

## Historic Yorktown Design Committee

### Minutes

February 19, 2020  
East Room  
York Hall  
301 Main Street  
Yorktown, Virginia

**Members Attending:** Jose Longoria  
Belinda Willis, alternate – voting member

**Staff Attending:** Earl W. Anderson, AICP

Mr. Longoria called the meeting to order at 7:00 PM.

### **Minutes**

The minutes of the September 18, 2019 meeting were approved unanimously.

### **Old Business**

None

### **New Business**

#### **Application No. HYDC-171-20, Larry's Lemonade, 524 Water Street**

Mr. Anderson stated that this application, submitted by Larry's Lemonade, seeks approval for the replacement of the four front windows with roll up windows at 524 Water Street. The applicant moved into the structure in the beginning of May 2018. The use was authorized, pursuant to the terms of the YVA-Yorktown Village Activity District. The structure was built in 1949 and is considered a Non-Contributing Building. The Committee previously approved signage for the business.

Staff recommends approval of the new roll up windows with design and specifications/details as submitted by the applicant, with the following proposed condition:

1. All hardware used to install the roll up windows will be painted black and hidden within the structure of the building, so as not to be visible from Water Street.

Mr. Anderson noted that Mr. Hodson sent in a written comment saying that his only concern is that the open look brings the "inside of the building out." He admitted that he has not been in there in a while, but at one point the interior color palette was very strong and not consistent with a more muted Yorktown color palette. He stated that although the interiors are not really in the purview of the Committee, he wanted to note his thoughts for consideration.

Victor Reynolds, the owner of Larry's Lemonade expressed that he has been renovating the inside of the structure and has removed the bright colors. He said was pleased to find that once the drywall and ceiling tiles were removed that the building had a very nice look that he wanted to preserve. He said that he was planning to use neutral tone colors on the inside to give the building a Civil War or Revolutionary era look. He apologized for the picture with the trash on the outside. He stated that changes have been implemented and staff will take trash directly to the dumpster. He said that he will be putting in a bike rack and some landscaping on the right side of the building.

Mr. Longoria said he was trying to focus on the windows, but was distracted by the trash and was glad to hear that a change was going to be made. He asked if the bike rack would be okay.

Mr. Anderson explained that bike racks are encouraged for Yorktown to help promote biking.

Mr. Longoria said the windows look good, but asked if you will be able to tell that they roll up from the outside.

Mr. Reynolds said that it should not be evident when they are closed that they roll up from the outside, he added they will look like panes of glass. He stated there will be four panes per row. He said there are four twenty-one inch and two eighteen inch double pane windows in each section to help with the air control. He noted the ceiling and the hardware will be painted black to blend in.

Mrs. Tenley Raithel asked if you would be able to hear music playing inside the building on the beach.

Mr. Reynolds stated no, that he had no intention of playing music that loud, so it could be heard outside of the building. He noted that if he ever decided to have live music, it would be inside with the windows closed and would not go past 9:00 pm.

Mrs. Beverly Krams said she was concerned with music coming up the bluff to her property.

Mr. Reynolds said acoustically the music would not travel up the hill. He said it could go forward, but there is nothing to bounce it back up the hill.

Mrs. Krams said that the music does travel up and she can hear what gets played at the Pub. She said her bedroom is on the Pub side and when music is played at 2:00 a.m., she can hear it. She added that the Pub's windows are fixed and cannot be opened which helps muffle the sound. She said if they ever open the windows, she would not be able to talk on her porch or sleep in her bed. She asked why anyone would want garage door windows in historic Yorktown with a Revolutionary era interior instead of something more appropriate to the beach. She stated that the County has said it is appropriate to the waterfront, but that is not why the Design Guidelines were established and added it was to protect the character of the village, its historic significance, and contributing homes like hers. She questioned why York County would advocate and say this is beachy and why are they not talking about her home or the preservation of the character and historical significance of Yorktown. She said that when she looks out of her house to the water, she sees everything that Larry's is doing - from the yellow umbrellas to the trash. She added that the guidelines were created to protect the village and the homes in it - their biggest investment.

She added that she is all for the business, but not the garage door look and noted she does not want to hear music, people laughing, and loud talking inside.

Mr. Reynolds said he wants to be a good steward and clarified more would be heard from a passing car than from the inside of the restaurant.

Mrs. Krams expressed that she hears the cars; however, unless they write something to prevent having loud music, you could have a live band in there tomorrow.

Mr. Reynolds remarked that he would have to change his Yorktown Village Activity permit to have a band, but he does not want a band.

Mrs. Krams asked if the Pub has a permit.

Mr. Anderson clarified that the Pub is more than likely grandfathered in being allowed to have live music.

Ms. Harding asked to see where Mrs. Krams house was in relation to Larry's. Mr. Anderson showed the picture.

Mr. Reynolds stated he considered the housing on the bluff and is only requesting the windows in the front and not the ones on the sides, as he did not want to impact those homes and noted that he does not want to have live music.

Mrs. Krams said she cannot do anything about York County wanting to play music down at the Riverwalk, but Larry's is a private business and has to meet the sound standards. She stated that she loves Yorktown and when businesses come to Yorktown they should try to maintain the historical character of the village. She said that people coming down the beach are not going to think that garage doors are historical.

Mr. Reynolds remarked that they are double-paned windows and not garage doors.

Mrs. Krams stated that it was a term Mr. Anderson used and noted that he also said the building has been renovated several times and is not a historical structure. She said that some people might say to her that her house is not historical and she would agree. She stated that the Design Guidelines were put in place twenty years ago to protect the village for what is coming now and the County keeps making exceptions to it, which defeats the purpose. She asked if they considered doing something like the Pub.

Mr. Reynolds said that he did not want to be like the Pub; he wanted them to be like Larry's. He said that he wants to be a good steward and will comply. He added that for the record, he will not have live bands because he does not want to stay open that late and he has no intentions of pursuing a liquor license.

Mrs. Krams said she has a 100 pages of zoning that no one else in York County has and a group of non-elected people who can make decisions about her property. She said those people should go by the rules.

Mr. Raithel remarked that he lives up the steps and just a couple homes down the road from Mrs. Krams. He said these meetings are an education for him. He asked if Larry's was in the historic district.

Mr. Anderson expressed that it is in the waterfront area of the historic district.

Mr. Raithel asked if they are asking for waiver. He said that he cannot imagine with the history of the village, allowing roll up windows. He supports the business, but thinks the restaurant should reflect the history and environment.

Mr. Anderson said that is the reason that this is before the Committee. He added that the windows are not addressed in the Design Guidelines, which requires the Committee to review and either approve or disapprove the installation of the windows.

