

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

January 9, 2024

5:00 PM

A. CALL TO ORDER

ADOPTED

B. ROLL CALL

FEB 27 2024

Barbara E. Null, Stonehouse District
Michael J. Hipple, Powhatan District
John J. McGlennon, Roberts District
James O. Icenhour, Jr., Vice Chair, Jamestown District
Ruth M. Larson, Chair, Berkeley District

Board of Supervisors
James City County, VA

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

Ms. Larson introduced the Pledge Leader Charlotte "Charlie" Jenkins, a 5th grade student at Matthew Whaley Elementary School. She noted Supervisor Icenhour would provide further information.

Mr. Icenhour gave highlights of Charlotte's various interests and activities.

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Charlotte led the Board and citizens in the Pledge of Allegiance.

Ms. Larson noted Mr. Stevens desired to make an announcement.

Mr. Stevens requested Ms. Barbara Watson, Director of Social Services, come to the podium. He formally recognized Ms. Watson as the new Director of Social Services. Mr. Stevens stated Ms. Watson had resided in the County since 1967, she graduated from Lafayette High School, and had worked for the County for 37 years. He further stated Ms. Watson had served in the leadership capacity in James City County (JCC) since 2001 when she began working as the Director of Neighborhood Connections. Mr. Stevens added since 2006, Ms. Watson had served as the Assistant Director of Social Services. He highlighted Ms. Watson's qualifications and experience. Mr. Stevens expressed positive remarks of Ms. Watson's work ethic, experience, and robust relationships within the community. He turned the discussion over to Ms. Watson.

Ms. Watson addressed the Board and citizens noting she was really excited about her new role and eager to lead the talented group of professionals in the Social Services Department into the future. She mentioned she loved working for JCC. Ms. Watson stated she took her job very seriously, adding Social Services work was very challenging but vital. She mentioned she

looked forward to continuing to meet the needs of the most vulnerable of JCC.

The Board and citizens applauded.

Ms. Larson expressed her desire to thank her Board colleagues for entrusting her as the Board's Chair and thanked Mr. Hipple for serving as the Board's Chair last year, adding he did an outstanding job.

The Board and citizens applauded.

E. PRESENTATION(S)

1. James City County's FY2023 Audit Presentation

Mr. Rob Churchman, partner with Cherry Bekaert, LLP, addressed the Board noting he recently conducted the audit for the James City Service Authority (JCSA). He noted global standards he was required to identify for the Board at the beginning and end of each audit. Mr. Churchman provided a brief overview of the Audit Agenda on the PowerPoint presentation. He began the presentation highlighting the members of the Client Service Team displayed on the PowerPoint presentation. Mr. Churchman stated the audit issued a clean unmodified opinion. He touched on significant percentage increases regarding the County's net position, General Fund, and Unassigned Fund Balance. Mr. Churchman noted the audit showed no instances of noncompliance to be reported under *Government Auditing Standards* or the *Specifications for Audits of Counties, Cities, and Towns*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. He further noted the audit reported a material weakness in internal control over financial reporting related to the restatement of fiduciary activities' beginning net position, adding discussion on that point would be forthcoming on an upcoming PowerPoint slide. Mr. Churchman discussed the results of the single audit noting a clean unmodified opinion on the County's compliance with each major federal program, adding no material weaknesses were identified in internal control over compliance in accordance with the Uniform Guidance. He touched on corrected and uncorrected misstatements, adding the County had one misstatement which had been corrected. Mr. Churchman elaborated on that point in further detail. He spoke about changes in policies in relation to Governmental Accounting Standards Board (GASB). Mr. Churchman stated the County adopted accounting policies related to its accounting for conduit debt by adopting GASB Statement No. 91, *Conduit Debt Obligations* and leases by adopting GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*. He spoke to that point in further detail. Mr. Churchman discussed related party relationships and transactions and reported no issues. He noted there were no significant unusual transactions found during the audit. Mr. Churchman further noted there were no unusual financial estimates found; in addition, the County's financial statement disclosures were considered neutral, consistent, and clear. He highlighted nonattest services and auditor independence aspects of the audit on the PowerPoint presentation. Mr. Churchman discussed required communications: difficulties encountered, disagreements with management, auditor consultations, and management representations. He noted those areas were all positive. Mr. Churchman highlighted some additional required communications: management consultations, other findings or issues, fraud and illegal acts, and ongoing concern. He reported no negative results were noted on those points. Mr. Churchman specified other information found in the audit report and highlighted some financial reporting and auditing changes forthcoming in upcoming years. He concluded the presentation and welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

Ms. Larson thanked Mr. Churchman.

