

**MINUTES**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**BUSINESS MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**July 26, 2022**  
**1:00 PM**

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**A. CALL TO ORDER**

Mr. McGlennon called the meeting to order at approximately 1:03 p.m. following the James City Service Authority Board of Directors Special Meeting.

**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

**ADOPTED**

**SEP 27 2022**

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

**C. PRESENTATION**

1. 2022 Historical Commission Essay Contest Awards

Mr. Mark Jakobowski, Historical Commission Chairman, presented the awards.

2. National Night Out Proclamation

Mr. McGlennon cited the Proclamation and presented the Proclamation to Chief Peterson and members of the Police Department.

3. VDOT Quarterly Update

Mr. Rossie Carroll, Virginia Department of Transportation (VDOT) Williamsburg Residency Administrator, addressed the Board to provide a quarterly update from the April-June timeframe. Mr. Carroll reported 406 maintenance work orders had been submitted, adding 268 of those work orders were completed, which left 138 outstanding work orders. Mr. Carroll indicated that was a 66% completion rate. Mr. Carroll stated the mowing cycle for primary and secondary roads would start August 22. Mr. Carroll touched on current projects noting that on the Longhill Road Widening Project had all lanes open to traffic; however, the contractor was completing various punch list items. Mr. Carroll added the Olde Towne Road Improvements Project for the turn lane was combined as part of the Longhill Road Widening

Project. Mr. Carroll spoke about the Skiffes Creek Connector Project, adding VDOT was currently in Stage 3 of the project. Mr. Carroll mentioned VDOT anticipated the area would be open to traffic by the end of the year, following completion of the project a couple of months later. Mr. Carroll discussed the Route 199 East and West Retaining Wall Rehab Project, adding the retaining wall portion was complete; however, there were a couple of remaining items to be finished. Mr. Carroll stated bridge waterproofing and epoxy overlay was being conducted at areas of Route 5000, Route 199 at South Henry Street, Route 60, and Route 143. Mr. Carroll spoke about the HITS Guardrail Contract which had been awarded and the 40 outstanding guardrails hits were completed. Mr. Carroll confirmed the Toano Sidewalk Access Repair and Replacement had been completed. Mr. Carroll referred to the Agenda Packet for areas completed in the County with regards to the Plant Mix schedule. Mr. Carroll stated a full-depth reclamation schedule had been awarded for Westray Downs and St. Georges Hundred, adding the work would begin mid-August and anticipated completion by mid-November. Mr. Carroll highlighted the upcoming projects updates advising the Croaker Road Widening Project was currently in the right-of-way phase; however, construction should start in late 2023. Mr. Carroll spoke about the Sidewalk and Bikeway Project on Route 60 from Croaker Road to Old Church Road which was currently in the right-of-way phase; however, advertisement would be conducted in August 2022 with the projected start of construction in late 2022. Mr. Carroll mentioned the Pocahontas Trail Project which was currently in Preliminary Engineering (PE) phase to acquire design alternatives and project estimates; however, scoping had not been completed. He added advertisement was projected for February 2026. Mr. Carroll stated the Hicks Island Road Bridge Replacement advertisement was scheduled for August 2022. Mr. Carroll advised next year's latex mix, plant mix, and full-depth reclamation schedules were anticipated for advertisement in October/November 2022 timeframe. 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. He added the project was currently in PE phase with potential construction in 2024. Mr. Carroll highlighted County Safety and Operational Projects referenced in the Agenda Packet. Mr. Carroll listed the County traffic studies conducted which included the following: Route 5 and Route 614; Route 30 and Old Stage Road/School House Lane; Route 1102 fatal crash review; Virginia Capital Trail Crossing at Jamestown Road; Casey Boulevard at Center Street safety review; Route 60 in Toano speed sign review; Pierce's BBQ entrance safety review; and Route 661 Jackson Drive and Route 662 Lee Drive for an operational study. Mr. Carroll discussed the fatal crash review for Route 5 and Route 614 advising it had been a little over a year since the no left-turn at Centerville Road and Greensprings Road and the speed limit reduction from 45 mph to 35 mph had been implemented. Mr. Carroll reported average speeds went from 37-47 mph to approximately 40 mph since the speed limit adjustment had been made.

Ms. Sadler asked about the location.

Mr. Carroll replied Centerville Road, Greensprings Road, and Route 5. Mr. Carroll reported that in the three-year prior accident history there was a total of 19 traffic crashes from March 24, 2018-March 24, 2021, adding from March 25, 2021-April 30, 2022, there had been zero traffic crashes reported. Mr. Carroll indicated VDOT was in the process of conducting the same scenario for Route 30 at Old Stage Road/School House Lane as it had been over a year since improvements were made at the intersection. Mr. Carroll reported from March 25, 2018-March 25, 2021, there were 14 traffic crashes at that intersection, adding March 26, 2021-May 31, 2022, there were only two traffic crashes. Mr. Carroll expressed the positive impacts of those traffic improvements to those areas. Mr. Carroll spoke about the fatal crash review at The Maine of Williamsburg and Greensprings Road, adding site distance was a significant component of the review. Mr. Carroll stated the site distance triangles, and the straight-line site met standards; however, if an individual was traveling down The Maine of Williamsburg based on the line of sight with the road across the street it visually appeared as if the road continued straight, and the intersection was hardly visible for those not familiar with

the area. Mr. Carroll confirmed proper site distance at Greensprings Road for both directions of traffic. Mr. Carroll explained VDOT would install stop bars and double yellow lines for approximately 50 to 100 feet coming up to the stop bar, adding the stop bar would be approximately 4 feet from Greensprings Road to allow visibility of the intersection. He added the stop signs at the intersection would also be redone for visibility purposes. Mr. Carroll stated a work order was in the process of being submitted and then another study would be conducted to determine any improvements. Mr. Carroll concluded the PowerPoint presentation and welcomed any questions the Board might have.

Mr. Icenhour stated he did not have a question; however, he wanted to ensure there was a copy of the report for the Board members.

Ms. Sadler agreed.

Ms. Larson addressed her gratitude to Mr. Carroll for all his efforts. Ms. Larson expressed her concern with the lack of highway and road safety resources and funding opportunities. Ms. Larson thanked Mr. Carroll for the fatal crash review for Route 5 and Route 614 as she felt the traffic improvements had made a significant difference. Ms. Larson recommended a more permanent fix to the no-left turn at Centerville Road and Greensprings Road as the traffic markers were not a long-lasting solution, adding the traffic markers were frequently knocked down. Ms. Larson agreed to Mr. Carroll's point regarding the line of sight at The Maine of Williamsburg intersection, in addition to the substantial tree canopy which caused lack of visibility in that area. Ms. Larson mentioned she had some concerns regarding St. Georges Hundred in relation to standing water. Ms. Larson noted Mr. Jason Purse, Assistant County Administrator, was to forward that information. Ms. Larson asked if the information was received and if those concerns would be addressed.

Mr. Carroll confirmed yes, adding a survey was performed and VDOT's hydraulic engineer had reviewed the survey and was in the process of establishing a plan.

