

A G E N D A

JAMES CITY COUNTY BOARD OF SUPERVISORS

READING FILE

March 8, 2011

FOR YOUR INFORMATION

1. FY 2012 Capital Improvements Program (CIP)

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MEMORANDUM

DATE: March 8, 2011

TO: The Board of Supervisors

FROM: Leanne Reidenbach, Senior Planner
Kate Sipes, Senior Planner

SUBJECT: FY 2012 Capital Improvements Program (CIP)

After a series of meetings of the Policy Committee to discuss and rank Capital Improvements Program (CIP) requests, the Planning Commission, in conjunction with Planning staff, is forwarding its recommendations for the Fiscal Year 2012 (FY 12) CIP.

This is the second year that the Policy Committee has used its standardized set of ranking criteria to prioritize projects. Committee members evaluated each request for funding and produced a numerical score between 10 and 100. The scores generated by individual Policy Committee members were then averaged to produce the Committee's final score and priority. A sample ranking criteria sheet is attached for your reference (see Attachment No. 1).

As FY 12 is an exception year, the Committee only evaluated projects approved for FY 12 funding (Group II), any changes to these proposals, and any additional new projects that were submitted and are requesting FY 12 funds (Group I). An exception year is the second year in the two-year budget cycle (every evenly numbered year) and only includes changes to previously budgeted items or new essential requests. Spreadsheet A (Attachment No. 2) groups the requests and contains a summary of CIP project scores, rankings, and descriptions for all non-maintenance items. Maintenance, repair, refurbishment, or replacement items are not evaluated by the Committee, but are included in Spreadsheet B (Attachment No. 3).

In order to get a more complete overview of the capital budget, the Committee requested that the James City Service Authority (JCSA) and the Virginia Department of Transportation (VDOT) Six-Year Improvement Program (SYIP) also be included in this packet, but they would not be ranked by the Policy Committee. No JCSA projects are included as there were no new projects or changes to previous projects this year. The information for the VDOT FY 12 SYIP was revised in June 2010 and this project listing can be found in Attachment No. 4.

Changes since the February 2, 2011, Planning Commission:

The Stormwater Division amended its listing of prioritized projects based on responses received from a grant application for the Cooley Road channel stabilization – stream restoration project. Originally this project had been designated as a first-tier priority by Stormwater Division staff due to the possibility of grant funding, but it has now been removed from the listing. Instead, the East Branch Mill Creek channel stabilization – stream restoration project has been elevated from a second- to a first-tier priority in its place.

Recommendation:

On February 2, 2011, the Planning Commission voted 6-1 to approve the FY 12 CIP priorities as prepared by the Policy Committee and presented in this memorandum and attachments.

1. New Horizons Contribution*
 2. Hornsby Middle School Expansion
 - Berkeley Middle School Expansion
 - Stormwater
 5. Fire Station 4 Renovations and Expansion
 6. School Security Card Access System
 7. Jamestown High School Field Lighting
 8. Cooley Lighting
- } (three-way tie)

**Project was determined by the Policy Committee to meet Special Consideration Criteria A – “an immediate legislative, regulatory, or judicial mandate...”*

The Commission also had several suggestions related to the funding and processing of Stormwater projects for the Board of Supervisors consideration. The Commission felt that these suggestions would assist the Board in evaluating the projects against each other and against funding requests from other departments and divisions. Each recommendation is described in more detail below.

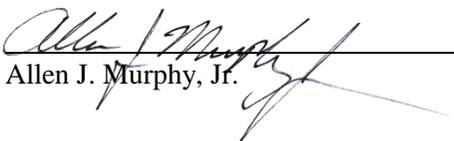
1. Fund proposals for general watershed studies through the Stormwater Division’s operating budget under the contractual services line item rather than through CIP requests. This recommendation was made because a watershed study does not produce a physical capital asset. Accordingly, these studies are recommended to be funded similar to corridor studies or other plans.
2. Separate Stormwater’s true capital projects from maintenance and repair projects. This would mirror how other divisions prepare their CIP funding requests. Corollary to this, the Policy Committee would not evaluate the Stormwater maintenance projects in future years.
3. Separate Stormwater’s capital projects into at least two different project categories and fund each through different line items in the capital budget. Recommended categories are projects related to water quality and projects related to flood control and drainage. By separating these project categories, it will be possible to prioritize each separately. The Committee specifically noted that water quality projects should receive the higher funding priority.
4. Although flood control and drainage projects are important to property protection and safety, the Committee would like to emphasize the importance of planning and funding long-term water quality projects.
5. When deciding on which specific projects within the Stormwater request should be completed, consider the Stormwater Division staff priority tier rankings. The Policy Committee recommends that first tier projects be funded and completed first, followed by second and third tier projects. The list of specific Stormwater Division projects that comprise the single CIP line item are included in Attachment No. 6.