F. PUBLIC COMMENT

None.

G. CONSENT CALENDAR

None.

H. PUBLIC HEARING(S)

Ms. Larson acknowledged Mr. Frank Polster, the Planning Commission representative, at the meeting.

1. Pre-Budget Public Hearing

Ms. Sharon McCarthy, Director of Financial and Management Services, addressed the Board noting this meeting offered public comment opportunity on the upcoming budget. She added the citizen input would provide guidance to aid staff during the budget process. Ms. McCarthy indicated there was no Board action required at this time.

Ms. Larson thanked Ms. McCarthy.

Ms. Larson opened the Public Hearing.

1. Mr. Paul Scott, 150 Point O Woods, addressed the Board noting he was present on behalf of Child Development Resources (CDR). He advised CDR was a nonprofit organization that originated in JCC in 1965. Mr. Scott stated CDR's mission was to inspire and empower children, families, and early childhood professionals to reach their full potential. Mr. Scott noted in 1965 CDR served five children, adding to date the organization served over 2,000 children annually. He further noted CDR was currently serving 248 families in the County. Mr. Scott mentioned CDR had expanded significantly over the years and the current sites utilized CDR had outgrown. He remarked thorough consideration and opportunity had been given to consolidate all locations to one centralized facility located at 312 Waller Mill Road. Mr. Scott stated the CDR Board had confirmed the site would be suitable after considerable renovations, adding it would allow for service enhancement and expansion. He remarked based on the design concept it would allow for partner agencies to utilize the facility and hoped to utilize the open space within the facility for community events. Mr. Scott requested Board consideration on a more formal discussion and support regarding this new milestone. He thanked the Board for its continued support.

Ms. Larson thanked Mr. Scott.

Ms. Larson closed the Public Hearing as there were no additional speakers.

2. AFD-23-0001. 1105 Stewarts Road Barnes Swamp AFD Addition

A motion to Approve was made by Michael Hipple, the motion result was Passed.

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

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

Mr. Ben Loppacker, Planner, addressed the Board noting Mr. Taylor Pruitt had applied to enroll approximately 46.95 acres of land located at 1105 Stewarts Road into the Barnes Swamp Agricultural and Forestal District (AFD). He cited the specifics of the Special Use Permit (SUP) application included in the staff report in the Agenda Packet. Mr. Loppacker stated the applicant intended to utilize the property for recreational purposes and potential tenant farming on the

cleared portion of the property. He added the applicant did not plan to pursue any timbering activities. Mr. Loppacker noted at its October 19, 2023, meeting, the AFD Advisory Committee recommended approval of the application by a vote of 7-0. He further noted at its December 6, 2023, meeting, the Planning Commission recommended approval of the application by a vote of 7-0. He stated staff recommended approval of the application, adding the applicant was not in attendance; however, he welcomed any questions the Board might have for staff.

Ms. Larson asked if any Board members had questions.

Mr. Polster addressed the Board noting there were no speakers during Public Comment and no Planning Commission discussion. He stated the Planning Commission voted 7-0 to recommend approval of the application. Mr. Polster welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

3. SUP-23-0026. 206 The Maine Detached Accessory Apartment

A motion to Defer the application until the Board's February 13, 2024, Regular Meeting, was made by Barbara Null, the motion result was Passed.

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

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

Ms. Tess Lynch, Planner II, addressed the Board noting Mr. Jason Buckley, Promark Custom Homes, Inc., had applied for a SUP to build a detached garage to include a 365-square-foot accessory apartment. She cited the specifics of the SUP application included in the staff report in the Agenda Packet. Ms. Lynch advised that staff had reviewed the proposed design and found that most requirements had been met. She noted the property owners currently did not reside on the property, adding an SUP condition required the property owners or an immediate family member to reside in the single-family dwelling or the accessory apartment within 12 months from the issuance of the Certificate of Occupancy. Ms. Lynch further noted staff found the proposal to be compatible with surrounding development and consistent with the 2045 Comprehensive Plan and Zoning Ordinance. She stated at its December 6, 2023, meeting, the Planning Commission recommended approval of this application by a vote of 7-0. She stated staff recommended approval, subject to the proposed conditions. Ms. Lynch welcomed any questions the Board might have, adding the applicant was available as well.

