

MINUTES
JAMES CITY COUNTY POLICY COMMITTEE
REGULAR MEETING
Building A Large Conference Room
101 Mounts Bay Road, Williamsburg, VA 23185
February 11, 2016
4:00 PM

A. CALL TO ORDER

Mr. John Wright called the meeting to order on Thursday, February 11th, 2016 at 4:00 p.m.

B. ROLL CALL

Commissioners:

Mr. John Wright
Ms. Robin Bledsoe
Mr. Rich Krapf
Mr. Tim O'Connor

Absent:

Mr. Heath Richardson

Staff:

Mr. Paul Holt, Planning Director
Ms. Tammy Rosario, Principal Planner
Mr. José Ribeiro, Senior Planner II
Ms. Leanne Pollock, Senior Planner II
Ms. Ellen Cook, Senior Planner II
Ms. Savannah Pietrowski, Planner
Mr. John Carnifax, Director of Parks and Recreation
Ms. Nancy Ellis, Parks Administrator
Ms. Tara Woodruff, Director Budget and Accounting
Mr. John Horne, Director of General Services
Ms. Fran Geissler, Director Stormwater Division
Mr. Marcellus Snipes, Senior Director for Operations
Mr. Alan Robertson, Facilities Management Coordinator
Ms. Nancy Ellis, Parks Administrator
Mr. Alex Baruch, Development Management Assistant

C. MINUTES

1. January 14, 2016 Minutes

Ms. Robin Bledsoe moved to approve the January 14, 2016 minutes.
The minutes were approved 4-0-1, Mr. Heath Richardson being absent.

D. OLD BUSINESS

E. NEW BUSINESS

1. FY2017-FY2021 Capital Improvements Program (CIP) Review

Mr. Jose Ribeiro, Senior Planner II, gave a presentation on the Capital Improvement Program (CIP) stating that the Planning Division received five non-school and 10 school applications for CIP funding. Mr. Ribeiro stated that the application materials were submitted to the Policy Committee members to review and rank based on the Comprehensive Plan. The final rankings will then be forward to the Planning Commission and Board of Supervisors for final consideration.

The Policy Committee began their discussion with the Parks and Recreation applications.

Mr. John Wright asked why the application concerning the Jamestown Beach shows a time horizon of FY21 to begin renovations for the restroom facilities and support services when it seems that the beach is being used for more events each year.

Mr. John Carnifax stated that the projected revenue in the budget will not be there until FY21.

Mr. Carnifax gave an overview of improvements to the Jamestown Beach that have been completed recently including changes to restrooms, walkways, parking areas and special event facilities.

Ms. Robin Bledsoe asked if Parks and Recreation has had to turn possible events away due to the limited facilities at Jamestown Beach.

Ms. Nancy Ellis stated that they have not had to turn any special event away at this point.

Ms. Bledsoe stated that she is very happy that citizens have Jamestown Beach as a resource.

Mr. Carnifax stated that he thinks some special events have not approached them because they do not have the infrastructure to do the larger scale events; however, those are the changes that will be made once the revenue has been saved up.

Mr. Rich Krapf stated that when he was deciding which project to give the higher priority he ranked the Marina higher because of some of the potential stormwater issues. Mr. Krapf asked if staff could elaborate on why they ranked the Jamestown Beach application higher than the Marina.

Mr. Carnifax stated that the Economic Development Authority (EDA) is looking into some potential Public Private Partnerships to operate the Marina and ancillary facilities. Mr. Carnifax stated that they are not sure how much that business would be willing to fix up as a part of that agreement and if it would be the Marina, the buildings or both. Mr. Carnifax stated that we know that the beach is going to be staying with the County so by focusing on that, there can be tremendous use.

Mr. Tim O'Connor asked what the difference in traffic is between the beach and the Marina.

Mr. Carnifax stated that the beach gets thousands of people over the summer and the

Marina has 68 slips plus a boat ramp from which citizens launch their boats. Overall, the Marina has a significantly lower amount of traffic.

Mr. Wright asked what the potential exposure would be from the Federal or State level if the Marina does not come into compliance with stormwater regulations.

Ms. Fran Geissler stated that the Marina is owned by the County and is covered under the municipal stormwater permit; however, because of the way the census determines an urbanized area, the Marina is not in the regulated portion of the County. Ms. Geissler stated that most likely it would not be a real issue in the short term but could be after FY19.

Ms. Bledsoe asked if that area gets developed quickly could that change the FY19 projection.

