

A G E N D A
JAMES CITY COUNTY POLICY COMMITTEE
REGULAR MEETING
Building A Large Conference Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 2, 2021
5:30 PM

A. CALL TO ORDER

1. This meeting will be held electronically pursuant to the Continuity of Government Ordinance adopted by the Board of Supervisors on April 14, 2020 and readopted on September 8, 2020. The meeting will be accessible through a Zoom audio meeting. Please go to <https://zoom.us/j/91445122320> or call 301-715-8592 and enter the meeting ID 914 4512 2320. Citizen comments may be submitted via US Mail to the Planning Commission Secretary, PO Box 8784, Williamsburg, VA 23187, via electronic mail to community.development@jamescitycountyva.gov, or by leaving a message at 757-253-6750. Comments must be submitted no later than noon on the day of the meeting. Please provide your name and address for the public record.

B. ROLL CALL

1. Virtual Meeting Resolution

C. MINUTES

D. OLD BUSINESS

1. FY 2022 - FY 2026 Capital Improvements Program Review

E. NEW BUSINESS

F. ADJOURNMENT

ITEM SUMMARY

DATE: 3/2/2021
TO: The Policy Committee
FROM: Paul D. Holt, III, Secretary
SUBJECT: March 2, 2021 Meeting Details

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ATTACHMENTS:

	Description	Type
📎	Zoom Instructions	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Policy	Cook, Ellen	Approved	2/23/2021 - 2:58 PM
Policy	Holt, Paul	Approved	2/23/2021 - 3:01 PM
Publication Management	Daniel, Martha	Approved	2/23/2021 - 3:04 PM
Policy Secretary	Secretary, Policy	Approved	2/23/2021 - 3:34 PM

Zoom Instructions for Participants before a Meeting

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. You will receive notice for a videoconference or conference call via email. The notification will include a link to “Join via computer” as well as phone numbers for a conference call option. It will also include the 9-digit (usually) Meeting ID.

Join the Videoconference

1. At the start time of your meeting, click on the link in your invitation to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your computer’s audio and microphone at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without clicking on the invitation link by going to join.zoom.us on any browser and entering the Meeting ID provided by your committee analyst.

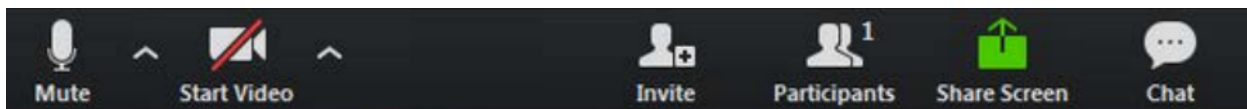
Join Audio via Phone (Recommended for best connection)

If you have sluggish internet connection, your computer or phone lacks a microphone, or for issues with hearing the audio, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided in your invitation.
2. Enter the Meeting ID number (also provided in your invitation) when prompted using your touch-tone keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

During the Meeting

Using the participant controls in the lower left corner of the Zoom screen you can:



- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand
- Change your screen name that is seen in the participant list and video window
- Share your screen

On your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants (like a grid).

ITEM SUMMARY

DATE: 3/2/2021
TO: The Policy Committee
FROM: Paul D. Holt III, Secretary
SUBJECT: Virtual Meeting Resolution

ATTACHMENTS:

	Description	Type
📎	Virtual Meeting Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Policy	Cook, Ellen	Approved	2/23/2021 - 3:07 PM
Policy	Holt, Paul	Approved	2/23/2021 - 3:09 PM
Publication Management	Daniel, Martha	Approved	2/23/2021 - 3:10 PM
Policy Secretary	Secretary, Policy	Approved	2/23/2021 - 3:33 PM

RESOLUTION

POLICY COMMITTEE VIRTUAL MEETING

WHEREAS, on March 24, 2020, the James City County Board of Supervisors (the “Board”) adopted an emergency Ordinance to ensure the continuity of government in response to the coronavirus pandemic negatively affecting the health, safety, and welfare of the citizens of James City County (the “County”); and

WHEREAS, on April 14, 2020 and on September 8, 2020, the Board readopted the continuity of government Ordinance (the “Ordinance”), which, under certain circumstances, permits the Board and its subordinate boards, committees, and commissions to conduct regularly scheduled, special, or emergency meetings solely by electronic or telephonic means without a quorum of members physically present (a “Virtual Meeting”); and

WHEREAS, the Policy Committee is a committee of the Planning Commission, a subordinate appointed commission of the Board and is therefore eligible to conduct a Virtual Meeting; and

WHEREAS, the Policy Committee desires to conduct a Virtual Meeting on March 2, 2021, at which time those items listed on the agenda attached hereto (the “Agenda”) will be considered; and

WHEREAS, each of the members of the Policy Committee have reviewed each of the items listed on the Agenda and have determined that consideration of each is necessary to ensure the continuation of the essential functions of the government during the emergency described in the Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Policy Committee of James City County, Virginia, hereby finds and declares that immediate consideration of each of the items set forth in the Agenda is necessary to ensure the continuation of essential functions of the government during the emergency declared by the Board and further described in the Ordinance.

Frank Polster
Chair, Policy Committee

ATTEST:

Paul D. Holt III
Secretary to the Planning Commission

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
POLSTER	_____	_____	_____
KRAPF	_____	_____	_____
O’CONNOR	_____	_____	_____
ROSE	_____	_____	_____

Adopted by the Policy Committee of James City County, Virginia, this 2nd day of March, 2021.

ITEM SUMMARY

DATE: 3/2/2021

TO: The Policy Committee

FROM: Terry Costello, Deputy Zoning Administrator/Senior Planner

SUBJECT: FY 2022 - FY 2026 Capital Improvements Program Review

The Policy Committee has reviewed 25 applications as part of the County's FY 2022-2026 Capital Improvements Program (CIP), and identified questions for various departments regarding their applications.

The Policy Committee subsequently met on February 18 and February 23 with representatives from the Williamsburg Regional Library, WJCC Schools, Police, Community Development, and General Services discuss their applications.

During this meeting, the Policy Committee will discuss its final CIP rankings.

REVIEWERS:

Department	Reviewer	Action	Date
Policy	Cook, Ellen	Approved	2/23/2021 - 12:45 PM
Policy	Holt, Paul	Approved	2/23/2021 - 3:07 PM
Publication Management	Daniel, Martha	Approved	2/23/2021 - 3:09 PM
Policy Secretary	Secretary, Policy	Approved	2/23/2021 - 3:34 PM