For the purposes of assisting in the preparation of the budget, the Policy Committee and the Planning Commission recommend that the Board of Supervisors consider the following CIP rankings and recommendations.


Leanne Reidenbach


Kate Sipe

CONCUR:


Allen J. Murphy, Jr.

LR/KS/nb
CIP_FY12_cvr

Attachments:

1. Policy Committee Ranking Criteria
2. Policy Committee Capital Improvement Program Rankings (Spreadsheet A)
3. Capital Maintenance Items (Spreadsheet B)
4. VDOT SYIP Projects (Revised June 2010)
5. Unapproved Planning Commission Minutes – February 2, 2011
6. Stormwater Projects

ATTACHMENT 1

CAPITAL IMPROVEMENT PROGRAM RANKING CRITERIA James City County Planning Commission

SUMMARY

The Capital Improvement Program (“CIP”) is the process for evaluating, planning, scheduling, and implementing capital projects. The CIP supports the objectives of the Comprehensive Plan through the sizing, timing, and location of public facilities such as buildings, roads, schools, park and recreation facilities, water, and sewer facilities. While each capital project may meet a specific need identified in the Comprehensive Plan or other department or agency plan, all capital plans must compete with other projects for limited resources, receive funding in accordance with a priority rating system and be formally adopted as an integral part of the bi-annual budget. Set forth below are the steps related to the evaluation, ranking, and prioritization of capital projects.

A. DEFINITION

The CIP is a multi-year flexible plan outlining the goals and objectives regarding public capital improvements for James City County (“JCC” or the “County”). This plan includes the development, modernization, or replacement of physical infrastructure facilities, including those related to new technology. Generally a capital project such as roads, utilities, technology improvements, and county facilities is nonrecurring (though it may be paid for or implemented in stages over a period of years), provides long term benefit and is an addition to the County’s fixed assets. Only those capital projects with a total project cost of \$50,000 or more will be ranked. Capital maintenance and repair projects will be evaluated by departments and will not be ranked by the Policy Committee.

B. PURPOSE

The purpose of the CIP ranking system is to establish priorities for the 5-year CIP plan (“CIP plan”), which outlines the projected capital project needs. This CIP plan will include a summary of the projects, estimated costs, schedule and recommended source of funding for each project where appropriate. The CIP plan will prioritize the ranked projects in each year of the CIP plan. However, because the County’s goals and resources are constantly changing, this CIP plan is designed to be re-assessed in full bi-annually, with only new projects evaluated in exception years, and to reprioritize the CIP plan annually.

C. RANKINGS

Capital projects, as defined in paragraph A, will be evaluated according the CIP Ranking Criteria. A project’s overall score will be determined by calculating its score against each criterion. The scores of all projects will then be compared in order to provide recommendations to the Board of Supervisors. The components of the criteria and scoring scale will be included with the recommendation.

D. FUNDING LIMITS

On an annual basis, funds for capital projects will be limited based on the County’s financial resources including tax and other revenues, grants and debt limitations, and other principles set forth in the Board of Supervisors’ Statement of Fiscal Goals:

- general obligation debt and lease revenue debt may not exceed 3% of the assessed valuation of property,
- debt service costs are not to exceed 10-12% of total operation revenues, including school revenue, and
- debt per capita income is not to exceed \$2,000 and debt as a percentage of income is not to exceed 7.5%.

Such limits are subject to restatement by the Board of Supervisors at their discretion. Projects identified in the CIP plan will be evaluated for the source or sources of funding available, and to protect the County's credit rating to minimize the cost of borrowing.

E. SCHEDULING OF PROJECTS

The CIP plan schedules will be developed based on the available funding and project ranking and will determine where each project fits in the 5 year plan.

