

**MINUTES**  
**JAMES CITY COUNTY POLICY COMMITTEE**  
**REGULAR MEETING**  
**Building A Large Conference Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**March 3, 2016**  
**4:00 PM**

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**A. CALL TO ORDER**

Mr. John Wright called the meeting to order on Thursday, March 3, 2016 at 4:00 p.m.

**B. ROLL CALL**

Commissioners:

Mr. John Wright  
Ms. Robin Bledsoe  
Mr. Rich Krapf  
Mr. Heath Richardson

Absent:

Mr. Tim O'Connor

Staff:

Mr. Paul Holt, Planning Director  
Ms. Tammy Rosario, Principal Planner  
Mr. José Ribeiro, Senior Planner II  
Ms. Leanne Pollock, Senior Planner II  
Ms. Savannah Pietrowski, Planner  
Ms. Tara Woodruff, Director Budget and Accounting  
Mr. Alex Baruch, Development Management Assistant

**C. MINUTES**

Ms. Robin Bledsoe moved to approve the January 28, 2016 and February 11, 2016 minutes.

The minutes were approved 4-0, Mr. Tim O'Connor being absent.

1. January 28, 2016 Minutes
2. February 11, 2016 Minutes

**D. OLD BUSINESS**

1. FY2017-FY2021 Capital Improvements Program (CIP)

Mr. José Ribeiro, Senior Planner II, stated that purpose of this meeting is to look at the combined scores to see how the Policy Committee ranked the different Capital Improvement Projects. Mr. Ribeiro stated that the individual scores were also available if anyone wanted to see how they ranked a specific project. Mr. Ribeiro stated that the top and bottom rankings are highlighted in the spreadsheet. Mr. Ribeiro noted that there were some tie scores.

Mr. Rich Krapf stated that he thought many of the school entry redesign projects were grouped together because while Williamsburg-James City County Schools (Schools) ranked them, they were all the same basic project.

Ms. Robin Bledsoe asked where the Jamestown High School redesign project ranked on the list.

Mr. Krapf stated that it ranked fifth on the list, which was good because it was the Schools' number one priority.

Mr. Heath Richardson stated that it looked like most everyone ranked the Jamestown High School project higher on their list.

Ms. Bledsoe stated that it seemed like the Jamestown High School project already had a few pieces in place and would save money if the projects were done at the same time.

Mr. Richardson stated that in Mr. Tim O'Connor's email, he mentioned that the front entrance redesign at the schools should take priority.

Mr. Krapf stated that the Schools ranked the walkway the lowest of all the projects, ten out of ten, which is why it was helpful to have the Schools' representatives at the last meeting to clarify the reason each project was being done.

Mr. Richardson stated that he ranked the school projects lower because of the ranking criteria.

Mr. Krapf stated that everyone approaches the ranking process differently.

Ms. Bledsoe asked Mr. Ribeiro to show the original rankings submitted by the departments.

Mr. John Wright stated that he used the rankings as guidance to make sure their rankings fell similarly to where his ended up.

Mr. Richardson asked if this was the first time the County got such robust feedback from the schools in the CIP process.

Ms. Bledsoe stated that it has been a process throughout the years and the biggest hurdle that we overcame this year was the scheduling of when the CIP applications could come to the County for review.

Mr. Paul Holt stated that with all of the projects that were submitted this year the process has been fairly smooth.

Ms. Bledsoe stated that extending the timing of the process has been beneficial.

Ms. Leanne Pollock stated that the Schools previously had their own format for submitting CIP projects and last year was the first year that they filled out the County's application so the Policy Committee could compare apples to apples and have the same information from the Schools and the County projects.

Mr. Richardson stated that the School Board should be pretty stable over the next few

years with the additions to the Board in the last election. Mr. Richardson asked what the process moving forward with CIP would be with the Planning Commission and Board of Supervisors.

Mr. Ribeiro stated that on March 21<sup>st</sup> at the Planning Commission special meeting, the CIP will be up for a vote as a public hearing and then the recommendation will move on to the Board of Supervisors as a reading file item.

Mr. Wright asked if the applicants would be at the Planning Commission meeting to give presentations on their CIP applications.

Mr. Holt stated that they usually do not show up; however, if there is a question before the meeting or a need for an applicant to be there, then a representative could be available.

Ms. Bledsoe stated that the recommendation from the Policy Committee will be forwarded to the Planning Commission which gives members of the Planning Commission who are not on the Policy Committee an opportunity to ask questions.

Mr. Krapf stated that the next step for the Policy Committee would be to see if the Committee agrees with how the rankings aggregated. Mr. Krapf stated that the top five were consistent with his rankings so he did not have any amendments.

Ms. Pollock stated that the special consideration column was in the weighting spreadsheet so that, if a project dropped lower than members wanted, than they could factor in a special consideration to the score.

