being more object-centered to people-centered, adding focus to visitor needs, current community engagements, and better practices. Dr. Coleman highlighted several strategic components to improve the JYF experience, which included raising the minimum wage to \$15 per hour, which caused some compression

**ADOPTED**

**MAR 22 2022**

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

concerns; however, that was being addressed with extensive training, and rebranding to [jyfmuseums.org](http://jyfmuseums.org). Dr. Coleman stated during the height of the pandemic in 2020-2021, JYF emphasized hyperlocal marketing, which through a series of studies found the vast majority of local residents particularly in James City County, York County, and the City of Williamsburg were unaware that JYF admission was free. Dr. Coleman mentioned JYF marketed in the Richmond region area as well. Dr. Coleman reported as a result over 4,600 residents visited JYF in the past year. Dr. Coleman expressed the importance of public reintroduction to the organization and history. Dr. Coleman remarked the County had always partnered with JYF to support efforts. Dr. Coleman stated the funding request had been submitted for Fiscal Year 2023, adding the funding request increased by \$20,000 this year. Dr. Coleman reported JYF requested funding of \$150,000 to support three key areas of JYF programming. Dr. Coleman stated JYF would conduct Rain and Rebellion exhibition, adding it is a kick-off exhibition for the commemoration of the 250th anniversary of the American Revolution and the Declaration of Independence. Dr. Coleman explained Rain and Rebellion observed the Stuart monarchy, its policies, and how it transformed over time, adding Part 1 would be held at Jamestown and Part 2 would take place at Yorktown. Dr. Coleman stated the exhibition would start in the fall, specifically November 5, 2022, adding the exhibit was a \$1.2 million exhibition, which JYF requested County support of \$93,500 predominantly to support programming around that exhibition. Dr. Coleman noted the County funds would also support JYF Special Events and holiday programming which included events such as, Foods & Feasts of Colonial Virginia, Christmastide in Virginia, After Angelo, Indigenous Arts Day, and Military Through the Ages. Dr. Coleman reported under normal circumstances that JYF normally had over 500,000 visitors of which 200,000 were school children from across the country, 75% of visitors are coming from outside the Commonwealth of Virginia, and an estimated economic impact of approximately \$44 million to our area. Dr. Coleman mentioned as JYF continues to collaborate with local and hyperlocal residents' numbers were anticipated to increase. Dr. Coleman commended the James City County Board of Supervisors for its ongoing efforts and support of JYF. Dr. Coleman welcomed any questions the Board might have.

Mr. McGlennon thanked Dr. Coleman for the presentation. Mr. McGlennon expressed the enjoyment for the valued partnership over the years, adding he sensed a new dynamism. Mr. McGlennon thanked Dr. Coleman for her leadership.

Dr. Coleman responded you could count on that (laughing) in addition thanked the Board for its time.

## 2. VDOT Update

Mr. McGlennon welcomed Mr. Carroll.

Mr. Rossie Carroll, Virginia Department of Transportation (VDOT) Williamsburg Residency Administrator, addressed the Board to provide a quarterly update from November-February timeframe. Mr. Carroll reported 400 maintenance work orders had been submitted, adding 275 of those work orders were completed, which left 125 outstanding work orders. Mr. Carroll indicated that was only a 68% completion rate; however, inclement weather and other factors depleted the normal range of 80%-90%. Mr. Carroll stated VDOT would work to catch up on those remaining work orders, adding most of the work orders pertained to drainage and roadway concerns. Mr. Carroll touched on current projects and advised the Interstate 64 Segment 3 Project was completed. Mr. Carroll discussed the Longhill Widening Project which started in November 2019, adding the Olde Towne Road Improvements Project for the turn lane was combined as part of the Longhill widening project. Mr. Carroll anticipated all lanes would open by mid-March and completion of the projects by mid-April. Mr. Carroll noted the initial completion date was not met due to various issues. He further

