

A REGULAR WORK SESSION WAS HELD BY THE NEW KENT COUNTY BOARD OF SUPERVISORS ON THE 27TH DAY OF MARCH IN THE YEAR TWO THOUSAND NINETEEN IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING IN NEW KENT, VIRGINIA, AT 9:00 A.M.

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IN RE: CALL TO ORDER

Chairman C. Thomas Tiller, Jr. called the meeting to order.

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IN RE: ROLL CALL

Thomas W. Evelyn	Present
C. Thomas Tiller, Jr.	Present
Patricia A. Paige	Present
Ron Stiers	Present
W. R. Davis, Jr.	Present

All members were present.

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IN RE: RICHMOND REGION TOURISM (RRT) UPDATE

Richmond Region Tourism (RRT) Executive Vice President Katherine O'Donnell and President and CEO John F. "Jack" Berry, Jr. noted they were delighted to bring an update to the Board on RRT. Ms. O'Donnell began the presentation with a short video on the economic impact of tourism on the Richmond region. She noted RRT's purpose was to promote tourism in the Richmond area.

Mr. Berry began reviewing a slide presentation entitled "Richmond Region VisitRichmond VA.com." He noted the Richmond region had over seven million visitors spending over 2.3 billion dollars annually. He reported 2019 was expected to be another record breaking year. There were approximately 24,000 jobs connected to the tourism industry in our region and 40% of workers who began their careers in travel would reach a career salary of \$100,000. Hotel/Motel sales in the region were continuing to climb with over \$350 million in sales in 2018. He suggested there were several secrets to this success. The first secret involved market segments. He indicated family and friends travel; business travel; meetings, conventions and sports travel and leisure and tourists travel were equally important. The region had become a year-round destination with attractions and events available throughout the year. The second secret was happy customers. Mr. Berry reported 93% of visitors indicated they planned to return and 59% had returned within the year.

Mr. Berry also reported the Richmond region was "Sportier than Ever." He indicated sports tourism had the fastest growing RRT bookings. The CIAA Men's Golf Championships which had been held in New Kent County for two years had been booked by RRT. He noted "Food is Hot" and "Drinks are Cool" and reported survey results had indicated 30% of travel decisions were driven by food and beverage. He pointed out New Kent was about to open a fourth winery and a brewery was in the works and people were choosing to visit because of the many options. The Richmond area had also received a number of accolades in recent years including but not limited to being named "A Best U.S. City for Adventurous Travelers" by Travel + Leisure, being listed as 9<sup>th</sup> on a list of "The South's Best Food Cities 2019" by Southern Living, being listed among the "10 Best Places to travel in the South" by Southern Living and being included on the Forbes list of "10 Coolest U.S. Cities to Visit in 2018. Mr.

Berry suggested it would be the perfect time for New Kent to come back into RRT with the reopening of Colonial Downs and the Royal New Kent Golf Club.

Ms. O'Donnell drew attention to a "Visitor Spending" graph and noted spending had been up 2.1% in 2017. She reviewed a list of RRT localities and their expected FY20 investment's in regional tourism. She indicated they were hopeful New Kent would be joining RRT at the \$20,000 level. If New Kent did rejoin, this annual investment would increase by \$10,000 until reaching \$50,000 in FY23. She indicated New Kent would be considered as a Class B member which included localities who were not funding their membership through hotel/motel tax revenue. Powhatan County and the City of Ashland had joined in FY19 and would be investing \$30,000 each as second year members.

Ms. O'Donnell began a review of what each locality would receive for their investment in RRT. She reported each locality received travel promotion most of which would be digital. New Kent would have its own site which would be attached to the VisitRichmondVA.com site. She reported VisitRichmondVA was averaging 301,000 Instagram impressions and 50,000 Twitter impressions per month. Facebook video views had totaled two million the previous year, Google posts had generated 2.4 million views of RRT content in one year and the RVA Blog had garnered 121,772 views. She indicated RRT could help a locality leverage what they had and what they were doing through media relations. On the sales side, RRT had two staff members dedicated to sports and six dedicated to meetings and conventions. These staff members were working to attract events as well as plan for off-site visits and outings. RRT had four visitors' centers and one mobile visitors' center which traveled out to events in the region. RRT was also offering an "I Am Tourism" ambassador training program to engage, educate and activate citizens. She encouraged everyone to consider signing up for one of these sessions and suggested residents were RRT's biggest cheerleaders and supporters of local businesses. She closed by suggesting "investing in RRT pays off." Mr. Berry and Ms. O'Donnell entertained questions.

