

MINUTES
BOARD OF SUPERVISORS
COUNTY OF YORK

Regular Meeting
February 2, 2021

6:00 p.m.

Meeting Convened. A Regular Meeting of the York County Board of Supervisors was called to order at 6:00 p.m., Tuesday, February 2, 2021, in the Board Room, York Hall, by Chairman W. Chad Green.

Chairman Green read a statement concerning the purpose and the participants of the meeting:

This meeting is called to order. It is February 2, 2021. For the record, this is a meeting of the York County Board of Supervisors, being held by electronic means without a quorum being physically assembled in one place, pursuant to the emergency "continuity of government" ordinance adopted on April 21, 2020, and readopted on June 16, 2020, under Code of Virginia section 15.2-1413, allowing public meetings of this Board, and of other County boards, commissions, and authorities, to meet remotely. This action was taken because of the health emergency resulting from the Coronavirus pandemic, making an assembly of the board and staff and members of the public in one place unsafe because of the highly contagious nature of the Coronavirus pandemic.

Arrangements have been made for public participation in the public portions of this meeting. As with all Live Board of Supervisors' meetings, this meeting is available to watch live on WYCG-TV, Cox Cable 46, Verizon FiOS CH 38 or live streaming at yorkcounty.gov/TV. Those who wish to make comment on any of tonight's public hearings, or during the Citizens' Comment Period, may call the phone numbers that are listed on tonight's meeting agenda for each public hearing or for the Comment Period, and also shown on both the live stream and cable TV viewings of this meeting. All comments will follow the Board of Supervisors' Rules of Procedure, which limit comments to one per public hearing and no longer than three minutes. All telephone comments called in between 6 p.m. and the close of the public hearing, or the close of the Citizens' Comment Period, will be recorded for playback during this meeting. Phone lines are open now.

I am William C. "Chad" Green, Board Chair, and I am sitting in the Board Room of York Hall. Other Board members participating are Walter C. Zarembo, participating from his home in Queens Lake subdivision, Sheila S. Noll, participating from her home in Kiln Creek subdivision, Stephen Roane participating from his home in the Brandywine subdivision, and Thomas G. Shepperd, Jr., participating from his home in Olde Port Cove subdivision. Other County staff present or participating are Neil A. Morgan, County Administrator; James E. Barnett, Jr., County Attorney; Heather L. Schott, Legislative Assistant, and a small number of senior County staff.

Attendance. The following members of the Board of Supervisors were present: Walter C. Zarembo, Sheila S. Noll, W. Chad Green, G. Stephen Roane, Jr. and Thomas G. Shepperd, Jr.

Also in attendance were Neil A. Morgan, County Administrator; Mark L. Bellamy, Deputy County Administrator; Vivian Calkins-McGettigan, Deputy County Administrator; James E. Barnett, County Attorney; and Heather L. Schott, Legislative Assistant.

WORK SESSION

COVID 19 UPDATE

Chairman Green asked Mr. Morgan to provide a COVID Situational Update for the Board of Supervisors and County residents.

Mr. Neil Morgan, County Administrator, stated that one year ago during the February, 2020, Work Session, the Board had received their first briefing on the Coronavirus. Shortly after the meeting in early March, shutdowns occurred and the one year mark was fast approaching. It