Mr. Raithel remarked that he understands the difficult situation of wanting to be current at the waterfront and at the same time maintaining the history. He stated that he appreciated Mr. Reynolds saying the trash was not going to be allowed on the side of the building any longer and noted he heard people say, as they came up and down the stairs, how they would not eat there because of it. He said he has looked through the Design Guidelines and he did not see these kinds of windows. He added that it needs a waiver and would support this change.

Mr. Anderson clarified that the Design Guidelines are guidelines and not hard and fast rules, and noted certain applications come before the Committee for interpretation. He said the current building has single-pane glass and he is proposing divided panes, which are more historic in nature. He said the Committee has the opportunity to add conditions to their approvals that an applicant would need to do to complete any project that was approved and noted if the Committee wished to place a constraint on the windows being closed at a certain time or that any music could not be heard from the street, then they could do that as a condition.

Mr. Reynolds added that eventually he would like to replace the outside lights with ones similar to the ones on the Black Dog Gallery. He said when researching these lights he saw several pubs that were industrial looking and did not have windows open to the outside. He said the windows will be powder-coated black and will look nice and added the inside will have more subdued colors. He stated that he is a history nut and wants it be historical and noted that based on the pictures he has seen, the open look is historical.

Ms. Harding said with the windows open the air conditioning bill will increase and asked about the extra costs.

Mr. Reynolds said he loves the look and he thinks people will love the look and feel too, so he is willing to eat the cost to have the windows roll up.

Mr. Jack Davis explained that he thought this proposal was to have someone be able to walk up to the window from the beach and order food from the window.

Mr. Reynolds clarified that no, patrons would have to walk into the restaurant to order. He said that in front of the windows, he is putting up a shelf area for people to sit and eat. He explained food can be ordered from the inside counter and then a seat taken. He said when the order number is called, food can be picked up from the counter. He added many lessons were learned having been at the beach these last two years.

Mrs. Krams asked what the plans for the left-hand side are.

Mr. Reynolds said the old wooden tables that were inside will be weather sealed and used as the patio furniture. He said the outdoor speakers were removed on that side because of the extent of the volume.

Mrs. Krams asked how many tables there will be and if the banana colored umbrellas will still be used.

Mr. Reynolds said he likes the umbrellas.

Mrs. Willis clarified that the outside area and umbrellas are not on the agenda for tonight.

Mrs. Krams said she understood and explained that she just wanted clarification about what would be outside.

Mr. Reynolds stated that the yellow was for branding purposes, as a new place wants to stand out a little bit at the beginning. He said the branding has gone well and now he is moving away from using those colors.

Mrs. Willis moved approval of the application to find the proposal consistent with the Guidelines and that the application be approved, subject to the following conditions:

1. All hardware used to install the roll up windows will be painted black and hidden within the structure of the building, so as not to be visible from Water Street.
2. The interior walls shall be a natural color or a color from the Yorktown palette.
3. The roll up windows shall be closed if live music is playing inside the building.

Mr. Reynolds ask for clarification if the radio is on and the Committee agreed to allow the music on, but there was concern with live music. He further clarified that he does not ever see the restaurant being opened past 11:00 pm.

Mr. Longoria agreed that it is hard to balance the need to be a successful business and the historical guidelines.

By voice vote, the motion was approved unanimously.

### **Application No. HYDC-172-20, County of York, 425 Water Street**

Mr. Anderson stated that this application, submitted by the County of York, requests approval of the design and architectural features of a new building proposed to replace the existing Dockmaster

Building and Public Restrooms at the intersection of Water Street and Ballard Street. The proposed two-story structure would support the activities of five County operations in addition to providing ADA accessible public restrooms. These operations include the Riverwalk Landing Pier Operations, Parking Services, Ambassador Services, Freight Shed Logistics, and Event Logistical Support. Additionally, the Dockmaster Building would serve as a lost and found location, the Mobi-Chair checkout station, first aid station, year-round event command and serve as the sole location for visitors to gain information from a County representative, at the Yorktown Waterfront. The proposed construction would be brick with roof materials of synthetic slate shingles. The project also proposes signs for the Dockmaster's office and the restrooms. Five double-sided signs would hang from wrought iron brackets and are approximately eleven inches by nine inches. Two other signs would be mounted in the alcove for the restrooms and are approximately sixteen inches by six inches. The sign design would be black and white with a decorative lettering. He referenced the memorandum and the comments within.

In staff's opinion, the proposed construction is consistent, subject to certain conditions, with the Design Guidelines and with the character of surrounding structures and the Waterfront sub-district. Staff believes that the proposal is well conceived and will represent a significant improvement to this segment of Water Street and provide much need services and working space on the waterfront. Accordingly, staff recommends that the Committee find it consistent with the Yorktown Design Guidelines, subject to the following conditions:

1. The architectural design and features shall be consistent with the conceptual renderings entitled "Dockmaster's Building" prepared by James River Architects, and dated January 24, 2020.
2. A cementitious siding shall be used instead of the proposed cellular PVC siding. Siding and trim applications shall be in accordance with the dimensional and specifications set forth in the Design Guidelines.
3. The brick and mortar colors shall match the brick and mortar colors used within the Riverwalk development.
4. All doors, siding, fencing, and shutters shall match a color from the Yorktown Color Palette and be compatible with the wall and trim colors used on the building.
5. Color samples for both the cement shingles and roof shingles shall be submitted to and approved by the Zoning Administrator before installation.
6. If any vents are installed in the roof they shall be painted to blend with the roof shingle color.
7. The use or placement of television antennas or building-mounted satellite dishes visible from public rights-of-way, the river or adjacent properties shall be prohibited.
8. Fencing around the outside mechanical equipment shall completely screened from view and evergreen landscaping shall be added to provide additional screening.
9. The sign shall conform to the design, materials specifications and color scheme depicted on plans submitted with the application.
10. The sign brackets shall be black or some other matching color.

Mr. Anderson also showed pictures with the model superimposed to show the approximate height as you come down Ballard Street toward the beach.

Mrs. Willis asked why the architects were not able to be present.

Mr. Anderson remarked that the architect had a prior commitment tonight at the Freight Shed.

Mrs. Willis expressed that she has a lot of concerns with the building. She stated the size is too large and does not blend in with the landscape or waterfront. She said that the viewshed of the river was not protected per the Design Guidelines for the residents or visitors coming down Ballard Street. She stated with the cupola, there is a net sixteen feet difference, so the building is excessively high compared to other buildings along the waterfront and does not respect those existing heights. She noted that in one case, the building will obliterate the view corridor for one Chischiak Watch resident. Additionally, she said that the use of PVC was highly discouraged, so an exception should not be made for the County.