Mr. Davis asked "what is the makeup of the Richmond Airport Commission?" Mr. Berry indicated he was not sure and noted RRT and the Airport Commission did not intersect. Mr. Davis pointed out the Airport was the way many travelers were getting to the area. Ms. O'Donnell noted the Airport did have a representative on their board. Mr. Davis noted significant improvements had been made to the Richmond Airport over the years. Mr. Berry agreed and noted plans were in the works for six additional gates to be added meaning more flights and more travelers. Mr. Evelyn noted there were often events sponsored by civic organizations and asked if RRT would be promoting those. Mr. Berry indicated they would. Ms. O'Donnell indicated they would set up workshops with community organizations to promote anything that made sense for visitors. Mr. Evelyn asked if RRT would be interacting with New Kent's Economic Development Director, Matthew Smolnik. Mr. Berry again indicated they would. Ms. O'Donnell suggested staff would come out to the jurisdictions to see what was available for promotion as well as work with business owners and organizations. Mr. Evelyn reported New Kent had attempted to get General Assembly approval for increased hotel/motel tax rates but had unfortunately been denied. He noted they had hoped to have this in place prior to the opening of Colonial Downs. Mr. Berry indicated he had been surprised when this had not been approved and noted RRT had "gone to bat" for New Kent's request. Mr. Stiers suggested New Kent would have a motel prior to reaching the \$50,000 annual membership rate. He asked if the hotel/motel tax would reduce what New Kent would need to pay. Ms. O'Donnell indicated that would be up to the Board. Mr. Evelyn suggested it was a requirement that motel tax revenue be used for this. County Attorney Brendan Hefty indicated the Code required revenue from motel taxes be used for tourism and not as a part of the locality's general fund.

Mr. Tiller thanked Mr. Berry and Ms. O'Donnell for the presentation.

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IN RE: ROAD NAMING OF PRIVATE ROADS/DRIVEWAYS

Planning Director Kelli Le Duc and Environmental Inspector Josh Airaghi shared information with the Board on road naming of private driveways in the County. Ms. Le Duc reported as the County continued to grow more and more building permits were being issued for parcels along private driveways which had been created years ago. Per a 2004 policy, once the third home was constructed on one of these driveways, the driveway must be named and new addresses assigned for Emergency 911 purposes. She indicated the process was often lengthy and could be significantly shortened if the Board approved a list of road names instead of one road name at a time. A list of proposed street names previously approved by the Richmond Regional Planning District Commission Street Name Clearinghouse had been provided as a starting point. Board members began reviewing the list and noted several street names which they suggested were undesirable. County Administrator Rodney Hathaway suggested the County could develop its own list of names to be sent to the Street Name Clearinghouse for approval. He indicated names such as flowers, trees and animals were often easier to use. He reported a street address was needed in order to obtain a building permit and, in some cases, temporary addresses were being issued in order to get a building permit and then the owners would come back later and change the address.