Mr. Krapf stated that he had added a special consideration to the marina because of the potential for a public-private partnership that could be coming in the near future.

Ms. Bledsoe stated that the marina project is important to her because it is deteriorating so quickly.

Ms. Bledsoe stated that she was surprised that the auxiliary gym ranked lower than the Chickahominy Riverfront Park splash pad and that she did not mean to rank the splash pad higher than the auxiliary gym.

Mr. Richardson stated that the auxiliary gym was ranked five out of their ten projects.

Mr. Krapf stated that he rated the auxiliary gym lower because he thought it was more of a nice-to-have than a necessity.

Ms. Bledsoe stated that Mr. O'Connor ranked the auxiliary gym much higher and would like for him to have an opportunity to speak to that ranking. Ms. Bledsoe stated that she would like to amend her score for the auxiliary gym to make it a higher priority.

Ms. Tammy Rosario stated that in Mr. O'Connor's email in the second bullet point he discussed school parity which may be why the auxiliary gym rose higher on his list.

Ms. Bledsoe stated that her concern was not why Mr. O'Connor's score was higher but why everyone else's was lower and because of those scores the auxiliary gym would be

ranked lower than a splash pad at Chickahominy Riverfront Park.

Mr. Richardson stated that he tried to enter the most objective scores as possible.

Ms. Bledsoe stated that where the auxiliary gym ended up being ranked mattered to her.

Mr. Krapf stated that there was a difference in his scoring of the splash pad being five points higher than the auxiliary gym because the Parks and Recreation staff made a good point about the impact of overcrowding in the big pool and a few other concerns if the splash pad does not go in.

Mr. Richardson stated that those impacts also caused his scores in quality of life and impacts to be higher and asked if at the Planning Commission meeting there could be a re-ranking of the projects.

Ms. Pollock stated that in the past the Policy Commission has forwarded their recommended rankings to the Planning Commission; however, if the Commission would like to attach certain notes to the bottom of the ranking to ensure the Planning Commission and Board of Supervisors are aware of certain discussion items staff can add those notes to their memo. Ms. Pollock stated that if there is a consensus within the Policy Committee to change the order that is within the Committee's right.

Ms. Bledsoe stated that she is in the minority in thinking the auxiliary gym should be higher than the splash pad and that she would defer to her peers.

Mr. Wright asked if there were any budget numbers for the CIP funding to know how many projects the money could fund.

Ms. Tara Woodruff stated that she did not have that information.

Mr. Wright stated that he is pretty sure the County does not have the funding to make all of the 2017 CIP projects possible.

Ms. Pollock stated that the Board of Supervisors would primarily deal with the financial side of the CIP funding whereas the Policy Committee and Planning Commission are looking at the projects from more of a Comprehensive Plan consistency aspect.

Mr. Richardson asked if at the end of this process when the Board of Supervisors is looking at the recommendation from the Planning Commission do they know that the Commission looks at the criteria in that way without the financials.

Ms. Bledsoe stated that they do and are very plugged into the process of how we get to these numbers. Ms. Bledsoe stated that most of the Commissioners are very close in their rankings.

Mr. Krapf made a motion to approve the rank order as stated in the aggregated ranking sheet with a note stating Ms. Bledsoe's opinion about the auxiliary gym and the splash pad.

On a voice vote to recommend approval of the CIP ranking with Ms. Bledsoe's amendment, the motion carried (4-0, Mr. O'Connor being absent).

Mr. Krapf made a motion to approve the rank order to forward to the Planning

Commission on March 21<sup>st</sup>.

Ms. Bledsoe stated she agreed as long as it included that she did not agree with the auxiliary gym being number 14 and preferred to be above the splash pad.

Mr. Wright asked for all those in favor. The motion passed 4-0.

Ms. Rosario stated that it did not sound like there were any special comments to forward.

Mr. Holt stated besides Ms. Bledsoe's.

Ms. Rosario stated that it would be reflected in the minutes but asked if the Policy Committee would like it forwarded with the ranking.

Ms. Bledsoe stated that she would like it added as a special comment.

Ms. Rosario stated that was a good clarification.

Mr. Krapf stated that Mr. O'Connor also had a special comment to add.

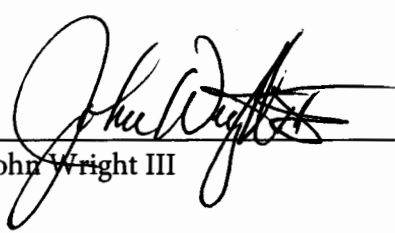
Mr. Holt stated that staff would reach out to him to clarify his comments.

**E. NEW BUSINESS**

**F. ADJOURNMENT**

Mr. Krapf made a motion to adjourn.

The meeting was adjourned at approximately 4:32 p.m.

  
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John Wright III