



MEMORANDUM

DATE: September 20, 2022
TO: Records Management
FROM: Trevor Long, Secretary
SUBJECT: Stormwater Program Advisory Committee: Missing Minutes

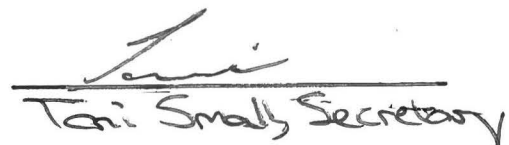
The following minutes for the Stormwater Program Advisory Committee of James City County dated as indicated below, are acknowledged to be missing signatures.

To the best of my knowledge, these minutes are the official minutes for the listed meeting dates of the Committee. The current Board voted on and APPROVED these minutes at the September 20, 2022 meeting.

Please accept these minutes as the official records for these minutes.

- 2017
 - March 21, 2017
 - May 16, 2017
 - July 18, 2017
 - September 19, 2017
 - November 28, 2017
- 2018
 - January 16, 2018
 - March 15, 2018
 - May 17, 2018
 - July 19, 2018
 - September 20, 2018
 - November 15, 2018
- 2019
 - January 17, 2019
 - March 21, 2019
 - May 16, 2019
 - July 18, 2019
 - September 19, 2019
 - November 21, 2019
- 2020
 - January 30, 2020
 - May 19, 2020
 - September 15, 2020
 - November 17, 2020
- 2021
 - January 19, 2021
 - March 16, 2021
 - May 18, 2021
 - July 13, 2021
 - November 16, 2021
- 2022
 - January 18, 2022
 - March 15, 2022
 - May 24, 2022


Wendy Ruffle, Chair


Toni Smally, Secretary

A MEETING OF THE STORMWATER PROGRAM ADVISORY COMMITTEE OF THE COUNTY OF JAMES CITY, VIRGINIA, WAS HELD ON THE SEVENTEENTH DAY OF JANUARY, TWO- THOUSAND NINETEEN, AT 4:00 P.M AT THE JAMES CITY COUNTY GOVERNMENT CENTER, BUILDING D, JAMES CITY COUNTY, VIRGINIA.

A. CALL TO ORDER. ROLL CALL

Committee Members Present:

Darren Curtis, Berkeley
Phillip Doggett, Stonehouse
Tom Hitchens, Powhatan
Anthony Loubier, Stonehouse
Bob Lund, CSWCD
Frank Polster, Jamestown
Richard Powell, Berkeley
Wendy Ruffle, Berkeley
Erin Smith, Jamestown
Alexandra Younica, Berkeley
Richard Powell, Berkeley

Committee Members Absent:

Glen J. Carter, Roberts
Robert Gasink, Jamestown
Arne Lauer, Roberts

B. APPROVAL OF INTERIM SECRETARY – Michael Woolson was unanimously approved as Interim Secretary of the SPAC during the transition period between previous James City County Stormwater Division Director Fran Geissler and Toni Smalls.

C. PUBLIC COMMENT – None.

D. APPROVAL OF MINUTES – The November 15, 2018 minutes were approved.

E. ORDER OF BUSINESS- Updates

a. 2019 Organizational

i. Election of Officers

1. Chair-

- a. Richard Powell was nominated for chair (1st Wendy Ruffle)-
Richard Powell Declined
- b. Darren Curtis was nominated for a second term as chair (1st Frank Polster, 2nd Allie Younica- Darren Curtis accepted this nomination.
 - i. Nomination approved (11-0)

2. Vice-Chair-

- a. Wendy Ruffle was nominated for a second term as Vice-Chair (1st Frank Polster, 2nd Allie Younica)

- i. Nomination approved (11-0)
 - ii. **Approval of 2019 Calendar-** Approved with conditions (1st Rick Powell, 2nd Wendy Ruffle)
 - 1. Frank Polster suggested adding CIP updates to the March meeting to include what additions will be added in the upcoming year.
- b. **Introduction of Robyn Goad- District Urban Conservation Specialist**
 - i. Robyn Goad provided an update on the Colonial Soil and Water Conservation District Equine Study in order to see if horses were contributing to Bacteria loading in James City County.
 - 1. Survey concluded that 102 parcels were identified having horses present with approximately 350 horses present in the area. This number is believed to be about half of the number of horses present in the county.
 - 2. Frank Polster raised questions on how the SPAC could help with any unregulated areas and bacteria reduction methods. Frank Polster and Bob Lund discussed future options and management strategies.
 - a. Frank Polster suggested an action for the committee to bring the Equine Study to a Board of Supervisors that we move forward with the implementation of phase II in FY 19.
 - b. Frank Polster recommended that the staff, along with the Chair and Vice, present findings of phase I to the Board of Supervisors work session addressing three main points:
 - i. How land usage and more development in the area correlate to the unregulated area
 - ii. Suggest this issue as a land use issue and relook at the number of horses per acre allowed in James City County
 - iii. That the implementation of phase II is not delayed
 - c. Motion to support this action approved (11-0)
- c. **Skimino Creek- York River Watershed Management Plan Strategic Actions-** Mike Woolson updated the committee on the progress of the advancement of the Watershed Plan Strategic Actions with the help of VHB.

F. STAFF UPDATES –

- a. **Williamsburg Farmers Market Update-** Trevor Long updated the committee on volunteer opportunities with the Williamsburg Farmers Market. Proposed dates are in May and September.
- b. **Fido Fest-March 16-** Trevor Long updated the committee on an upcoming volunteer opportunity marketed towards pet owners located at the Jamestown Beach Event Park. Bacteria and pet waste will be the topic of this event and SPAC members were encouraged to volunteer.

G. COMMITTEE REQUESTS- None

H. NEXT MEETING - The next meeting will be March 21, 2019 at 4:00 pm at Building D Conference Room, 101 Mounts Bay Rd.

I. ADJOURNMENT - The meeting was adjourned at 5:05 p.m.

Darren Curtis, Chairman

Toni Smalls, Secretary