

**APPROVED MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
REGULAR MEETING OF MAY 12, 2025**

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 12th day of May 2025, in the Board Room of the County Administration Building and via live stream.

AGENDA ITEM 1. CALL TO ORDER

Chair Catlett called the meeting to order at approximately 6:30 pm.

AGENDA ITEM 2. APPROVAL OF ELECTRONIC PARTICIPATION BY A BOARD MEMBER

Not needed.

AGENDA ITEM 3. ROLL CALL

The members of the Board of Supervisors were polled:

Supervisor, 1st District: William L. Hodges	Present
Supervisor, 2nd District: Benjamin J. Edwards, III	Present
Supervisor, 3rd District: Justin Catlett – Chair	Present
Supervisor, 5th District: Mary Sue Bancroft	Present
Supervisor, 4th District: Lindsay May Robinson – Vice Chair	Present

Also in attendance:

Ms. Stacey Davenport – County Administrator
Mr. Sterling Reeves – County Attorney Representative
Mrs. Christa Hazelwood – Deputy Clerk
Mrs. Cathy Stevens – Finance Administrator
Mr. Travis Wolfe – IT Director

AGENDA ITEM 4. REVIEW AND ADOPTION OF THE MEETING AGENDA

Vice Chair Robinson motioned to approve the adoption of the May 12, 2025 Board of Supervisors Meeting Agenda, properly seconded by Supervisor Hodges.

All were in favor with none opposed, the May 12, 2025 Board of Supervisors Meeting Agenda was adopted.

AGENDA ITEM 5. INVOCATION – REVEREND JOSH LEWIS, JERUSALEM CHRISTIAN CHURCH

Chair Catlett called for a moment of silence due to the unexpected absence of the Reverend.

AGENDA ITEM 6. PLEDGE OF ALLEGIANCE

Chair Catlett led the pledge of allegiance.

AGENDA ITEM 7. CONSENT AGENDA

Consent Agenda items were:

7.a.i. Approval of Minutes – April 28, 2025, Regular Meeting Minutes

7.a. ii. Approval of Minutes – May 5 2025, Regular Meeting Minutes

Supervisor Bancroft made a motion to approve the Consent Agenda as presented, Vice Chair Robinson properly seconded. All were in favor, the Consent Agenda passed unanimously.

AGENDA ITEM 8. PUBLIC HEARING

8a. FY 2026 Tax Rate, Stacey Davenport

Ms. Davenport presented a PowerPoint presentation reviewing the 2026 fiscal year proposed tax levies showing the difference in assessed values with the breakdown of Mines and Minerals, Public Service Real Estate and Public Service Personal Property with and without vehicles and trucks and school fund levies. Ms. Davenport showed the rates of King William compared to West Point, clarified the rates for public hearing and answered questions from the Board.

Supervisor Hodges asked how the proposed rate would affect the current budget. The Supervisors and Ms. Davenport briefly discussed the rates with and without a tax increase before Chair Catlett reorganized the conversation until the Public Hearing specifically.

AGENDA ITEM 9. PRESENTATIONS

9a. Resolution 25-17 – Police Week

Chair Catlett read Resolution 25-17 Recognizing and Declaring May 11 through May 17, 2025 King William County Police Week and motioned for approval.

Supervisor Hodges made the motion to approve, properly seconded by Supervisor Edwards. A roll call vote was ordered, and the members were polled:

Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Benjamin J. Edwards, III	Aye
Supervisor, 3rd District: Justin Catlett	Aye
Supervisor, 5th District: Mary Sue Bancroft	Aye
Supervisor, 4th District: Lindsay May Robinson	Aye

All were in favor of Resolution 25-17 Police Week. Chair Catlett presented the Resolution to Sherri T.D. Lumpkin and the King William County Sheriff's Office.

9b. Resolution 25-16 – Public Service Recognition Week

Supervisor Bancroft read Resolution 25-16 Public Service Recognition Week (May 4 through May 10, 2025.) Chair Catlett entertained a motion to approve.

Vice Chair Robinson made the motion to approve, Supervisor Hodges properly seconded and a roll call vote was ordered. The members were polled:

Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Benjamin J. Edwards, III	Aye
Supervisor, 3rd District: Justin Catlett	Aye
Supervisor, 5th District: Mary Sue Bancroft	Aye
Supervisor, 4th District: Lindsay May Robinson	Aye

Resolution 25-16 – Public Service Recognition Week passed and was presented to the Administration Staff members in attendance.

AGENDA ITEM 10. CITIZENS COMMENT PERIOD

No Citizens Comments.

AGENDA ITEM 11. UNFINISHED BUSINESS

11a. FY'26 Proposed County Budget

Finance Administrator, Cathy Stevens presented the Proposed Fiscal Year 2026 County Budget.