has been a long year and it has taken a toll both mentally and physically. Typically during the February Work Session, staff begins to discuss the upcoming budget. He stated that Vivian McGettigan, Deputy County Administrator, and Theresa Owens, Director of Finance, will provide a presentation on several topics associated with the upcoming budget. Mr. Morgan stated it was no surprise that the financial discussions are interrelated with trying to understand how the pandemic has affected the County and the citizens within the region. He provided an update on the case count and on vaccinations. In the Eastern Region of Virginia, the case count has started to fall for about three weeks. The cases were down to about 1,000 cases a week versus 1,500 cases three weeks ago. Mr. Morgan also stated the number of positive cases occurring within the County's workforce continued to decline after a peak about three weeks ago. Everyone has begun to hear on the news about the new strains of Coronavirus and the concerns regarding vaccinated people not being as cautious after receiving the vaccine. Those issues will require the County to think through how this will impact operations. Mr. Morgan next provided an update on vaccinations. He noted what has been achieved in terms of vaccinations in the last month which shows tangible progress with lots of work still needing to be done. He stated that there is roughly about 10 percent of Virginia's population that have had access to a first dose. An order of 55,000 doses have been delivered to the Peninsula Health District, a small percentage of which are second doses for medical providers and other critical personnel. He noted the statistics do not count the military. However, the State is working with the Federal Government to integrate the two systems because it is important for Hampton Roads to understand the profile of our military vaccinations. Mr. Morgan stated that he suspected the numbers of people that have been covered by vaccines is somewhat higher than what the State is reporting. He also explained the six Peninsula localities that comprise the Peninsula Health District have tried to work with the Health Department and the three hospital systems on the Peninsula: Riverside Health System, Sentara Health System, and Bon Secours Health System, in order to make progress on vaccinations and create a more efficient system. He acknowledged York County Fire and Life Safety who participated in vaccination clinics at Christopher Newport University and the Colonial Williamsburg Visitor's Center. The clinics have been providing critical Local Government and School Division employees access to vaccinations for all of the six localities and he explained that it was equivalent to two thirds of the qualified workforce. The others have either declined the vaccine or are unable to receive it at this time. Mr. Morgan explained the Virginia Department of Health had opened a small vaccination clinic at York's Senior Center in the last week with some startup challenges currently being worked through. He also acknowledged the Department of Community Services who have made themselves available to assist the Health Department. The capacity of the Senior Center Clinic was approximately 180 vaccines administered on Monday, Wednesday, and Friday. The clinic utilized a new mass registration system, Prep Mod, and it was believed that the clinic could have a capacity to administer 1,200 shots per week, six days a week. He explained there was currently insufficient vaccines available to administer that many. Mr. Morgan stated the County was making space available and providing whatever assistance the Health Department may need. He believed the new registration system going forward may be the way that people are registered in the coming weeks to receive the vaccine. Staff had identified a problem early on with the Prep Mod system, because it requires the user to be proficient in emails since the notification of the vaccine was sent in that form. Mr. Morgan stated with the hard work of the Emergency Communications Department and the Public Affairs Division, the County has established a phone number which both York County and Poquoson citizens can call if they need assistance on finding out how to register for a vaccine. He explained that the phone number was being staffed by Dispatch trainees. The Emergency Communications Director had informed Mr. Morgan that the Center had received about 200 calls today. The phone number is 757-890-5890 and was staffed from 8:00 a.m. to 5:00 p.m. If the caller received the voice mail, Mr. Morgan instructed them to leave a message and the call would be returned. Public Affairs was broadcasting the number on the website and the government television station. He next provided an overview on the supply of the vaccines and the evolution of the vaccine clinic operations. While a month ago there was no system to deliver the vaccine, we now have a system to deliver it but have an insufficient vaccine supply. He felt as the capacity grows, the Health District, which has a total population of 500,000, has a capacity to vaccinate roughly 20,000 people per week. He believed in the next 90 days, vaccines will become more readily available at family doctor offices, and neighborhood pharmacies, with the possibility of holding a couple of large vaccination clinics. Mr. Morgan was unsure where a mass vaccination clinic will be held, but the plan is to keep the Hampton Convention Center as a mass operation center. He was unsure if the clinics at Christopher Newport University or the Colonial Williamsburg Visitors' Center would remain open.

Mrs. Noll asked what the times were for the vaccine operations at the Senior Center.

Mr. Morgan stated the vaccination site was currently open from 9:00 a.m. to 3:00 p.m. The time is subject to change and vaccines are available through appointment only after registration through the Health Department.

Mr. Zaremba asked if there was any cost to receive the vaccine or was the Federal Government picking up the cost.

Mr. Morgan stated there was no cost to receive the vaccine and that the Federal Government was paying for the vaccine.

Mr. Roane explained that he was aware of the tremendous amount of time and effort put in both independently within the County and also with the other localities of the Peninsula Health District to communicate with both the State Department of Health and the Governor's Office. He was pleased to see the work was paying off and appreciates all who had participated in the conversations. He asked Mr. Morgan to provide an overview of the experience the public would receive when coming to the Senior Center for their vaccination.

Mr. Morgan explained that when he had recently visited the Senior Center, citizens would first receive an email. If the citizen did not use email, they could designate someone who will receive the email for them. If they did not have access to email, the citizen would be contacted by phone to be given the appointment date and time and were told to arrive 15 minutes early for the appointment. When the system was operational, the citizen would be required to fill out forms on a computer; however, paper forms are currently being used. They would be greeted at the door and if they arrived too early they would wait in their car. When they are able to enter the Senior Center and the paperwork has been filled out, they are sent to a vaccination station, vaccinated, and then sit in a chair where they are observed for 15 to 20 minutes. In total, it is roughly a 30 minute appointment.

