

**POLICY COMMITTEE MEETING**  
**February 14, 2008**  
**2:00 PM**  
**Building A Large Conference Room**

**PRESENT:**

Mr. Chris Henderson  
Mr. Jack Fraley  
Mr. Reese Peck  
Mr. Richard Krapf

**ABSENT:**

Mr. George Billups

**OTHERS PRESENT:**

Mr. David German, Senior Planner  
Ms. Kate Sipes, Senior Planner  
Ms. Leanne Reidenbach, Planner  
Ms. Terry Costello, Development Management Assistant  
Mr. John McDonald, FMS Manager  
Ms. Tara Woodruff, Director of Accounting  
Mr. Bill Porter, Acting Development Manager  
Mr. Phil Mease, Superintendent of Parks and Facilities  
Mr. Alan Robertson, Facilities Manager, WJCC Schools

Mr. Peck called the meeting to order at 2:00. A motion was made by Mr. Fraley to approve the February 11, 2008 minutes with a second from Mr. Peck. In a voice vote the minutes were approved.

**Old Business – FY09 CIP**

Ms. Sipes distributed information from the Better Site Design committee to all of the Policy members present, as requested at the last meeting. Regarding CIP, she mentioned that the maintenance and capital projects listed under General Services in the CIP packet were reversed and apologized for any confusion. She also stated that staff discovered the dollar amount for the Neighborhood Drainage projects should be listed at \$400,000.

Mr. McDonald clarified the Neighborhood Drainage Projects and the Water Quality projects. The Water Quality Projects total \$1.3 million and are slated for capital projects while the \$400,000 Neighborhood Drainage projects are more maintenance related. He stated both projects will be overseen by the Stormwater Division. He stated that there was a change to the Warhill Gym dollar figure, which was increased from \$800,000 to \$1.8 million to complete.

Mr. Mease, Superintendent of Parks and Facilities, stated that the Warhill Gym was the only capital request for FY09 for the Parks and Recreation Division,

and that the remainder of projects related to upkeep and maintenance of existing facilities.

Mr. Fraley asked if pervious surfaces were suggested for any of their projects.

Mr. Mease stated that in the right application they would look into it, but for high traffic areas it would not be beneficial.

Mr. Krapf suggested considering pervious asphalt or pervious concrete. He also asked about the sports complex recreation use versus school teams.

Mr. Mease stated that the trend has been that high schools are now using middle school facilities. He stated this makes it difficult for recreation teams to find space for their programs in school facilities.

Mr. McDonald stated that the multi-use gyms at Jamestown and one at Warhill for use by Warhill High School and Lafayette have been high priorities. He stated that there have been many discussions between the County and the Schools on this issue. He stated that the community at large does not get much access to school facilities.

Mr. Krapf stated that last year this project was ranked medium and the year before that was ranked low.

Mr. Henderson asked if there were any revenues that could be attached to any of the parks and recreation projects.

Mr. Mease stated that if there were any additional monies it was unknown at this time.

Mr. Henderson asked what would be inside the facility.

Mr. Mease stated that three high school basketball courts that could be used for many different sports, spectator areas, and small locker rooms.

Mr. Fraley asked about the proffer payments that are targeted for parks and recreational type projects.

Mr. McDonald stated that if money is targeted for that use then it is allocated as such. He stated the County has to report to the State all proffer payments and where those monies are allocated.

Mr. Henderson asked whether private-public partnerships were considered.

Mr. Mease stated he was not aware of any, but that this facility would be designed for community and school usage.

Mr. Krapf questioned the number of projects at the Warhill Sports Complex. He stated he would be helpful if all of the projects were evaluated as a whole, and how they fit into the big picture.

Mr. Mease distributed his department's master plan which the Committee felt was very helpful.

Mr. Henderson asked about the bond referendum attached to the master plan.

Mr. Mease stated that the projects listed in the CIP were in addition to those from the bond proceeds.

Mr. McDonald stated that the Parks and Recreation Department is in the process of updating their master plan.

Mr. Mease stated that the draft report should be available in April. This concluded the discussion on the Parks and Recreation Division projects.

