



MEMORANDUM

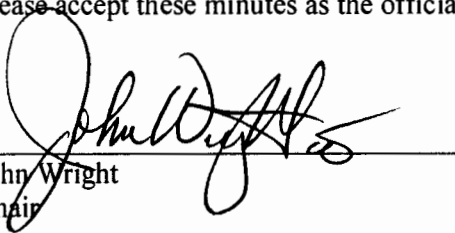
Date: August 14, 2015
To: Records Management
From: The Policy Committee
Subject: Policy Committee Minutes: 12/06/2011

The following minutes for the Policy Committee of James City County dated 12/06/2011 are missing an approval date and were either never voted on or never presented for approval in the year surrounding these meetings.


These minutes, to the best of my knowledge, are the official minutes for the 12/06/2011 Policy Committee meeting.

They were APPROVED by the current Policy Committee at the August 13, 2015 meeting.

Please accept these minutes as the official record for 12/06/2011.



John Wright
Chair



Paul Holt
Secretary

POLICY COMMITTEE MEETING

December 6, 2011

12:00 p.m.

County Complex, Building A

1) Roll Call

Present

Mr. Rich Krapf
Mr. Al Woods
Mr. Tim O'Connor
Mr. Mike Maddocks
Mr. Jack Fraley

Staff Present

Ms. Tammy Rosario
Mr. Jason Purse
Ms. Leanne Reidenbach
Mr. John McDonald
Mr. Luke Vinciguerra
Mr. Brian Elmore

Mr. Rich Krapf called the meeting to order at 12:05 p.m.

2) Minutes

- a) September 1, 2011
- b) September 6, 2011
- c) September 15, 2011

Mr. Al Woods made a motion to approve all three sets of minutes.

In a voice vote, the Committee approved the minutes (4-0: Absent: O'Connor).

3) Old Business

4) New Business – FY13 – FY17 Capital Improvements Program (CIP) requests

Mr. Krapf stated that at this meeting, the Committee would begin the CIP process, ensure there are no questions or concerns, identify department heads the Committee would like to attend a future meeting, and discuss some preliminary rankings. He stated he did not expect the Committee to have everything finalized until at least the second meeting.

Mr. John McDonald stated Mr. Jack Fraley had asked him for fiscal projections to compare to the project list. He stated he would have the projections at the next meeting.

Mr. Krapf asked if there were any requests for agency heads to be available.

Mr. Fraley stated he would like to speak with Alan Robertson from WJCC Schools.

Mr. Krapf stated he would like to speak with Stormwater Division staff. He stated he wants to get an idea of the scale of need between projects, whether there are regulatory issues involved, and if any projects have to be done now.

Mr. Fraley questioned whether the Stormwater Division's landfill project was a special consideration. He asked if it was required to keep the County's landfill permit and if it was why it was not ranked higher than other projects.

Mr. Krapf stated he would like representatives from Schools, Stormwater, and General Services to attend a future meeting.

Mr. Al Woods stated he would like to speak with a Parks and Recreation representative to discuss utilization questions.

Mr. Purse stated he would follow up with the Fire Department regarding Mr. O'Connor's email about adequate emergency response times in Stonehouse and would have information available in advance of the next meeting.

Mr. Fraley stated he was surprised by the lack of economic development projects on the list. He asked if the Office of Economic Development participated in creating the list.

Mr. McDonald stated the County owns commercial shell buildings and properties it is trying to sell.

The Committee discussed ranking methodologies for economic development scores.

The Committee discussed ranking methodologies regarding the term 'neutral'.

The Committee discussed ranking methods for the projects' affect on operating budgets and revenue.

Mr. Krapf asked staff to use Mr. Fraley's completed rankings as initial figures to encourage further discussion.

The Committee discussed Mr. Fraley's top five ranked projects.

The Committee discussed their ranking methods for Stormwater projects.

The Committee discussed how the various departments rank their own projects. Mr. Mike Maddocks asked why Planning staff did not provide recommendations or scores.

Mr. Purse noted that the individual departments that are requesting the projects rank their priorities rather than Planning staff applying a ranking. Planning staff has done so in the past, but the CIP process was revised to give the Committee a more active role in project evaluations.

Ms. Leanne Reidenbach stated the Commission reviews projects to ensure they reflect the Comprehensive Plan and master plans and that it was a task included in the State Code section pertaining to the role of the Planning Commission.

The Committee discussed Mr. Fraley's lowest ranked projects.

The Committee discussed special consideration rankings.

Mr. Fraley stated special considerations should not be ranked since they automatically attain the highest priority status. These projects should be noted in the Commission's cover memo that is forwarded to the Board with the rankings.

Mr. Krapf stated some members' final rankings will depend on departmental proposals at the next Committee meeting.

5) Adjournment

Mr. Fraley moved to adjourn. The meeting was adjourned at 1:20 p.m.



Rich Krapf, Chair of the Policy Committee