CIP RANKING CRITERIA

Project Ranking By Areas of Emphasis

1. Quality of Life (20%) - Quality of life is a characteristic that makes the County a desirable place to live and work. For example, public parks, water amenities, multi-use trails, open space, and preservation of community character enhance the quality of life for citizens. A County maintenance building is an example of a project that may not directly affect the citizen's quality of life. The score will be based on the considerations, such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plans, master plans, or studies?
- C. Does the project relate to the results of the citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Does the project increase or enhance educational opportunities?
- E. Does the project increase or enhance recreational opportunities and/or green space?
- F. Will the project mitigate blight?
- G. Does the project target the quality of life of all citizens or does it target one demographic? Is one population affected positively and another negatively?
- H. Does the project preserve or improve the historical, archeological and/or natural heritage of the County? Is it consistent with established Community Character?
- I. Does the project affect traffic positively or negatively?
- J. Does the project improve, mitigate, and / or prevent degradation of environmental quality (e.g. water quality, protect endangered species, improve or reduce pollution including noise and/or light pollution)?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
The project does not affect or has a negative affect on the quality of life in JCC.				The project will have some positive impact on quality of life.					The project will have a large positive impact on the quality of life in JCC.

2. Infrastructure (20%) – This element relates to infrastructure needs such as schools, waterlines, sewer lines, waste water or storm water treatment, street and other transportation facilities, and County service facilities. High speed, broadband or wireless communication capabilities would also be included in this element. Constructing a facility in excess of facility or service standards would score low in this category. The score will be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?
- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Is there a facility being replaced that has exceeded its useful life and to what extent?
- E. Do resources spent on maintenance of an existing facility justify replacement?
- F. Does this replace an outdated system?

- G. Does the facility/system represent new technology that will provide enhance service?
- H. Does the project extend service for desired economic growth?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
The level of need is low				There is a moderate level of need					The level of need is high, existing facility is no longer functional, or there is no facility to serve the need

3. Economic Development (15%) – Economic development considerations relate to projects that foster the development, re-development, or expansion of a diversified business/industrial base that will provide quality jobs and generate a positive financial contribution to the County. Providing the needed infrastructure to encourage redevelopment of a shopping center would score high in this category. Reconstructing a storm drain line through a residential neighborhood would likely score low in the economic development category. The score will be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?
- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Does the project have the potential to promote economic development in areas where growth is desired?
- E. Will the project continue to promote economic development in an already developed area?
- F. Is the net impact of the project positive? (total projected tax revenues of economic development less costs of providing services)
- G. Will the project produce desirable jobs in the County?
- H. Will the project rejuvenate an area that needs assistance?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
Project will not aid economic development				Neutral or will have some aid to economic development					Project will have a positive impact on economic development

4. Health/Public Safety (15%) - Health/public safety includes fire service, police service, safe roads, safe drinking water, fire flow demand, sanitary sewer systems and flood control. A health clinic, fire station or police station would directly impact the health and safety of citizens, scoring high in this category. Adding concession stands to an existing facility would score low in this category. The score will be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?

- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Does the project directly reduce risks to people or property (i.e. flood control)?
- E. Does the project directly promote improved health or safety?
- F. Does the project mitigate an immediate risk?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
Project has no or minimal impact on health/safety				Project has some positive impact on health/safety					Project has a significant positive impact on health/safety

5. Impact on Operational Budget (10%) – Some projects may affect the operating budget for the next few years or for the life of the facility. A fire station must be staffed and supplied; therefore it has an impact on the operational budget for the life of the facility. Replacing a waterline will not require any additional resources from the operational budget. The score will be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?
- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. Will the new facility require additional personnel to operate?
- E. Will the project lead to a reduction in personnel or maintenance costs or increased productivity?
- F. Will the new facility require significant annual maintenance?
- G. Will the new facility require additional equipment not included in the project budget?
- H. Will the new facility reduce time and resources of city staff maintaining current outdated systems? This would free up staff and resources, having a positive effect on the operational budget.
- I. Will the efficiency of the project save money?
- J. Is there a revenue generating opportunity (e.g. user fees)?
- K. Does the project minimize life-cycle costs?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
Project will have a negative impact on budget				Project will have neutral impact on budget					Project will have positive impact on budget or life-cycle costs minimized

6. Regulatory Compliance (10%) – This criterion includes regulatory mandates such as sewer line capacity, fire flow/pressure demands, storm water/creek flooding problems, schools or prisons. The score will be based on considerations such as:

- A. Does the project addresses a legislative, regulatory or court-ordered mandate? (0- 5 years)
- B. Will the future project impact foreseeable regulatory issues? (5-10years)

- C. Does the project promote long-term regulatory compliance (>10 years)
- D. Will there be a serious negative impact on the county if compliance is not achieved?
- E. Are there other ways to mitigate the regulatory concern?

