

POLICY COMMITTEE MEETING
February 19, 2008
2:00 PM
Building A Large Conference Room

PRESENT:

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

OTHERS PRESENT:

Mr. David German, Senior Planner
Ms. Kate Sipes, Senior Planner
Ms. Leanne Reidenbach, Planner
Mr. Matthew Smolnik, Senior 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. Buddy Stewart, Fleet and Equipment Administrator
Ms. Grace Boone, General Services Coordinator
Mr. John Horne, Manager General Services
Ms. Fran Geissler, Stormwater Director
Chief Emmett Harmon, Police Department
Lieutenant Jeff Hicklin, Police Department
Chief Tal Luton, Fire Department
Mr. Miles Pettengell, Senior Firefighter

Mr. Peck called the meeting to order at 2:00.

Old Business – FY09 CIP

Ms. Sipes distributed information on the School Projects which was received since the last meeting. She also distributed drafts of the spreadsheets staff has prepared, indicating a final version with the school projects added would be emailed in advance of the meeting on February 21.

Mr. John Horne discussed the projects that were submitted for General Services. He mentioned the roof at the Croaker Library which has had several maintenance issues and it was determined that it needed to be replaced. He also stated the use of green building techniques will be considered when reviewing new projects such as the new municipal gymnasium and Police

building. Mr. Horne also stated that they will be looking into obtaining LEED certification whenever possible.

Mr. Krapf asked whether the concept of a green roof was considered for the Croaker Library.

Mr. Horne answered that he wasn't sure if that could be applied in that project. He stated that being the roof design was already complete and it would be difficult to retrofit. He stated it would be good idea to consider when reviewing future projects.

Mr. Fraley stated that obtaining LEED certification might be a lengthy and time consuming process. He suggested that techniques required for certification should still be used whenever possible, even if certification is not obtained.

Mr. Horne stated that the Schools were a good example of where some of the techniques were used but that certification was difficult to obtain.

Mr. Henderson asked whether the money requested was for design only, or did that include building upgrades.

Mr. Horne answered it was for design and construction components.

Ms. Boone discussed the Community Center renovation. Mr. Horne stated that facility is very heavily used and that maintenance is continually ongoing.

Mr. Stewart discussed the replacement of the dump truck/plow, indicating it was for a vehicle that was 20 years old. He feels that this piece of equipment has well exceeded its useful life and that the existing condition will be approaching a dangerous type of condition.

Mr. Henderson asked what the dump truck was used for.

Mr. Stewart answered that it was used for demolition, to transport mulch and to plow County Facilities.

Mr. Horne stated that the project listed as Station #3 bay heaters has been moved from the capital budget to the operating budget.

Ms. Geissler then spoke about the Neighborhood Drainage Projects. She stated that most of the projects were generated from neighborhood complaints and neighborhood assessments. She stated there is list of priority projects by neighborhood.

Mr. Krapf asked why the full \$710,000 for the projects listed was not requested.

Ms. Geissler stated that the \$400,000 requested was the amount she felt that could be managed by staff.

Mr. Krapf asked about the failed swales in the Mirror Lakes section of the County.

Ms. Geissler stated that those are concrete swales and that they are eroding underneath. She stated that they are dangerous in their current condition.

Mr. Fraley asked if they still do concrete swales.

Ms. Geissler answered that they have determined the only way to protect them is by adding armor and by replacing to original design. She stated this would be done by contractors and she is working on establishing annual contracts.

Mr. Billups mentioned Powhatan Shores and the standing water issues.

Ms. Geissler stated that it is partially due to a collapsed pipe. She also stated that VDOT needs to have the ditches cleared out. She stated that these remedies are going to make the results of small storms better. Ms. Geissler stated that this area is in the 100 year flood plan. She stated that some of these projects will not completely fix the problem but will make a better situation when there are storms.

Ms. Boone stated the storage facility at Warhill was for maintenance related equipment. She also stated that by bringing in the equipment from the elements it may extend their useful lives. She also stated that the parking and road improvement projects were addressing those areas that were identified as failing.