noted once all lanes opened some work would still need to be completed such as stormwater management, basin work, slopes, vegetation, and things of that nature. Mr. Carroll stated Skiffes Creek Connector Project was under construction, adding the project design would put a new two-lane connecting roadway between Route 60 and Route 143. Mr. Carroll reported VDOT was currently in Stage 2 of the project, which consisted of the construction phase, adding he was thrilled to announce last week VDOT successfully executed the eight bridge beams across Route 143 in addition to the four bridge beams across the CSX railroad tracks. Mr. Carroll explained that was a significant step as that was the start of the bridge, which would permit VDOT to progress in development. Mr. Carroll touched on a bridge slope repair that was being conducted located on Route 199 at Richmond Road and at Mooretown Road, which was more related to redesign of drainage and shoulder stabilization. Mr. Carroll discussed HITS Guardrail Contract, which was just recently awarded and executed. Mr. Carroll stated the preconstruction meeting was held on February 3, adding the notice to proceed was issued February 18 and materials had been ordered. Mr. Carroll stated VDOT had a backlog of guardrail hits along roadways in the County in addition to the entire Peninsula. Mr. Carroll mentioned increased costs of materials which in turn halted the decision to renew the initial contract at that time; however, a new contract had been awarded. Mr. Carroll remarked guardrail replacements would start, adding Route 199 being a high priority. Mr. Carroll stated VDOT would then focus on primary areas and move onto secondary areas that had been identified. Mr. Carroll pointed out maps were provided in the Agenda Packet for the Plant Mix Project that had been awarded, adding there was a document included in the Agenda Packet as well to include a list of routes in the County that would be paved during the spring/summer timeframe of this year. Mr. Carroll touched on various upcoming projects. Mr. Carroll discussed the Croaker Road Widening Project which would convert the two lanes to four lanes from the James City County Library to Route 60, adding that would permit increased capacity for that section of Croaker Road. Mr. Carroll reported it was currently in the right-of-way phase, adding anticipated construction would start in late 2023. Mr. Carroll spoke about the Sidewalk and Bikeway Project on Route 60 from Croaker Road to Old Church Road, adding an approximate 0.4-mile sidewalk and bike lane to increase pedestrian and bikeway connectivity. Mr. Carroll stated this project was currently in the right-of-way phase, adding Virginia Natural Gas would be working at the intersection of Croaker Road and Route 60 West during AM peaks on February 23-24; however, communication and message boards would be posted. Mr. Carroll moved on to discuss the Pocahontas Trail Project, adding it was currently in Preliminary Engineering (PE) phase to acquire design alternatives and project estimates; however, scoping had not been completed to provide any confirmed schedules. Mr. Carroll touched on the Route 199 Retaining Wall Rehab Project, adding there would be two phases to the project. Mr. Carroll stated there was some erosion that had started on Route 199, adding patching had been conducted and completed; however, this was strictly to fix the retaining wall. Mr. Carroll advised the anticipated completion target date was July 2022. Mr. Carroll discussed the SMART SCALE 20 Project, which was to construct a shared use path to fill gaps on Longhill Road from DePue Drive to Lane Place, adding this was currently in PE Phase to conduct scoping activities and surveys. Mr. Carroll touched on County Safety and Operational Projects, adding there was ongoing synchronization on Route 60 and Lightfoot/Norge area; however, Croaker Road was currently on a free mode until utility work was completed. Mr. Carroll explained the traffic signals would be linked through radio connectivity to work simultaneously, which would assist with throughput and efficiency at those intersections. Mr. Carroll stated a signal synchronization project would start next week on Monticello Avenue from Ironbound Road to News Road, adding once implemented that would be closely monitored to ensure accuracy. Mr. Carroll touched on traffic studies that were conducted during this quarter which included Route 606 - Riverview Road, a School Bus Ahead sign was recommended, Route 615 - Ironbound Road, speed study was conducted and resulted in no change to the 45 mph speed limit posting, Route 600 - Six Mt. Zion Road at Fieldstone Parkway, no additional traffic control devices were recommended, Route 610 - Forge Road Fire Station entrance, signage and pavement markings recommended to keep fire station entrance accessible, and Route 321 - Monticello Avenue at

Casey Boulevard and Settlers Market, a Flashing Yellow Arrow safety review determined no change needed at this time; however, VDOT would continue to monitor these areas as there was a significant amount of traffic at certain times during the day on Monticello Avenue. Mr. Carroll reported there were three emergency declarations in this quarter, which were related to snow events on January 19, January 27, and February 13. Mr. Carroll stated crews were still scheduling shoulder clean-up from trees and debris on Route 199; however, Longhill Road was completed February 15, and News Road had been completed that week as well. Mr. Carroll informed the Board that March starts the roadway sweeping cycles, adding that he concluded his quarterly update. Mr. Carroll welcomed any questions and/or comments the Board might have.