Ms. Larson replied the neighborhood was anxiously awaiting a solution. Ms. Larson mentioned she, Mr. Stevens, and Ms. Toni Small, Director of Stormwater and Resource Protection Division, visited the Fernbrook neighborhood, adding the continuous concerns regarding sinkholes in the neighborhood. Ms. Larson understood VDOT was working on the issue; however, any further assistance to expedite the process was greatly appreciated. She added the neighborhood currently had the traffic cones in various areas in the neighborhood to cover the sinkholes and expressed her concern regarding safety.

Ms. Sadler mentioned some concerns with line of sight at the intersection on Longhill Road due to shrubs impacting visibility, adding she requested VDOT to address the issue. Ms. Sadler asked if the traffic improvements done at Route 30 and Old Stage Road was the permanent fix for that area.

Mr. Carroll replied the traffic improvements were a temporary fix, adding it was the same instance at Centerville Road and Greensprings Road, and Route 5. Mr. Carroll stated VDOT wanted to determine results prior to permanent construction of those areas. Mr. Carroll noted the two sites potentially being County safety funded projects to allow for designing a more permanent structure in these locations.

Ms. Sadler asked if it would look similar to what it looked like now.

Mr. Carroll replied it would be a raised concrete island, adding it would be in the shape of where the traffic markers currently were.

Ms. Sadler asked if he had received any further citizen feedback regarding that location.

Mr. Carroll replied no.

Ms. Sadler thanked Mr. Carroll.

Mr. McGlennon asked if Mr. Carroll wanted to introduce the new VDOT Assistant Residency Administrator.

Mr. Carroll introduced Mr. Kirill Gorin, VDOT Assistant Residency Administrator. Mr. Carroll touched on his background qualifications.

Ms. Larson replied she remembered him as a young local fisherman.

Mr. Carroll confirmed Mr. Gorin was a local citizen.

Mr. McGlennon thanked Mr. Carroll for the sweeping of Route 60 East, adding he received positive remarks from citizens. Mr. McGlennon also thanked Ms. Grace Boone, Director of General Services, for her efforts in resolving various items. Mr. McGlennon asked about a resident in The Vineyard's at Jockey's Neck who had concerns with sinkholes, and he asked if that was being addressed.

Mr. Carroll replied VDOT assessed the concerns; however, VDOT was establishing a plan to resolve the matter.

Mr. McGlennon asked if there was a completion timeframe in mind.

Mr. Carroll replied at this time he did not have a timeframe for completion.

Mr. McGlennon requested communication to provide a timeline on anticipated completion as the resident was anxiously awaiting a solution.

Mr. Carroll replied VDOT did fill in the holes for safety purposes until the permanent solution was finalized.

Mr. McGlennon remarked he received feedback on the recent changes to the signal synchronization specifically Route 199 and Jamestown Road. Mr. McGlennon asked if this signalization would be a test run or permanent.

Mr. Carroll replied VDOT studied the movements, vehicle counts, etc. to determine the most effective throughput at the signalized intersections. He added there were various factors incorporated into the signalizations such as, AM and PM peak hour trips, high volume, etc. Mr. Carroll used Monticello Avenue as a good example of effective throughput with the signalized synchronization.

Mr. McGlennon anticipated the same expectation for Route 199 as well. He mentioned for public notification purposes that the signalization synchronization was not a part of the Project Pipeline.

Mr. Carroll replied the signalization synchronization had been discussed for an extended amount of time even before the Project Pipeline was initiated. He mentioned VDOT was working on the signalization synchronization in various areas of the County including Route 60 at Lightfoot, Route 199, and Monticello Avenue were the targeted areas.

Mr. McGlennon asked if there would be a future meeting held in relation to the Project Pipeline in early fall sometime.

Mr. Carroll confirmed yes, there were a couple of public outreach opportunities as well as a future Board of Supervisors meeting to provide an update on the Project Pipeline.

Mr. McGlennon asked if there were confirmed dates yet.

Mr. Carroll replied he was uncertain if the dates had been set yet.

Mr. McGlennon requested the confirmed dates be brought to his attention to inform the public. Mr. McGlennon expressed his gratitude for addressing the signage concerns in the areas of Lee Drive and Jackson Drive. Mr. McGlennon stated he also noticed another stop sign on the other side of Lee Drive where it intersects with Jackson Drive, adding he felt the stop sign there was significantly higher compared to the others. Mr. McGlennon remarked he thought it was approximately 10 feet.

Mr. Carroll replied standard height was approximately 7 feet, adding height could vary slightly.

Mr. McGlennon requested it be lowered if possible. He expressed concern of individuals using Lee Drive as a cut-through to Penniman Road, adding he hoped adding the signage would be effective. Mr. McGlennon mentioned pothole concerns in Rolling Woods if that could be addressed. Mr. McGlennon spoke about new treatments applied over pavement which was lighter in color to reduce heat absorption and cooling benefits. Mr. McGlennon inquired if VDOT had investigated this option for future projects.

Mr. Carroll replied studies were conducted on different aggregates; however, the aggregates used were locally sourced which limited the available types. He added he was unaware of a study in relation to heat absorption reduction strategies.

Mr. McGlennon recommended VDOT look into it, adding in places the treatment was being used as it reduced surface temperature by eight to 10 degrees, in addition to decreased energy consumption.

Ms. Larson thanked Mr. Carroll for the bicycle lane accommodations.

Ms. Sadler congratulated Mr. Ken Shannon, former VDOT Assistant Residency Administrator, on his retirement.

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

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

Mr. McGlennon requested to pull Item Nos. 1 and 4.

Ms. Larson requested to pull Item No. 6.

Mr. McGlennon requested to start with Item No. 4

1. Amendment to the Contracts of the County Administrator and County Attorney

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. Kinsman addressed the Board to provide details on this item. Mr. Kinsman mentioned at the Board's July 12, 2022, Regular Meeting, an annual review was conducted for both the County Administrator and County Attorney. Mr. Kinsman expressed his gratitude to the Board for offering the salary adjustments as given to all other County personnel, adding the resolution in the Agenda Packet was to finalize the salary adjustments. Mr. Kinsman welcomed any questions the Board might have.

Mr. McGlennon thanked Mr. Kinsman, adding he thought it was a good opportunity to discuss the decisions made as a Board. He looked to the Board for discussion.

Mr. Icenhour mentioned his role was to consolidate all input, adding each Board member individually assessed performance of both individuals and the evaluation outcome was exceptional. Mr. Icenhour noted as a Board it was the appropriate measure to take based on the assessment of performance.

Mr. Hipple replied the Board was fortunate to have both individuals in terms of leadership and service to the Board. Mr. Hipple thanked both Mr. Stevens and Mr. Kinsman for their roles.

Ms. Larson expressed her gratitude to Mr. Stevens and Mr. Kinsman, adding she looked to both for guidance and information.

Ms. Sadler extended her thanks to Mr. Stevens and Mr. Kinsman for all their efforts.

Mr. McGlennon mentioned for public notification purposes it was important to acknowledge that while the Board was chosen by the citizens for the purpose of overseeing the performance of the County, Board members chose the County personnel to manage daily operations. Mr. McGlennon remarked it was a beneficial aspect for the citizens to see the performance of the County Administrator, County Attorney, and County staff which demonstrated on a daily basis the commitment to citizens and the community. Mr. McGlennon thanked Mr. Stevens and Mr. Kinsman on a job well done.