Ms. Larson asked if any Board members had questions.

Ms. Larson asked if there were other detached accessory apartments in the surrounding area.

Ms. Lynch responded not that she was aware of.

Mr. Polster addressed the Board noting there were no speakers during Public Comment and no Planning Commission discussion. He noted the Planning Commission recommended approval by a vote of 7-0.

Ms. Larson asked if any Board members had questions.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

Mr. McGlennon requested staff provide data regarding the number of detached accessory apartment applications in the past several years.

Mr. Paul Holt, Director of Community Development, addressed the Board noting approximately two to four within the past four or five years.

Mr. McGlennon replied the Board recently approved an application for Kingspoint.

Mr. Holt confirmed yes and referenced another previous application for Centerville Road.

Mr. Icenhour mentioned there was one in Ford's Colony as well.

Mr. Holt replied to his knowledge that particular application was by-right as it was part of the main single-family dwelling versus being detached.

Mr. Icenhour asked if the detached accessory apartment could be rented out.

Mr. Holt replied long-term rental was possible; however, a short-term rental required a separate SUP. He noted this particular SUP would not allow short-term rental opportunities.

Mr. Icenhour asked if the detached accessory apartment could be leased to non-family members long-term.

Mr. Holt replied that was correct based on verbiage included in the County Ordinance.

Ms. Larson expressed her concern with the rental of the detached accessory apartment. She mentioned a previous instance in the neighborhood in relation to an ownership change that had caused a lot of discontent regarding surrounding neighbors. Ms. Larson noted some neighborhoods with no homeowners association created potential County involvement. She asked if the applicant could speak to the objective of the detached accessory apartment.

Mr. Buckley addressed the Board noting the property owners had planned to utilize the detached accessory apartment for their son who currently attended college at the College of William & Mary. He mentioned the landowners had no intent of renting the dwelling.

Ms. Larson expressed her concern for future use.

Mr. Buckley offered the possibility of the property owners signing written correspondence indicating no desire for rental opportunities for the detached accessory apartment.

Ms. Larson thanked Mr. Buckley. She asked Mr. Kinsman if there was a sunset clause that could be incorporated into the SUP.

Mr. Kinsman indicated the SUP ran with the land opposed to with the property owner(s). He noted a potential recorded affidavit could be submitted to confirm only family members would reside within the detached accessory apartment.

Ms. Larson asked if ownership changed the next property owner would be allowed to rent the detached accessory apartment.

Mr. Kinsman confirmed yes, adding an SUP condition could be incorporated; however, from a zoning standpoint there were challenges regarding that point.

Ms. Larson questioned the support for her request.

Mr. Icenhour asked if Ms. Larson desired extra time prior to a vote on this application.

Ms. Larson confirmed yes, if her fellow colleagues supported her request. She asked Mr. Buckley if the Board postponed action on the application if it would affect his construction timeline.

Mr. Buckley replied a building permit had not yet been acquired.

Ms. Larson thanked Mr. Buckley. She asked her fellow Board members to support her request.

Mr. McGlennon asked about the anticipated timeframe to address at a future Board meeting.

Ms. Larson replied the first meeting in February. She requested a deferral on this application. Ms. Larson asked if she could make that motion.

Mr. Kinsman stated Ms. Null's motion was currently on the floor for approval, adding Ms. Null would either need to amend or pull the motion.

Ms. Null made an amendment to the motion to defer the application until the Board's February 13, 2024, Regular Meeting.

4. SUP-23-0028. 9273 Richmond Road Contractor's Office and Warehouse

A motion to Approve was made by James Icenhour, the motion result was Passed.