Mr. Roane asked if we had employees from Community Services supporting the clinics.

Mr. Morgan confirmed that Brian Fuller, Director of Community Services, and his team were supporting the clinics. The team is composed of the individuals who actually work at the Senior Center, plus the volunteers which typically assist them, along with Parks and Recreation staff. His staff had compiled a list of senior citizens that participated in the programs and staff was answering the new hotline to translate the information into the new system to assist the Health Department.

Mr. Roane commented that the two big takeaways were that if citizens wanted to receive vaccinations to be sure to register with the Department of Health and when you show up for a vaccination be sure to have a photo ID or some document to help with identity verification.

Mr. Shepperd asked whether the 10 percent of the population that had received the vaccine was the State total.

Mr. Morgan stated that the State's statistics were closer to eight percent, but based on what was known anecdotally about the military, he believed it was closer to 10 percent.

Mr. Shepperd confirmed that the 10 percent total would be about right, because military retirees are currently receiving vaccines at the Portsmouth Naval Hospital and they would soon be available at Langley Air Force Base.

Mrs. Noll confirmed that she had received a phone call from Langley concerning vaccinations.

Mr. Shepperd stated that was good news. They had begun to set up appointments and the Army at Fort Eustis was keeping their own shot system as they will remain independent. He asked how the second doses would be processed after the first dose had been given.

Mr. Morgan stated that it was currently being discussed. The local Health Department Director and Health District Director indicated that the State Health Department had advised them that they would make sure there was a supply of second doses. He explained that he will be partic-

February 2, 2021

ipating in a call tomorrow concerning this topic. If an individual had gone through a hospital or clinic, they had probably left the visit with a card or appointment. If they had gone through employer oriented clinics such as the ones that were being conducted at CNU, a card was given to you after the first vaccine with the date the second shot be administered as well as the type of vaccine administered. The new Prep Mod System that went into place yesterday just tells the individual what type of vaccine that was administered. Essentially, it depended on where the individual received their first vaccine. As the new system evolves, it will essentially monitor the vaccination date for you and when the second dose is needed, an email would be sent to the individual.

Mr. Zaremba commented on his experience when receiving his vaccine this past Friday. Upon arriving at Riverside with an appointment time, he was able to walk in, receive the shot, and wait the required amount of time and leave. He has his appointment time for the second shot and noted that Riverside had done an outstanding job with the vaccine distribution.

Mr. Morgan noted that while all of the hospitals had been extremely helpful, he recognized Riverside and the strong partnership the County shares with them.

Chairman Green thanked Mr. Morgan for his update. He reiterated a couple of things for the citizens after receiving phone calls and emails. First, the vaccination was of no cost to the public. Second, the County does not control the doses or have any of them. The doses were not at the fire stations. If the citizens wanted to receive the vaccine, they must schedule that appointment with the Health Department. A site, centrally located in the lower County, has been made available at the Senior Center in the shopping center. He was hopeful that a site could be established for the residents of the upper County as well. The phone number for vaccine information is 757-890-5890. He thanked Mr. Morgan for his hard work.

PRESENTATION ON PANDEMIC REVENUE IMPACTS FOR FISCAL YEAR 2021 AND FISCAL YEAR 2022

Mrs. Vivian Calkins-McGettigan, Deputy County Administrator, began her presentation reminding the Board of the periodic financial updates in their Information Folder on the impacts of the Coronavirus to the County's revenues. She explained the revenue trends were dynamic and the forecasts have never been more uncertain. Staff is monitoring the revenues closely and is forecasting them on a monthly basis. In her presentation, Mrs. McGettigan stated that she will be providing the Board with the updated economic graphs and Fiscal Year 2021 current revenue forecast. Overall, the County has a positive outlook compared to the uncertainty earlier in the pandemic. Mrs. McGettigan also explained the presentation would include the preliminary Fiscal Year 2022 revenue budget outlook. During the next month, staff will be continuing to receive information. She began by providing the Board with an overview on the unemployment rates. She was pleased that data indicated a steady decrease with each month versus the beginning of the pandemic. The County's most recent rate is only one percentage point above last year and she expressed hope that we were on the road to recovery. The job losses were primarily in the lower paying hospitality and service industry positions. Due to the vaccination rollout, she was optimistic the demand for leisure activities after the past year will result in an increase in local travel and day trips ultimately helping the employees in the hospitality industry. For the six months of March to August of 2020, the County lost \$2 million in revenues. As the County moved into September and out of tourism season, the impact appeared to be less significant. Mrs. McGettigan explained that revenues typically drop off at this time every year because students are required to return to school. However, she explained that lodging revenues were still down by 40 percent from the prior year. A key priority for the County staff is continuing to monitor lodging taxes. She explained in March that there was a 64 percent drop, followed by a 92 percent drop in April. During the three most recent months, the decrease has stabilized at a lower rate of 29 to 45 percent. Many hotels, timeshares, and bed and breakfasts filed zero Lodging Tax each month. The data reflected an improvement of the numbers of hotels open again, but continued to struggle with lower capacity and reduced revenues. Next, Mrs. McGettigan provided an overview on Meals Taxes which followed a similar trend as the Lodging Taxes. During mid-March, the Meals Tax dropped dramatically as restaurants closed for indoor dining, ultimately remaining closed in April. Pickup and delivery services expanded. In the later months, restaurants began to open for outdoor dining and reduced indoor capacity. While the County saw a decrease in meals revenue, it was not as significant as the lodging trend. Staff believes that September through November's favorable trend is because the meals taxes represent our local citizens' restaurant visits. Next, Mrs. McGettigan