Mr. Stevens replied it was an honor to serve the Board and the County, adding he was certain Mr. Kinsman felt the same. Mr. Stevens thanked the Board.

2. Authorization to grant an easement to Virginia Electric and Power Company at Jamestown Beach Event Park

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. Budget Appropriation of Pedestrian and Bicycle Accommodation Construction and Maintenance Funds - InLight Industrial Site - \$180,000

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

4. Contract Award - \$112,200 - Operational Medical Director

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

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

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

Fire Chief Ryan Ashe addressed the Board to provide further details on the contract award.

Chief Ashe introduced Dr. Amir Louka, Virginia Commonwealth University (VCU) Emergency Medical Services Physician, who was in attendance. Chief Ashe advised the Fire Department was responsible for providing Emergency Medical Services and in order to do that, a team of individuals was required to provide those services. Chief Ashe stated with the Board's support, the Department was able to keep its equipment and apparatus up to date. Chief Ashe mentioned the third component was the involvement of an Operational Medical Director (OMD), adding Dr. Louka had served as the County's OMD for the past three years. Chief Ashe noted during that time Dr. Louka had collaborated with County staff to implement training, equipment, and procedures which had enhanced patient care. Chief Ashe highlighted examples and positive impacts Dr. Louka's service had on the County. Chief Ashe informed the Board this contract allowed Dr. Louka to continue to serve as the County's OMD. Chief Ashe touched on some improvements to be made this year. Chief Ashe advised Dr. Louka wanted to briefly address the Board.

Dr. Louka stated he was honored and privileged to work with the County's Fire Department, adding in the past three years he had noticed substantial development. Dr. Louka expressed he felt the patient care provided in the field was among the top in the Commonwealth of Virginia, adding the Department was routinely providing Intensive Care Unit level of care to patients at their doorstep. Dr. Louka added the level of care was indicative based on the outcomes. Dr. Louka thanked the Board for its support, adding he welcomed any questions the Board might have.

Mr. McGlennon thanked Dr. Louka for being in attendance, in addition to the collaborative efforts with the Fire Department to provide a high level of medical support to the community. Mr. McGlennon asked if any Board members had questions for Dr. Louka.

The Board thanked Dr. Louka for his service to the County.

5. Contract Award - \$220,976 - Watershed Management Planning Services for Diascund Creek

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. Contract Award - \$512,772 - Watershed Management Planning Services for Powhatan and Yarmouth Creeks

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

Ms. Larson requested a brief overview.

Ms. Small addressed the Board to provide further details on the contract award. Ms. Small advised there were management plans for both the Powhatan Creek and Yarmouth Creek watersheds; however, the plans were from 2001 and 2003 which were outdated. Ms. Small highlighted the demand for updated implementation strategies, reevaluation of impervious cover, goals, and actions. Ms. Small mentioned as part of this effort the following would be conducted: public outreach, public information survey, and field studies.

Ms. Larson thanked Ms. Small, adding this subject was of tremendous importance and obtaining current information was imperative.

Ms. Small replied thank you, adding it was the first step in the process.

Mr. Icenhour inquired if the 2021 Powhatan Creek Watershed Management Plan had an impervious cover update in 2008.

Ms. Small replied correct.

Mr. Icenhour expressed the importance of this project and obtaining the updated information on impervious cover prior to making any effective land use decisions. Mr. Icenhour thanked Ms. Small.

Mr. Hipple asked about the completion timeframe for the two studies.

Ms. Small replied the goal was a year; however, realistically speaking a year and a half to two years maximum. Ms. Small advised the impervious cover would be the first study conducted for both watersheds, so that information would be obtained sooner.

Mr. Hipple thanked Ms. Small.

7. Contract Award - \$733,500 - Replacement Ambulances

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. Grant Award - \$30,000 - Radiological Emergency Preparedness

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. 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:

-June 28, 2022, Business Meeting

10. Resolution of a Chesapeake Bay Preservation Ordinance Violation at 122 Pasbehegh Drive

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. Resolution of a Chesapeake Bay Preservation Ordinance Violation at 729 East Tazewells 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



12. Resolution of Support for Smart Scale Transportation Funding Application

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

**E. BOARD DISCUSSIONS**

Mr. McGlennon requested that Item No. 4 be presented first as it was a private organization.

1. Business Investment Grant Program

Ms. Kate Sipes, Assistant Director of Economic Development, addressed the Board noting the adopted Fiscal Year 2023-2024 budget allocated \$100,000 in funding to encourage private investment and redevelopment of vacant commercial and industrial properties along Community Character Corridors (CCC). Ms. Sipes informed the Board that similar grant programs were being utilized in surrounding localities. Ms. Sipes advised to ensure grant funds were used for its intended purpose, any improvements would need to be shown on an approved site plan, in addition to verification improvements were made prior to the grant issuance. Ms. Sipes touched on examples of approved improvements such as: signage, site lighting, landscaping, façade renovations, and additional safety features. Ms. Sipes explained due to the limited funds staff proposed a maximum grant award of 50% of the qualified improvements not to exceed \$10,000 per project. Ms. Sipes remarked if desired the program could potentially expand to accommodate properties zoned for Business or Commercial, adding even if the property was not located along a CCC. Ms. Sipes stated the application and detailed guidelines would be available on the County website and Economic Development website. Ms. Sipes commented based on the Board's support, the anticipated launch of the program would be this fall.

Ms. Larson thanked Ms. Sipes, adding she hoped funds would increase as the program moved forward. Ms. Larson asked if she knew the amount other surrounding localities were offering in relation to similar grant awards.

Ms. Sipes stated she was unsure of the amount; however, she referenced the City of Williamsburg offered grant awards on a first come first serve basis.

Ms. Larson asked if there was discussion with County businesses to determine if businesses could operate within the guidelines outlined in the program.

Ms. Sipes replied no, adding staff only spoke with surrounding localities about similar grant programs offered and feedback.

Ms. Larson asked if surrounding localities had guidelines consistent with the County's.

Ms. Sipes confirmed yes; however, some localities requested businesses to apply first prior to design phase. She added the County guidelines allowed for the design phase to begin and construction to be underway; however, funds would not be awarded until improvements were made. Ms. Sipes explained it limited time constraints for business owners.

Ms. Larson referenced a new local business, Frothy Moon Brewhouse on Jamestown Road, adding the business was investing in the beautification along the CCC. Ms. Larson pointed out by-right construction did not have the same guideline requirements. Ms. Larson thanked Ms.

Sipes for her efforts.

Mr. Hipple expressed his desire to see funds increase. Mr. Hipple asked if this was strictly for new business owners or could an existing business apply for the grant as well. Mr. Hipple mentioned his concern with excluding existing businesses.

Ms. Sipes explained it was essentially for businesses who intended to occupy a vacant commercial building; however, if a preexisting business for expansion purposes moved to a vacant commercial property it would qualify. Ms. Sipes stated due to the limited funds resurfacing parking lots and signage was not recommended. Ms. Sipes welcomed any suggestions.