Mr. McGlennon thanked Mr. Carroll for the thorough update.

Mr. Icenhour thanked VDOT for the prompt response of removing tree limbs/debris during the snow events. Mr. Icenhour inquired about the guardrails as he had noticed the vast majority of the guardrails that were hit, were hit at the very beginning of the guardrail.

Mr. Carroll replied end treatments.

Mr. Icenhour responded he noticed some circumstances where VDOT would taper the guardrails back into the ground. Mr. Icenhour asked Mr. Carroll if that method worked.

Mr. Carroll replied VDOT did not utilize that method anymore, adding there were some circumstances where it could be done if there was a bank/hill. Mr. Carroll stated most guardrails now have end treatments, so if the guardrail part itself was hit since the material was rigid it would deflect; however, the end treatment absorbs the impact.

Mr. Icenhour commented based on the visual appearance of some of those guardrails it appeared to be hit at a high rate of speed.

Mr. Carroll replied he viewed all police reports, account receivable data, and any other pertinent information.

Mr. Icenhour asked if there were any fatalities from guardrail hits.

Mr. Carroll stated no, not from the guardrail hits identified in the County.

Mr. Icenhour stated the end treatments must be working better than what it appeared after damage was done.

Mr. Carroll stated there were some snow events and inclement weather which contributed to some of the damage.

Mr. Hipple mentioned some traffic flow related concerns he had witnessed recently at the intersection of Forge Road, which blocked other drivers' ability to view oncoming traffic. Mr. Hipple asked if it was possible to add markings at that intersection to alleviate some of those concerns.

Mr. Carroll stated he would investigate, adding it would depend on how wide the area was. Mr. Carroll mentioned the Colonial Heritage as an example, adding School House Lane was another area that was being reviewed. Mr. Carroll reiterated the determining factor would be based on the amount of room there was.

Mr. Hipple stated any assistance at this point would help.

Mr. Carroll stated at the least, a stripe in the middle of the area could potentially be implemented.

Mr. Hipple reiterated the traffic flow related concerns.

Mr. Carroll reiterated the need to verify the amount of space.

Mr. Hipple stated he was aware it was a tight area.

Mr. Carroll stated to his knowledge the area also slightly elevates, adding the road also narrows on the far side.

Mr. Hipple asked if this winter affected the roads more than in previous years, adding he noticed road impacts were more significant.

Mr. Carroll stated VDOT was meeting its targets, adding VDOT conducts evaluations on interstates, on primaries greater than 3,500 vehicles per day and less than 3,500 vehicles per day, secondaries greater than 3,500 vehicles per day and less than 3,500 vehicles per day. Mr. Carroll explained VDOT has five categories in which are rated and targeted. Mr. Carroll indicated all targets were being met except one, which was the secondaries greater than 3,500 vehicles per day. Mr. Carroll provided Centerville Road as an example, which was just paved last year; however, it would reflect on the evaluation for the following year. Mr. Carroll stated VDOT put approximately \$7 million into paving, adding initially it was approximately \$4.2 million in prior years. Mr. Carroll added another \$7 million was budgeted for paving in 2022. Mr. Carroll mentioned while more paving was favorable there was also the right type of application to be factored in as well. Mr. Carroll noted multiple discussions on preventative maintenance versus restorative maintenance, adding there was not enough funds in the program for deficient pavement. Mr. Carroll expressed the challenges in balancing both aspects of maintenance incorporated in the pavement program. Mr. Carroll reiterated VDOT was meeting all targets excluding the secondaries greater than 3,500 vehicles per day.

Mr. Hipple replied thank you.