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

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

Ms. Suzanne Yeats, Planner, addressed the Board noting Ms. Erin Martin, Crossroad Custom Builders, Inc., had applied for an SUP to allow for the construction of an approximately 6,000-square-foot building to be used as a contractor's office and warehouse. She cited the specifics of the SUP application included in the staff report in the Agenda Packet. Ms. Yeats stated the existing residence was currently occupied by a tenant and would remain as such. She mentioned the existing operation was a professional contractor's business that specialized in the building of custom homes, additions, or interior improvements. Ms. Yeats stated at its December 6, 2023, meeting, the Planning Commission voted 7-0 to recommend approval of the application with a motion to amend SUP Condition No. 8. She remarked staff found that the proposed conditions would mitigate impacts to the surrounding properties and development; in addition the proposal was compatible with surrounding zoning and development, and consistent with the 2045 Comprehensive Plan and Zoning Ordinance. Ms. Yeats noted staff recommended approval, subject to the proposed conditions. She welcomed any questions the Board might have, adding the applicant was available as well.

Ms. Larson asked if any Board members had questions.

Mr. Polster addressed the Board noting there was one speaker during Public Comment who had questioned SUP Condition Nos. 8 and 15, noise, and traffic concerns on Richmond Road in addition to future use. He spoke to that point in further detail. Mr. Polster indicated there was much discussion on SUP Condition No. 8 in relation to outdoor storage of heavy equipment. Mr. Polster discussed that point in further detail. He stated at its December 6, 2023, meeting, the Planning Commission voted 7-0 to recommend approval of the application with a motion to amend SUP Condition No. 8. Mr. Polster welcomed any questions the Board might have.

Mr. McGlennon asked about the number of residents on the property.

Ms. Yeats stated the property use consisted of 11 nonconforming units.

Mr. McGlennon asked the type of these units.

Ms. Yeats replied apartments.

Mr. McGlennon asked if all the units were currently occupied.

Ms. Yeats replied she was unsure; however, she could obtain that information for him.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

Mr. Icenhour expressed his concern regarding increased impervious cover on the property. He anticipated that the stormwater facilities would be able to mitigate and manage that. Mr. Icenhour noted the importance of Watershed Management Plans to determine the impacts on a larger scale.

5. ORD-22-0001. Amendments for Scenic Roadway Protection

A motion to Defer Agenda Item Nos. 5 and 6 until the Board's April 9, 2024, Regular Meeting, was made by Michael Hipple, the motion result was Passed.

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

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

Ms. Larson indicated Agenda Item Nos. 5 and 6 would be discussed and voted on together.

Mr. Thomas Wysong, Principal Planner, addressed the Board stating at its October 26, 2021, meeting, the Board of Supervisors unanimously adopted the 2045 James City County Comprehensive Plan: *Our County, Our Shared Future*. He noted the adopted plan included various strategies within the Goals, Strategies, and Actions (GSAs) portion of the Land Use (LU) Chapter that focused on preserving scenic roadways. Mr. Wysong referenced and cited LU 6.3. He stated at its November 23, 2021, meeting, the Board adopted an Initiating Resolution pertaining to the Zoning Ordinance and Subdivision Ordinance. He advised the Initiating Resolution directed staff to consider additional requirements in both the Zoning Ordinance and Subdivision Ordinance to preserve scenic roadways such as Forge Road. Mr. Wysong highlighted the scenic roadways referenced in GSA LU 6.3 and their classifications. He discussed the proposed setback requirements for Wooded Community Character Corridors (CCCs). Mr. Wysong indicated to provide flexibility regarding structures made nonconforming by this proposed setback, staff had prepared language that permitted those nonconforming structures to expand as long as the expansion was not further within the setback. He touched on that point in greater detail. Mr. Wysong asked the Board if he could grab his materials for Agenda Item No. 6.

The Board agreed.

Mr. Wysong continued his presentation noting that the 2045 Comprehensive Plan amendment would be to revise the CCC list so that the portion of Old Stage Road located outside the Primary Service Area (PSA) would no longer be included on the list. He further noted per the County Attorney's recommendation and the Board's Initiating Resolution the removal of the following development standard for short-term rentals: "Be operated in such a manner that the property owner will continue to live and reside on the property during the rental." He stated the other three criteria would remain and continue to be used in staff's evaluation of these applications. Mr. Wysong stated at its November 1, 2023, meeting, the Planning Commission recommended denial of the proposed amendment regarding the proposed setbacks by a vote of 5-2. He further stated the Planning Commission recommended denial of the proposed Comprehensive Plan amendment in relation to short-term rental development standards revisions by a vote of 6-1. He concluded the presentation and welcomed any questions the

Board might have.

