

**APPROVED MINUTES OF THE KING WILLIAM COUNTY
BOARD OF SUPERVISORS REGULAR MEETING OF NOVEMBER 17, 2025**

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 17th day of November 2025, in the Board Meeting Room of the County Administration Building and via live stream.

AGENDA ITEM 1. Call to Order The Chair called the meeting to order at 6:30 p.m.

AGENDA ITEM 2. Electronic Participation Approval Supervisor Hodges made a motion, to Deny Ms. Bancroft's Electronic Participation, Supervisor Edwards seconded the motion. Supervisor Hodges stated that his denial was based on Ms. Bancroft's failure to provide the Chair with twenty-four (24) hours' notice in advance pursuant to the bylaws. The Chair polled the members and found that all were in favor and none opposed.

AGENDA ITEM 3. Roll Call

The following members were present:

Supervisors: Bill Hodges, Ben Edwards, Justin Catlett, Lindsay Robsinson,

Also present:

County Attorney Benny Zhang, Esquire; Clarence Monday, Interim County Administrator, Brenton Bohannon, District 1 Supervisor-Elect, Keith Fogg, District 5 Supervisor-Elect, Sheriff Lumpkin, Andrew Terry, Assistant Emergency Manager; Abbi Carlton, Treasurer, Karena Funkhouser, COR, Darrell Kellum, Planning Commission,

AGENDA ITEM 4. Review and Adoption of Meeting Agenda

Supervisor Hodges made a motion to approve the Meeting Agenda as presented and Supervisor Robinson seconded the motion. The Chair polled the members and found that all were in favor, and none opposed.

AGENDA ITEM 5. Invocation/Moment of Silence

The Chair called for a moment of silence.

AGENDA ITEM 6. Pledge of Allegiance

The Chair led the pledge of allegiance.

AGENDA ITEM 7. Consent Agenda

The Chair called for discussion and finding none, Supervisor Robinson made a motion to approve the Consent Agenda as presented, Supervisor Hodges seconded the motion. The Chair polled the members and found all were in favor and none opposed.

a. Approval of Minutes:

- i. October 14, 2025 Draft Minutes
- ii. October 27, 2025 Draft Minutes

- iii. May 20, 2025 Draft Minutes - Joint Workshop
- b. Cancellation of November 24, 2025 BOS Meeting
- c. Resolution 25-63 - Refund to Beasley
- d. KWC Circuit Court Clerk's Office FY 2026 Budget Amendments
 - i. Resolution 25-65 - Staff Bonus (no county match)
 - ii. Resolution 25-64 - Office Expansion (no county match)

AGENDA ITEM 8. Public Hearing

a. **Z-02-2025 -4G Farms (Ordinance 14-25) - Joyce Wolfe, CZA, KWC Planning & Zoning** presented the Ordinance to the Board. The Chair opened the Public Hearing, there were no speakers and the Chair closed the Public Hearing. Upon further discussion amongst the board, Supervisor Edwards made a motion to approve the application as Referenced in the packet (Z-02-2025, 4G Farms, LLC Ordinance 14-25) and Supervisor Robinson seconded the motion. The Chair called for a vote as follows:

Supervisor Hodges - aye
Supervisor Edwards - aye
Supervisor Robinson - aye
Supervisor Catlett - aye

The Ordinance passes

b. **Transient Occupancy Tax (Ordinance 13-25)- Karena Funkhouser, COR** presented to the Board her amendments to the KWC Ordinance and proffered that these amendments will align with neighboring jurisdictions and the Code of Virginia. The Chair opened the Public Hearing for Ordinance 13-25, finding no speakers and no other questions from the Board, the Chair closed the Public Hearing. Supervisor Robinson made a motion to approve the amendments/Ordinance 13-25 and the motion was seconded by Supervisor Hodges: The Chair called for a vote as follows:

Supervisor Hodges - aye
Supervisor Edwards - aye
Supervisor Robinson - aye
Supervisor Catlett-aye

The Ordinance passes as presented.

AGENDA ITEM 9. Presentations None

AGENDA ITEM 10. Citizens Comment Period

The Chair opened the Citizen Comment Period. The following residents spoke to the Board:

Sheriff Lumpkin - 3rd District
Fran Freimarck - 4th District
Lisa Mason - 2nd District

Finding no other speakers, the Chair closed the Citizen Comment Period.