Mr. Robertson then spoke about the School projects and how their priority list is developed through their CIP process. He explained their tier ranking and how that is determined. He stated that this year the School Division has removed a lot of their projects for the upcoming fiscal year, and whenever possible, pushed them farther out in the funding process. Mr. Robertson went through the projects that the Division thought were timely.

Mr. Krapf stated that the format in which the projects were presented was an excellent way to depict their projects.

Mr. Henderson asked what a refurbishment entails.

Mr. Robertson stated that in the past it meant paint, tile and carpet. He stated that it was recently determined that if a school needed other things done that those items would be addressed as part of the refurbishment process. The Division felt that by grouping all the projects together might save time and money.

Mr. Henderson asked whether geo-thermal technology has been considered when replacing HVAC systems.

Mr. Robertson stated that he toured a facility in another jurisdiction that uses geo-thermal technology and believed the WJCC Schools will be looking into

it in the future. He stated that no decisions as far as implementation have been made.

Mr. Henderson asked whether energy audits have been done.

Mr. Robertson stated that they have had some but that it was determined not to be very advantageous.

Mr. Fraley asked about the technology item listed and what this category included.

Mr. Robertson stated that this CIP item was technology to update all of the class rooms to have the same equipment. It is an ongoing process of upgrading and having similar equipment in each facility.

Mr. Fraley asked how much of the new technology installed is actually being used in the classroom. He was referencing the new equipment at Warhill High School.

Mr. Robertson responded that it was a priority for the schools to be sure all technology available is utilized and that review processes were in place and on-going to monitor that very situation.

Ms. Sipes asked if any of the money requested included training.

Mr. Robertson stated that the operating budget allows for training.

Mr. Fraley asked Mr. Robertson about the cafeteria at Lafayette High School.

Mr. Robertson replied that the high schools are going more toward the food court style, and that cafeterias are self supporting.

Mr. Fraley asked about the Turf Field.

Mr. Robertson stated that there was an advantage to having it upgraded but it was not deemed crucial.

Mr. Henderson asked if things were still moving forward with the two new schools.

Mr. Robertson answered yes both schools were moving forward.

Mr. Peck suggested separating the Tier One budget from Tier Two. He said it would assist in the sorting out of the hard core projects and help separate out those that may need additional revenues.

Mr. Krapf added that he would like to see all of the projects listed by tiers as opposed to a listing by schools.

Mr. Henderson asked how large an auxiliary gym was.

Mr. Robertson answered that it would be a gym facility with the idea of it being a multi-purpose facility.

Mr. McDonald added that there would be classrooms, some storage and that it would be game ready. This concluded the discussion of the school projects.

Mr. German explained staff's involvement in the ranking process and showed last year's listing from the Schools.

Ms. Sipes stated that there were additional items that needed to be addressed at the next two Policy Committee meetings. In order to do this since these meetings were advertised, it was necessary to have a motion to amend the agenda.

Mr. Krapf made a motion to amend the agenda for the next two meetings as needed, with a second from Mr. Henderson. In a voice vote, the motion carried.

Mr. Fraley stated that he felt the number one priority for the Policy Committee was the CIP review process.

Mr. Peck stated that he would like to address these other issues at end of one or both of the meetings scheduled for February 19<sup>th</sup> and February 21<sup>st</sup>. He also suggested added an item to the agenda titled, "Other Business".

Ms. Sipes stated that the Police and Fire Chiefs would be making presentations on February 19<sup>th</sup>, along with General Services. She stated that the committee will start ranking on February 21<sup>st</sup>.

Mr. Henderson asked about a balance sheet.

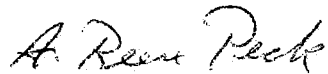
Mr. McDonald handed out a capital balance sheet and discussed some of the balances.

Mr. Fraley spoke about the press conference that was held on February 12<sup>th</sup> concerning the Comprehensive Plan and results of the surveys that were done.

The Committee also discussed the upcoming CCRC project and that the applicant has requested a work session. It was decided to schedule it either February 25<sup>th</sup> or February 27<sup>th</sup>.

Mr. Fraley made a motion to adjourn, with a second from Mr. Krapf.

The meeting was adjourned at 3:55 p.m.

A handwritten signature in cursive script that reads "A. Reese Peck".

Reese Peck, Chairman