provided an overview on Sales Taxes. Staff was initially concerned about a reduction in Sales Taxes as individuals and businesses had less resources to spend during the pandemic. The amounts were higher than the previous year in the early months and flattened out from April through August. Staff was pleased with the estimate made during the uncertain times of April for the FY21 Sales Tax revenues. Staff is now projecting a surplus for sales tax this year. She provided an overview on the Wayfair decision and the increase in online shopping due to the holiday season. She also noted that people have begun to shop online more during the pandemic. She provided an overview on internet sales which showed a 9 percent increase in Fiscal Year 2018, 10 percent in Fiscal Year 2019, and 16 percent in Fiscal Year 2020. In Fiscal Year 2021 through November, data showed that 19 percent of the County's sales came from internet purchases which has more than doubled internet sales in less than three years.

Next, Mrs. McGettigan provided an updated on the Historic Triangle Sales Tax. The tax did not include groceries early in the pandemic as people had begun stocking up on groceries. Initially, a decline in the revenue was seen; however, it seems to be reversing with the receipt of those early Christmas sales. She reminded the Board of the various changes made in Fiscal Year 2021 due to the pandemic. The County's mid-year revenue forecast estimate was \$1.6 million or about 1 percent of the current year General Fund budget. Mrs. McGettigan mentioned when the Fiscal Year 2021 proposed budget was developed, it had a 3 percent increase. When the pandemic hit, the budget was lowered by five percent resulting in the final budget being 2 percent lower than the prior year's budget. Fiscal Year 2020's actual revenues were \$900,000 below budget creating a larger hole. The County was projecting a \$300,000 surplus in Real Estate Taxes, Public Service Corporation Taxes, and Personal Property Taxes. When the revenues are combined, they represent the bulk of the budget at 65 percent. Because York's economy has fared better than many other counties and cities during the pandemic, the delinquent tax collections have remained at essentially the same level as compared to previous years. She explained the Sales and Historic Triangle Sales Taxes have fared better than initially anticipated. Staff has projected about \$1.2 million in budget surplus from the two categories when combined. Meals Taxes performed better than was anticipated when the budget was reduced by \$300,000. The County was projecting a \$400,000 surplus which is an actual gain of \$100,000. The Lodging Taxes are not coming back as quickly as we had hoped and we currently project a \$500,000 loss on top of a \$200,000 budget reduction. One area that we've not discussed in the past is the pandemic's impact on the category called charges for services. As you can see, we are projecting a \$700,000 unfavorable variance. Mrs. McGettigan discussed the various fees associated with the courthouse, Parks and Recreation, and ambulance transport that have not surprisingly been impacted by the pandemic. Permit fees were also doing well during this time.

Mr. Zaremba asked where the BPOL Taxes were on the list.

Mrs. McGettigan explained it wasn't on the list that was shown and was actually breaking even currently. The County would not receive any notice on BPOL Taxes until collection begins in March. Due to this, it was hard for staff to anticipate how a business will perform. Last year, the County reduced the BPOL in anticipation of the associated challenges of the pandemic. As time progresses, she will begin to closely work with the Commissioner of the Revenue to evaluate whether anything needed to be adjusted as related to this projection.

Discussion followed on the various individual revenue items and the reason that certain data is selected due to the most significant revenues.