Mr. Anderson clarified that he did add a condition to not allow the PVC.

Mrs. Willis asked if the fencing around the HVAC would be wood.

Mr. Anderson said the County is proposing that composite plastic lumber wood be used and added it would be similar to what has been used for the Freight Shed Auxiliary building. He noted wood deteriorates too quickly on the beachfront.

Mrs. Willis said that the Committee did not allow Barbara Luck to use PVC, when Barbara asked for it, so she did not feel the County should be allowed to use it. She stated that the structure is not architecturally compatible with the historic district because it looks like a barn. She asked why the two large rooms on the second floor - logistics and lounge - are needed in the two story building. She has not been staff with York County for a while, so things might have changed. She said the building is also not in scale with other buildings. She said the memorandum notes the closest building is the Duke of York, but the Freight Shed is nearby, as is Larry's Lemonade, and the Pub. She added the proposed building will overwhelm those buildings and did not think the building was appropriate.

Mr. Anderson asked if there were any questions he could answer to help alleviate those concerns.

Mrs. Willis said there were not.

Mr. Longoria remarked that everything Mrs. Willis said is basically a collation of the inputs that have been brought forward from various parties, along with comments from Mr. Hodson's email. He said when you walk down the beachfront and look at the other buildings along the river, this building does not look like any of these other buildings. He noted the buildings in Riverwalk have false second floors. He agrees that the new bathrooms that are ADA compliant are much needed; however, with having these other spaces the size of this building, it does not fit in with the other buildings on the riverfront. He said the building is going to stick out and agrees with Mrs. Willis that it will look like a barn. He asked if there would be staff at the building year round.

Mr. Anderson explained that as he understood it, the Tourism Division would be staffing the visitor center and the Ambassadors would be using the building.

Mr. Longoria asked where personnel is housed at now.

Mr. Anderson stated that they currently do not have office space anywhere.

Mr. Raithel said that Tourism just took over the building at the top of the hill by the Administration building.

Mr. Anderson clarified that he was not talking about those employees, but the Ambassadors.

Mrs. Willis stated that the Dockmaster and a logistical crew will be located in this building also.

Mr. Anderson stated that the building would serve as a lost and found location, the Mobi-Chair checkout station, first aid station, year-round event command and also serve as the sole location for visitors to gain information from a County representative, at the Yorktown Waterfront.

Mrs. Willis said that is a lot of square footage just for those people.

Mrs. Teena Longoria expressed that she could not understand why the County is proposing this large of a facility for what is being offered there. She said the proposed building is going to block every view that residents and visitors have. She questioned why millions of dollars were spent to revitalize the waterfront to then turn it around and make it a business zone.

Mr. Longoria said that he took a few pictures and though the building is beautifully drawn, from his opinion, it does not fit into the design of the rest of the community. He said he understands the need for the ADA compliant bathrooms and the need for the Dockmaster's Office; however, he would like them to look at doing a false second floor to accommodate staff functions that do not need to be there year round. He said that in other words, making it lower or at least the same height as the Freight Shed.

Mr. Anderson explained that this building would be shorter than the Freight Shed. He showed the picture of the Freight Shed Auxiliary building with the taller Freight Shed in the background.

Mr. Longoria stated then it needs to be smaller than the Freight Shed.

Ms. Harding noted that the Freight Shed has a slope that makes a difference.

Mr. Anderson agreed that the roof line is different; however, he said the height is comparable (not including the cupola).

Mr. Longoria said that it would be better to keep the new building at the same height as the existing two buildings.

Mrs. Willis asked if this was in this year's budget or the Capital Improvement Program.

Mr. Anderson stated that it was.

Mrs. Willis said she was surprised to see this appear before the Committee. She said she would appreciate if County staff would be a little bit more prudent and judicious in staff space in the use

of this building and she would like the architects to come back with a revised plan that is more in line with what residents want and what is in line with the historic district.

Mr. Anderson remarked that the Committee has multiple options for moving forward and added the Committee can decide to approve it or disapprove it or table it and ask for changes and then review it again next month.

Mrs. Willis made a motion to deny the request as presented.

Mr. Anderson clarified that if the Committee denies the request, the County would not bring something back to the Committee and it could be appealed by the County.

Mrs. Willis expressed that she understood.

Mr. Longoria said that he would like to discuss possibly tabling the request to give the County the opportunity to address the perceived need for this large of a structure. He further explained a roof slope that is compatible with other roof types along the riverfront should be used.

Mrs. Willis asked if there would be additional fees for the County if the architect has to revise the plans.

Mr. Anderson explained he did not know what kind of contract the County has or if there will be more fees, but if he had to guess - he would say that it would have additional costs.

Mrs. Terri Hodson stated that if you table it and ask the architect to revise, then the Committee needs to be more specific.

Mr. Jack Davis said that it should look more like Yorktown and not like a milk barn. He said the only other thing he likes is the weathervane. He expressed that he is not trying to be ugly, but it is not suitable to Yorktown or to the residents of Yorktown and added there is nothing about the building that looks Colonial other than the cupola. He said the building is too high and is not in keeping with the cupola that goes out to the piers and does not understand why it has to be eleven feet high.

Ms. Harding stated that there is only so much room on the beach and the County only needs to put what functions on the beach there. She said the bathrooms and Dockmaster are all that should be there and noted everything else needs to go elsewhere. She said there does not need to be two big offices, a lounge, and a meeting room occupying beach space.

Ms. Sandy Schantz asked if there were any comparisons between the existing footprint and the proposed footprint.

Mr. Anderson stated that it will bump out slightly to the one side and the space between the two buildings would be filled in.

Ms. Schantz noted that with the new building, the space between the buildings would be gone along with the view. She ask if there were any square footage numbers.

Mr. Anderson explained that he did not have any numbers.

Mrs. Betsy Taylor said that Mr. Anderson compared this proposed structure to the Freight Shed. She noted that the buildings step down in height from the bridge as you move toward the existing bathrooms and Dockmaster building. Her concern was the scale and the weight of the buildings on the entire waterfront starting from the west with a greater mass and then tapering east as the road and the river come together, where there was less space between the river and the road. She said it feels like it is going to fall into the river with no space surrounding it and it is just too big a building for the area.

Mr. Davis asked what factor is dictating the size of this building and if the Ambassador program had to be located there.

Mr. Anderson expressed the biggest drive is the ADA compliant bathrooms, which take up a quarter of the bottom floor. He stated the County has been doing several things to encourage people with disabilities to come to the beach, such as a Mobi-mat. He added that having a center where visitors and tourists can get information has been a priority for the County.