Ms. Larson thanked Mr. Carroll for assistance with the Virginia Capital Trail project, adding it was completed earlier than anticipated.

Mr. Carroll replied yes, two months earlier.

Ms. Larson extended her gratitude.

Ms. Sadler stated she appreciated the signage on Croaker Road, adding she received phone calls due to congestion; however, she felt the signage would assist the concerns.

Mr. Carroll agreed, adding once signage was implemented, he felt it benefited AM/PM peak trips.

Ms. Sadler mentioned she received various calls in regard to the Croaker Road intersection, adding the complaint referenced a significant mound of dirt which was getting on the roadway.

Mr. Carroll stated Virginia Natural Gas was conducting construction in that area.

Ms. Sadler mentioned a citizen from Barnes Road reached out to her, adding the citizen was also collaborating with VDOT; however, the concern referenced the tree line at Barnes Road. Ms. Sadler stated a citizen's daughter was in a bad accident due to the visibility issue there. Ms. Sadler thanked VDOT's cooperation regarding this matter. Ms. Sadler requested to

ensure the tree line concern was rectified as it was a difficult road in general, much less with no visibility. Ms. Sadler stated she received numerous complaints about left turns into the Wawa on Lightfoot Road. Ms. Sadler stated she believed signage was implemented to prohibit left turns; however, she wondered if it was possible to implement larger signage or a message board.

Mr. Carroll suggested writing tickets.

Ms. Sadler asked can we write tickets, adding she was unsure of the solution.

Mr. Carroll advised he could implement more signage; however, if the signage was not abided by it would serve no purpose. Mr. Carroll noted he would look into it.

Ms. Sadler stated she appreciated it.

Mr. Carroll explained traffic congestion was generated by the left-turn into the Wawa. Mr. Carroll reiterated he would look into the additional signage.

Ms. Sadler thanked Mr. Carroll.

Mr. McGlennon mentioned a prior discussion with Mr. Carroll to address some concerns which included street sweeping on Pocahontas Trail in addition to areas of concern in the Rolling Woods neighborhood. Mr. McGlennon expressed his gratitude to VDOT staff to address the identified concerns. Mr. McGlennon expressed the potential interest of the Pocahontas Trail Project, adding he requested information as to when a public meeting would be held to provide community notification. Mr. McGlennon mentioned he was pleased with the progress of the Skiffes Creek Project. Mr. McGlennon thanked Mr. Carroll.

### 3. Iwo Jima Memorial Park

Mr. McGlennon welcomed Mr. John Karafa, President of the Iwo Jima Memorial Park Board of Directors.

Mr. Karafa addressed the Board to provide a PowerPoint presentation. Mr. Karafa pointed out the representation model of what the statue would look like, adding the statue would be on a pedestal case with a granite coping. Mr. Karafa thanked Ms. Larson and Mr. Jason Purse, Assistant County Administrator, for the opportunity to speak before the Board. Mr. Karafa introduced himself, adding he was a proud son of a World War II Marine Corps veteran. Mr. Karafa mentioned he was a service-disabled veteran in addition to a CEO of a federal defense contractor. Mr. Karafa stated he was a Williamsburg resident of 28 years. Mr. Karafa recognized Mr. Bert Bateman, Advancement Chairman and Executive Vice President of Towne Bank and Mr. Glenn Helseth, Treasurer of Iwo Jima Memorial Park Board of Directors and proprietor of the Carrot Tree restaurant. Mr. Karafa discussed the nonprofit organizations mission on the PowerPoint presentation. Mr. Karafa explained approximately 77 years ago, tens of thousands of service members from various branches of military fought one of the most devastating battles in the history of the Marine Corps on a small volcanic island named Iwo Jima to defend U.S. freedom. Mr. Karafa indicated the Iwo Jima Memorial Park was intended to pay homage to all those service members who sacrificed their lives to defend the U.S. Mr. Karafa highlighted more detailed history about the Battle of Iwo Jima on the PowerPoint presentation. Mr. Karafa explained this was the first battle in history to ever defeat and conquer Japanese homeland soil. Mr. Karafa presented a video on Mr. Hershel "Woody" Williams, retired Chief Warrant Officer Rank No. 4, on the PowerPoint presentation. Mr. Karafa indicated Mr. Williams was the last surviving Marine from World War II to wear the