Mrs. McGettigan informed the Board that more data on the 200 individual revenues can be shared, but early conversations had shown that the Board was concerned with larger revenue sources versus the individual licenses or fees such as dog tags.

Mr. Morgan also informed the Board and members of the public that pages 92 through 94 of the Fiscal Year 2021 Budget provides additional details regarding this matter.

Mrs. McGettigan stated the mid-year revenue forecast estimates a \$1.6 million favorable budget variance which is about one percent of the current year's General Fund budget. She noted that one percent does not provide much cushion should the uncertainty related to the pandemic continue. Several of the larger revenues have stabilized which is positive. If the projection continues, the current year's revenues will be \$1.8 million below Fiscal Year 2020's actual revenues, not including the one-time CARES Act funding that shored up both FY20's and

February 2, 2021

FY21's budgets. Mrs. McGettigan explained the projection was focused on the ongoing revenues which are our budget base because it provides a stable base for comparison.

FY 2021 Revenue Projection General Fund

• Real Estate/Public Service Corp/Personal Property	\$300,000
• Sales Taxes	700,000
• Historic Triangle Sales Taxes	500,000
• Motor Vehicle License	200,000
• Lodging Taxes	(500,000)
• Meals Taxes	400,000
• Permits Fees	200,000
• Charges for Services	(700,000)
• Other (everything else)	500,000
• Mid-year Estimates Revenue Projection (1%)	\$1,600,000

Next, Mrs. McGettigan provided an overview on the Tourism Fund. She explained that the pandemic has significantly impacted the Fund due to a reduction in travel.

FY 2021 Mid-Year Revenue Projection

Lodging	(\$700,000)
\$2 Tax	(\$200,000)
Shortfall	(\$900,000)

Mrs. McGettigan provided an overview on the FY 2022 preliminary revenue budget. Staff anticipated about a \$7.2 million in revenue growth. The forecast assumes an economic rebound as the vaccine rollout continues through the spring and summer. Staff was hopeful that the summer will bring a renewed emphasis on family leisure and vacation time as people venture from their homes for shorter local trips that may benefit our local tourism industry. She further explained that several factors influenced the consumer revenue projections. They included a strong real estate growth and new construction within the County. The two year reassessment process is scheduled to begin within a few months. Public Service Corporation Taxes continued to be hard to predict due to the impacts associated with the Dominion Power Plant closure. Data provided by economists reported that families have maintained their incomes during the pandemic and have built up cash resources due to not spending money on travel and entertainment. The County has seen an increase in car purchases which ultimately affected the Personal Property Tax revenue.

Mr. Shepperd asked for further information on Meals Taxes.

Mrs. McGettigan explained that 50 percent of the Meals Taxes stay within the General Fund and the other 50 percent goes to the Enterprise Fund, Stormwater Fund, Sewer Fund, and are primarily used for capital projects. She explained the Lodging Taxes were similar with 40 percent staying within the General Fund and 60 percent in the Tourism Fund.

Discussion followed on where the description and amount was listed on the slide.

Mr. Roane stated, based on Mrs. McGettigan's slides, that the County was projecting a \$1.8 million personal property tax increase. He was pleased to see the unemployment rate had decreased over time after the pandemic had begun.

Mr. Morgan reminded the Board that the economist, Greg Grootendorst, had emphasized to not put too much emphasis on the unemployment rate because it is only a relative measure. It does not track the health of a certain sector like tourism.

Discussion followed on the workforce who may live in other localities or that have left the workforce during the pandemic.

Mr. Morgan also pointed out, regarding the tourism industry, that a couple of the largest employers, such as Busch Gardens and Water Country, employ a lot of part-time, seasonal workers and students. He also stated the key location of the Historic Triangle provides an outing for people who may only be comfortable with a day trip versus boarding an airplane for longer

travel. Lastly he stated that the County's financial advisor, PFM, was projecting a four percent Gross Domestic Product (GDP) rate.