Mr. Davis asked where these visitors and tourists were going to park.

Mr. Anderson said they would park where they normally park, in the deck or the various parking lots around Yorktown. He stated this is a pedestrian accessible building, just like the two buildings are now and the walkways will remain a pedestrian friendly area. He said he believed the first floor is for visitors and tourists, while the second floor is for a centrally located logistic space including a space for Ambassador Program personnel to take breaks and a place to report. He added there will also be some space for storage, so items do not need to be stored up the hill.

Ms. Harding repeated that they are using our scarce beach for things that don't have to be on the beach.

Mrs. Taylor asked if the Ambassadors are seasonal.

Mr. Anderson stated that they are seasonal.

Ms. Harding stated that they could put up kiosks for the Ambassadors and they do not need a building and what the County is proposing is going to cost a fortune.

Mrs. Krams referenced in the early 2000's when Riverwalk began to be developed, she stated the initial meetings held were so large, they were held in York High School. She said they wanted to know how they could protect and preserve the historic significance of Yorktown. She said the Freight Shed has been there for as long as she can remember and the County used the Freight Shed as the guide to construct small single story buildings in keeping with the look of the historic village that is 17th century Yorktown. She said now the goal posts are being moved and using the Freight Shed to go up instead of down. She stated she is disappointed that the County, who created the Design Guidelines - to cover homes and businesses, would put this on the historic beach. She said the beach was the original commons, owned by the Town Trustees, who were an elected group

that dated back to the early Kings in the 1600s. She said she was called by her Board of Supervisors representative who wanted to get rid of the Town Trustees, and to help York County preserve Yorktown better because the Town Trustees did not have any money for preservation. She said the Town Trustees held the land in trust for all the property owners from the early 1700s, when they paid fifty pounds for the five acre commons. She said she stupidly went before the Virginia General Assembly to get rid of the Town Trustees because she thought the County would preserve the beachfront in front of her property. She further explained the primary goal of the Design Guidelines was to preserve Yorktown, which is a unique village and finds it shocking.

Mrs. Willis said there is a motion on the table and she called the question.

Mr. Longoria asked what will happen if the Committee disapproves the request.

Mr. Anderson explained with any approval or disapproval the applicant can appeal the decision to the Board of Supervisors.

Mr. Longoria remarked that he did not want it to automatically be appealed to the Board of Supervisors.

Mrs. Willis stated that Mr. Longoria can vote against the motion and then continue to get closer together on a solution.

Mr. Longoria expressed that he wants to come out of this with some changes for the County to address, so he is voting against the motion.

Mr. Anderson stated that the motion fails for failure of a majority. He suggested that any motion to table stipulate what the Committee would like the County to address.

Mr. Longoria moved to table the application asking that the following items be addressed:

- A new elevation that showed a compatible roof line with the rest of the waterfront;
- Maintain the current sightline from Chischiak Watch and as you come down Ballard Street;
- Preserve sightline between the building with a breezeway or some other feature;
- Reduce the massing of the building;
- A height reduction to include the cupola;
- Incorporate materials as recommend in staff proposed conditions.

Mrs. Willis inquired if it was appropriate for the Committee to meet with the architects between this meeting and the next.

Mr. Anderson stated that he could ask to see if that was possible.

Mr. Raithel expressed that he has been in the Dockmaster's space and said that besides maybe needing some better space for electronics for communication, they do not need a lot of space. He said he understands the need for the bathrooms, but he feels the County should provide justification for the requirements that are driving the County's wishes for a second floor. He added that he looked at all five areas they are proposing for this building with the attachment to the waterfront,

but it appears the justification is for convenience. He said the citizens are saying that it is not worth constructing this size and style of building just for convenience. He noted that if the second floor can be eliminated, then it will open up more options for a smaller size and style and by putting a cupola on a building does not make it Colonial. He said in fact, many of those building back then probably did not have a cupola and suggested they justify the requirements, because the only requirements he can see is that there need to be better bathrooms.

Ms. Harding said that it is a want versus a need and the community is saying to only support the need.

Mrs. Willis asked if the bathrooms were constructed before the ADA requirements.

Mr. Anderson replied that they had been built before.

Mrs. Willis questioned if there was a lip, turn radius, or some other reason the current bathrooms were not ADA compliant.

Mr. Anderson explained that he had never been in the bathrooms before, so he was unsure.

Mrs. Hodson stated that she felt it was the turn radius and size of the stalls. She also noted that the Tourism staff bring a lot of things down from the Administration building during events, but maybe there are other options for where those items could be stored.

Mrs. Willis said that there is storage in the parking deck, currently.

Mrs. Hodson stated that it was nice they were that close.

Mr. Raithel expressed that the staff has several Gators and trailers that they can use to transport those items.

Mrs. Hodson explained that she knew they had those Gators, but she did not know they were storing in the parking deck. She said it makes sense to have the items close, especially during the summer, when there are concerts every week. She questioned if the Ambassadors were paid.

Mr. Anderson remarked that he believed they were paid.

Mrs. Hodson said it is important for the Ambassadors to have an office where they could report to and get up-to-date information about things going on at the waterfront, but they should not need a place to lounge and sit down or have a party. She stated it was important to have a small areas for information, especially for the businesses in Yorktown and it would help visitors have a better experience. She added that a lot of people visiting Yorktown have no idea as to the things that are at the top of the hill or if they are visiting at the top of the hill, have no idea what is going on at the bottom of the hill. She noted having a space is important, but it does not need to be this large.

Mrs. Taylor questioned if there were any spaces available on the other end that could be modified and if any areas down there could be used for the bathrooms.

Mr. Anderson stated there are handicap bathrooms in Riverwalk.

Mrs. Hodson stated that this location is close to the beach and it could be hard for some to walk the distance to the Riverwalk bathrooms. Additionally, she said she would not want to have to walk to either end of the beach just to use the bathrooms. Lastly, she added there are many events with lots of people and the bathrooms are needed.

Ms. Harding noted that no one is questioning the bathrooms, but questioning the need for the other stuff.

Ms. Elizabeth Wilkins remarked that she appreciated Mrs. Krams sharing the history and she would like to bring that language back into the discussion. She said there were efforts to maintain and preserve the history and it appears the County has gone backwards on that wording.