Mr. Davis asked how long it took to get individual street names approved. Ms. Le Duc suggested that in some cases the process had been as long as two months. She reported property owners were notified of the need to select a street name and after fourteen days, whichever name was selected by the majority of owners would determine the name of the road. She also reported some owners were not happy when they received notification of the need to change their address. She noted most of the properties involved were vacant lots. Mr. Hathaway suggested this was a situation unique to New Kent because the permit department was turning out permits so quickly. Mr. Evelyn asked if the builder wasn't responsible for applying for the street name. Ms. Le Duc noted the process for a new subdivision was very easy but the older parcels were more difficult. Mr. Davis asked how many street names were currently in the County. Ms. Le Duc indicated she had no idea but suggested developing new street names was more difficult than most thought. Mr. Hathaway pointed out the process of sending all street names through the Planning Commission Clearinghouse was in place to be sure there were no duplicates. Ms. Paige suggested it would be simpler for the County to assign a preapproved street name and then if the residents were not pleased with the name, they could go through the process to have it changed. She suggested the County should develop a list of generic names. Ms. Le Duc indicated the County could work with the list of approved names and then develop other names for submission to the Clearinghouse. Mr. Stiers asked if any fee were involved in changing a street names. Ms. Le Duc indicated there would be no fee. For the record, Mr. Hathaway indicated the only cost to residents would be the initial cost and installation of the sign. Replacement or repairs after the initial installation were the County's responsibility.

Mr. Davis reported being contacted by a developer who had built a road to state standards 15 to 20 years ago. A third home was now complete and the developer was ready to turn the road over to the state and have the County release his bond. Mr. Hathaway suggested this developer should contact VDOT for an inspection to start the process.

Mr. Tiller asked Ms. Le Duc and Mr. Airaghi if they were asking the Board to approve the list of street names provided. Ms. Le Duc indicated approving the list would be helpful and

would save the Planning Department from the need to come to the Board so frequently with consent agenda requests for individual street name approvals.

Mr. Davis moved to approve the list of road names as presented to be used by the County when assigning names as described in the Street Naming and Addressing Policy dated January 13, 2004. The members were polled:

Thomas W. Evelyn	Aye
Patricia A. Paige	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
C. Thomas Tiller, Jr.	Aye

The motion carried.

Staff would work on a list of additional names to be submitted to the Clearinghouse for approval.

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IN RE:            ADOPTION OF RESOLUTION R-06-19 RECOGNIZING DR. ELIZABETH HINTON CROWTHER, PRESIDENT OF RAPPAHANNOCK COMMUNITY COLLEGE, ON THE OCCASION OF HER RETIREMENT

Before the Board for consideration was Resolution R-06-19 recognizing Dr. Elizabeth Hinton Crowther, President of Rappahannock Community College (RCC), on the occasion of her retirement. County Administrator Rodney Hathaway reported Dr. Crowther had announced she would be retiring effective June 30, 2019. RCC had been scheduled to provide the Board with an update at the April 8<sup>th</sup> meeting and Dr. Crowther would be in attendance. Mr. Hathaway noted Dr. Crowther had significant impact on the RCC service area specifically in the area of workforce development and programs to support the needs of the community. New Kent County had a strong relationship with RCC and he noted his appreciation for all of her work on behalf of the County. The Board was being asked to adopt Resolution R-06-19 at today's meeting so that it could be presented to Dr. Crowther on April 8<sup>th</sup>.

Mr. Davis indicated he had known Dr. Crowther since she had been at RCC. He reported she had gone out into the community asking residents and businesses what they needed and had then tailored programs and classes to meet those needs. He indicated he had heard that 72 applications had been received for Dr. Crowther's position and he was hopeful they could find someone who would be as good as she had been. Ms. Paige also noted she had been given the pleasure of working with Dr. Crowther and described her as someone with a vision for the future and the needs of the students.

Ms. Paige moved to adopt Resolution R-06-19 recognizing Dr. Elizabeth Hinton Crowther, President of Rappahannock Community College, on the occasion of her retirement. The members were polled:

Patricia A. Paige	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye

The motion carried.

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IN RE: STRATEGIC BROADBAND PLANNING PROJECT

County Administrator Rodney Hathaway reported he had presented information on a proposal for a broadband study in New Kent County at the Board's previous work session. This proposal had been brought to the County's attention by the Partnership for New Kent 2030 (PNK 2030) group. The Board had agreed such a study could be helpful and the general consensus had been to move forward with the procurement process necessary for a study focused on a fiber optic system. Mr. Hathaway reported he had engaged in several conversations with Ms. Sandie Terry who was President of Rural Broadband Consulting, LLC, the company recommended by PNK 2030, and reported he had found her to be very knowledgeable. He reminded the Board that the County could not just enter into a contract with Ms. Terry without first following the procurement process. He reported he had sent a Request for Quotes to three additional firms and had received no other responses. He indicated he had not been surprised by this because the number of firms doing this type of work were so few and most were offering services only in their specific areas. He pointed out that the proposal before the Board had changed slightly since the February discussion. The previous presentation had suggested a \$16,500 price and the proposal before the Board now was \$19,700. Mr. Hathaway noted the difference between the two was that the second proposal included provisions for moving to the next phase after the study was completed. If the Board decided to not move to the next phase, they would not be responsible for those additional charges. He suggested this was a much more comprehensive agreement.

