

MINUTES
JAMES CITY COUNTY POLICY COMMITTEE
REGULAR MEETING
Building A Large Conference Room
101 Mounts Bay Road, Williamsburg, VA 23185
February 22, 2018
4:00 AM

A. CALL TO ORDER

Mr. Jack Haldeman called the meeting to order at approximately 4:00 p.m.

B. ROLL CALL

Present:

Jack Haldeman, Chair
Danny Schmidt
Heath Richardson

Absent:

Rich Krapf

Staff:

Tammy Rosario, Principal Planner
Jose Ribeiro, Senior Planner II
Savannah Pietrowski, Senior Planner
Tom Leininger, Community Development Assistant
John Carnifax, Director of Parks and Recreation
Amy Jordan, Director, Office of Economic Development
Betsy Fowler, Director, Williamsburg Regional Library
Laura Messer, Event Coordinator, Office of Economic Development
Sharon Day, Assistant Director, Financial and Management Services (FMS)
Jeffrey Wiggins, Budget and Accounting Analyst, FMS

C. MINUTES

There were no minutes.

D. OLD BUSINESS

1. FY 2019-2023 Capital Improvements Program (CIP) Review

Mr. Jack Haldeman opened the discussion.

Mr. Heath Richardson asked the Policy Committee members if they could comment on the previous meeting.

Mr. Haldeman stated that there is some uncertainty for the enrollment projections.

Mr. Danny Schmidt stated that the bus replacement application is a high priority for him.

Mr. Richardson asked if there is a plan if the funding is not approved for the buses.

Mr. Haldeman stated that the Williamsburg-James City County (WJCC) School administration is working on a plan.

Mr. Schmidt stated that the WJCC Schools have put in procedures to protect students. He stated that the entrance redesigns are to make visitors go through the proper locations when entering the school.

Mr. Haldeman asked how the cost estimate was developed for the new library.

Ms. Betsy Fowler stated that she worked with three architecture firms and researched libraries across Virginia to develop an average cost.

Mr. Haldeman asked if land acquisition was factored into the cost.

Ms. Fowler stated that the preferred site is to use County-owned land. Ms. Fowler presented the new library application to the Policy Committee. She stated that James City County residents are the majority of the visitors for both libraries. She stated that overall, libraries are being used as meeting spaces for the community and less for the storage of books. She stated that a joint facility would serve both James City County and City of Williamsburg and both localities would pay for the facility. She stated that the Library Board recommended a new library in 2007, but the recession delayed its approval.

Mr. Richardson asked if a joint facility would be located in the City of Williamsburg.

Ms. Fowler stated that the City of Williamsburg may want to build a new larger facility near the downtown center. She stated that the new site would depend on the availability of land and parking.

Mr. Haldeman asked if the Policy Committee is still able to make a recommendation on the new facility if a decision has not been made between James City County and the City of Williamsburg on the location.

Mr. Richardson stated that the rankings are just a recommendation and are separate from the arrangement between the two localities. He stated the Policy Committee is able to rank the application based on the demand for services.

Ms. Fowler stated that there are trade-offs for having a joint facility. She stated that the operating cost is split-up for a joint facility.

Mr. Richardson asked if there is a possibility for the Grove area to be a site for a new library.

Ms. Fowler stated there is a possibility to work with Parks and Recreation to create pop-up libraries in the Grove area.

Mr. Schmidt asked if other departments use the library for meeting areas.

Ms. Fowler stated that the theater and the different rooms are used for different city departments and different outside events. She stated that a new library would provide James City County a place for cultural events.

Mr. Schmidt asked if there could be an expansion to the Croaker Road library.

Ms. Fowler stated that the facility was built around 1996 and has a lot of flexibility because of the design. She stated that there have been some requests to update parts of the library. She stated that the library has explored options of working with Parks and Recreation to provide

trails and other outdoor facilities to the library, as a way to maximize use of outdoor space for community needs.

Mr. Richardson asked what impact technology has on the library.

Ms. Fowler stated that book circulation trend has remained steady. She stated that programs attract people to the library. She stated that there are specialized programs and hands-on activities that bring more people to libraries.

Mr. Haldeman asked what the Stryker Building is used for.

Ms. Fowler stated that the Stryker Building is used for city administration and library administration. She stated that there is meeting space available as well. She stated that the library administration would work with County staff to determine the site of the new building.

Mr. Haldeman thanked Ms. Fowler for coming in.

Mr. Haldeman opened the discussion about the Parks and Recreation applications.

Mr. Richardson asked if the Jamestown Beach Event Park had received funding.

Mr. Carnifax stated that it did not. He stated that the master plans for the marina and the event park needed to be revisited.

Mr. Richardson asked how critical the improvements are.

Mr. Carnifax stated that there are minor improvements at several sites. He stated that Billsburg Brewery is limited on the amount of work that is able to be done because of the building's location in the flood zone.