Mrs. Krams stated the preservation is outlined in the first four pages of the Design Guidelines. She said there are two historic cores, with the first being up on the hill and the other being the waterfront and both areas fall under the parameters. She stated York County pushed for the Design Guidelines, even though 85% of the property owners in the village were against them. She said the property owners wanted the same zoning that the rest of the County homeowners fell under because they felt it would be misused and they did not want to be represented by people who were not elected, which is what they had before under the Town Trustees. She said they were very dubious on what the reason was for the Design Guidelines and thought it was strictly for expansion and that the County had to have them in order to get the grant money for historic preservation. She stated that most of the grant money for Riverwalk was for historic preservation to preserve the character and the historic significance of the village and the five acre commons are very unusual. She noted they were owned in 1697 by Colonel Reed. Lastly, she said to put this structure on the beach is shocking from our government.

Ms. Harding stated that she is still in harrow that she had no clue about any of this until someone told her. She asked how a citizen of Yorktown is supposed to learn about this and know that they can come here and comment.

Mr. Anderson explained that for any case before the HYDC, a sign is posted on the property in question and letters are sent to the adjacent property owners. Additionally, he said, it is put on the HYDC website and a notice is sent out to the email subscription list. He noted that the Committee does not meet all the time, so there is not a set monthly meeting and they only meet when they have an application to review.

Ms. Harding stated that she needs to get on the email list.

Mr. Anderson stated that the email list is the best way to stay up-to-date.

Mr. Raithel said the Committee is always looking for volunteers to serve on the Committee.

Ms. Wilkins stated that she apologizes for her strong reaction to this building and that is shared by many here. She stated she likes to think that she is speaking for many residents of York County that do not know anything about this. She said from the perspective of a County citizen, not just a

village resident, the Committee needs to consider the wider population that is not focused on changes in Yorktown and would never know until they drove down Ballard Street and there is this new structure. She said this is a large County with many people who would like to know what they are going to encounter at the beach. She stated this proposed building changes all the site lines as you come to the waterfront from Ballard Street and this could be an opportunity to open up the space between the two buildings a little more and embrace the beautiful view to the max. She recommends it be designed to enhance the beach not obliterate the view of the ships and dock area. She noted that even the same size and more in character would still bother her, as the Dutch-Colonial style is just wrong.

Mrs. Willis questioned if another site would be more beneficial like, on the bluffs above the parking deck or the old Nancy Thomas warehouse, previous restaurant site on Alexander Hamilton Boulevard.

Mr. Anderson stated that the warehouse site is now a parking lot mainly for the Tourism offices located in the previous Red Coats Antiques house.

Mrs. Willis clarified that she was looking for some other location to take it off the beach and put it somewhere else in Yorktown.

Ms. Harding confirmed Tourism does not need to be at the beach.

Mr. Anderson explained that Tourism would not be moving, but the new building would be used for a visitor's information center.

Mr. Longoria said that he appreciated all the comments tonight. He said he felt compelled to not totally disapprove this as it would be out of the Committee's hand then. He said he would appreciate another look and some consideration by the County to contemplate what was said tonight. He stated everyone here is in agreement that the building is not in keeping with the Design Guidelines and it does not enhance the beautification or the views residents have.

Since there was no more discussion, the Committee by voice voted on the motion to table and it was approved unanimously.

### **Staff Reports**

Mr. Anderson discussed the administrative approvals completed since the last meeting and he reviewed them with the Committee.

### **Committee Requests**

None

There being no further business to come before the Committee, the meeting was adjourned at 8:25 pm.

Respectfully Submitted,

Earl W. Anderson, Secretary

Approved by HYDC: Earl W. Anderson

SENIOR CENTER OF YORK (SCY)  
YORKTOWN, VIRGINIA  
BOARD MEETING  
Wednesday, January 8, 2020  
10:00 AM

1. Call to Order

Carol Scott, Chairperson, called the meeting to order at 10:04 a.m.

2. Roll Call

Dee Davis, Secretary, conducted the roll call.

Board members present: Lynda Bush, Arlene Connell, Viana Dail, Dee Davis, Nancy Geary, Tom McNamara, Erika Mitchell, Pinky Gill, Buck Rodgers, Bob Santillan, Carol Scott, Cindy Slominski, Betty Titus

Board members not present: Cheryl Nelson Barnard, Brian Fuller, Bill Massey

Staff members present: Lynne McMullen, Minnie Sippio, Gerald Patesel

Staff members not present: none

3. Approval of Minutes

A motion to accept the November 2019 board minutes as presented was made by Erika Mitchell and Bob Santillan made a second motion. All board members present approved the minutes.

4. Financial Reports

A. Peninsula Agency on Aging (PAA)

Gerald Patesel distributed the monthly financial report from PAA. Expenditures were as usual.

B. Senior Center of York

Arlene Connell, Treasurer, presented an overview of the SCY fiscal report for monthly activity in November and December. Questions from new board members regarding fiscal activity at the SCY were addressed. A motion to approve both the November and December treasurer's reports were made by Buck Rodgers. A second motion was made by Viana Dail. All board members approved the reports.

5. Committee Reports

#### A. Center Facility Operations

Tom McNamara reported there were no new facilities operations to report.

#### B. Programs

Carol Scott reported there was 1,255 patron visits in December 2019. Ms. Scott reviewed the January programs for the SCY as they appear in the monthly Observer. Highlighted special events are: the Health Day presentation from the Alzheimer's Association; Craft Day string art lessons with Kathy Wahl; AARP Driver Safety training; two new health workshops begin this month, one to learn more about managing chronic pain and the other to manage diabetes; a fun special snowflake themed Bingo hosted by members of Preceptor Beta Gamma service sorority is scheduled for January 22 ; the monthly birthday bash is scheduled on January 24 with musician Bryan Forrest performing music from the 1930's through the 1960'; Culture Day will feature Assistant Professor Watson of Hampton University speaking on the topic of "*Influential Women*" who made an impact on women's suffrage. Registrations for Body Renewal, Yoga Tai Chi and Line Dancing exercise classes continue.

#### C. Health Programs

Minnie Sippio reports on SCY Health Programs. The November Dining Club served 101 meals and clients took home 78 meals. On December 4, staff from the Wagner Retina and Macular Center sponsored an eye health education and screening where 16 patrons participated. December 8, eight patrons visited the PACE center for a tour of their facility and to have lunch. December 12, the SCY hosted a *Diabetes Self-Management Program Reunion* with 17 participants attending. The December Dining Club served 61 meals and provided 76 take home meals. The Alzheimer's Association will present a program at the SCY on *Healthy Living for Your Brain and Body* Friday, January 10. On January 15, a six-week *Chronic Pain Management Workshop* will begin and 16 people are currently registered. The *Diabetes Management Workshop* that begins at the end of January currently has 5 people registered. On February 11, the York Triad will host a program on *Contractor Fraud*, with Tom Veasley from the Better Business Bureau at 10:30 a.m. March 20, is a tentative date set for a presentation of services of the Peninsula Agency on Aging. The *Healthy Aging Conference* sponsored by the Hampton Roads Coalition of Agencies, is scheduled for April 2 at King of Glory Lutheran Church in Williamsburg from 8 a.m. to 12:30 p.m. The SCY Health and Safety Fair is scheduled for April 17, from 9 a.m. to 12:30 p.m. The fair will include free screenings for: cholesterol, hearing, vision, osteoporosis and balance. Other health providers will be available.