Mr. Davis asked if anyone had heard of MoFi. No one indicated they had. Mr. Chuck Ward with Safe & Sound LLC was in the audience and was asked to respond. Mr. Ward indicated he was not familiar with MoFi but noted he was concerned that companies who may be suggesting they could use existing cell towers would not be able to provide mass coverage. He suggested that all of the towers in the County would not adequately provide mass coverage. Noting he was familiar with the Rural Broadband Consulting proposal, he reported Ms. Terry would be looking at all available resources as a part of the study and once the study was complete, a plan could be developed. Mr. Davis reported residents in Lee's Reach were getting broadband by way of a cell tower across the river in King William County. Mr. Stiers reminded everyone that the Board had previously spent money on a broadband study and they already knew how many towers were present and how many more were needed. He asked what would happen to all of that information. Mr. Hathaway indicated that information would be used. He noted Ms. Terry was not sure that fiber to all homes would be an option but she did want to see the data from the previous study. He also noted FCC (Federal Communication Commission) maps depicting broadband coverage areas were not reliable suggesting that accurately determining where service was not available was difficult. Mr. Evelyn asked how much the previous study (conducted by SCS) had cost. Mr. Hathaway reported the County had received a grant for \$75,000 which had required a funding match. New Kent had matched \$16,000 and had been given in-kind match credit for the balance. Ms. Paige noted there was no easy solution. She also pointed out the County had invested so much in Chromebooks and some students did not have access to the internet. She also noted there were businesses in the County that did not have access and suggested the lack of access was limiting opportunities to both students and businesses. She suggested the Board didn't have a choice but to continue on seeking a solution. Mr. Evelyn noted COX Communications was providing services in some parts of the County. He reported he had met with Cox representatives and had shown them areas in the County where the minimum 25 homes in a designated area was met but COX was still not running cable into those areas. He indicated he wanted the public to know the

County could not force COX to run cable. He suggested the Board was not getting any help from COX and noted the lack of broadband was a huge issue.

Ms. Paige moved to appropriate \$19,700 from the Capital Projects Fund Balance to the Broadband Design Services Project Account. She also moved to authorize the County Administrator to execute a contract with Rural Broadband Consulting, LLC in a form approved by the County Attorney, with a not to exceed cost of \$19,700. The members were polled:

Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
Patricia A. Paige	Aye
C. Thomas Tiller, Jr.	Aye

The motion carried.