Medal of Honor. Mr. Karafa recognized the affiliated members of the nonprofit organization on the PowerPoint presentation in addition to organizations who aided the development of the Iwo Jima Memorial Park. Mr. Karafa displayed the design layout of the park on the PowerPoint presentation. Mr. Karafa discussed the dimensions of the statue, adding the anticipated arrival of the statue would be in late July-August timeframe. Mr. Karafa spoke about the process of how development begun. Mr. Karafa displayed photos and a virtual representation of the park on the PowerPoint presentation. Mr. Karafa discussed the fundraising goal which was approximately \$460,000. Mr. Karafa reiterated the recognized organizations had assisted tremendously with materials and services to aid the development of the park; however, there would be additional expenses for various components which was displayed on the PowerPoint slide. Mr. Karafa reported 40% of the fundraising goal was achieved to date, adding any support from the community would be appreciated. Mr. Karafa stated there would be multiple phases to construct the park which included to building the park in accordance with the approved site plan, implement further enhancements for educational purposes, and potentially a third phase to incorporate some parking opportunity. Mr. Karafa welcomed any questions the Board might have.

Mr. McGlennon thanked Mr. Karafa for the presentation.

Ms. Larson thanked Mr. Karafa for showing her and Mr. Purse around the park, adding the public exposure would potentially assist the fundraising efforts.

Mr. Karafa thanked Ms. Larson.

#### **D. CONSENT CALENDAR**

Mr. McGlennon asked if any Board member wished to pull any items.

Ms. Sadler requested Item No. 3 be pulled.

Ms. Larson asked for details on the positions created via American Rescue Plan Act (ARPA) funding, adding she understood the positions were temporary; however, some positions were intended to remain permanent.

Mr. Stevens stated all the positions which were funded through ARPA were positions discussed last October-November timeframe. Mr. Stevens remarked to his knowledge all the positions were full-time, adding these positions were classified as grant funded temporary positions and identified as a limited term. Mr. Stevens mentioned most of those positions were three-year terms. Mr. Stevens advised the term was monitored, adding once the term was due to expire the position would either be eliminated or there would be a discussion with the Board to keep the position based on the need.

Ms. Larson replied thank you.

##### **1. Appointment of County Deferred Compensation Investment Board**

A motion to Approve 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



2. Appropriation - \$13,165 - American Rescue Plan Act Funding for Adult Protective Services

A motion to Approve 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

3. Approval of Issuance by Economic Development Authority of up to \$8,000,000 in Revenue Bonds for Blaine Landing Phase II

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

Mr. McGlennon welcomed Mr. Kinsman to the podium.

Mr. Kinsman addressed the Board to advise Blaine Landing had requested the Economic Development Authority (EDA) an issuance of \$8 million in bonds to support the construction of Blaine Landing formerly Oakland Pointe. Mr. Kinsman stated this was not a pledge of the EDA or County credit, adding the Board's approval was a requirement per the Code of Virginia. Mr. Kinsman welcomed any questions the Board might have.

Ms. Sadler stated she did not have any questions; however, based on prior concerns she wanted to vote on this separately.

4. Authorization for a Full-Time Firefighter I-IV (CONNECT Medical Case Manager) Position

A motion to Approve 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

5. Authorization for a Full-Time Housing Specialist I/II Position

A motion to Approve 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

6. Authorization for a Limited-Term Position and Use of American Rescue Plan Act Funds

A motion to Approve 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

7. Authorization for the Reclassification of General Office Clerk Position in the Clerk of the Circuit Court and Appropriation of Transfer from Donation Trust Fund - \$7,000

A motion to Approve 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

8. Contract Award - \$262,020 - Mowing and Trimming Service for Highway Rights-of-Way

A motion to Approve 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



9. Contract Award - \$310,006 - Williamsburg-James City County Courthouse Chiller Replacement

A motion to Approve 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

10. Establishment of a Full-Time Roadway Maintenance Crew

A motion to Approve 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

11. Grant Award - \$3,000 - Virginia E-911 Services Board Public Safety Answering Point

A motion to Approve 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

12. Grant Award - Virginia Stormwater Local Assistance Fund - \$927,763 and Fiscal Year 2022 Appropriation - \$218,334

A motion to Approve 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

13. Minutes Adoption

A motion to Approve 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

The Minutes Approved for Adoption included the following meeting:

-January 11, 2022, Regular Meeting

-January 25, 2022, Business Meeting

**E. BOARD DISCUSSIONS**

None.