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#### E. York County

Lynne McMullen reporting in Brian Fuller's absence. County staff are beginning to work on the operating budget with the County Administrator's recommendation completed in late March, early April, with the Board of Supervisors' schedule to adopt in early May. Window film for the Senior Center will be out for bid soon and has been designed by the Public Affairs office as they also designed Parks and Recreation and the Voter Registrar. Spring and summer events are being planned.

#### 6. Old Business

- A. The *Christmas Luncheon* on Dec. 6 was well attended with lots of positive feedback on the food and entertainment.
- B. The *SCY Anniversary Celebration* on Nov. 15 stimulated interested in the new Virtual Reality program for seniors.
- C. The Spring Fundraiser is scheduled for March 21. Board members and other SCY volunteers are needed to help with the *White Elephant items for sale, procuring Drawing Prizes, the Bake Sale, Craft Sales, set up and clean up.*

#### 7. New Business

- A. The AARP Tax Program will again set up at the SCY beginning February 1 from 8:30 a.m. to 12:30 p.m. except on Mondays and Thursdays and on February 11.
- B. The annual SCY Valentine Bingo event is scheduled for February 14. Board members are needed to help set-up the event at 11:45 on February 14, and to prepare food treat bags. Hopefully we will have several Youth Commissioners to help out that day as well.
- C. Program Committee member, Buck Rodgers presented ideas for new programs to enhance cognitive engagement activities at the SCY. Mr. Rodgers proposed a pilot program that may include a chess club, "brain buster" puzzles, Sudoku and RHO-4 puzzles.

- D. Board Member, Bob Santillan will lead a new group for the *War Stories and Pizza* program.
- E. The “ALSO” outreach program where assisted living facilities are visited to promote the Center is still in the planning stage.
- F. Virtual Reality (VR) volunteers continue training to become more familiar with content offered and use of hand controls in order to help patron users. The VR program has established hours of operation where VR operators are available Monday and Wednesday afternoons from 1 to-3 p.m. and Thursday mornings from 10 a.m. to 12 p.m. The Computer Lab is reserved for VR use 6 hours a week while the other 26.50 hours throughout the week are available for general use by patrons.

8. Information

- A. Board members updated their contact information for the board roster.
- B. Mrs. McMullen distributed the 2020 County closing schedule and provided updates on inclement weather procedures to follow for the SCY.

9. Announcements

- A. Board members proposed there would be no meetings in August and December 2020 and that in November the meeting would move to the first Wednesday of the month due to the County closing for Veteran’s Day on the second Wednesday of the month. Buck Rodgers made a motion to proceed with the proposed board meeting schedule for 2020. Bob Santillan made a second motion. All board members were in favor.
- B. The next SCY Board Meeting is scheduled for Wednesday, February 12, 2020. A motion to adjourn for today was made by Viana Dail and a second motion was made. All members were in favor and the meeting adjourned at 11:30 a.m.

SENIOR CENTER OF YORK (SCY)  
YORKTOWN, VIRGINIA  
BOARD MEETING  
Wednesday, February 12, 2020  
10:00 AM

1. Call to Order

Carol Scott, Chairperson, called the meeting to order at 10:03 a.m.

2. Roll Call

Dee Davis, Secretary, conducted the roll call.

Board members present: Lynda Bush, Arlene Connell, Viana Dail, Dee Davis, Brian Fuller, Tom McNamara, Erika Mitchell, Pinky Gill, Buck Rodgers, Bob Santillan, Carol Scott, Cindy Slominski, Betty Titus

Board members not present: Cheryl Nelson Barnard, Nancy Geary, Bill Massey

Staff members present: Lynne McMullen, Gerald Patesel

Staff members not present: Minnie Sippio

3. Approval of Minutes

A motion to accept the January 2020 board minutes as presented was made by Buck Rodgers and Lynda Bush made a second motion. All board members present approved the minutes.

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A. Peninsula Agency on Aging (PAA)

Gerald Patesel distributed the monthly financial report from PAA. Expenditures were as usual.

B. Senior Center of York

Arlene Connell, Treasurer, presented an overview of the SCY fiscal report for monthly activity in January. A motion to approve the December and January treasurer's report was made by Viana Dail. A second motion was made by Erika Mitchell. All board Members approved the reports.

5. Committee Reports

A. Center Facility Operations

Tom McNamara reported that a plexiglass or glass covering is being considered for the reception desk. A ping pong table was purchased by York County Parks and Recreation for use at the Senior Center on most likely some Thursdays and Fridays in Suite #4.

B. Programs

Carol Scott reported there was 1,772 patron visits in January 2020. Ms. Scott reviewed the February programs for the SCY as they appear in the monthly Observer. Highlighted special events are: *Craft Day* with Kathy Wahl, *AARP Driver Safety* training, Culture Day will also feature Kathy Wahl offering a lesson in American Sign Language, *War Stories and Pizza* new group beginning Feb. 24, and *Birthday Bash* with Billy Mitchell.

C. Health Programs

*Contractor Fraud and Scrams* was rescheduled to Feb. 24, at 10:30 a.m.; a *Diabetes Workshop* will begin when more people have registered; a special Valentine Day article with WY Daily interviewing senior couples from the SCY was cancelled by the paper. The documentary movie on Alzheimer's disease, *I'll Be Me* will be shown on Feb. 21 at 12:30 p.m., but was postponed.

D. Peninsula Aging on Aging

Gerald Patesel is reporting on PAA. The annual PAA *Forum on Aging*, is scheduled for March 4 at the Coliseum Convention Center featuring approximately 80 vendors, and a keynote fitness speaker from New Zealand. PAA continues to monitor the state legislative activity for advocacy, program funding, nutrition for senior adults in Virginia. Representative Bobby Scott leads the Federal Reauthorization legislature. PAA has a few older vans for sale that have wheel chair access.

E. York County

Brian Fuller reporting on status of York County. The Grafton school electrical fire is impacting us too. There has been rescheduling of classes in school facilities and Parks and Recreation programs. The drains in Yorktown are being worked on. Compte DeGrasse in Yorktown is under road construction. Riverwalk lower garage is currently closed for construction. The upper deck of garage will be under construction when the weather is warmer. The budget process is in full swing and the *Capital Improvements Program* has been sent to the Board of Supervisors. Window Film for County shopping

center offices including the Senior Center of York windows is out for bid. The County Planning Commission is considering an independent living facility in upper York County.

