

**AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 25TH DAY OF OCTOBER 2005, AT 4:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.**

**A. ROLL CALL**

Michael J. Brown, Chairman, Powhatan District  
Jay T. Harrison, Sr., Vice Chairman, Berkeley District  
Bruce C. Goodson, Roberts District  
John J. McGlennon, Jamestown District  
M. Anderson Bradshaw, Stonehouse District

Sanford B. Wanner, County Administrator  
Leo P. Rogers, County Attorney

**B. BOARD DISCUSSIONS**

1. Status Report on the Homelessness

Mr. Doug Powell, Community Services Director, provided a status report on homelessness in James City County, provided two definitions of homelessness—episodic homelessness, which is identified by people residing in places not meant for human habitation, in emergency housing, or fleeing domestic violence; and chronic homelessness, which is when someone is homeless continuously for one year or at least four times in three years.

Mr. Powell identified the major causes of homelessness and said the current numbers quoted of homeless in the area are soft due to data collection problems. On one day in January, there were 1,034 homeless people on the Virginia peninsula. Roughly half were at People Offering Resources Together (PORT), a shelter in Newport News, forty-two of whom were identified as previous residents from the Williamsburg-James City County area.

Mr. Powell provided an overview of assistance programs available to the homeless in the Hampton Roads area; identified regional efforts including the Peninsula Mayors and Chairs Commission on Homelessness and the Continuum of Care; and identified gaps in services to the homeless which include a lack of affordable housing and the lack of County zoning for a homeless shelter or transient housing for unrelated individuals living together.

Staff concluded that emergency needs of the homeless were generally being met and that efforts should focus on prevention and serving those who are currently underserved. Mr. Powell stated that data collection efforts should also be improved to better serve those who are in need and that all these programs should focus on self-sufficiency.

The Board and staff discussed the accuracy of the identified numbers of the homeless in and displaced from James City County, different types of housing and relief programs available, the turnover rates, and merits of different intervention and assistance programs; how to serve those in need, and how other jurisdictions are serving those in need.

The Board recommended that staff investigate joining in a regional effort to assist homeless people on the Peninsula.

2. Revenue Steering Team (RST)

Ms. Suzanne Mellen, Director of Budget and Accounting, introduced members of the Revenue Steering Team (RST): Richard Bradshaw, Commissioner of Revenue; Ann Davis, Treasurer; Adam Kinsman, Assistant County Attorney; Carol Luckam, Manager of Human Resources (Facilitator); John McDonald, Manager of Financial and Management Services; Doug Murrow, Director of Code Compliance; and Richard Sebastian, Director of Real Estate Assessments.

Ms. Mellen provided background on the RST including the Team's purpose and accomplishments, and provided an overview of the Team's recommendations for methodologies associated with the Real Estate Tax Exemptions, Personal Property Tax Relief, and policy for late filing penalties for Business Personal Property and Machinery and Tool filings.

The Board, staff, and members of the RST discussed the billing methodology for the Personal Property Tax Relief Act and how to address delinquent bills; placing a statement on bills on January 1, 2006, indicating what the taxpayer is expected to pay before the State stops paying and the balance due if the account is delinquent after the State stops paying; and BPOL ordinance changes that need to be changed due to population changes.

Staff recommended capping the charge for license renewals for businesses whose gross receipts are in the range of \$50,000 to \$100,000 at \$50.

The Board and staff discussed State-imposed ordinance changes including Real Estate Tax Exemption dates in order to align with assessment changes and a proposed 10 percent late filing penalty for business tangible personal property and machinery and tools to be consistent with other business tax filings and to encourage taxpayers to file.

The Board concurred with staff to hold a Public Hearing on November 22, 2005, on the proposed ordinance changes to be effective January 1, 2006.

**C. CLOSED SESSION**

Mr. Bradshaw made a motion to go into Closed Session pursuant to Section 2.2-3711(A)(7) to consult with legal counsel and staff members pertaining to actual litigation related to the Marywood subdivision.

On a roll call vote, the vote was: AYE: Harrison, Goodson, McGlennon, Bradshaw, Brown (5). NAY: (0).

Mr. Brown adjourned the Board into Closed Session at 6:10 p.m.

Mr. Brown reconvened the Board into Open Session at 6:42 p.m.

Mr. McGlennon made a motion to adopt the Closed Session resolution.

On a roll call vote, the vote was: AYE: Harrison, Goodson, McGlennon, Bradshaw, Brown (5). NAY: (0).

**RESOLUTION**

**CERTIFICATION OF CLOSED MEETING**

WHEREAS, the Board of Supervisors of James City County, Virginia, (Board) has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby certifies that, to the best of each member's knowledge: i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and, (ii) only such public business matters were heard, discussed, or considered by the Board as were identified in the motion, Section 2.2-3711(A)(7), to consult with legal counsel and staff members (or consultant) pertaining to actual litigation related to the Marywood subdivision.

**D. BREAK**

At 6:43 p.m. the Board took a dinner break until 7 p.m.

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Sanford B. Wanner  
Clerk to the Board