**F. BOARD CONSIDERATION(S)**

None.

**G. BOARD REQUESTS AND DIRECTIVES**

Ms. Larson stated it was good to hear from Dr. Coleman from the JYF. Ms. Larson thanked the Iwo Jima Memorial Park affiliates who were present and welcomed interested citizens to contact the nonprofit organization, adding she believed a public reception was being held at the Carrot Tree on February 23 from 2-5 p.m. Ms. Larson mentioned in town was very busy this past weekend, adding she had a friend who was turned away from three different restaurants due to the extensive wait. Ms. Larson asked Dr. Coleman if it was busy at JYF. Dr. Coleman advised the Jamestown Settlement Gift Shop made four times the amount than on a normal basis, adding there was discussion on ticket sales data and things of that nature. Ms. Larson expressed her belief that the marketing strategies implemented were starting to pay off.

Ms. Sadler stated she had spoken with Mr. Paul Holt, Director of Community Development, regarding the matter. Ms. Sadler requested a presentation in the near future for plans to the protect County rural lands, adding she was curious to know what tools were in place and what could potentially be implemented such as the Purchase of Development Rights Program. Ms. Sadler stated she virtually attended the EDA meeting that was held last week. Ms. Sadler mentioned the EDA approved a funding request of \$10,000 contingent on all three localities to include James City County, York County, and the City of Williamsburg's participation to support the regional initiative promotion of food and beverage business in the Edge District. Ms. Sadler added the EDA voted to approve the marketing and branding efforts which had been ongoing for the corridor since 2019. Ms. Sadler stated the EDAs from the three localities granted \$2,000 each in seed funding to initiate the establishment of the Commercial Association engaged the media in branding and marketing purposes for the campaign. Ms. Sadler stated Mr. John Carnifax, Director of Parks & Recreation, provided a presentation on construction activities at the James City County Marina which included Phase 1 improvements. Ms. Sadler commented it was a very productive EDA meeting, adding she thanked all participants involved.

Mr. Hipple stated he intended to start the process on the 20 acres. Mr. Hipple mentioned a prior discussion with Mr. Icenhour on this matter. Mr. Hipple explained this would be a way to protect under 100-acre parcels. Mr. Hipple commented if an individual had 20-25 acres and wanted to utilize it for a different purpose, it would be permitted. Mr. Hipple explained this would put constraints on the larger parcels. Mr. Hipple expressed he would like the process to move forward rather quickly, adding he felt it was putting pressure on Williamsburg-James City County Schools and the community as a whole.

Ms. Sadler stated that was a good idea.

Ms. Larson thanked Mr. Stevens and Mr. Holt who attended a new business function with her in the Berkeley District. Ms. Larson stated the new business was redeveloping the land, which was zoned Community Character Corridor (CCC), adding it created various challenges to endeavor. Ms. Larson explained a by-right use could easily start the business with no additional requirements, while for instance this individual wanting to redevelop this land was incurring significant costs prior to even opening the business. Ms. Larson expressed she would like the Board to discuss this topic. Ms. Larson indicated the majority of potential businessowners would look for the most inexpensive route to start up business. Ms. Larson reiterated the request for discussion on this topic and any way the County could help alleviate such an exhaustive process. Ms. Larson addressed a concern of a local swim club who recently lost its practice facility, adding the County was extremely limited on pool space as it was. Ms. Larson stated the local swim club found a neighborhood pool which was willing to accommodate pool services; however, it went from a 3-month pool operation to now a year-round pool operation causing upset residents of the neighborhood. Ms. Larson expressed communication was pertinent, adding even though the usage did not change it changed from recreational to business, so it was pertinent to find a way to involve the community on these changes beforehand. Ms. Larson hoped the Board would consider discussion on this topic as well.