Mr. Hipple asked if the short-term rental development standard for the property owner to live on-site would be removed.

Mr. Wysong confirmed yes.

Mr. Hipple asked about the major road criteria.

Mr. Wysong replied that standard would remain in place.

Mr. Hipple asked what the County considered a major road.

Mr. Wysong deferred that question to Mr. Holt.

Mr. Holt replied the way it had been enforced was by the Virginia Department of Transportation definition which was essentially the minor and major arterials and collector streets. He added roads that were not considered subdivision-level streets.

Mr. Hipple questioned the major road criteria based on the rural lands aspect.

Mr. Holt replied those were the standards adopted as part of the most recent update to the Comprehensive Plan in 2021.

Mr. Hipple mentioned the County had a lot of rural lands that were not connected to a major road, adding that would create significant limitations. He mentioned unique property and the major road aspect. Mr. Hipple recommended the major road criteria be on a case-by-case basis.

Mr. Holt replied in practice since 2021, there had been quite a few applications that had come through. He noted that staff was very upfront with applicants and the recommendations Planning included in the staff reports were based on the 2045 Comprehensive Plan criteria for short-term rentals, adding it was policy guidance for the Planning Commission and the Board of Supervisors. Mr. Holt further noted each site was considered unique and evaluated as such. He elaborated on that point in further detail.

Mr. Hipple expressed his concerns with the property owner must live on-site during the rental period criteria in addition to the major road criteria. He reiterated his recommendation of the major road criteria being on a case-by-case basis.

Ms. Larson mentioned it was currently 6:25 p.m. and potential inclement weather was projected for 7 p.m. She asked the Board if she could open the Public Hearing as there was a public speaker for this item and she wanted to ensure for safety purposes individuals were able to leave in a timely manner.

Mr. Hipple mentioned his desire to postpone action on this item.

Ms. Larson replied ok.

Ms. Larson noted based on the deferral request vote the Public Hearing would remain open. She advised any individual who signed up to speak this evening would be allowed to do so, but only one opportunity to speak during the Public Hearing process was allowed.

Mr. Holt desired to speak prior to opening the Public Hearing for staff guidance on these items.

Mr. Hipple requested a deferral for both items for further evaluation purposes. He spoke to that point in further detail.

Ms. Larson opened the Public Hearing for Agenda Item No. 5.

Ms. Larson continued the Public Hearing.

Ms. Larson opened the Public Hearing for Agenda Item No. 6.

Ms. Larson continued the Public Hearing.

Mr. Polster addressed the Board regarding Agenda Item No. 5 noting there were no speakers at the Public Hearing. He noted the ongoing challenges regarding the subject matter. Mr. Polster stated the Planning Commission had separated the Old Stage Road component with a consensus reached among the Planning Commission members with the exception of Forge Road. He noted some of the Planning Commission members thought the 400-foot setback was excessive and the various potential restrictions this amendment would pose on the surrounding area and development. Mr. Polster provided examples to the Board. He stated in summary the Planning Commission desired to convey to the Board the concern on the language to address accessory structures, adding a consensus on the Wooded CCC component in relation to Agenda Item No. 5. Mr. Polster stated three to four Planning Commission members were in acceptance of the 400-foot setback despite the unintended consequences. He stated the Planning Commission recommended denial to the Board of Supervisors by a vote of 5-2.

Mr. Polster addressed the Board regarding Agenda Item No. 6 noting there were no speakers at the Public Hearing. He further noted Planning Commission discussion on the CCCs and the 400-foot setback on Forge Road. Mr. Polster stated the Planning Commission members were supportive of the revisions to the CCCs and the modifications to Old Stage Road. He spoke about the short-term rental development standards and the progress made. Mr. Polster noted Planning Commission members had raised concern regarding the elimination of one of the short-term rental development standards for short-term rentals which required owners to live on-site during the rental period, adding that only left three determining factors for review and evaluation purposes. Mr. Polster mentioned a recent opinion from the 5th Circuit that a residency requirement such as that discriminated against interstate commerce. He added while JCC was not in the 5th Circuit jurisdiction, it was a persuasive opinion that could potentially be applied in the County's circuit. Mr. Polster stated the County Attorney's Office felt that development standard should be omitted. He noted the Planning Commission recommended approval to the Board of Supervisors on the Comprehensive Plan amendment for CCC standards revision by a vote of 6-1. Mr. Polster further noted the Planning Commission recommended denial to the Board of Supervisors regarding the short-term rental development standards revision by a vote of 6-1. He welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