Ms. Geissler stated the area would have to grow much faster than the projected rate and as an example stated that Busch Gardens is not in a regulated area because no one lives there.

Mr. Wright stated the he weighted the Marina higher than the Jamestown Beach because of the stormwater issues and asked Mr. Carnifax which of the two projects he rated as more important.

Mr. Carnifax stated that he would rank the Jamestown Beach project as an immediate higher priority than the Marina.

Ms. Bledsoe stated that if the Marina is not addressed sooner, won't the expense be astronomical to the point where there won't be any interest to rent/purchase and fix it up.

Mr. Carnifax stated that was correct, depending on the severity of potential storms and other factors, the Marina could be impacted.

Ms. Bledsoe asked if the EDA has looked at the CIP application numbers.

Mr. Carnifax stated that he did not know; however, similar numbers were in the Shaping Our Shores Master Plan which they did review.

Mr. O'Connor asked if Parks and Recreation has started to fix up the moorings on the bulk heads and asked if the County knows how much it will take to replace it.

Mr. Carnifax stated that the County has cost estimates on how much it would cost per linear foot; however, no moorings have been replaced.

Mr. Wright continued the discussion to the third application from Parks and Recreation concerning the installation of a splash pad.

Mr. Carnifax stated that at Chickahominy Campgrounds there used to be two swimming pools. One had been leaking over the past few years so the decision was made to close the pool and fill it. Mr. Carnifax stated that the next best use of that area would be a spray ground/splash pad to be installed in that area.

Ms. Ellis stated that the ongoing cost of maintaining a splash pad is significantly less than maintaining a pool. It is also a revenue stream because there isn't a public splash pad available in Williamsburg, which makes it a unique feature.

Mr. Wright stated that there was no more discussion on the three Parks and Recreation applications so they would move on to the next application.

Ms. Ellen Cook gave a presentation discussing the revenue sharing application for the intersection of Olde Towne Rd. and Longhill Rd. that the Planning Division put forward for consideration.

Mr. Paul Holt stated that the Rev Share is a 50/50 match so every dollar the County brings to the table, Virginia Department of Transportation (VDOT) will match.

Mr. Wright asked if the dollar amounts shown for FY17-21 are the matching amounts.

Mr. Holt stated that they were.

Ms. Bledsoe stated that the funds being discussed for revenue sharing were approved last year for this type of project.

Mr. Holt stated that was correct and last year there were no funds for FY16, the funds start in FY17 and work their way forward which is consistent with a five-year plan.

Mr. Wright stated that once it is approved and we start building there is a commitment to continue funding the project.

Mr. Holt stated that was correct and that there are more projects in the queue that should be addressed.

Ms. Bledsoe stated that the Rev Share should help with that because it shows a commitment from the County.

Mr. Wright asked how much we have in the funds currently.

Ms. Tammy Rosario stated that there isn't any funding at this point; this application would start the implementation of Mr. Bryan Hill's vision for funding.

Mr. O'Connor asked if there will be five years of construction that go along with this application or is this just the funding mechanism.

Mr. Holt stated that it was the funding mechanism.

Ms. Rosario stated that the intersection project would not take five years of construction; this is just reflecting five years of applications.

Mr. Holt stated that the project itself takes five to six years including engineering, relocating utilities, all of the work in the right-of-way, and then the construction could take two years.

Mr. Krapf asked if a more important project comes along and bumps this out of the way could we have a half-completed project on our hands.

Mr. Holt stated that in order to receive the Rev Share from VDOT you have to be able to complete the project in full.

Mr. Wright thanked staff for the information and moved onto the Stormwater application.

Mr. Krapf asked if staff had heard anything about a grant application that was submitted in December.

Ms. Geissler stated that the Department of Environmental Quality (DEQ) is still working through the applications and their timeline states that a decision will be made by February or March.

Mr. Krapf stated that he put a mark next to that application because similar to the Rev Share matching funds there are potential grant funds available for this application.

Mr. John Horne stated that the Stormwater Division has been successful for two years in receiving these funds; however, the number of applications have grown over the past two years so it is much more competitive.

Mr. Wright asked if the stormwater projects that are being taken on are outside of Home Owner Associations (HOA) and neighborhoods that have a funding mechanism.

Ms. Geissler stated that they are projects outside the purview of an HOA; they are stream restoration projects which give the County reduced pollution in our waterways. Ms. Geissler stated that the Grove, Toano and Forrest Glen projects are longstanding, not-organized drainage systems which frequently create localized flooding issues.