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IN RE: OTHER BUSINESS – SECONDARY SIX-YEAR PLAN (SSYP) FY20-25

County Administrator Rodney Hathaway noted it was time for the Board to take its annual look at the Secondary Six Year Plan (SSYP) for secondary roads. The County received yearly State and Federal allocations to fund proposed secondary road improvements and the estimated annual allocation for the next six years would be \$71,615. The Board had approved paving Sweet Hall Ferry Road in the previous year's SSYP and that project was expected to be completed this summer. Mr. Hathaway indicated he would like the Board to review potential FY20 projects and distributed a VDOT list of unpaved County roads for consideration. He asked the Board to review the list and determine if they wished to place any of these roads in the projects queue. Mr. Evelyn asked if the property owners along these roads would have to give any additional right of way to VDOT. Mr. Hathaway pointed out the roads on this list were already in the state maintenance system and he was not sure if VDOT would require any additional right of way. Mr. Stiers asked how much paving \$71,000 would buy. Mr. Hathaway noted the list included the estimated cost for each of the projects and pointed out that most of the projects were within the \$71,000 price tag. He also noted the road surface would be tar and gravel and not asphalt. Mr. Hathaway reported he had been working with VDOT Assistant Resident Engineer Danny Baiden and, based on traffic flows, Mr. Baiden had recommended the Board consider moving St. Peters Road, Steel Trap Road and Barham Road up on the list for consideration. Ms. Paige noted she would like to recommend Slatersville Road and Clarke Road. Mr. Evelyn questioned why the unpaved portion of Crumps Mill Road had not been included. Mr. Hathaway noted that portion of Crumps Mill Road was private. Mr. Stiers asked if the Board could add roads to the list. Mr. Hathaway indicated he believed the list included all unpaved state maintained roads in the County. Mr. Stiers asked about Bailey Lane. Mr. Hathaway noted Bailey Lane had been included. There was some discussion suggesting that some residents may not want their streets paved. Mr. Tiller asked if any of these roads could qualify as rural rustic projects. Mr. Hathaway noted they were all rural rustic or "pave in place" projects. Mr. Stiers asked if a Route number could be changed and noted some residents did not like the route number 666 (Bailey Lane). Mr. Hathaway indicated he had never received a request to change a route number and was not sure. He reported VDOT had wanted New Kent's SSYP by April 1<sup>st</sup> but the earliest the Board could conduct the required public hearing would be April 8<sup>th</sup>. The advertisement for an April 8<sup>th</sup> public hearing had already been submitted to meet publication requirements. Mr. Hathaway indicated he would need some direction

from the Board by the April meeting. Mr. Evelyn suggested it would be an easier decision if the question regarding the need for additional right of way could be answered.

The Board would move forward with a public hearing on the FY20-25 SSYP at the April 8<sup>th</sup> regular meeting with more details being available by that date.

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IN RE: OTHER BUSINESS – DONATION OF SURPLUS AMBULANCE

Fire Chief Rick Opett had reported at a previous meeting that the engine in an ambulance had blown while out on a call. The Bridging Communities Regional Career and Technical Center (BCRCTC) was interested in the ambulance as a donation for use in several of their programs. Chief Opett indicated he was seeking the Board's approval to make this donation and noted the value of the vehicle was estimated to be between \$2,000 and \$5,000. Mr. Evelyn noted he had been at BCRCTC the previous day and had noted a number of other donated vehicles including a school bus. He suggested some type of screening/fence should be installed around the area where these vehicles were stored. County Administrator Rodney Hathaway reported he would be meeting with BCRCTC later in the day to discuss a building addition and the topic of screening could be brought up then.

Mr. Davis reported his son was the President of the Jamestown 4-H Camp and that he had spoken with Mr. Hathaway on behalf of the camp to see if the County may have a surplus vehicle the camp could have. He reported Mr. Hathaway had indicated a 2009 Ford Escape would soon be retired by the Building Development Department. Mr. Davis asked that the Board also consider donating this vehicle to the camp when it became available.

The general consensus was to authorize both donations.

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IN RE: OTHER BUSINESS – HAZARD MITIGATION GRANT APPLICATION

Fire Chief Rick Opett reported he was asking the Board to consider authorizing an application for a Hazard Mitigation Grant with New Kent serving as the Fiduciary Agent. This application would be in regard to a property in Lanexa along the Diascund Creek. He distributed photographs including an aerial and others that had been taken on the ground about two weeks ago. There had been an issue with severe shoreline erosion since Hurricane Irene and the owner had attempted without success to get permits to build a sea wall through the Army Corps of Engineers. He drew attention to one of the pictures of a porch and noted there was a distance of approximately four feet from the steps to a 45 foot drop off into the creek. Approximately 15 to 20 feet remained before the erosion would encroach upon the home's foundation. He noted the resident had an engineering plan to stabilize the shoreline but the work would come at a significant cost. Mr. Evelyn suggested the cost of the work may be more than the property was worth. Chief Opett agreed and suggested the cost could be from \$250,000 to \$1 million. The Hazard Mitigation Grant would require a match which the resident would be required to pay. Chief Opett indicated it would be necessary for the County to have a solid MOU (Memorandum of Understanding) with the property owner responsible for paying the match. Mr. Davis pointed out that because this was a FEMA (Federal Emergency Management Agency) grant, an individual property owner could not receive the funds directly. This was the reason the County was being asked to become involved. Chief Opett agreed and noted that although the deadline for applications was May 30<sup>th</sup>, it could be as much as a year to receive notice of an award. He reported the owner was extremely concerned and upset and indicated they felt this was an emergency. Mr. Evelyn suggested there were other properties in the County where erosion was an issue and the Board should proceed carefully with the understanding this