Mr. Richardson asked what the needs were for the baseball fields.

Mr. Carnifax stated that baseball is a growing sport and there is a high demand for the facilities. He stated that there would be additional parking and restrooms.

Mr. Haldeman asked if artificial turf fields would replace the current fields.

Mr. Carnifax stated that artificial turf would only apply to the new fields.

Mr. Haldeman asked how the staff calculated the amount for the baseball fields.

Mr. Carnifax stated that staff looked at the costs of similar projects around Virginia to develop a cost. He stated that the marina improvements causes the most concern with amount of unknowns going into the application.

Mr. Schmidt asked what the parking lot surface would be for the Jamestown Beach.

Mr. Carnifax stated that research will need to be done and the surface will be pervious.

Mr. Schmidt asked for more information on the Chickahominy Riverfront Park application.

Mr. Carnifax stated that the County has made small improvements, but when the restrooms need to be replaced, the building will have to meet the new codes and regulations.

Mr. Haldeman asked if there were multiple event sites at Jamestown.

Mr. Carnifax stated that the current event site and the site on the master plan are two different areas. He stated that staff preferred the current event site.

Ms. Amy Jordan stated that the current event site was planned for 1,500 people and an event over the summer drew around 3,000 people. She stated that the Ambler House would be a smaller event site.

Mr. Haldeman asked if there was a possibility of stabilizing the Ambler House instead of the full renovation project.

Ms. Jordan stated that stabilizing the house is important. She stated that utilities will need to be brought to the house. She stated that interior improvements will wait until a decision is made on what the space will be used for. She stated that staff has met with the Virginia Department of Historic Resources to determine what parts of the house need to be repaired and how to accurately repair the home.

Mr. Haldeman asked about the deficiency of facilities around the County.

Mr. Carnifax stated that previously, there were standards in place at the federal level. He stated that the County generated its own standards based on a 2009 study. He stated that the projects are prioritized to spread them over several years. He stated that staff is looking into areas in Grove to develop a park facility.

Mr. Haldeman asked if the Jamestown Beach Event Park and the Jamestown Destination Area can be combined into a single application.

Mr. Carnifax stated that the hope is to group the projects and phase them in once funding is approved.

Mr. Richardson asked if there was any confusion for staff when the two applications came in.

Ms. Sharon Day stated that there was confusion and required a meeting to figure out the two applications. She stated that it is important to separate the two because tourism dollars are applied to specific projects.

Mr. Schmidt asked if there is an agreement between the marina and the Jamestown-Yorktown Foundation regarding parking.

Mr. Carnifax stated that there is not a current agreement, but there have been discussions between the two to develop an agreement.

Ms. Savannah Pietrowski stated that the Policy Committee had questions regarding the visitation numbers of the Jamestown Beach.

Mr. Schmidt asked how a fee has impacted the number of visitors.

Mr. Carnifax stated that the fee had not impacted the numbers. He stated that the weather has a greater impact than the fees. He stated that the fee only applies to nonresidents of James City County.

Ms. Pietrowski stated that the Policy Committee had questions regarding grant funding.

Mr. Haldeman asked if the funding needed to be matched.

Mr. Carnifax confirmed.

Ms. Jordan stated that before applying for a grant, the County has to verify that the funds are allocated.

Ms. Day stated that the issue with grants is that if the County has the funds for the project, the grant may not be approved.

Mr. Haldeman stated that the Policy Committee appreciates the departments for coming in to answer questions and thanked them for their time.

Ms. Rosario stated that the Policy Committee Members can reflect on the past two meetings with the departments to generate their scores and rankings.

Ms. Pietrowski presented the preliminary rankings to the committee members. She stated that the Stormwater Capital Improvements Program application currently shows as the top priority.

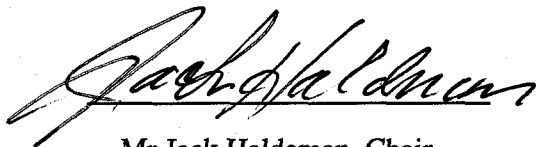
E. NEW BUSINESS

There was no new business.

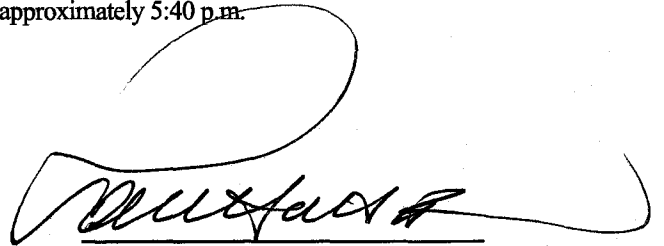
F. ADJOURNMENT

Mr. Richardson made a motion to Adjourn. The motion passed 3-0.

Mr. Haldeman adjourned the meeting at approximately 5:40 p.m.



Mr Jack Haldeman, Chair



Mr. Paul Holt, Secretary