Mr. Hipple expressed his gratitude to staff for their efforts. Mr. Hipple recommended a future program to include existing businesses.

Ms. Sadler thanked Ms. Sipes. Ms. Sadler added she would provide an update on the Small Business Relief Program later in the meeting.

Mr. McGlennon asked about marketing strategies for the program.

Ms. Sipes stated the information would be on the County website, in addition to word of mouth.

Mr. McGlennon thanked Ms. Sipes.

## 2. Consolidated Waste Study Review

Mr. McGlennon welcomed Ms. Cassie Cordova, Environmental Sustainability Coordinator. Mr. McGlennon displayed a purple bucket for public viewing purposes and welcomed Ms. Cordova to speak briefly about the purple buckets.

Ms. Cordova pointed out that the purple buckets were for the County's Glass-only Recycling Program. Ms. Cordova mentioned the purple bins were located at all County convenience centers. She encouraged the public to utilize the purple buckets to keep glass separate and at earliest convenience to drop off at a County convenience center into the purple bin. Ms. Cordova stated the glass would then be transported to O-I Glass to make new glass bottles. Ms. Cordova discussed the findings of the Trash Consolidation Study on the PowerPoint presentation. Ms. Cordova stated the County currently did not offer curbside trash collection; however, residents may hire a private company to provide the service, check with your homeowners association if applicable to determine if service is provided, or drop off at any County convenience center. Ms. Cordova touched on the County-offered services which included: bulk trash pickup for \$75, leaf drop-off which was provided three times per year at no additional fee, and a fee-based recycling service for \$7 per month. Ms. Cordova noted collaborative efforts with Gershman, Brickner & Bratton Inc. (GBB) Solid Waste Management Consultants, on the Trash Consolidation Study to assess the current approach to trash collection and offer viable eco-friendly solutions. Ms. Cordova briefly discussed the timeline events for the study and referred to key questions on the PowerPoint slide. Ms. Cordova touched on the phone survey conducted which recorded approximately 405 responses of which 56% were willing to participate in County-offered curbside trash collection, 29% were unsure, and 15% were not willing to participate. Ms. Cordova highlighted the level of service data on the PowerPoint presentation. Ms. Cordova spoke about the approximate costs for both private sector and County-offered services and referenced the figures on the PowerPoint slide. She added both options included recycling,

bulk, leaf, and other services included in the monthly fee. Ms. Cordova highlighted the pros and cons of consolidation. Ms. Cordova looked to the Board to determine a desired option to proceed, adding there were several challenges which would need to be addressed before moving forward. Ms. Cordova noted the first step would be to hire an industry experienced staff member to lead the project which included duties such as: provide guidance to the Board as needed, outline parameters of the program, public education and outreach, financial planning, phasing of system, and implementation of the program. Ms. Cordova further noted if the County-operated services were selected planning efforts would need to be conducted in relation to staffing and the facilities demand. Ms. Cordova concluded the presentation and welcomed any questions the Board might have.

Mr. Icenhour questioned the two-dollar difference based on the original report costs versus the information reflected in this PowerPoint presentation.

Ms. Cordova stated she pulled the data from GBB's final presentation.

Mr. Stevens stated he would find that information out.

Mr. Icenhour stated he wanted to ensure firm figures.

Ms. Cordova wondered if the figures were based on the current recycling costs; however, she was unsure.

Ms. Boone advised clarification would be provided.

Ms. Sadler asked if the County-operated service were selected would citizens be required to pay for the additional services if not desired and/or if a citizen chose to take recyclables to the convenience center would the citizen still be charged.

Ms. Cordova confirmed yes.

Ms. Sadler mentioned the citizens in her district preferred to take their own trash and preferred a private sector for service needs opposed to government operations based on citizen feedback she had received.

Ms. Larson expressed her concern with trash on County roadways and lack of proper coverings on garbage trucks. Ms. Larson mentioned the abundance of citizen calls she received after storm events as the County did not offer that service. Ms. Larson inquired if Ms. Cordova was seeking Board approval if desired on moving onto the next step in the process.

Ms. Cordova confirmed yes, adding it had been a year since the initial study began.

Ms. Boone stated the next step in the process would be to hire the industry experienced staff member for planning framework purposes.

Ms. Sadler asked if the service would be County-wide or specifically the Primary Service Area (PSA).

Ms. Boone replied the industry experienced staff member would investigate to determine which option was the best course of action.

Ms. Sadler mentioned serving within the PSA only might be a better option for the residents in rural areas of the County. She asked if there was an option to allow County residents outside of the PSA to participate if desired.

Ms. Boone replied it would be considered, adding there would be community meetings held for further discussion. She stated the more participants the lower the costs.

Ms. Cordova provided an example of a contract with TFC Recycling where there was a minimum subscription number requirement or something along those lines.

Ms. Sadler reiterated the residents in her district chose to take their trash and recyclables to County convenience centers.

Ms. Larson stated she was currently paying \$32 per month for trash collection. Ms. Larson asked if trash pick up would be once or twice a week.

Ms. Cordova replied once per week for trash collection and biweekly for recycling.

Mr. Hipple expressed the beneficial aspect of having fewer garbage trucks on County roadways; however, he was worried of the livelihood of those private organizations if a takeover occurred. Mr. Hipple favored the lower cost than most rates County residents were currently paying for services. Mr. Hipple mentioned if the County provided the trash collection service, he felt it would need to be County-wide for it to work effectively. Mr. Hipple asked Ms. Boone how she felt with possibly adding trash collection to the list of duties.

Ms. Boone expressed she felt it could be done with the necessary resources available. Ms. Boone remarked this was a multi-year process, which would require a lot of planning framework and the right staff member with expertise in this subject to create a successful effective program.

Mr. Hipple mentioned a recent waste management service merge and the issues it created for County residents. Mr. Hipple expressed the concerns of relying on a private organization opposed to the advantages of the County providing the service.

Ms. Larson stated she was informed by several members of the National Association of Counties (NACo) that the GFL, Environmental Inc. merge situation was an issue all over.

Mr. Hipple reiterated his point on reliant concerns.

Ms. Sadler asked if bids would be accepted.

Ms. Boone believed that would be part of the process if the County were to manage the program, but desired to contract with a private organization.

Ms. Sadler asked if it was possible to contract out temporarily and then decide as time moved forward to fully commit.

Ms. Boone replied possibly.

Mr. Hipple expressed his concerns with that option. He added citizens would expect high quality service from the County.

Mr. Icenhour expressed his support for moving forward in the process. He added there were valid points addressed. Mr. Icenhour highlighted beneficial aspects of County-operated service which included: increased recycling, ability to control litter on roadways and illegal dumping, more services at a lesser cost, etc. Mr. Icenhour suggested making the trash collection fee incorporated into the tax rate or bill it with personal property taxes. Mr. Icenhour reiterated his support to proceed to allow further consideration on this matter.

Ms. Sadler expressed her concerns of billing at tax time could be a burden to some citizens opposed to paying it monthly.

Mr. Hipple stated that option could be accommodated.