Mr. Holt addressed the Board seeking guidance on next steps. He noted these Agenda items would need to be postponed for a particular date due to being Public Hearing items. Mr. Holt asked if he should bring materials to the future meeting for both Forge Road and Old Stage Road.

Mr. Icenhour expressed he felt the Board was pretty certain regarding the Old Stage Road component, adding he preferred just the Forge Road materials. He stated his concern was not with the 400-foot setback itself, but the ability to mitigate the adverse impacts to the individuals who essentially would be made nonconforming by the setback requirement. Mr. Icenhour added he was unsure of the legal flexibility to that point and recommended discussion to ensure protection to those individuals who would be impacted. He asked the Board if that was a fair assessment.

Mr. Hipple confirmed yes, adding it was imperative if the setback requirement were to be

approved that the individuals or businesses impacted would not have restrictions and/or limitations. He recommended time for further evaluation, adding he preferred to hold off on applications regarding these areas until the Board was able to work through the subject matter. Mr. Hipple looked to Mr. Kinsman on guidance in relation to that point.

Mr. Kinsman addressed the Board noting it depended on the timeframe aspect of things. He referenced the Comprehensive Plan update as an example, adding a formal resolution was required due to the lengthy timeframe. He recommended if the Board needed six months to a year on this item he would suggest a formal resolution to notify applicants.

Mr. Hipple asked Mr. Holt on the timeframe aspect.

Mr. Holt replied the only other option aside from the options presented this evening from a legal standpoint would be the idea of rezoning specific properties and an overlay district. He advised requested Board materials could be ready as early as the Board's February 27, 2024, Business Meeting. Mr. Holt mentioned if potential amendments, readvertisements, etc. were needed he would recommend postponing this item until the Board's April 9, 2024, Regular Meeting.

Mr. Hipple requested that Agenda Item Nos. 5 and 6 were postponed until the Board's April 9, 2024, Regular Meeting.

6. Comprehensive Plan Amendment: Community Character Corridor and Short-Term Rental Development Standards Revision

As Ms. Larson mentioned Agenda Item Nos. 5 and 6 would be discussed and voted on collectively. Refer to Agenda Item No. 5 for discussion.

7. Ordinance to Amend and Reordain Chapter 20, Taxation, of the Code of the County of James City, Virginia, by Amending Article I, Exemption of Certain Persons From Real Estate Taxes, Section 20-10, Qualifications for Exemption and Section 20-11, Amount of Exemption

A motion to Approve was made by James Icenhour, the motion result was Passed.

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

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

Mr. Richard Bradshaw, Commissioner of the Revenue, addressed the Board noting the County had provided tax relief to its elderly and disabled homeowners since 1973. He further noted the program was designed to assist those individuals with limited resources to remain in their homes without having undue tax burden. He indicated the program did require an annual application including documentation to verify qualifying assets and income. Mr. Bradshaw advised before the Board were two Ordinances, adding one would modify the income eligibility requirements and the other would modify the benefits to the taxpayer. He advised based on changing conditions he recommended the following changes to go into effect starting next fiscal year: raising the qualifying income to \$55,000; and raising the exemption to cover the first \$150,000. Mr. Bradshaw spoke to that point in further detail and welcomed any questions the Board might have.

Ms. Larson asked if any Board members had questions.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers.

Mr. Icenhour questioned the net combined financial worth total referenced in the Chapter 20 Taxation Ordinance for Section 20-10 (b) included in the Board's Agenda Packet. He asked if

the \$200,000 net combined financial worth went from \$200,000 to \$150,000.

Mr. Bradshaw replied no, adding the total assets should remain at \$200,000.

Mr. Icenhour requested Mr. Jason Purse, Assistant County Administrator, to verify that.