Ms. Bledsoe inquired regarding the quality of life in the Grove area and how great the impact of not having an organized drainage system is to the Grove resident.

Ms. Geissler stated that it is pretty pervasive, particularly in the Whiting and Jackson intersection. Ms. Geissler stated that there are photos included in the application that show how grave the situation is in that area because the water just sits; it does not have anywhere to go.

Mr. Horne stated that even if you can get the water moving along the roadway ditches the whole neighborhood suffers from not having a neighborhood outfall where the water can go to be stored. Mr. Horne stated that a part of this project will be to look at how the drainage of the neighborhood can be organized differently to make it better.

Ms. Bledsoe asked how realistic it is to think that with this funding we will be able to see some significant changes in the Grove area.

Ms. Geissler stated that they just received the final version of a proposal to work on this project and are ready to submit a purchase order to start the data collection aspect.

Mr. Wright asked if there is an EPA criteria associated with these expenditures.

Ms. Geissler stated that there are; however, these projects address local issues regardless of what the state wants us to do. For example, in the Skiffes Creek area

there has to be an action plan for Skiffes Creek to reduce bacteria much like we had to do for the Chesapeake Bay.

Mr. O'Connor stated that he had it marked down as a special consideration.

Mr. Horne stated that one thing he believes will be important moving forward is that funding is coming from the Board of Supervisor's allocated funds from increased revenue to handle these types of projects.

Ms. Bledsoe stated that these projects are not going to get less expensive, they are only going to get more expensive.

Mr. Wright stated that there was no additional discussion on the stormwater plans and the Schools' applications were up next.

Mr. Ribeiro stated that he wanted to thank the schools and Policy Committee for working together to align the CIP timelines so they could occur concurrently.

Mr. Krapf asked about the Lafayette High School Accessibility Path and the rationale for ranking it ten out of ten applications.

Mr. Alan Robertson stated that if the path is built then it would need to be built to the Americans with Disabilities Act (ADA) requirements, we are not obligated to have the path in order to meet ADA compliance.

Mr. Wright stated that it appears that the majority of the applications have to do with entrance re-designs for schools. Mr. Wright stated that he is not sure where the rankings come from because they all look to be similar projects just at different locations.

Mr. Marcellus Snipes stated that the rankings are being done to meet the requirements of the CIP application and were done by the Superintendent.

Ms. Bledsoe stated that the rankings are important to the Policy Committee because it helps us know what you would like to prioritize based off limited dollars.

Mr. Robertson stated that all of the new school entrances are designed so when you come in the front door a visitor is forced to go through the main office to sign in, whereas in the older schools a visitor would be buzzed in and could go anywhere in the school. The reason the costs are different is because the construction in the different schools would have to be different to meet the architectural elements of the entryway.

Ms. Bledsoe stated that this is a safety issue and wonders if the assumption can be made that Jamestown High School's security is more of an issue than some of the other schools on the list based off the ranking.

Mr. Robertson stated that the projects become more economical if you combine them and do construction when there is other work being done to the school. Therefore, timing also contributes to where the applications are ranked.

Mr. O'Connor stated that because it is a safety concern he ranked them all equally; however, he is concerned with the ease of egress out of the building once more walls are

erected.

Mr. Robertson stated that Hornsby Middle School has the ability to pop a door open as long as someone is monitoring people coming in and out for an athletic event or concert.

Mr. Wright asked if emergency personnel would have easy access to get in and out when the new entrances are built.

Mr. Snipes and Mr. Robertson stated that they have a lock box with a key that will still open the doors for access.

Mr. Wright asked about the bus canopy and if the Policy Committee could receive an overview on its use.

Mr. Snipes stated that the Stonehouse bus canopy has been in the CIP for a number of years, as originally requested by the principal. Mr. Snipes stated that the canopy would be over the walkway into the school from the bus circle to shield the students from the elements.

Mr. Robertson stated that typically the new schools have canopies when they are built; however, the older schools do not.

Mr. Wright asked why the schools could not build the canopies out of current operating funds.

Mr. Robertson stated that they are typically more expensive than what one would put in operating funds. It is also a site change that would need to go through the Planning Division for site plan approval.

Ms. Bledsoe asked if Mr. Snipes could elaborate on the auxiliary gymnasium.