Mr. McGlennon expressed he felt it was time the County offered trash collection services. Mr. McGlennon explained from his understanding because the County did not offer municipal trash collection services that the County could not impose limitations on burning trash in some areas which included some areas inside of the PSA. Mr. McGlennon mentioned various benefits to municipal trash collection, adding he was in favor to move forward. Mr. McGlennon added if the County were to provide the service, he suggested it be County-wide as it would increase service costs if there was a participation option. The Board was in agreement to move forward.

Mr. Stevens stated staff would work on creating a job description for the position, adding he anticipated it would come back before the Board in the September-October timeframe.

3. Memorandum of Understanding with Accra, Ghana

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. Purse to the podium.

Mr. Purse provided an overview of the memorandum and resolution included in the Agenda Packet. Mr. Purse noted staff recommended approval of the resolution.

Mr. McGlennon pointed out that the current United States Ambassador to Ghana was a local native from York County.

Mr. Purse replied he had reached out to that office and anticipated contact.

4. PreK Feasibility Study

Mr. McGlennon welcomed Mr. Larry Simerson, Associate at RRMM Architects, to the podium.

Mr. Rob Berz, Architect, Principal at RRMM Architects, addressed the Board recognizing his colleague Mr. Simerson in attendance. Mr. Berz credited Mr. Simerson for his efforts on the presentation. Mr. Berz recognized Dr. Olwen Herron, Superintendent of Williamsburg-James City County (WJCC) Schools, and WJCC staff in attendance.

Mr. McGlennon welcomed Dr. Herron and WJCC staff.

Ms. Larson recognized Ms. Kimberley Hundley, WJCC School Board member, in attendance as well.

Mr. Berz started the presentation advising WJCC School Division requested RRMM Architects to investigate two new preschool options on existing elementary school sites to meet the goal of serving a total of 650 preschool aged students. He added each preschool would accommodate approximately 325 students and include 80 staff members at each site.

Mr. Berz stated WJCC School Division had a construction budget of approximately \$33 million. Mr. Berz indicated building space needs were approximately 46,600 square feet for each preschool. Mr. Berz displayed the PowerPoint slide which included four floor plan options for testing and footprint purposes only. Mr. Berz noted review of all nine elementary schools was conducted, adding five sites were possible options which included the following: Clara Byrd Baker, J. Blaine Blayton, Matoaka, D.J. Montague, and Norge Elementary Schools.

Ms. Larson questioned the number of schools which could not accommodate additions; she referenced Matoaka Elementary School as an example.

Mr. Berz replied in reference to Matoaka Elementary School specifically RRMM Architects looked at various factors such as the footprint for a 46,600-square-foot preschool building, drop-off and pick-up area, parking, playfields, etc. to make that determination.

Ms. Larson asked if future results could change based on scope of project.

Mr. Berz replied maybe, adding each scenario was different. Mr. Berz referenced an example such as a cafeteria expansion might work. Mr. Berz stated some existing sites were able to accommodate additions while others could only accommodate what it was initially built for.

Ms. Larson thanked Mr. Berz.

Mr. McGlennon asked if the discussion was based on standalone buildings.

Mr. Berz confirmed yes, standalone buildings which would be adjacent to an existing school site. He added this would allow shared use of facilities such as a cafeteria or a gymnasium.

Ms. Sadler asked if existing site expansions were a part of this presentation.

Mr. Berz replied no as the request was for standalone buildings only. Mr. Berz continued the presentation advising after further evaluation the most suitable options were Clara Byrd Baker and Norge Elementary Schools. Mr. Berz displayed the project budget versus the current costs for construction on the PowerPoint slide. Mr. Berz explained the calculations for both sites equated to approximately \$38 million. Mr. Berz added soft costs were approximately 15% of construction costs which equated to approximately \$5.7 million. Mr. Berz highlighted the total projected costs to be approximately \$44 million based on current market and dollars. Mr. Berz referenced the proposed project timeline on the PowerPoint slide, adding the projected timeline for completion would be August 2025. Mr. Berz welcomed any questions the Board members might have thus far.

Mr. Hipple stated he had a question on the project budget versus current costs PowerPoint slide. Mr. Hipple asked about the site verbiage, adding if the County had to purchase additional sites it would increase the project budget. Mr. Hipple mentioned for budgetary reasons the Board recommended additions opposed to standalone buildings as it would increase costs, increase infrastructure, purchase of additional sites, and timeline were various factors to consider with the standalone option.

Mr. Berz explained the projected figures were based on current Virginia Department of Education (VDOE) cost data, adding it was challenging to predict; however, the data did reflect trends. Mr. Berz stated the costs were strictly building costs for both standalone buildings as the buildings would utilize existing sites.

Mr. Hipple asked if this data was comparable to other facilities utilizing existing site(s).

Mr. Berz replied correct, adding the building cost per square foot of approximately \$383 was based on VDOE cost data in October 2021.

Mr. Hipple expressed his concern of the project budget versus the projected current costs of approximately \$44 million.

Mr. Berz replied he understood, adding the study was based on WJCC School Division requests.

Mr. Hipple questioned why the study did not reflect the WJCC budget and accommodations within the budget.

Mr. Berz replied these were the projected costs to provide education to 650 preschool aged students, adding if the directive was guided strictly by budget, then those figures would be reduced, and the amount of preschool aged students accommodated would vary.

Mr. Hipple replied ok.

Mr. Berz replied all points were valid.

Mr. Hipple thanked Mr. Berz for the clarification.

Mr. Berz displayed a photo of Clara Byrd Baker Elementary School as is currently and then displayed another photo to indicate the accommodations to allow an additional 325 students on-site. Mr. Berz noted various impacts to the site, in addition to stormwater management which could be costly; however, it was feasible. He further noted the playfields would be impacted.

Ms. Larson questioned the location of the new play area.

Mr. Berz pointed out the reconfigured play area on the PowerPoint slide.

Ms. Larson replied that was a substantial reduction.

Mr. Berz confirmed it was too impactful, adding an alternative footprint option was used to preserve more play area displayed on the PowerPoint slide. Mr. Berz reiterated these designs displayed were not recommended to be executed; however, it was used for test fitting purposes. Mr. Berz added these footprint options were very tight for this site.

Ms. Larson referenced the PowerPoint slide asking if that was the County's treatment plant.

Mr. Berz replied yes.

Ms. Larson replied awareness was important for security purposes in relation to the treatment plant.

Mr. McGlennon stated all questions asked were valid; however, the report itself was dealing with the hypothetical aspect of what could be accommodated and what could not. Mr. McGlennon recommended allowing the presentation to continue and saving questions once the presentation had concluded. Mr. McGlennon commented while some sites had constraints there were alternative options to accommodate.