Supervisor Hodges clarified the previous request to see the budget without a 3.5 increase.

Mrs. Stevens reviewed three scenarios with multiple savings by cutting several different requests in each scenario except scenario three which would increase significantly. Noting, SRO grants and an emotional support animal for the school and elderly and victim witness grants approved. Mrs. Stevens explained there is no way around a tax increase and how discounting from the Sheriff's Office and Fire would make the already strained departments worse. Mrs. Stevens announced the school budget due dates.

Chief Brown updated the Board on his grant opportunities, expressing the unclarity currently received due to FEMA policy changes but would know a final decision by September. Chief Brown submitted for the grant in December of 2024. Mrs. Stevens gave a detailed summary regarding the number of calls each fire department has received this year including Station 1, Mangohick, West Point and Walkerton. Supervisor Hodges asked call tracking questions and how the Chief handles sending units to each scene.

Chair Catlett clarified what the criteria the different financial scenarios were based on and asked revenue projection questions with different tax rates. Ms. Davenport reminded the Board of the natural 2% increase in revenue from new properties and Vice Chair Robinson explained conversations with the CoR regarding Certification of Occupancies expectations.

Vice Chair Robinson personally reflected on prior mismanagement of County funds, current frustrations, unsatisfied audit results, administrative process violations, concerns of the revenue projection, proper procedures and her lack of ideas on moving forward until a proper financial situation is established. Supervisor Bancroft agreed and pointed out the caffer discrepancies. Supervisor Bancroft also announced being in favor of small budget increases as investments to the citizens and reiterated support for Fire and EMS. Supervisor Hodges further questioned new employment request cuts and Ms. Davenport clarified that even without a single new position, a tax increase is still necessary to cover the cost of operation.

Chair Catlett addressed Ms. Davenport regarding Broadband for the County. Vice Chair Robinson reannounced her concerns about the financial issues and strongly advocated further audits. Ms. Stevens discussed the current RFP vendors and the interview process for auditors. County Attorney representative Sterling Reeves offered his suggestions on hiring a panel and what questions the Board should ask.

AGENDA ITEM 12. NEW BUSINESS

12a. Deed of Gift, Stacey Davenport

County Administrator, Ms. Stacey Davenport shared with the Board the findings of the archaeological digging at the Courthouse and several historical artifacts recovered. Ms. Davenport met with Dr. Dave Brown, Chair of the Historical Preservation and Architectural Review Board, revealing the 16 boxes worth of artifacts that were found and are now owned by the County. The preservation process was discussed, and Ms. Davenport requested a permanent Deed of Gift of the artifacts on behalf of the County to the Historical Society. The Deed would be of ownership for 5 years to ensure the financial burden of preservation with the right to amend once findings are completed.

Ms. Davenport recommended approval of the Deed of Gift based on the significance of the historical artifacts and preservation purposes and answered questions from the Board.

Chair Catlett raised his concerns about the last paragraph of the Deed being contradictory. Mrs. Davenport clarified that the County Attorney, Mr. Mark Flynn, was comfortable with the Deeds assurance and explained paragraph three has direct instructions for retainment, exhibited, loaned and disposal of the artifacts if the Historical Society removed the items from their collection at any time. Standing Attorney, Sterling Reeves agreed.

Supervisor Bancroft asked ownership questions, specifically regarding the Historical Society being a county affiliate. Ms. Davenport explained that the County would in fact be transferring ownership of the findings to the 501-C3 instead of being property of the County itself. Other artifact maintenance procedures were discussed, concluding no prior efforts to preserve have been made due to the expense, the Historical Society can only maintain the current conditions of their findings. Supervisor Hodges confirmed the Historical Society would be covering the cost to maintain and preserve the artifacts found and covered in the Gift.

Supervisor Edwards made the motion to approve the Deed of Gift with the modifications set by Chair Catlett. Supervisor Hodges seconded the motion and roll call vote was ordered. The members were polled:

Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Benjamin J. Edwards, III	Aye
Supervisor, 3rd District: Justin Catlett – Vice Chair	Aye
Supervisor, 5th District: Mary Sue Bancroft	Aye
Supervisor, 4th District: Lindsay May Robinson - Chair	Aye

All were in favor. The Deed of Gift passed unanimously.

AGENDA ITEM 13. ADMINISTRATIVE MATTERS FROM COUNTY ADMINISTRATOR

13a. Administration Report – Stacey Davenport, County Administrator

County Administrator, Ms. Stacey Davenport updated the Board on upcoming dates for the Social Service Advisory Board and BoS meetings and the next Library Town Hall in West Point. Application dates for well-replacement grants, county employee benefits, the Historical Society Summer Camp and Fire/EMS volunteers noted, RFP dates for the library would be determined and Dr. Wagner's request to use the Board Room for School Board meetings was withdrawn.