#### Old Business

- A. The SCY Spring Fundraiser is March 21. Help is needed with this event. *White Elephant* items need to be priced and set up and clean up will be needed for the fundraiser; more drawing prizes are also needed. Currently donations have come in with gift cards from Bubba's restaurant, Walmart \$100.00 gift card and Bay Port Bank is interested in donating again this year. First Advantage dropped of a couple of baskets with mugs, pens, gas gift cards. They said they would like to work with the Center on future projects.
  - B. Valentine Bingo is February 14. Plans for refreshments are complete. The Youth Commission is helping but board members are also needed initially to get things going. Volunteer sign-up sheets were circulated.
  - C. Lynne McMullen provided an overview of Board Member Committees and the many opportunities where members could volunteer. Board members were asked to consider where they would like to serve. The Program Committee is in need of more members and will be meeting soon.
  - D. The Virtual Reality group operators will meet after today's board meeting to share updates. Tim Wyatt and Lynne McMullen will be attending.
  - E. Buck Rodgers of the Program Committee has proposed a plan for the new *Brain Games* program and is coordinating a schedule with Lynne McMullen. Mr. Rodgers stated the need for a digital projector. Brian Fuller recommended discussing this with Tim Wyatt.
  - F. ALSO program is still in process. Buck Rodgers took Observer newsletters to York and Tabb libraries. Mr. Rodgers reported on the plans for the temporary operation of the Yorktown Library during their two-year construction and renovations project. Betty Titus regularly takes the Observer to the YMCA.
7. New Business
- A. The *SCY Annual Tea* is April 22. Horace Goins will be the special speaker.
  - B. The Pennsylvania for June 1-3 trip is being planned.
  - C. The Mariners Museum is presenting the program for the March on Culture Day.
  - D. The Center has a credit card machine and it will soon be available.
8. Information
- A. Board members should look at the roster again as information needs to be updated.
  - B. Offering a CPR class for patrons was discussed.

9. Announcements

- A. The March Board meeting is March 11, 2020 and will meet in Suite #3. A motion to adjourn for today was made by Betty Titus and Cindy Slominski made the second motion. All members were in favor and the meeting adjourned at 11:21 a.m.

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- B. The next SCY Board Meeting is scheduled for Wednesday, February 12, 2020. A motion to adjourn for today was made by Viana Dail and a second motion was made. All members were in favor and the meeting adjourned at 11:30 a.m.

YORK-POQUOSON  
BOARD OF SOCIAL SERVICES  
April 23, 2020

**PRESENT:** Neil Morgan, York County Administrator  
Randy Wheeler, Poquoson City Manager  
Vivian McGettigan, York County Deputy Administrator  
David Gorwitz, York County Human Resource Director  
Richard Verilla, YPDSS Director  
Patti Alderman, YPDSS Administrative Services Manager  
Candace Mickelborough, YPDSS Assistant Director-Service Programs  
Burnette Hendricks, YPDSS Assistant Director-Benefit Programs

**CALL TO ORDER:**

Mr. Wheeler, Chairperson, called the meeting to order at 11:00 am. This Board meeting was held via ZOOM due to the COVID-19 Virus.

**ORDERING OF THE AGENDA:**

No re-ordering of the Agenda was necessary.

**PERIOD OF PUBLIC COMMENT:**

Because of the current pandemic stay-at-home order, this was a virtual meeting, each member joining remotely. Public notices advised those wishing to observe or participate in the meeting contact Tedra Collins by 5:00 p.m. April 22, 2020. Contact information was provided. No one contacted Ms. Collins.

There was no public comment.

**APPROVAL OF THE MINUTES:**

A motion was made by Mr. Morgan to approve the minutes of the March 12, 2020, meeting. Mr. Wheeler seconded the motion. All approved; motion passed.

**OLD BUSINESS:**

The current Local Budget Balance report was reviewed. Local balances are within the appropriations, and for the remainder of the year projected within appropriations.

Mr. Verilla reviewed the State's Budget Balance Report which includes the State's allocations and balances. There are no issues of over-expending allocations in any of the State budget lines. Mr. Verilla indicated that the Fostering Futures (BL814) is showing a possible deficit; however, this budget line is all federal funding, and one case has recently been closed. If additional funds are needed, a request will be made (this budget line is "sum sufficient to meet the need" with no local match required). There are no significant budget lines requiring local match that are projected to be overspent.

Mr. Morgan questioned if there would be any funds available through the CARES Act either this fiscal year or next fiscal year. Mr. Verilla indicated no information has been received regarding CARES Act funding.

Mr. Verilla reviewed the FY21 Budget request. He indicated the York County budget committee's recommendation was about a 4.7% decrease in salary/operations. Mr. Morgan indicated there would be about a \$7.2M decline in projected revenue, which has precipitated the need for the reductions. Hiring freezes, no raises, reduction in the School's overall request, internal service funds, and a one-year delay in the CIP are some of the larger items that will be reduced to meet the budgetary deficit in FY21. Mr. Verilla informed the Board that the State's preliminary budget letter (received on March 30<sup>th</sup>) indicates that we will again receive funds for implementation of Medicaid Expansion; these funds require no local match. The FY21 Local Budget Request did not anticipate receiving these funds. This will reduce the amount of local match dollars. All costs in the program areas (direct client services) of the budget will remain as requested.

Mr. Verilla presented the FY20-21 Local DSS Compensation Plan. This plan is due April 30, 2020 to the Virginia Department of Social Services; however, Local Departments of Social Services can delay the submission by notification to the Division of Organizational Development. Mr. Verilla explained the process of amending a Compensation Plan during a fiscal year. After the Board approves the plan, amendments may be submitted to the Division of Organizational Development for State Board approval. Mr. Wheeler recommended that the Board delay the approval of the FY 20-21 Compensation Plan until the May meeting, in order to review the plan with respect to the uncertainties in the upcoming budget. Mr. Morgan concurred. Both Board members would like to delay any compensation decisions until more is known about revenues.

A review of the Compensation Plan follows:

The Starting Pay, Promotional Salary Increase, Voluntary Demotions, and Change of Duties sub-headings have added "the decision making worksheet will be applied" to the LDSS Derived Methodology explanation.

Mr. Verilla explained the procedure for end-of-probation increases. All those employees hired through January 31, 2020, will receive the end-of-probation increase at their first year anniversary. (During the hiring process, they were told that at the one-year anniversary they would be eligible for a 1% increase). Those hired February 1, 2020, and forward will not receive an end-of probation increase. An amendment to the FY21 Compensation Plan will be submitted in January 2021 to be effective February 1, 2021 to remove the end-of-probationary increase.