Mr. Berz replied while some existing sites were not feasible the goal was to provide options that could be accommodated. Mr. Berz displayed the next PowerPoint slide which referenced a 16,000-square-foot footprint to show a better fit. Mr. Berz reported in the final analysis it

was determined to impact the site; however, it was feasible. Mr. Berz moved on to discuss Norge Elementary School and referenced a series of PowerPoint slides to indicate footprint options; however, there were major impacts. Mr. Berz noted if a smaller version were configured it may be feasible, adding it would be a third of the size and student capacity on this site. Mr. Berz discussed J. Blaine Blayton Elementary School, adding this school had room for expansion; however, the adjacent site could not accommodate the 46,600-square-foot preschool building. Mr. Berz displayed the next PowerPoint slide to indicate a 16,000-square-foot preschool building could be accommodated on the west side of the property. Mr. Berz touched on D.J. Montague Elementary School, adding there was an opportunity for a smaller footprint accommodation; however, the 46,000-square-foot preschool building was not feasible. Mr. Berz mentioned after further investigation the smaller footprint could create significant traffic impacts, site elevation concerns, and reconfigured parking. He added RRMM did not recommend; however, it was feasible. Mr. Berz spoke about Matoaka Elementary School, noting the playfields on the west side of the site were community use and highly used. He added on the south side there was bus drop-off parking and on the north side there were some soil conditions, adding on the east side there was not space for development. Mr. Berz noted after further investigation Matoaka Elementary School was not a viable option. Mr. Berz touched on some of the various project challenges. Mr. Berz stated all sites were too small for a 325-student preschool addition. Mr. Berz commented it may be possible to squeeze projects onto Clara Byrd Baker and Norge Elementary Schools; however, that would leave very limited outdoor play area space for students which was not recommended. Mr. Berz noted the budget challenges for the project. Mr. Berz mentioned the stormwater management challenges especially at pre-existing sites, in addition to occupied construction impacts. Mr. Berz highlighted options for the Board to consider as alternatives on the PowerPoint slide. Mr. Berz indicated the items in red were answers to WJCC School Board questions at its June 6, 2022, Work Session regarding costs. Mr. Berz spoke about the first option which was to create two new preschools on new sites, adding projected costs in 2022 dollars equated to approximately \$48 million. Mr. Berz discussed another option which was to build a new elementary school with the preschool component which equated to approximately \$45 million not including land. Mr. Berz noted the last option was to build smaller preschools that would fit on multiple existing school sites which equated to approximately \$26 million for the construction of three preschool buildings. Mr. Berz noted each 16,000-square-foot building would accommodate 163 students, totaling 489 students for the three sites with approximately 161 students who remain unserved. Mr. Berz concluded the presentation, adding he welcomed any questions the Board might have.

Ms. Larson asked if there was any further business with WJCC School Board on this subject.

Mr. Berz replied no, adding not until there was a course of action to move forward.

Mr. McGlennon remarked to Ms. Larson that the idea was to allow the School Board, Williamsburg City Council, and the Board of Supervisors an opportunity for all entities to receive the presentation prior to scheduling a joint meeting or moving forward with any considerations.

Ms. Larson expressed her concerns with a joint meeting.

Mr. McGlennon questioned the projected figures for a new elementary school as the figures seemed comparable to pre-pandemic costs, adding he anticipated a cost escalation.

Mr. Berz replied it was a 650-student school.

Mr. McGlennon asked in a 650-student school with how many of those spaces were associated with preschool.



Ms. Larson inquired about the 650 number as well.

Mr. Berz replied it was essentially a demonstration of student bodies, adding it could be portioned as desired.

Mr. McGlennon asked what the impact would be on the number of preschool students being served in the community.

Mr. Berz deferred the question to Dr. Herron.

Dr. Herron replied the 650 was a significant number as that was the number of preschool students who were not being served in the community based on the AnLar, LLC, report. Dr. Herron stated WJCC School Division requested RRMM Architects to conduct the study based on that specific number. Dr. Herron noted the desire was to incorporate preschool in an elementary school; however, she felt if that was accommodated the student count would increase substantially.

Mr. McGlennon remarked that the square footage for the preschool buildings seemed relatively close to the square footage for an elementary school which had twice the number of students. Mr. McGlennon asked if the preschool required a larger footprint and how did it relate to the concept of incorporating a preschool in an elementary school.

Mr. Berz replied a preschool room was approximately 1,050 square feet opposed to an elementary school classroom was approximately 800 square feet.

Mr. McGlennon asked of the average enrollment for a preschool classroom versus an elementary school classroom.

Mr. Berz replied it depended on the student level.

Mr. Simerson replied toddlers would be nine students per classroom (inaudible due to standing too far away from the podium).

Mr. Berz stated a 650-student elementary school would be approximately 100,000 square feet.

Mr. McGlennon asked the square footage for the 325-student preschool building.

Mr. Berz replied there would be two 325-student preschool buildings and that was approximately 46,000 square feet per preschool building.

Mr. McGlennon remarked both looked comparable in terms of scale.

Mr. Berz replied Clara Byrd Baker Elementary School was comparable in size to the preschool square footage, adding Norge Elementary School was a bit larger. Mr. Berz stated the visual comparison of what the presentation reflected versus the sizes of existing elementary school sites was not a good comparison, adding he felt further investigation on that aspect of the study should have been conducted.

Mr. Simmerson's comments were inaudible.

Mr. McGlennon questioned the size aspect in regard to requirements.

Ms. Sadler asked if the timeline of anticipated completion was around 2025.

Mr. Berz replied August 2025.

Ms. Sadler asked if that was for both standalone preschool buildings.

Mr. Berz confirmed yes.

Ms. Sadler asked what the difference in timeline would be if three add-ons to elementary schools were done opposed to the two standalone preschool buildings, adding she anticipated the costs would be significantly less if that approach was taken. Ms. Sadler expressed time and cost was an issue.

Mr. Berz replied he felt the timeline would not dramatically change, adding RRMM Architects could investigate further, but his belief was that the timeline would remain relatively close to the projected timeline. He added it was still considered new construction even with an add-on to an existing site.

Ms. Sadler asked about the cost difference between options, \$26 million versus \$44 million.

Mr. Berz replied the three smaller preschool buildings option would accommodate a total of 489 students and not the 650 total.

Ms. Sadler asked if land would need to be acquired for the two standalone preschool buildings.

Mr. McGlennon remarked probably.

Ms. Sadler questioned if that would add to the timeline.

Mr. Berz replied two new standalone buildings on two new sites would most likely add to the projected timeline. He added it was possible if sites were identified that design could begin while acquiring the properties.

Ms. Larson expressed the concern with adding two new standalone buildings on two new sites which would require several other amenities such as a kitchen, cafeteria, and gymnasium as the preschool buildings would no longer be able to depend on the elementary school for those amenities.

Mr. Berz replied correct.

Ms. Larson asked if RRMM Architects provided costs for that option.

Mr. Berz stated costs would increase with acquiring property, adding these were approximate figures; however, once a decision was made on the course of action figures would be more precise.

Ms. Sadler asked if the \$44 million included land.

Mr. Berz replied no.

Ms. Sadler asked if add-ons were done could the existing parking be utilized.

Mr. McGlennon stated these were not add-ons, but adjacent standalone buildings. He added the expectation was additional parking would be required to accommodate the additional staff, parents, and buses.

Ms. Larson remarked additional bus loops as well.

Mr. Berz replied additional bus loops, parking, and reconfiguration of existing parking would be required.

Mr. Hipple expressed his concern of various options presented which were not in the budget.