13b. Department/Agency Reports –

Presented to the Board in meeting packets.

AGENDA ITEM 14. BOARD OF SUPERVISORS' REQUESTS AND COMMENTS

Supervisor Bancroft announced tickets were still available to the Mangohick Volunteer Fire Department's BBQ dinner and shared her amazement at the number of people who signed up to volunteer. Ms. Bancroft thanked the public for coming.

Vice Chair Robinson updated the public on VDOT's Route 360 Arterial Management Plan, sharing the purpose of the project is to improve safety, traffic flow and maintain compacity with developmental growth. Ms. Robinson stated a survey was available to the public to see VDOT's proposal and listed several roads on the plan for improvement.

Supervisor Edwards thanked the public for coming and Mrs. Stevens for presenting an outstanding financial presentation. Mr. Edwards congratulated the Sherrif's office, noting they are the backbone of the County, thanked Gene Campbell, for taking pictures and Chief Brown and all of their staff for their outstanding dedication.

Supervisor Hodges appreciated everyone for coming and law and fire officials. Mr. Hodges reiterated his concerns about the budget and what the next steps should be.

Standing Attorney Reeves reminded the Board the due date for the Budget was vastly approaching, especially for the School Budget. Attorney Reeves read the Board shall prepare and approve a budget for educational purposes by May 15th or within 30 days after the receipt by the County of the estimate of state funding, whichever shall later occur and suggested adopting as soon as possible.

Supervisor Hodges clarified with Ms. Davenport the library plans for West Point during the transitional period of opening the King William branch.

Chair Catlett recognized Public Service week and his appreciation of the Sherriff and Chief and their staffs, including Supervisor Hodges service. Chair Catlett recognized Ms. Stevens' presentation and noted citizens input regarding tax increases and the tough decisions moving forward.

Chair Catlett led the closed session with the assumption regarding Agenda Item 16a. that no applications for the Rappahannock Community College Borad had been received and encouraged the public to apply.

AGENDA ITEM 15. CLOSED MEETING

15a. Motion to Convene in Closed Meeting

Chair Catlett opened Closed Meetings. Supervisor Bancroft entertained the motion to convene in closed session under VA State Code § 2.2-3711 to consider a personnel matter involving the appointments of individuals to Boards and Commissions.

Chair Catlett made the motion, properly seconded by Vice Chair Robinson.

All were in favor of convening in closed session under VA State Code § 2.2-3711 to consider a personnel matter involving the appointments of individuals to Boards or Commissions.

15b. Motion to Reconvene in Open Session

Chair Catlett entertained the motion to reconvene in open session. Supervisor Bancroft made the motion, properly seconded by Supervisor Edwards.

All were in favor, none opposed reconvening in open session.

15c. Certification of Closed Meeting

Chair Catlett made the motion to certify the closed session. Supervisor Bancroft motioned that the King William County Board of Supervisors certify that in accordance with VA State Code §2.2-3712(d) the closed meeting was held for a matter authorized by the Freedom of Information Act and that while in closed session only the matters for which the closed session was called were discussed.

Supervisor Hodges properly seconded the motion, and a roll call vote was ordered. The members were polled:

Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Benjamin J. Edwards, III	Aye
Supervisor, 3rd District: Justin Catlett – Vice Chair	Aye
Supervisor, 5th District: Mary Sue Bancroft	Aye
Supervisor, 4th District: Lindsay May Robinson - Chair	Aye

15d. Action on Closed Meeting (if necessary)

Chair Catlett called for the Action. Supervisor Bancroft motioned to approve the selection of citizens to the Citizens Budget Advisory Committee. Vice Chair Robinson properly seconded the motion, and a roll call vote was ordered. The members were polled:

Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Benjamin J. Edwards, III	Aye
Supervisor, 3rd District: Justin Catlett – Vice Chair	Aye
Supervisor, 5th District: Mary Sue Bancroft	Aye
Supervisor, 4th District: Lindsay May Robinson - Chair	Aye

All were in favor of the selected members of the Citizens Budget Advisory Committee. The selected members were as follows: Josh Neigh, Chris Kouch, Tim Vaughn and representative of the Board of Supervisors, Ms. Mary Sue Bancroft.

AGENDA ITEM 16. APPOINTMENTS

16a. Rappahannock Community College Board

Chair Catlett led the closed session with the assumption regarding Agenda Item 16a. that no applications for the Rappahannock Community College Board had been received and encouraged the public to apply

AGENDA ITEM 17. ADJOURN OR RECESS

Supervisor Bancroft made the motion to adjourn, properly seconded by Supervisor Edwards.

All were in favor, and no one opposed, the meeting adjourned.

COPY TESTE:



Justin Catlett, Chair
Board of Supervisors

Stacey Davenport
Clerk to the Board of Supervisors