CARES ACT EXPENDITURE AND RELATED PROGRAM UPDATE

Ms. Theresa Owens, Finance Director, provided a final briefing on the expenditures associated with the CARES Act Funds. She provided a brief history on the funding, noting the particular challenge associated with the funds having to be utilized by December 30, 2020. Subsequently, Congress passed a supplemental appropriations act which extended the deadline date for expenditures to December 31, 2021. She noted the County had effectively already completed all the projects, but the extension afforded them the opportunity to complete the necessary paperwork. She provided an overview of the summary of projects on which the funds were expended. The County has been able to leverage some of the funds in Fiscal Year 20 and in Fiscal Year 21 which placed us in a better position. The School Division had utilized \$2 million for the distance learning project. Building projects such as additional cleanings and other building upgrade projects were conducted. The County has assisted over 80 businesses through grants, over 40 individual households with shelter rental payments, County employees with school aged children were able to receive assistance, and eligible employees were given hazard duty pay. Ms. Owens explained that the largest expenditure was for public safety salaries once it was clarified that these costs were eligible. In total the County was able to use about \$2.6 million in Fiscal Year 20, and about \$2.3 million in Fiscal Year 21 to cover the cost of our public safety salaries. She explained the County had also received additional funding from various agencies. The County, Williamsburg, and Poquoson had received \$1.2 million for business assistance. These funds helped 109 businesses in the community. In addition, these funds supported the York County Head Start Program, PPE, classroom medical supplies, and tablets for the children to return to the classroom. The Registrar's Office received funds from the Department of Elections which were used to purchase a high speed scanner for the election. Fire and Life Safety and the Sheriff's Office received additional funding for PPE equipment. In recent months, the County has received funding for the Municipal Utility Relief Program in the amount of \$105,000 to assist 160 citizens who are more than 30 days delinquent on the sewer portion of their utility bill. Ms. Owens noted the County still had about half of the funding remaining.

Mr. Shepperd confirmed the County still had approximately half of the funding remaining for the Municipal Utility Relief Program.

Ms. Owens confirmed and noted it was approximately \$75,000.

Mr. Shepperd asked who the citizens should call to see if they qualify for this program.

Ms. Owens stated that interested citizens should call Utility Billing at 890-3702 if they need assistance with their bill and staff will be happy to help them determine if they qualify for assistance. She explained the County has recently received \$300,000 from the Williamsburg Health Foundation which was on the Board's agenda for tonight. This funding is intended to prevent rental evictions as result of the pandemic. She mentioned a few other programs not being administered by the County for which citizens may be eligible. The Virginia Department of Community Development will be administering statewide funds in partnership with the Virginia Housing Department through the Virginia Rental and Mortgage Relief Program. Landlords and tenants will be able to apply directly with the State to receive assistance. In addition, Newport News Waterworks also received Municipal Utility Program funds for which citizens may contact them directly to see if they qualify. In closing, she stated that there was also a second round of PPP loans for eligible businesses through the Small Business Administration. Links were on the County's webpage for interested citizens.

Mr. Zaremba asked for further clarification of the CARES Act funds used for public safety.

Mr. Morgan stated the single most important decision of the Treasury was the decision to allow local governments to reimbursement themselves for qualified public safety expenses. He stated this allowed local governments to cushion the negative financial impact of the pandemic on the operating budgets over the two fiscal years. This allowed the County to proceed with the cash capital and the Capital Improvements Plan when it did not appear that it was possible. It further cushioned the budget while the County continued to deal with the \$900,000 reduction in

February 2, 2021

the Tourism Fund, \$400,000 reduction in Meals Taxes, and other items. It allowed the County to buffer all of the local revenue losses, but noted it was not a continuing source of income. If the County had not received that interpretation, it might have been necessary to refund the money.

Mr. Zaremba stated it was important for the citizens to understand that the public safety employees did not receive a large bonus for being frontline employees. It was used to support other line items on which the County lost revenue.

Mr. Shepperd stated that he thought the initial guidance was that these funds could not be used to offset the budgets.

Mr. Morgan stated that initially there was discussion about having to look at the individual public safety employees and how they were being deployed. After a number of meetings in which Ms. Owens and her staff participated, Mr. Morgan saw the Treasurer Secretary, Steven Munchin, give definitive guidance on the use of the funds. He reminded the Board that the County had cut the budget by 5 percent from the first week of March.

Mr. Roane thanked the presenters for the information provided. He asked for some examples of the technology projects associated with the funding used.

Ms. Owens stated it was associated with projects such as teleworking, copper wire replacement, and that she would provide a detailed list for the Board.

Mr. Shepperd asked whether the PPP loans were being handled by the Small Business Administration (SBA) or through banks.

Ms. Owens confirmed that it was a Small Business Administration loan, but to apply a business would have to go to their respective bank to apply and not directly to the SBA.

Mr. Shepperd asked whether the County was confident that the loans were being handled in an equitable manner.

Mr. Morgan stated the rules and explained how the specific loans would work was still being developed. The funding had recently been established due to the most recent funding passed at the Federal level.