Dr. Herron explained the reason for seeking additional space was based on the AnLar, LLC, report that was commissioned to provide an assessed number of preschool students which needed to be served in the community. Dr. Herron added the study was based on the 625-650 student count range to ensure WJCC School Division could serve all students. Dr. Herron mentioned if it were desired to serve less than the 650 students the three smaller preschool buildings could work, adding which would remove 395 spaces out of WJCC elementary schools and would add approximately 100 spaces.

Mr. Hipple stated currently WJCC School Division was serving 302 preschool students, Mr. Hipple commented based on prior and current discussions the logical option was to add a preschool space to an existing elementary site to allow for utilization of amenities, in addition for security purposes. Mr. Hipple mentioned his construction background and expertise, adding the costs were significant with regard to standalone buildings on new sites, in addition to staff, water, sewer, etc. Mr. Hipple remarked he was interested in the most cost-effective route in the effort to continue to supply and support schoolchildren and schools in the community. Mr. Hipple reiterated the budget and other various projects the County had as well.

Dr. Herron reiterated the request to conduct the study based on the 650 number. Dr. Herron stated RRMM Architects advised the standalone buildings adjacent to the elementary schools could not be accommodated due to land size restrictions. Dr. Herron then requested RRMM Architects to provide an alternative option, adding the three smaller preschool buildings was an option; however, it would serve 489 students opposed to the 650. Dr. Herron indicated that option could then create 400 spaces in WJCC elementary schools, which could potentially last up to 10 years. Dr. Herron reiterated with that option while viable it would not serve all preschool students in the community.

Mr. McGlennon recommended utilizing the AnLar, LLC, report in more depth to determine how many students were served via the Bright Beginnings Program versus other preschool programs in the community to validate the exact demand for preschool accommodations. Mr. McGlennon suggested that be the next step in the process.

Ms. Larson expressed her concerns with operational costs, commitment, the number of students to be served, timeline, etc. Ms. Larson asked if it was too late for a Request for Proposal to be issued.

Dr. Herron replied correct.

Ms. Larson commented timeline impacts would increase costs.

Mr. Hipple stated the Board had discussion on this topic for several years, adding the need was there; however, there were various factors which needed to be addressed prior to a commitment. Mr. Hipple expressed the lack of authority as a Board with regard to WJCC School System.

Ms. Larson replied as a Board the authority was there to dictate the funds to support this item.

Mr. Hipple stated the Board already approved \$33 million to support this item.

Ms. Larson asked if the Board voted on it.

Mr. Hipple confirmed yes.

Ms. Sadler commented it was in the budget. Ms. Sadler mentioned when the discussion originally initiated preschool additions were \$4.5 million each, two for \$9 million. She added just a few years later the costs increased substantially to approximately \$44-46 million. Ms. Sadler stated to Ms. Larson's point further consideration was needed. Ms. Sadler asked if 302 students were currently served.

Dr. Herron replied 395 spaces were filled by the end of every year, adding there was also a waiting list as well. Dr. Herron explained a significant amount of the spaces were reserved for special education students due to requirements which limited the number of at-risk students served.

Ms. Sadler remarked in the earlier discussion it was advised a total of 302 students were currently being served.

Dr. Herron replied that number was in the AnLar, LLC, report; however, a total of 395 preschool students were currently being served, in addition to a waiting list at the end of the year.

Mr. McGlennon asked how long the waiting list was.

Dr. Herron replied it varies annually; however, pre-pandemic it was up to 100 spaces on the waiting list. Dr. Herron remarked the three smaller preschool buildings which accommodated 498 students total would serve its purpose for a period of time.

Ms. Sadler asked how many spaces that would clear up in the elementary schools.

Dr. Herron replied 395 spaces.

Ms. Larson asked if that option would suffice the needs for 10 years.

Dr. Herron replied at low to moderate growth yes. Dr. Herron stated the purpose of the study was to have a better understanding of where the potential preschool buildings would fit. Dr. Herron added once it was determined that the preschool buildings could not be accommodated at any of the pre-existing elementary school sites it was requested to provide alternative options for consideration purposes. Dr. Herron mentioned the Board involvement was critical and it was essential to share the data collected from the study. Dr. Herron expressed the importance of this subject to the community.

Mr. McGlennon stated he appreciated it as there were various factors to consider moving forward. Mr. McGlennon noted Mr. Stevens reminded him that there was a total of \$25 million available in the County's Capital Improvements Program budget, in addition to the City of Williamsburg's contributions to this matter. Mr. McGlennon recommended a joint one-on-one meeting to develop a list of questions and concerns to be addressed.

Ms. Sadler expressed her concerns with the timeline aspect and ongoing discussion would delay it further.

Mr. McGlennon agreed, adding he hoped that the development of questions and answers could be accomplished by mid-September.

Mr. Icenhour inquired about a preschool program at James River Elementary School.

Dr. Herron stated a preschool program was currently not offered there, but the school had a Head Start program. She added Head Start had two classrooms at James River Elementary School and two classrooms at Norge Elementary School.

Mr. Icenhour asked if the Head Start program was a separate issue.

Dr. Herron confirmed yes, adding Pre-K was currently offered at D.J. Montague, J. Blaine Blayton, Laurel Lane, Clara Byrd Baker, and Norge Elementary Schools. She added the vast majority of classes were held at Norge Elementary School.

Mr. Icenhour mentioned based on his calculations for each option, the smaller buildings were more cost-effective per student. Mr. Icenhour asked if a potential fourth building was ever considered, adding if a fourth building were constructed it would reach close to the 650-student goal at a lower cost. Mr. Icenhour noted the possibility of Clara Byrd Baker Elementary School accommodating the potential fourth building based on the PowerPoint presentation. Mr. Icenhour stated to build a fourth building at the same costs would total approximately \$34.7 million for four buildings, adding that was in the ballpark of the budget and could potentially accommodate the 650-student goal or close to it.

Dr. Herron stated to her knowledge there were some constraints on the Clara Byrd Baker Elementary School site.

She deferred that point to RRMM Architects to clarify.

Ms. Larson asked Dr. Herron to provide operational costs for a 650-student preschool. She added the request was not immediate; however, in the near future to allow for discussion.

Dr. Herron replied certainly.

Mr. Icenhour asked Mr. Simmerson what the three proposed sites were for the three buildings.

Mr. Simmerson stated Clara Byrd Baker, Norge, and J. Blaine Blayton Elementary Schools.

Mr. McGlennon suggested consideration of James River Elementary School for the potential fourth building as he believed there was land accommodations and would serve a different area of the County.

Ms. Larson remarked the Head Start program was already at James River Elementary School. Ms. Larson asked what the advantage was of having the Head Start program opposed to the Bright Beginnings program at James River Elementary School.

Dr. Herron stated the original agreement with the Head Start program was that there were four classrooms on the County side of James River, adding at some point there was an agreement to add two classrooms at Norge and two at James River Elementary Schools. Dr. Herron explained classroom space did exist; however, there was an agreement between the County and WJCC School System that the Head Start program would occupy the two classrooms.

Ms. Larson asked how long that agreement was effective.

Dr. Herron replied she would have to obtain that information.

Ms. Sadler also requested the operational costs, adding she felt comfortable with the three

buildings and the possibility of adding an additional site in the future.