Mr. Purse clarified that the strikethrough seen in the Ordinance Chapter 20 Taxation Ordinance for Section 20-10 (b) should remain \$200,000 not decrease to \$150,000. He noted those changes would be made to reflect accuracy.

Ms. Larson thanked Mr. Bradshaw.

I. BOARD CONSIDERATION(S)

None.

J. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon mentioned he attended the dedication of new and expanded space at The Martha W. Goodson Center in McLaws Circle. He advised this facility provided support for individuals affected by memory disorders and other neurological disorders. He elaborated on that point in greater detail. Mr. McGlennon noted he attended JCC's Emerging Leaders Academy Graduation Ceremony. He mentioned positive remarks about the program.

Mr. Icenhour expressed his desire to share a photo with the community. He mentioned the Home for the Holidays Program noting this past year the program raised enough money to provide 43 Enlisted service members a \$300 stipend to travel home for the holidays. He recognized Captain Scott Rae, Command Officer, United States Coast Guard Training Center Yorktown. Mr. Icenhour displayed a photo of the service members who were not able to travel home for Christmas. Mr. Icenhour noted on Christmas Day those service members attended Sentara Williamsburg Regional Medical Center to serve meals to patients and staff. He expressed his sincerest gratitude to those service members.

Ms. Larson thanked Mr. Icenhour for all his efforts regarding the Home for the Holidays Program. She extended positive remarks to the newly elected Supervisor Null for her role and participation at her first meeting for the Board of Supervisors and the JCSA Board of Directors. Ms. Larson noted she was the Chair of Visit Williamsburg, adding Ms. Victoria Cimino, CEO of Visit Williamsburg, had decided to step down. She further noted Ms. Julia Smyth-Young had been selected as the Interim CEO of Visit Williamsburg. Ms. Larson indicated a national search would be conducted next week. She extended thanked to Ms. Cimino for her significant efforts during her tenure as CEO of Visit Williamsburg. Ms. Larson noted she attended the Visit Williamsburg Finance meeting earlier in the day and reported positive trends.

K. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Stevens advised a Community Conversation would be held on Wednesday, January 31, 2024, at 6 p.m. at Legacy Hall in New Town. He highlighted topics for discussion included: the regional sports complex, trash consolidation, the proposed government center, and Police Chief Mark Jamison would provide a public safety update. Mr. Stevens encouraged County citizens to attend.

L. CLOSED SESSION

A motion to Enter a Closed Session was made by Barbara Null, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Null

At approximately 6:43 p.m., the Board entered Closed Session.

At approximately 6:56 p.m., the Board re-entered Open Session.

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

a. Appointment - Williamsburg Area Transit Authority Board of Directors

A motion to Appoint Ms. Diane Finney as an Alternate Member (no term limit) was made by James Icenhour, the motion result was Passed.

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

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

b. Appointments - VPPSA Board of Directors

A motion to Appoint Ms. Grace Boone and Mr. Bob Dittman for terms to December 31, 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, Null

c. Appointments - Historic Triangle Bicycle Advisory Committee

A motion to Appoint Ms. Grace Bascetta for a term to expire December 31, 2025, was made by James Icenhour, the motion result was Passed.

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

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

d. Appointments - Board of Equalization

A motion to make recommendations to the Circuit Court Judge for four individuals for the Board of Equalization: Mr. Michael Grimes, Ms. Vickie Nase, Mr. Christopher Hedrick, and Mr. Robert Singley, Jr. for terms to expire December 31, 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, Null

e. Appointments - Planning Commission

A motion to Appoint Mr. Michael Scott Maye - Powhatan District for a term to expire January 31, 2026, and Mr. Jay Everson - Stonehouse District for a term to expire January 31, 2028, was made by James Icenhour, the motion result was Passed.

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

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

f. Appointment - Williamsburg Regional Library Board of Trustees

A motion to Appoint Mr. Eugene Bruss for a term to expire June 30, 2025, was made by James Icenhour, the motion result was Passed.

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

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

2. Certification of Closed Session

M. ADJOURNMENT

1. Adjourn until 1 pm on January 23 , 2024 for the Business 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, Null

At approximately 6:58 p.m., Mr. Hipple adjourned the Board of Supervisors.

Teresa J. Saeed

Deputy Clerk