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
Project serves no regulatory need				Project serves some regulatory need or serves a long-term need					Project serves an immediate regulatory need

7. Timing/Location (10%) - Timing and location are important aspects of a project. If the project is not needed for many years it would score low in this category. If the project is close in proximity to many other projects and/or if a project may need to be completed before another one can be started it would score high in this category. The score will should be based on considerations such as:

- A. Is the project in conformance with and supportive of the goals, strategies and actions set forth in the Comprehensive Plan?
- B. Does the project support objectives addressed in a County sponsored service plan, master plan, or study?
- C. Does the project relate to the results of a citizen survey, Board of Supervisors policy, or appointed committee or board?
- D. When is the project needed?
- E. Do other projects require this one to be completed first?
- F. Does this project require others to be completed first? If so, what is magnitude of potential delays (acquisition of land, funding, and regulatory approvals)?
- G. Can this project be done in conjunction with other projects? (E.g. waterline/sanitary sewer/paving improvements all within one street)
- H. Will it be more economical to build multiple projects together (reduced construction costs)?
- I. Will it help in reducing repeated neighborhood disruptions?
- J. Will there be a negative impact of the construction and if so, can this be mitigated?
- K. Will any populations be positively/negatively impacted, either by construction or the location (e.g. placement of garbage dump, jail)?
- L. Are there inter-jurisdictional considerations?
- M. Does the project conform to Primary Service Area policies?
- N. Does the project use an existing County-owned or controlled site or facility?
- O. Does the project preserve the only potentially available/most appropriate, non-County owned site or facility for project's future use?
- P. Does the project use external funding or is a partnership where funds will be lost if not constructed.

Scoring Scale:

1	2	3	4	5	6	7	8	9	10
No critical timing or location issues				Project timing OR location is important					Both project timing AND location are important

8. Special Consideration (no weighting- if one of the below categories applies, project should be given special funding priority) – Some projects will have features that may require that the County undertake the project immediately or in the very near future. Special considerations may include the following (check all applicable statement(s)):

A.	Is there an immediate legislative, regulatory, or judicial mandate which, if unmet, will result in serious detriment to the County, and there is no alternative to the project?	
B.	Is the project required to protect against an immediate health, safety, or general welfare hazard/threat to the County?	
C.	Is there a significant external source of funding that can only be used for this project and/or which will be lost if not used immediately (examples are developer funding, grants through various federal or state initiatives, and private donations)?	

Attachment 2- Spreadsheet A		FY12 - CAPITAL IMPROVEMENT PROGRAM RANKING SPREADSHEET												
REVISED 1/6/11		Non-maintenance items												
ID#:	Applying Agency:	Project Name:	Project Description	FY12 Requested \$	FY13 Requested \$	FY14 Requested \$	FY15 Requested \$	FY16 Requested \$	Total Requested \$	Agency Ranking	Last Year's (FY11) PC Score:	PC Score (FY12):	Special Considerations	Priority
Group I: New Projects with FY12 Funds Requested (projects not adopted for funding in FY11 budget. May have been reviewed by PC previously)														
A	General Svcs	Stormwater*	Supports repairs and maintenance of the County's stormwater infrastructure, stream restoration, and stabilization projects. See application for a detailed project listing and cost estimate. Estimates for outlying years have not been provided and will be evaluated in the next 2-year budget cycle.	\$1,850,000	\$0	\$0	\$0	\$0	\$1,850,000	1 of 2	78.75	56	B, B, B	2
B	Schools	Hornsby Middle School Expansion	Addition of 6 classrooms (to accommodate 150 additional students).	\$1,900,000	\$0	\$0	\$0	\$0	\$1,900,000	na	NEW	56		2
C	Schools	Berkeley Middle School Expansion	Addition of 4 classrooms (to accommodate 100 additional students)	\$1,300,000	\$0	\$0	\$0	\$0	\$1,300,000	na	NEW	56		2
D	Schools	Jamestown High School Field Lighting	Provide funds to purchase new field lighting for the high school. These fields will be for use by the high school and the American Legion teams once the Mid-County Park field lights are removed because baseballs are hitting nearby vehicles.	\$360,000	\$0	\$0	\$0	\$0	\$360,000	na	NEW	41.25		7
Group II: Projects Already Approved for FY12 Funding in FY11 Adopted Budget														
E	Fire	Fire Station 4 Renovations and Expansion**	Proposal to construct new apparatus room next to existing facility and convert the existing facility to dormitories, dayroom, offices, and other support functions.	\$ 3,400,000	\$0	\$0	\$0	\$0	\$ 3,400,000	1 of 3	52.25	52.25		5
F	Schools	New Horizons Contribution	Assessment for WJCC's portion of facility improvements for regional vocational/technical education facility.	\$82,331	\$82,331	\$0	\$0	\$0	\$164,662	T3	53.75	0	A, A	1
G	Schools	Security Card Access System	Card access system at all major entry points for all schools done in conjunction with scheduled refurbishments.	\$70,000	\$120,000	\$70,000	\$70,000	\$0	\$330,000	T1	49.5	45.25		6
H	Schools	Cooley Lighting	Provide funds to purchase and install new field lighting for Cooley.	\$163,000	\$0	\$0	\$0	\$0	\$163,000	T2	38.5	39.75		8
*Subject of November 2010 Bond Referendum														
**Previously requested \$3,300,000 in FY12 funds. Increase of \$100,000 due to adjustments in design and construction costs														
*Summary of Schools "Tier" Rankings:														
Tier 1 (T1)	Health and safety issues													
Tier 2 (T2)	Growth and maintenance													
Tier 3 (T3)	Projects that support and/or enhance the learning process													
Tier 4 (T4)	Other projects important to the mission of our schools													