REVISED CAPITAL IMPROVEMENTS PLAN

Mr. Morgan stated that since December, a couple of minor changes have been made to the Capital Improvements Plan. The County has been able to incorporate the Superintendent's recommended plan. He reminded the Board that the Capital Improvements Plan had been frozen for one year with projects being moved forward one year due to the pandemic. The total County program over the six years was only modified by \$320,000. The change was for Fire and Life Safety and biomedical equipment that was not properly accounted for in the first recommendation. Mr. Morgan stated the School Division's top line number over the six years actually fell somewhat, but was still robust.

Mr. Shepperd asked for clarification on the School Division's reduction.

Mr. Morgan stated there were major factors on multiple projects within the School Division. He stated a major factor was the new elementary school. The whole cost had been included in last year's Plan. The Plan now showed an initial down payment on the new school in 2027. The School Division had gone through their list of priorities. He stated the single most significant early project is a major renovation and expansion of Seaford Elementary School which was currently underway. In 2026 or 2027, they had a similar project proposed for Dare Elementary. The Division also had multiple preventative type maintenance projects such as windows, HVAC systems, and roof work due to the age of the facilities. They still are evaluating enrollment numbers and future enrollment numbers due to the pandemic. He reviewed how the projects in the CIP were funded such as the Pay Go funding and cash capital. He reviewed the next steps of the program such as the briefing and certification of the Planning Commission, any further refinement as the Operating Budget was developed, and the presentation of the

County Administrator's recommended CIP in conjunction with the Fiscal Year 2022 Budget proposal.

Mr. Roane asked for clarification on some of the Capital Improvement Plan's funding such as the debt capacity to finance debt.

Discussion followed on the amount of funds being allocated to finance debt and certain projects included in the Capital Improvements Plan such as the new Sheriff's building to include the architecture and engineering of the project, furnishing of equipment and furniture, and where the building is listed within the plan.

Mr. Shepperd asked whether the Plan included funds for the Yorktown Library expansion.

Mr. Morgan confirmed that an additional \$1.25 million is included in Fiscal Year 2022 which is the revised estimate to get the current project completed.

Mr. Shepperd asked if acquisition of land for a park within his district would be reflected in the Plan beyond 2027.

Mr. Morgan stated that Community Services did have a couple of line items in the Plan that could be utilized for a hypothetical purpose such as this use.

Mr. Roane suggested having projects such as the Sheriff's building in another line item for better visibility.

CONSENT CALENDAR

The Consent Calendar was considered and **approved on a vote of 5:0**. A summary of actions taken are below.

Mr. Roane requested to pull Number 3 for discussion.

Chairman Green verified the item number and asked Mr. Morgan to respond.

Mr. Roane asked whether the bond proceeds reimbursement for the School Capital Projects was for a specific project or for whenever it is determined they are needed.

Mr. Morgan explained the County was anticipating borrowing the money sometime in the spring for the next amount of the School Division's Capital Improvement Program. Furthermore, it gives the County the right when the money is borrowed to take back whatever we advanced the School Division that they already spent before the borrowing is in place.

Chairman Green stated there are no more questions and asked what the Board's pleasure is on the Consent Calendar.

Mrs. Noll moved that the Consent Calendar be approved as submitted, Item Nos. 1, 2, 3 respectively.

On roll call the vote was:

Yea: (5) Zaremba, Noll, Roane, Shepperd, Green
Nay: (0)

Item No. 1. APPROVAL OF MINUTES

Thereupon, the following minutes were approved and resolutions adopted:

December 15, 2020, Regular Meeting

January 5, 2021, Organizational Meeting

February 2, 2021

Item No. 2. APPROPRIATE GRANT FUNDING FROM THE WILLIAMSBURG HEALTH FOUNDATION FOR EVICTION PREVENTION: Resolution R21-20

A RESOLUTION TO ACCEPT AND APPROPRIATE GRANT FUNDING OF \$300,000 IN THE COUNTY GRANT FUND FROM THE WILLIAMSBURG HEALTH FOUNDATION FOR EVICTION PREVENTION

Item. No. 3. BOND PROCEEDS REIMBURSEMENT – SCHOOL CAPITAL PROJECTS: Resolution R21-22

A RESOLUTION DECLARING THE INTENT OF THE BOARD OF SUPERVISORS TO REIMBURSE THE COUNTY FROM THE PROCEEDS OF ONE OR MORE TAX-EXEMPT FINANCINGS FOR CERTAIN EXPENDITURES MADE AND/OR TO BE MADE IN CONNECTION WITH THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF CERTAIN CAPITAL IMPROVEMENTS FOR SCHOOL PROJECTS

OPEN DISCUSSION

Mr. Roane was excited about how much progress has been made with the vaccines and where the County was in the process.