decision could set a precedent. He asked if there had been a recent meeting regarding this property. Mr. Hathaway indicated there had been a meeting and he reported all permitting agencies were on board with moving forward. There was discussion regarding the property owner's responsibility for paying the grant match. The question of could they be required to pay the match up front was raised. Chief Opett suggested that could be included in the MOU. He also noted the owner had already paid significantly for engineering work and the cost of this work could possibly be considered as part of the match. He noted he was ready to write the grant but the details needed to be worked out. Mr. Davis indicated he was all for this if the County could legally get the owner to pay the match. County Attorney Brendan Hefty cautioned that it should be determined if the County applied for and received a grant, would they be obligated to pay the match. He suggested it should be confirmed that the County would not be obligated until they decided to accept the grant. Mr. Davis also reported the owner had contacted the VDGIF (Virginia Department of Game and Inland Fisheries) about the possibility of getting a temporary "no wake zone" in the area. He suggested getting that approved would be a challenge. Mr. Hathaway agreed and noted establishing a "no wake zone" was a lengthy process. Chief Opett noted the addition of a sea wall would slow the process down. Ms. Paige suggested the Board needed to look at other areas for erosion. Mr. Stiers suggested the Board was supposed to help its citizens and if more came forward with similar situations, the Board would do the same thing. Mr. Evelyn asked what would happen if no grant was received. Chief Opett indicated the property owner would need to address the situation them self. Ms. Paige asked if this would be a temporary fix. Mr. Hathaway suggested this should be permanent.

Mr. Davis moved to authorize application for a Hazard Mitigation Grant with New Kent County serving as the Fiduciary Agent and that a MOU be in place requiring the property owner to fund the required match. The members were polled:

W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
Patricia A. Paige	Aye
Ron Stiers	Aye
C. Thomas Tiller, Jr.	Aye

The motion carried.

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IN RE: ANNOUNCEMENT OF UPCOMING MEETINGS

Mr. Tiller announced the Board was about to go into closed session and there would be no further actions taken. He announced the next regularly scheduled meeting of the Board of Supervisors would be held at 6:00 p.m. on Monday, April 8, 2019, and the next work session at 9:00 a.m. on Wednesday, April 24, 2019, both in the Boardroom of the County Administration Building.

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IN RE: CLOSED SESSION

Mr. Davis moved to go into closed session pursuant to section 2.2-3711A.3 of the Code of Virginia for discussion and consideration of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the County, involving future school and public facilities. The members were polled:

Thomas W. Evelyn	Aye
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Patricia A. Paige	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
C. Thomas Tiller, Jr.	Aye

The motion carried.

Mr. Evelyn moved to come out of closed session. The members were polled:

Patricia A. Paige	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
C. Thomas Tiller, Jr.	Aye

The motion carried.

Ms. Paige moved to certify by roll call vote that to the best of each Board member's knowledge only public business matters lawfully exempted from the open meeting requirements of the Freedom of Information Act and identified in the motion to go into closed session were heard, discussed or considered in the closed session. The members were polled:

Ron Stiers	Aye
W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
Patricia A. Paige	Aye
C. Thomas Tiller, Jr.	Aye

The motion carried.

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IN RE:           ADJOURNMENT

Mr. Stiers moved to adjourn the meeting. The members were polled:

W. R. Davis, Jr.	Aye
Thomas W. Evelyn	Aye
Patricia A. Paige	Aye
Ron Stiers	Aye
C. Thomas Tiller, Jr.	Aye

The motion carried.

The meeting was adjourned at 10:53 a.m.