Attachment 3

Spreadsheet B FY12 - CAPITAL IMPROVEMENT PROGRAM RANKING SPREADSHEET

Maintenance/Replacement Items

REVISED 11/15/10

ID#:	Applying Agency:	Project Name:	FY12 Requested \$	FY13 Requested \$	FY14 Requested \$	FY15 Requested \$	Total Requested \$
1	Gen. Svcs.	Government Center Building Exteriors	\$66,250				\$66,250
2	Gen. Svcs.	Building C Demolition/Building D HVAC - Renovation*	\$1,654,734				\$1,654,734
3	Parks and Rec	Mid County Park - Kidsburg/Building/Fences**	\$1,562,000				\$1,562,000
4	Gen. Svcs.	JCWCC Renovations	\$347,000	\$107,000	\$197,000	\$120,000	\$771,000
5	Public Safety	Fire Pumper Replacement	\$600,000	\$600,000	\$600,000	\$600,000	\$2,400,000
6	Gen. Svcs.	Energy Upgrades	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
7	Public Safety	Ambulance Replacement	\$204,000	\$241,200		\$214,200	\$659,400
COUNTY TOTALS			\$1,201,000	\$998,200	\$847,000	\$984,200	\$4,030,400
8	Schools	Division Resurface Parking Lots	\$93,000	\$90,000	\$90,000	\$90,000	\$363,000
9	Schools	Toano Roof Replacement	\$722,500				\$722,500
10	Schools	Lafayette Exterior Painting	\$175,000				\$175,000
11	Schools	James River HVAC	\$3,089,900				\$3,089,900
12	Schools	Operations HVAC	\$875,600				\$875,600
13	Schools	Cooley Renovations	\$606,000				\$606,000
14	Schools	Toano HVAC	\$2,876,500				\$2,876,500
15	Schools	Jamestown Bleachers	\$272,000				\$272,000
16	Schools	Lafayette Refurbishment	\$1,571,458	\$1,546,224			\$3,117,682
SCHOOLS TOTALS			\$10,281,958	\$1,636,224	\$90,000	\$90,000	\$12,098,182
OVERALL TOTALS			\$11,482,958	\$2,634,424	\$937,000	\$1,074,200	\$16,128,582

*Previously requested \$150,000 for Building C demolition and \$1,060,000 for Building D renovations

**Previously requested \$1,771,278. Modified to include potential lighting of fields at Warhill and Jamestown or lighting one high school field and making improvements to large ball field.