Mr. Fraley asked that when requesting new facilities if pervious surfaces could be considered. He also asked whether facilities in general were on a maintenance schedule.

Ms. Boone stated that for the last two years they have been working toward a five year plan, especially for the larger ticket items. The Department is working towards a predictable maintenance schedule. She stated at the moment it is more toward a preventable maintenance schedule.

Mr. Stewart stated that Fleet's request for an equipment truck would be to replace three vehicles, a 1984 truck, an older ambulance and a truck used for the on call mechanics.

Mr. Billups asked how the County worked with Federal agencies in acquiring equipment.

Mr. Stewart stated they do have a contact in Richmond and the County does take advantage of federal surplus whenever possible. He further that the 1984 truck they wish to replace originally was purchase from federal surplus.

Mr. Krapf stated that the Warhill Facility storage was #3 on General Service's priority list, and the equipment truck replacement #11. He stated the thought that maybe the truck should get higher priority.

Mr. Horne stated that both requests go together in that the storage facility is needed for the truck. He stated that the Warhill site works well for General Services in that it is centrally located and that a lot of work is done at the Warhill Complex itself.

Ms. Geissler stated that \$15 million requested for water quality projects was based on adopted watershed plans, regional needs and citizens' complaints. She stated that the project for Colonial Heritage predates that development. She also stated that Prime Outlets has proffered \$200,000 for the drainage project there.

Mr. Fraley asked if \$200,000 was an adequate contribution from Prime Outlets.

Mr. Horne stated that staff felt yes it was adequate being that Prime Outlets contributing to the problem, but did not cause 100% of the problem.

Mr. Billups asked whether the soil consideration was a factor before the homes were finished at Colonial Heritage.

Mr. Fraley also inquired as to whether there is a sense of what the problems might be downstream from the Colonial Heritage development.

Mr. Horne stated that there is very erodible soil in that area and that there were massive changes to those tributaries. He stated the effects may not be seen for some time.

Mr. Fraley stated that when looking at the Ironbound Regional BMP improvement, that solutions might not include just large holding areas. He would hope that the goal is to move water vertically not just horizontally.

Ms. Geissler stated that the improvement to this BMP is a retrofit. She stated that this is to allow for VDOT widening of Ironbound Road.

Mr. Fraley asked about the request for a General Services building to consolidate services.

Mr. Horne stated that JCSA has secured property at Tewning Road and planned to move their total operations to the site. Currently the General Services staff is housed in a number of inefficient buildings and this request would consolidate operations. He also discussed the Building C replacement, noting that the maintenance on this building is extremely high.

Chief Harmon then spoke on the Police CIP requests. He stated their top priority was a new administrative facility. He stated they have occupied the current building since 1982. Chief Harmon also stated that the police department also has three offsite locations due to lack of space. He stated that when looking at the size of the building and costs, it was requested to project out 25 years.

Lieutenant Hicklin verified the cost associated with the new building was \$250 per square foot and that costs rises each year.

Mr. McDonald added that steel and concrete costs increase every year.

Mr. Henderson asked if there was site in mind.

Chief Harmon stated that the County owned a site across from Thomas Nelson Community College which was being favored at this time.

Mr. Henderson asked whether there would be any holding capacity for inmates.

Chief Harmon stated no the Department would still continue to use the Regional Jail.

Mr. Henderson asked if the project was PPEA eligible.

Chief Harmon stated he believed it was.

Mr. McDonald stated that the timing is probably better for operating costs in FY10 than FY09.

Chief Harmon stated that currently the Fire Department is renting space at Kingsmill. If the Police Department moved to a new facility, then the Fire would renovate the old Police Building and relocate their offices there.

Chief Harmon then spoke about the Data Terminals and the need to finish the four year project having all vehicles equipped with them. He stated these save time and paperwork since all information is transmitted to the Police Department and the Courthouse electronically.

Chief Harmon mentioned the AFIS system was to increase time was getting results from fingerprints from crime scenes. He stated currently it takes 12-16 weeks whereas this capability would reduce the processing time down to a few hours.