Dr. Herron replied if a suitable option were determined to serve the preschool demand for the next 10 years when it was time to construct a new elementary school the preschool program could be incorporated into the new elementary school. Dr. Herron commented this study allowed guidance for what may be viable.

Mr. Icenhour inquired if J. Blaine Blayton Elementary School could potentially accommodate the preschool program aside from the traffic impacts, adding he also wondered about Matoaka Elementary School.

Dr. Herron responded J. Blaine Blayton Elementary School was one of the recommended three sites. Dr. Herron stated that Matoaka Elementary School exhibited some land subsidence concerns, so that site was not recommended.

Mr. McGlennon sought the Board's support to develop a list of questions and/or concerns to be addressed.

Ms. Larson asked if the questions would go to the County Administrator.

Ms. Sadler stated she would prefer that option.

Ms. Larson remarked to Mr. Stevens one of her questions she had was what the most fiscally responsible decision based on the need for a new elementary school in 10 years. Ms. Larson questioned the cost escalations as time moved forward, adding she was interested in the most cost-effective route. Ms. Larson stated the presentation was very informative, adding she thanked all staff who participated in the efforts.

Mr. McGlennon thanked Dr. Herron for the presentation.

At approximately 2:49 p.m., the Board recessed for a short break.

At approximately 2:50 p.m., the Board reconvened.

#### **F. BOARD CONSIDERATION(S)**

None.

#### **G. BOARD REQUESTS AND DIRECTIVES**

Ms. Larson stated she and Mr. Stevens attended a NACo meeting, adding it was very informative. She briefly spoke about a couple of topics discussed at the NACo meeting. Ms. Larson mentioned there was a discussion on homelessness. She added the County did not have a permanent shelter; however, the County was very fortunate to have local churches and hotels provide shelter to the homeless during the winter months. Ms. Larson spoke about these temporary buildings which could be broken down into seven pieces, adding the temporary buildings offered heat and air conditioning, locked doors, etc. Ms. Larson explained the majority of these buildings were put on land owned by the locality and set up as a community type environment with rules and regulations, adding a staff member was always on-site. Ms. Larson expressed her hope that local partners would put forth consideration on this opportunity. Ms. Larson shared a concept called Tool Shed utilized by Adams County, Colorado, which allowed residents and neighborhoods to use the Tool Shed, which was a

trailer with an assortment of tools to aid in cutting grass and for beautification purposes. Ms. Larson added there was no cost to use the service. She mentioned it was implemented for code compliance purposes.

Ms. Sadler stated Agricultural and Forestal District renewals would come before the Board in September. She mentioned she attended the Police Shred-a-Thon event. Ms. Sadler requested an update from Mr. Stevens on the drainage/flooding concerns at Kings Village to ensure the issues were being addressed. Ms. Sadler recognized the newly appointed Economic Development Authority (EDA) Director, Ms. Rebecca Mulvain. Ms. Sadler expressed gratitude to former EDA Director, Mr. Carlton Stockton, for his four years of service. Ms. Sadler noted an update on the 58 acres in the James River Commerce Center which had been subdivided and a closing date would be scheduled soon. Ms. Sadler noted staff had provided an update on the Small Business Relief Grant Program which included over \$726,000 in eligible funding requests had been submitted and 42 small businesses had been awarded over \$527,000 as of July 19. She further noted staff continued to work with applicants to obtain the necessary documentation to allow remaining funds to be awarded. Ms. Sadler stated the Department of Housing and Community Development were aware of applications still being submitted and seeking additional funding opportunities. Ms. Sadler thanked Ms. Lynn Meredith, Vice Chair, for her efforts in evaluating over 75 lease agreements for the Review Committee.

Mr. McGlennon noted Mayors and Chairs had a meeting yesterday; however, there were challenges as the bridge between Gloucester and Yorktown had malfunctions which restricted colleagues from Hampton and York County attending. He mentioned discussion on affordable housing and what each locality offered with regard to affordable housing. Mr. McGlennon anticipated there would be further discussion on affordable housing in relation to the General Assembly Session. Mr. McGlennon stated he attended a business opening for Andre' Julius Custom Suits & Accessories in New Town. Mr. McGlennon noted he attended the Hampton Roads Planning District Commission and Hampton Roads Transportation Planning Organization meetings. He further noted he observed a scale model of the tunnel boring machine "Mary" and Mr. Jim Utterback, Director, Hampton Roads Bridge-Tunnel Expansion Project, conducted a video presentation. Mr. McGlennon mentioned he also attended the Police Shred-a-Thon. Mr. McGlennon remarked he participated and donated food to the Sleigh Hunger-Christmas in July Campaign that was conducted by the Grove Christian Outreach Center, Habitat for Humanity ReStore, and the Williamsburg House of Mercy at the Colony Square Shopping Center. Mr. McGlennon added from his understanding the campaign collected approximately 7,500 pounds of food for distribution this summer.

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

Mr. Stevens spoke about the NACo meeting which he and Ms. Larson attended, adding it was a multiple day event and very informative. He mentioned discussions with likeminded individuals from different localities. Mr. Stevens expressed positive remarks about the conference. He encouraged the Board members to attend in future years. Mr. Stevens stated he attended an announcement today at the Newport News-Williamsburg International Airport to inform Avelo Airlines would be forthcoming. He added it was a low-cost carrier similar to others in the region and would provide direct service to Orlando and Fort Lauderdale. Mr. Stevens anticipated the October-November timeframe for service to begin. He added there were local funds available to aid with marketing primarily Avelo Airline services and to look out for the marketing ad Hello Avelo coming soon. Mr. Stevens encouraged taking advantage of the services soon to come.

## **I. CLOSED SESSION**

A motion to Enter a Close Session 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 3:50 p.m., the Board entered Closed Session.

At approximately 3:52 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. Consideration of a personnel matter, the appointment of individuals to County Boards and/or Commissions, pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia
2. Appointment - Chesapeake Bay Board and Wetlands Board

A motion to Appoint Mr. Michael O'Brien to the Chesapeake Bay Board and the Wetlands Board for a term beginning September 12, 2022, and expiring September 12, 2027, and appointing Mr. Jason Knight as an alternate to the Chesapeake Bay Board and Wetlands Board for a term beginning September 12, 2022, and expiring September 12, 2027, 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

3. Appointment - Stormwater Program Advisory Committee

A motion to Appoint Ms. Alexandra Younica and Mr. Matthew Woolsey to the Stormwater Program Advisory Committee for terms that expire on June 30, 2026, 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

4. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community, pursuant to Section 2.2-3711 (A)(5) of the Code of Virginia

The Board added an additional item to the Closed Session pertaining to consultation with legal counsel regarding specific legal matters requiring the provision of legal advice, specifically, the Settler's Market bond negotiations, pursuant to Section 2.2-3711 (A)(8) of the Code of Virginia.

## **J. ADJOURNMENT**



1. Adjourn until 5 pm on September 13, 2022 for the Regular Meeting

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

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

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

At approximately 3:54 p.m., Mr. McGlennon adjourned the Board of Supervisors.

  
Deputy Clerk