Attachment 4

VDOT FY11 Six-Year Improvement Program (revised June 2010)

UPC #	Description	Previous Allocations	FY12 Allocated \$	FY13-FY16 Allocated \$	Total \$
		<i>in thousands of dollars</i>			
T9096	MOORETOWN RD EXTENSION STUDY	\$0	\$400	\$0	\$400
T9094	ROUTE 60/143 CONNECTOR STUDY	\$0	\$300	\$0	\$300
T9095	LONGHILL RD CORRIDOR STUDY	\$0	\$300	\$0	\$300
50057	RTE 615 - RECONSTRUCT TO 4 LANES	\$16,108	\$214	\$428	\$16,750
13496	RTE 60 - RELOCATION & UPGRADING	\$19,732	\$0	\$0	\$19,732
13719	RTE 612 - TRAIL	\$960	\$0	\$0	\$960
71616	RTE 615 - PAVED SHOULDER ALONG ROUTE 615 & ROUTE 681	\$3,114	\$0	\$0	\$3,114
71617	RTE 612 - PAVED SHOULDER ALONG LONGHILL ROAD	\$226	\$0	\$428	\$654
71883	RTE 5 - BRIDGE REPLACEMENT	\$3,478	\$0	\$0	\$3,478
77065	RTE 5 - INSTALL RTL FROM NB RTE 615 ONTO EB RTE 5	\$800	\$0	\$0	\$800
82961	ADD L&RR TURN LANES ON MONTICELLO AVE IRONBOUND RD	\$860	\$0	\$0	\$860
83462	CONSTRUCT SHOULDER BIKEWAY ALONG AIRPORT RD	\$30	\$0	\$0	\$30
85554	JAMESTOWN 2007 TRANSPORTATION SYSTEM	\$1,334	\$0	\$0	\$1,334
87944	MOORETOWN RD BIKEWAY	\$512	\$0	\$0	\$512
92553	American Recovery and Reinvestment Act - JAMES CITY 60/64/143/321 RESURFACING	\$7,311	\$0	\$0	\$7,311
94541	ARRA - JAMES CITY 199/5 INTERSECTION IMPROVEMENTS/TURN LANES	\$1,000	\$0	\$0	\$1,000
95044	ARRA COUNTY WIDE - PAVEMENT OVERLAY VARIOUS ROADS	\$737	\$0	\$0	\$737
97010	UPGRADE SIGNAL, ADD RIGHT TURN LANE AND MARKINGS	\$609	\$0	\$0	\$609
T9219	BRIDGE REPLACEMENT RTE 601 OVER DIASCUND CREEK, FED ID 10516	\$0	\$0	\$726	\$726
17633	CLASS 1 BIKEWAY/PEDESTRIAN ROUTE 60 & CROAKER ROAD	\$1,208	\$0	\$0	\$1,208

UNAPPROVED MINUTES FROM THE FEBRUARY 2, 2011 PLANNING COMMISSION MEETING

Review of the FY12 Capital Improvements Program (CIP)

Ms. Leanne Reidenbach stated that after a series of meetings to discuss and evaluate the Capital Improvement Program requests, the Policy Committee is forwarding its recommendation for the fiscal year 2012 CIP. Similar to previous years, all maintenance and repair projects were separated out and not ranked by the Policy Committee. FY12 is an exception year in the budget, meaning the Committee only evaluated projects approved for FY12 funding, any changes to these proposals, and any additional new projects that were submitted and that requested FY12 funds. The Committee also produced a series of five recommendations regarding funding for Stormwater Division projects. The Policy Committee recommends that the Planning Commission recommend approval of these Capital Improvement Program rankings and the five additional suggestions regarding Stormwater to the Board of Supervisors for their consideration in developing the County budget.

Mr. Fraley opened the public hearing.

There being no comments, he closed the public hearing.

Mr. Peck stated that he would like to draw attention to two things that he feels the County needs. One is a comprehensive County facilities plan and the other is a facility maintenance program. He feels that there is a need for fundamental change in how the County approaches capital improvements. Mr. Peck spoke about the stormwater bond issue and that he felt that staff should present a plan with priorities on what the Environmental Protection Agency (EPA) will be enforcing. He expressed his view of the importance of having a plan in place before spending any funds on projects. Mr. Peck also mentioned the school's plan to expand certain facilities and not to use other facilities that were already built. He stated that there is a water plan dealing with a CIP that was last done in 1997 and expired in 2005. Mr. Peck stated that the County entered into a \$25 million contract to purchase surface water before there was a discussion on financing. He stated that the financing options for the development of the chlorination system are not finalized as well. He felt that a message needs to be sent to the Board of Supervisors to step back and encourage a comprehensive facilities plan and facilities management plan, specifically for stormwater. Mr. Peck stated that he voted for the CIP ranking while on the Policy Committee but he will vote not to move forward tonight to send a message that a more comprehensive approach is needed.