Mr. Shepperd spoke regarding a recent article in the *New York Times* from February 1, 2021. He stated there was good news with the vaccine and many citizens were wondering which vaccine they would receive. He stated that either shot would protect the citizens from death and was quite effective. Mr. Shepperd stated the article explained that an individual may become ill, but to a lesser degree versus one who has not been vaccinated. He referenced the mortality rate associated with Coronavirus and the better outcome with someone who receives the vaccine. He stated it was still important for citizens to observe social distancing, wear masks, and follow other CDC guidelines.

Chairman Green stated that today was Groundhog's Day and that Chesapeake Chuck located at the Virginia Living Museum had not seen his shadow today. He explained that meant an early spring would be seen in our area and he encouraged citizens to visit the Virginia Living Museum.

CLOSED MEETING. At 8:03 p.m. Mrs. Noll moved that the meeting be convened in Closed Meeting pursuant to Section 2.2-3711(a)(1) of the Code of Virginia pertaining to appointments to Boards and Commissions.

On roll call the vote was:

Yea: (5) Noll, Roane, Shepperd, Zaremba, Green
Nay: (0)

Meeting Reconvened. At 8:04 p.m. the meeting was reconvened in open session by order of the Chair.

Mrs. Noll moved the adoption of proposed Resolution SR-1 that reads:

A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT REGARDING MEETING IN CLOSED MEETING

WHEREAS, the York County Board of Supervisors 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 2.2-3711.1 of the Code of Virginia requires a certification by the York County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this the 2nd day of February, 2021, hereby certifies that, to the best of each member's knowledge, (1) 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 (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the York County Board of Supervisors.

On roll call the vote was:

Yea: (5) Roane, Shepperd, Zaremba, Noll, Green
Nay: (0)

APPOINTMENT TO THE BEAUTIFICATION COMMITTEE

Mr. Zaremba moved adoption of proposed Resolution R21-23 that reads:

A RESOLUTION TO APPOINT A MEMBER TO THE 2021 YORK COUNTY BEAUTIFICATION COMMITTEE.

NOW THEREFORE BE IT RESOLVED by the York County Board of Supervisors this the 2nd day of February, 2021, that Kelly Satava is hereby appointed as a member to the York County Beautification Committee for 2021, such appointment to take effect January 1, 2021, and expire on December 31, 2021.

On roll call the vote was:

Yea: (5) Shepperd, Zaremba, Noll, Roane, Green
Nay: (0)

APPOINTMENTS TO THE CHESAPEAKE BAY BOARD

Mrs. Noll moved adoption of proposed Resolution R21-26 that reads:

A RESOLUTION TO APPOINT MEMBERS TO THE YORK COUNTY CHESAPEAKE BAY BOARD

WHEREAS, the term of John Tinneney, District 2 Representative, expired on January 31, 2021, and he is ineligible for reappointment; and

WHEREAS, the term of Bradley Berrane, District 3 Representative, expired on January 31, 2021, and he is eligible for reappointment;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this the 2nd day of February, 2021, that the following individuals be, and they are hereby, appointed as members of the York County Chesapeake Bay Board, such term to begin on February 1, 2021 and expire on January 31, 2025.

Joseph Colvin, District 2

Bradley Berrane, District 3

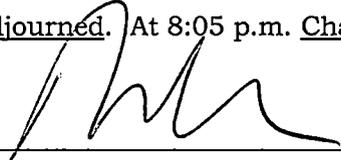
On roll call the vote was:

Yea: (5) Zaremba, Noll, Roane, Shepperd, Green
Nay: (0)

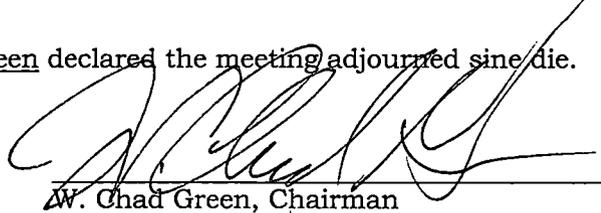
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February 2, 2021

Meeting Adjourned. At 8:05 p.m. Chairman Green declared the meeting adjourned sine die.



Neil A. Morgan
County Administrator



W. Chad Green, Chairman
York County Board of Supervisors