Mr. McGlennon asked Mr. Icenhour if had any items to discuss.

Mr. Icenhour replied no.

Mr. McGlennon expressed his agreement with the rural lands concern Mr. Hipple addressed, adding he was pleased the process was moving forward. Mr. McGlennon mentioned approximately two years ago, the Board did a tour of the Edge District and witnessed several County businesses thriving in that area, adding he was glad to see the efforts continue. Mr. McGlennon remarked to Ms. Larson's earlier CCC concern, adding there used to be a program in place for situations such as the one Ms. Larson addressed, which was a matching grant program. Mr. McGlennon added the Board may want to look into that.

Ms. Larson replied absolutely.

Mr. McGlennon stated he believed that particular program's funding was limited to a \$10,000 matching grant; however, any amount could help and was worth considering. Mr. McGlennon mentioned he attended the Hampton Roads Planning District Commission (HRPDC) meeting last week, adding one of the items discussed was the Stormwater Local Assistance Fund (SLAF) program, adding the County issued a \$927,000 grant to the SLAF program this year. Mr. McGlennon reported the program was originated approximately nine years ago, adding to date the County received approximately \$3.5 million in state assistance to address stormwater projects such as stream restorations, living shorelines, and things of that nature. Mr. McGlennon stated part of HRPDC's presentation last week included that James City County had received more of such grants than any other Hampton Roads locality, adding our community was the second largest recipient in terms of monies awarded. Mr. McGlennon congratulated present and former staff for all their hard work on the issue, which allowed the County to benefit from a great program.

Mr. McGlennon requested a motion to Amend the calendar to include a retreat at 8:30 a.m. on March 12 at Legacy Hall.

A motion to Amend the calendar 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

## **H. REPORTS OF THE COUNTY ADMINISTRATOR**

Mr. Stevens addressed the Board to provide a brief update on the Historic Triangle Recreation Facilities Authority (HTRFA), adding the Board formed the HTRFA last fall in conjunction with York County and the City of Williamsburg. Mr. Stevens indicated he and Mr. Carnifax were the Board members representing the County for HTRFA, adding two meetings had been held thus far. Mr. Stevens stated at the first meeting, HTRFA received two unsolicited proposals in which there was discussion of whether to utilize the Public-Private Education Facilities and Infrastructure Act (PPEA) procedures, adding the Board chose to accept the PPEA process. Mr. Stevens noted future options and considerations to look forward to as time progresses. Mr. Stevens reported no decisions were made yet, adding there was a timeframe to allow for evaluating proposals, how it would operate, final financial costs, and things of that nature. Mr. Stevens advised the County had not committed financially to HTRFA. Mr. Stevens welcomed any questions the Board might have.

Mr. McGlennon thanked Mr. Stevens.

## **I. CLOSED SESSION**

A motion to Enter a Closed Session 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 2:15 p.m., the Board entered Closed Session.

At approximately 3:14 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 Ruth Larson, 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 pursuant to Section 2.2-371.1 (A)(3) of the Code of Virginia, and pertaining to parcels along Merrimac Trail and along Pocahontas Trail
2. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions pursuant to Section 2.2-371.1(A)(1) of the Code of Virginia
3. Appointment - Chesapeake Bay and Wetlands Board

A motion to Appoint Mr. Robert Lukens to the Chesapeake Bay Board and Wetlands Board for a term to begin February 28, 2022, and expire February 28, 2027, and to Appoint Mr. Michael Scott May as the alternate 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

4. Appointment - Colonial Community Corrections Justice Board

A motion to Appoint Chief Eric Peterson as the County representative on the Colonial Community Corrections Justice Board effective March 1, 2022, to a term that would expire on February 28, 2025, 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

## **J. ADJOURNMENT**

1. Adjourn until 5 p.m. on March 8 for the Regular Meeting

A motion to Adjourn 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

At approximately 3:16 p.m., Mr. McGlennon adjourned the Board of Supervisors.

  
Deputy Clerk