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for each supervisor per year). Mr. Wheeler relayed that the City of Poquoson does not pay their exempt workers for any on-call duties; however, they do give them time off to compensate for those hours they may have worked while being on-call after hours. Mr. Morgan and Mr. Wheeler would like to clarify that the Director of Social Services would not receive any compensation for being on-call.

Section VI, B: Pay or Leave for Social Work performed while On-Call: Mr. Verilla pointed out that at the previous Board meeting, the Board requested to change the current plan to eliminate the option of “receiving pay for work performed while on-call” and replace it with “provide compensatory leave at time and one-half for each hour of direct services in excess of 40 hours in the work week”. This change will require each employee agree to receive time in lieu of pay (per FLSA regulations).

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Mr. Verilla reviewed the Personnel Policies (outside the Compensation Plan) that the Board discussed in March, 2020. The following items will be updated in the Agency’s Employee Handbook: A review of these policies will be made, and a vote will be made at the May 2020 meeting.

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2. Birthday leave will be eliminated effective 6-1-2020.
3. Any off-site retreats or training would not include administrative leave.
4. Any administrative leave given to employees would have the approval of the County Administrator.
5. The Deputy County Administrator would need to be informed of any holiday luncheons exceeding the normal lunchtime.
6. If employees wish to participate in any holiday activities (i.e. lunches) outside the Agency’s formal celebration, they would use their own leave time to participate.
7. The current work week (37.5 hours) to be changed to 40. The Board expressed a desire to wait until compensation can be adjusted for this change. This may be in FY22.
8. All comp time will be paid out one time a year, at the end of June.
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Mr. Morgan wanted to clarify that the Assistant Director was hired and a vacant Family Services Supervisor position was filled during the current hiring freeze. The Assistant Director was offered the position and gave notice to her previous employer prior to the hiring freeze. The Family Services Supervisor was an internal promotion and her previous position will not be filled during the hiring freeze.

**NEW BUSINESS:**

None for Mr. Verilla, Mr. Morgan, Mr. Wheeler, or others present at the meeting.

**DIRECTOR’S REPORT:**

Mr. Verilla discussed the Foster Teen Curriculum developed by two student interns. This manual will be useful for our youth that are aging out of foster care. Mr. Wheeler requested a copy for the Poquoson City Library.

Mr. Verilla reported to the Board that it took nearly 5 weeks to get all staff remote computer access to enable them to work offsite. He specifically commended Tedra Collins, Administrative Assistant, and Tim Wyatt, York County IT, in getting this issue resolved. It was a tedious process, and took many hours of work to make this happen.

**MATTERS PRESENTED BY THE BOARD:**

No matters presented by the Board.

**CLOSED SESSION:**

No closed session.

**ADJOURNMENT:**

Mr. Morgan motioned to adjourn the meeting. Mr. Wheeler seconded. All approved; meeting ended.

Next meeting will be in May 2020.

YORK-POQUOSON  
BOARD OF SOCIAL SERVICES  
April 23, 2020

**PRESENT:** Neil Morgan, York County Administrator  
Randy Wheeler, Poquoson City Manager  
Vivian McGettigan, York County Deputy Administrator  
David Gorwitz, York County Human Resource Director  
Richard Verilla, YPDSS Director  
Patti Alderman, YPDSS Administrative Services Manager  
Candace Mickelborough, YPDSS Assistant Director-Service Programs  
Burnette Hendricks, YPDSS Assistant Director-Benefit Programs

**CALL TO ORDER:**

Mr. Wheeler, Chairperson, called the meeting to order at 11:00 am. This Board meeting was held via ZOOM due to the COVID-19 Virus.

**ORDERING OF THE AGENDA:**

No re-ordering of the Agenda was necessary.

**PERIOD OF PUBLIC COMMENT:**

Because of the current pandemic stay-at-home order, this was a virtual meeting, each member joining remotely. Public notices advised those wishing to observe or participate in the meeting contact Tedra Collins by 5:00 p.m. April 22, 2020. Contact information was provided. No one contacted Ms. Collins.

There was no public comment.

**APPROVAL OF THE MINUTES:**

A motion was made by Mr. Morgan to approve the minutes of the March 12, 2020, meeting. Mr. Wheeler seconded the motion. All approved; motion passed.

**OLD BUSINESS:**

The current Local Budget Balance report was reviewed. Local balances are within the appropriations, and for the remainder of the year projected within appropriations.

Mr. Verilla reviewed the State's Budget Balance Report which includes the State's allocations and balances. There are no issues of over-expending allocations in any of the State budget lines. Mr. Verilla indicated that the Fostering Futures (BL814) is showing a possible deficit; however, this budget line is all federal funding, and one case has recently been closed. If additional funds are needed, a request will be made (this budget line is "sum sufficient to meet the need" with no local match required). There are no significant budget lines requiring local match that are projected to be overspent.

Mr. Morgan questioned if there would be any funds available through the CARES Act either this fiscal year or next fiscal year. Mr. Verilla indicated no information has been received regarding CARES Act funding.

Mr. Verilla reviewed the FY21 Budget request. He indicated the York County budget committee's recommendation was about a 4.7% decrease in salary/operations. Mr. Morgan indicated there would be about a \$7.2M decline in projected revenue, which has precipitated the need for the reductions. Hiring freezes, no raises, reduction in the School's overall request, internal service funds, and a one-year delay in the CIP are some of the larger items that will be reduced to meet the budgetary deficit in FY21. Mr. Verilla informed the Board that the State's preliminary budget letter (received on March 30<sup>th</sup>) indicates that we will again receive funds for implementation of Medicaid Expansion; these funds require no local match. The FY21 Local Budget Request did not anticipate receiving these funds. This will reduce the amount of local match dollars. All costs in the program areas (direct client services) of the budget will remain as requested.

Mr. Verilla presented the FY20-21 Local DSS Compensation Plan. This plan is due April 30, 2020 to the Virginia Department of Social Services; however, Local Departments of Social Services can delay the submission by notification to the Division of Organizational Development. Mr. Verilla explained the process of amending a Compensation Plan during a fiscal year. After the Board approves the plan, amendments may be submitted to the Division of Organizational Development for State Board approval. Mr. Wheeler recommended that the Board delay the approval of the FY 20-21 Compensation Plan until the May meeting, in order to review the plan with respect to the uncertainties in the upcoming budget. Mr. Morgan concurred. Both Board members would like to delay any compensation decisions until more is known about revenues.

A review of the Compensation Plan follows:

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