AGENDA ITEM 11. Unfinished Business

a. Monthly Finance Report - Stacey McBride, KWC Finance Director Clarence Monday introduced Stacey McBride to the Board. She provided an overview of what she is currently working on.

b. Discussion of FY '26 Budget Amendments –Julie Kaylor, previous Interim Finance Director

proffered to the Board that staff have worked hard to analyze the numbers. (see handout 11.b.) The preliminary finding is that the revenues may exceed the previous numbers.

c. Resolution 25-66 and 25-67 -Appropriation of additional funds to the FY 26 Commonwealth Attorney's Office Budget- Tiffany Webb, Esquire, KWCCA

Stacey McBride met with Tiffany Webb, Esquire to discuss the tabled matter. Ms. McBride answered questions from the Board, she stated that she could not give exact numbers until the audit is complete in January 2026. The Chair called for further discussion, Ms. McBride stated that if the matter could be tabled until the next meeting, she can look into this more and provide an answer. The Board agrees to table this matter until the next BOS meeting on December 8, 2025.

d. RAS Owner Surrender Policy - Benny Zhang, Esquire Mr. Zhang provided a recap of the current matters and proffered that the shelter would like to establish an Owner Surrender Fee.

AGENDA ITEM 12. New Business

a. County Administrator's update and/or Action if necessary The Chair provided an update, that the BOS interviewed 5 candidates and are in communication with our top selections and potentially could have action on December 8, 2025 BOS meeting.

AGENDA ITEM 13. Administrative Matters from County Administrator

a. Administration Report - Clarence Monday, Interim County Administrator Mr. Monday provided the Board with an update from the Administrator's Office. The library renovation has begun and staff will meet this week for an update on its progress. The Library Furniture and Fixture Committee will present at the next BOS meeting. The Real Estate Assessment contract is being negotiated with Visions Solution. Staff continue to work with the Historical Society for the placement of the KW LOVE sign. Staff have updated the website with vacant employment positions and other miscellaneous positions within the county. The year end means that there will be vacancies on other Boards & Commissions, BZA, SSAB, LBOT, MMPDC, (staff will post the vacancy's for the BOS to review)

b. Department/Agency Reports Departmental reports are provided as part of the Agenda packet.

AGENDA ITEM 14. Board of Supervisors' Requests and Comments

Supervisor Catlett made a motion to ask the Planning Commission to review and prepare amendments to (KWC"S) cluster subdivision ordinance, see New Kent County's for reference and provide comments or an amendment to this ordinance, to the BOS. The motion was seconded by Supervisor Hodges. The Chair called for a roll call vote as follows:

Supervisor Edwards - aye
Supervisor Robinson - aye
Supervisor Hodges – aye
Supervisor Catlett – aye

Supervisor Hodges – “I do not take it lightly to not allow someone to attend. There are rules and guidelines that were not done.” Thanked the Town of West Point for their 10 years of support. I've really enjoyed it.

Supervisor Catlett – “ You have one more meeting left and for everybody listening, 10 years is a long time especially to sit up here and go through what Mr. Hodges going through so really like to see a lot more people sitting in the crowd to wish him goodbye on his last day and at his last meeting. We might not always see eye to eye but it's been a pleasure working with you and I am sad to see you go.”

Supervisor Robinson – Thanked staff on the updated website and welcomed Mr. Bohannon and Mr. Fogg, I appreciate you all being here tonight. I'll just want to say thank you to all of our staff across the board Thanksgiving is next week I hope all of you have a wonderful and safe holiday and I'm definitely thankful for this King William family that we all have like we don't always all see eye to eye on things but everyone is appreciated and I'm very thankful for all of you so happy Thanksgiving everyone.

Edwards – I will be at the LBOT meeting tomorrow. Thanked everybody for coming up and supporting us and stay as I hope there's a lot more people here on our December meeting to usher (Mr. Hodges) out and welcome the new members in. Thanked staff.

AGENDA ITEM 15. Closed Meeting (if needed) - None

- a. Motion to Convene Closed Meeting
- b. Motion to Reconvene in Open Session
- c. Certification of Closed Meeting
- d. Action on Closed Meeting (if necessary)

AGENDA ITEM 16. Appointments (if any) -None

AGENDA ITEM 17. Adjourn or Recess

The Chair called for discussion, Supervisor Hodges made a motion to adjourn the meeting and Supervisor Robinson seconded the motion. The Chair polled the members and found that all were in favor and none were opposed.