Chief Harmon mentioned that Mobile Command Center would be in partnership with the Fire Department. He stated this vehicle would also tie into the State Management Center.

Mr. Henderson asked if there were grants available.

Chief Luton stated that the amount available for grants has been decreasing every year.

Chief Harmon stated that the request for firearms range classroom would be to provide better facilities for their training at the firing range.

Mr. Fraley asked if the mobile command center had a higher priority than the firearms range classroom. He also asked how many jurisdictions had a mobile command center.

Chief Harmon stated that many do, for example the City of Newport News and the City of Williamsburg. He stated York County does not currently have one.

Mr. Henderson asked whether it was possible to share with York County.

Mr. Billups stated a regional approach might be beneficial.

Mr. Henderson asked whether there was a building to store it.

Chief Harmon stated that it might be able to be stored at the new facility.

Mr. Peck asked about the useful life of such a vehicle.

Chief Luton stated between 20 – 25 years.

Chief Luton then outlined the Fire Department requests. He stated that their goal is to replace light duty vehicles with heavy duty vehicles that have a longer useful life.

Mr. Billups asked about response times.

Chief Luton stated that last year they had approximately 8500 calls. He stated there is usually a 4 – 7 % increase every year. He then explained the

working relationship that the County has with the City of Williamsburg and York County.

Mr. Luton then explained the request for the replacement of a 1984 truck that is designated as rescue for large businesses such as Ball Metal and Anheuser Busch. He also stated the 311 citizen response system is shared project with Information Technology. He stated the SCBA upgrades would give the Department location technology. Mr. Luton stated that they will be looking for grants whenever possible.

Chief Luton stated the request for a new building for Station #4 was due maintenance issues and that the building is actually a metal fabricated building. He stated most likely they would just build the new building on the same site.

Mr. Billups asked whether projects can be "locked in" since it takes time to acquire some equipment.

Mr. Fraley stated that the Board should buy into a five year plan.

Mr. McDonald stated the Board of Supervisors has always been supportive especially if the situation is critical.

Chief Luton then went through the list of replacement vehicles.

Mr. Fraley asked about the CIP request for the SharePoint Collaboration Tool.

Ms. Sipes stated that the application was received with no description and she would have to double check on the contact person for that particular project. She added she was sure Mr. McDonald had further information but he had stepped out of the meeting.

Mr. Fraley asked about the fiber replacement and if it was ongoing.

Mr. German stated that there has been funding in prior years.

Ms. Sipes then made available to the Committee the consultant's report regarding the new Police Facility. She then stated that the Committee would then be ranking the projects at Thursday meeting.

Mr. Smolnik gave his presentation on adding kennels to the list of permitted uses in the B-1 Zoning District. He mentioned which districts allowed kennels at the present time and which allowed veterinary hospitals. He stated that staff recommended this as a permitted use since it was similar in nature to a veterinary hospital.

Mr. Fraley stated that the Zoning Ordinance should have a definition of a veterinary hospital which it currently does not.

Mr. Smolnik stated that only kennels are defined.

Mr. Krapf did mention that some veterinary hospitals have additional services such as boarding.

Mr. Fraley stated he does believe there is a difference and that this ordinance was brought forward without consideration.

Mr. Krapf stated that veterinary hospitals house animals 365 days a year, which would be similar to a kennel.

Mr. Billups stated that intent may have to be looked at.

Mr. Smolnik asked what the Committee would like him to do as far as bringing back something more defined.

Mr. Fraley would like to see a definition of a veterinary hospital. He would support a special use permit required for a kennel.

Mr. Peck stated that veterinary hospitals are typically enclosed where kennels have outside use.

Mr. Krapf stated that as the Committee moves forward it may want to address noise.

Most members agreed they would support the use with the requirement of obtaining a special use permit.

Mr. Billups made a motion to send the ordinance amendment to the Planning Commission to allow kennels to be specially permitted use in the B-1 Zoning District.

Mr. Fraley seconded the motion.

In a unanimous voice vote, the motion was approved.

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

The meeting was adjourned at 4:45 p.m.

A. Reese Peck

Reese Peck, Chairman