Mr. Krapf asked if the ranking for the projects was the overall consensus of three-out-of-four Policy Committee members. He asked if the Policy Committee members had any concerns with forwarding this list to the Board of Supervisors.

Mr. Fraley answered that the standard deviation from the different members of the Policy Committee were very narrow except on the stormwater projects. He notes that the ranking reflected an average of the scores of the four members.

Mr. Krapf moved to forward the Capital Improvement Program recommendation to the Board of Supervisors.

In a roll call vote the motion was approved. (6-1, Peck – no)

JCC General Services Stormwater Division

Type of Project	Project Name	Description	Estimated Cost	WS	Stormwater Division Priority Tier	Project Status as of 11/15/10	SPAC Criteria Score	Phase
BMP Repair	Clara Byrd Baker ES BMP Repair	Project will improve water quality by repairing a failed BMP at the Clara Byrd Baker ES.	\$150,000	PC	1st	Ready for design	130	Design & Construction
Flood Mitigation	Neck O Land Rd Flood Mitigation	Project will protect citizens and property by evaluating alternatives to address tidal flood levels and known floodway problems in older residential area along the Powhatan and Mill Creeks. Will provided data needed to implement a flood proofing partnership.	\$0	PC	1st	needs feasibility Study	120	Feasibility Study & Design
Flood Mitigation	Warhill Trail Dam Upgrade	Needed upgrades bring the dam into compliance with State Dam Safety Regulations. Phase 2 will armor the roadway embankment to withstand 100-yr storm flow within the 100yr floodzone.	\$250,000	PC	1st	In Design	150	Construction
WSMP	York River Watershed Management Plan	York River Watershed Management Plan - Project will protect citizens and property and improve water quality by completing management plans for the York Watershed.	\$200,000	YR	1st	Awaiting Proposal	180	Study
Chanel stabilization - stream restoration	East Branch Mill Cr Restoration Sites	1200LF of stream restoration to protect property, utility connections, improve WQ and flood storage capacity. Will require permission from a large number of property owners	\$75,000	MC	1st	Identified in Mill Cr WSMP	140	Design, Permitting, Access
Drainage Improvement	Brookhaven	Older neighborhood with persistent drainage problems - houses built in the RPA and close to perennial stream. Investigating opportunities for water quality enhancements.	\$50,000	MC	2nd	Feasibility Study Complete	100	Design, Permitting, Access
Drainage Improvement	Forest Glen Drainage Improvements	Project will protect citizens and property and improve water quality by repairing and upgrading the aging system and installing stormwater management measures.	\$150,000	PC	2nd	Ready for design	110	Design through Construction
Drainage Improvement	James Terrace Drainage System Improvements	Project will protect citizens and property and improve water quality by repairing and upgrading the aging system and installing stormwater management measures. Will also address drainage problems in the Gibson Mobile Home Park. Instances of undercutting and unsafe drainage channels.	\$100,000	CC	2nd	Awaiting results of Feasibility Study	130	Design, Permitting, Access

JCC General Services Stormwater Division

Type of Project	Project Name	Description	Estimated Cost	WS	Stormwater Division Priority Tier	Project Status as of 11/15/10	SPAC Criteria Score	Phase
New BMP/ Retrofit	Centerville Tributaries II	New BMP to protect channel stabilization upper reaches of Subwatershed 105. Experiencing headcutting and erosion (Several thousand feet of channel is affected). Project will restore, stabilize and enhance multiple reaches. Currently securing <i>securing</i> ROW	\$200,000	YC	3rd	In Design	140	Construction
Chanel stabilization - stream restoration	Essex Ct Stream Restoration	Project will improve water quality by restoring the headwater stream between Scotts Pond Drive and Essex Court	\$150,000	PC	3rd	In Design	150	Construction
Chanel stabilization - stream restoration	Windsor Forest Stream Restoration	Project will protect citizens and improve water quality by restoring 1400 LF of degraded channels and stabilizing exposed sanitary sewer	\$75,000	PC	3rd	Ready for design	170	Design, Permitting, Access
Drainage Improvement	Brookhaven	Older neighborhood with persistent drainage problems - houses built in the RPA and close to perennial stream. Investigating opportunities for water quality enhancements.	\$300,000	MC	3rd	Feasibility Study Complete	100	Construction