Mr. Snipes stated that the auxiliary gym was placed back into the CIP based on citizen input from parents and other community members.

Mr. Robertson discussed some of the previous plans for auxiliary gymnasiums in the community and the history behind additional auxiliary gym requests in the past.

Mr. Snipes stated that the gyms are used all the time for various events, not just for sports.

Mr. Wright asked what was driving the need for the auxiliary gym.

Mr. Snipes stated that it was based on the school and what type of events are taking place at the school in the gyms.

Mr. O'Connor stated that at Warhill High School some of the sports will practice in the Commons.

Mr. Robertson stated that there are too many activities to fit inside the space available at the school.

Mr. Wright asked if they were all school sponsored activities.

Mr. Robertson stated that they were. Mr. Robertson also stated that the auxiliary gyms are just large gymnasiums with the space for bleachers cut off the sides, perfect for practicing sports or other activities.

Mr. Krapf stated that Mr. Snipes mentioned that principals were typically the driving force behind many of these projects. This could lead to a problem if a principal leaves to go to another school district and the next principal is not on board with the project. He asked what happens in that situation.

Mr. Robertson stated that the CIP process starts in two places, either the maintenance operations staff sees an issue or the principal at the school and their staff suggest improvements and it boils up. Mr. Robertson stated that any project under \$50,000 are typically funded through the operating budget and anything over would go through this process.

Mr. Wright stated that school aged students are only increasing here, not decreasing.

Mr. Robertson stated that the outside demand for space is unbelievable, seven days a week at almost every school.

Ms. Bledsoe asked why they feel that James City County is unique in its high community demand for our school gymnasium space.

Mr. Snipes stated that Parks and Recreation departments in other localities typically have dedicated facilities that can handle the community events, but we are very efficient in combining those resources.

Mr. Robertson stated that the kids now are not in just one activity but multiple activities, which increases the demand throughout the community.

Mr. Wright asked if the instructional use of the gym is only for sports or if it is multi-purpose.

Mr. Robertson stated that there are multiple classes going on in the gym at one time during the day and after-school meetings take place in the gym along with other non-sport activities/events.

Mr. O'Connor asked what the alternative is to building the accessibility path.

Mr. Snipes stated that students could take the sidewalk and walk around; however, it does take longer.

Mr. Wright asked what feature is there currently to prevent students from crossing the area directly.

Mr. Robertson stated that there is currently a ravine that is very steep where students can cut through to get to Warhill Sports Complex; however, it is not sanctioned by the school because it is not safe. Mr. Robertson stated that the edge of the track area at Lafayette would be where the path would start, but the grade from one side to the other if you go straight across would not meet ADA's standards because the slope would be

too steep.

Mr. O'Connor asked if there is access and benefit to Seasons Trace and other nearby communities for them to use the path.

Mr. Robertson stated that it would be a benefit to them.

Mr. O'Connor asked about some of the safety concerns regarding the bridge such as if it would be open all the time and if it would be lit.

Mr. Robertson stated that the rest of the track in that area is not lit at the moment but the safety concerns are apparent.

Mr. Wright asked if there was a way to meet the ADA compliance in a different way to build the path in a less expensive route.

Mr. Robertson stated that there are alternatives to a walkway that have been discussed internally; however, if a walkway is going to be put in it would have to be in that location and comply with ADA regulations.

Mr. Wright asked if there is a way to continue to give the option for students to take the bus, use the sidewalk to get to Warhill Sports Complex or to use a non-ADA compliant path.

Mr. Robertson stated it would be discrimination if we tell one student that they would have to go a longer route than another student who is not handicapped.

Mr. Snipes stated that all students have to have equal access to what the other students are able to use.

Ms. Bledsoe stated that the schools have come up with this route as the safest way to get students where they need to be that is ADA compliant.

Mr. Snipes stated that was correct.

Ms. Bledsoe asked if they should be called auxiliary gyms or if they should really be called multi-purpose rooms.

Mr. Snipes said that the terminology is interchangeable.

Mr. Wright asked if the School Board has looked at these applications.

Mr. Snipes stated that they approved the applications on December 15th.


Mr. Robertson stated his appreciation to the Planning Division for all the help they provide through the process.

Mr. Ribeiro stated that the follow up meeting will occur on March 3rd at 4:00 p.m.

F. ADJOURNMENT

Ms. Bledsoe made a motion to adjourn. It was approved 4-0-1.

The meeting was adjourned at approximately 5:21 p.m.



John Wright III