

MINUTES
JAMES CITY COUNTY POLICY COMMITTEE
REGULAR MEETING
Building A Large Conference Room
101 Mounts Bay Road, Williamsburg, VA 23185
February 9, 2017
4:00 PM

A. CALL TO ORDER

Mr. John Wright called the meeting to order at approximately 4 p.m.

B. ROLL CALL

Present:

Mr. John Wright, Vice Chair
Mr. Heath Richardson
Mr. Danny Schmidt

Absent:

Mr. Rich Krapf, Chair

Staff:

Mr. Paul Holt, Director of Community Development and Planning
Ms. Sue Mellen, Director of Financial & Management Services
Ms. Tammy Rosario, Principal Planner
Mr. José Ribeiro, Senior Planner II
Ms. Savannah Pietrowski, Senior Planner
Ms. Tori Haynes, Community Development Assistant
Mr. Tom Leininger, Community Development Assistant

C. MINUTES

There were no minutes to approve.

D. OLD BUSINESS

There was no old business.

E. NEW BUSINESS

1. FY 2018-2022 Capital Improvements Program (CIP) Review

Mr. Jose Ribeiro stated that the purpose of the meeting is to review, discuss and evaluate the Fiscal Year 2018-2022 CIP. Mr. Ribeiro stated that there have been 18 applications. Mr. Ribeiro mentioned that the County has received an application from General Services, two applications from Parks & Recreation, one application from Planning, and 14 applications from the Williamsburg-James City County schools. Mr. Ribeiro noted that if the Policy Committee has any specific questions regarding the individual projects the Planning Department can help and get the answers from the department head or schedule them to come in at the next meeting. Mr. Ribeiro opened the floor for discussion.

Mr. John Wright asked if the Policy Committee would go through the applications one at a time and discuss the general application and the expectations.

Ms. Tammy Rosario stated that it was the Policy Committee decision if they wanted each department division representative prepared to walk through each application or if they wanted it on a Q and A basis.

Mr. Heath Richardson responded that he had some questions regarding the overall process. Mr. Richardson asked if the two return items were the transportation match and the Stormwater.

Mr. Ribeiro stated that it was correct.

Mr. Richardson stated that the Jamestown Event Park improvements and the marina were discussed last year, but did not know if they were different this year than last.

Ms. Rosario stated that the Policy Committee heard about them last year, but were not part of the adopted CIP.

Mr. Danny Schmidt asked if the Stormwater project is exactly the same or not.

Mr. Richardson responded that this is the new CIP entry for this year that they were considering the end of last year's approvals.

Mr. Schmidt mentioned that the Stormwater report was very thorough and that he did not have any questions.

Mr. Richardson stated that he looked at the rest of the committee's numbers and mentioned that all members' results are consistent.

Mr. Wright mentioned that Stormwater is a mature program and there was not enough money to do it all at once. Mr. Wright did not have any concerns at the moment. Mr. Wright stated that he found it hard to put another project above Stormwater.

Mr. Richardson stated that he felt the same about the Transportation Matching request as we had the opportunity to get matching funds. Mr. Richardson stated that he felt the operational budget influenced him rank the projects. He stated he ranked the Jamestown and Warhill High School expansions higher due to the overall cost.

Mr. Wright agreed with Mr. Richardson and added that the Grove Area had always had congestion and safety issues. Mr. Wright stated that the project would make the area more livable and increase the economic opportunity in the community. He stated one of the biggest issues in the Grove Area is the number of children along the road and saw this primarily as a safety improvement.

Mr. Paul Holt stated that the project had a number of safety improvements to get the busses out of the travel lanes and to decrease the number of kids walking or biking in the street.

Mr. Wright stated that the school expansion is a large task for the County to take on.

Mr. Richardson ranked the schools' entrances higher this year because it seems to be a repeat need.

Ms. Mellen stated that the schools have expanded their CIP process.

Mr. Richardson stated that the school expansions are other needs.

Ms. Rosario stated that the schools are phasing the projects over the five-year CIP timeframe so the requests largely mirror last year's.

Mr. Holt mentioned that the safety need is important to look at as repeat applications are submitted.

Mr. Richardson stated that it will be valuable to have someone from the schools to come in to a future meeting.

Mr. Wright asked if anyone needed to hear more on the transportation projects.

Mr. Richardson, Mr. Wright and Mr. Schmidt all felt comfortable on the transportation projects.

Mr. Wright asked if anyone would like to hear more on the Jamestown Marina.

Mr. Schmidt asked if attendance had changed since the parking change in 2016. Mr. Schmidt felt that an email could be easier than having them come in to answer the question. Mr. Schmidt asked that if the County is going to make the improvements, is the visitation trending upward.

Mr. Holt stated that the Planning staff will send out an email for more information.

Mr. Wright asked if Stormwater needed any more detail discussion.

Mr. Richardson stated that the Stormwater project is a clear number one from all four committee members.

Mr. Schmidt asked if the Stormwater project is broken down into individual projects.

Ms. Mellen stated that they have a large list and they prioritize internally.

Mr. Wright stated that the committee felt good about the Stormwater project.

Mr. Richardson asked if the Schools gave the projects in their priority order.

Mr. Ribeiro confirmed that they did.

Mr. Wright asked that he would like more details on the Montague Elementary parking lot improvements.

Mr. Wright had concern about spending money on the Jamestown High School cafeteria expansion when there is the possibility of a new expansion in the future. Mr. Wright asked where the student growth is going.

Mr. Richardson agreed with Mr. Wright and asked if the vision to move forward was to expand the current campuses or to completely build a new school.

Mr. Wright asked for more information so he could make the right decision.

Mr. Schmidt stated that the overflow parking lot at Matthew Whaley Elementary School is gravel with erosion issues. Mr. Schmidt stated that the parking lot cannot be plowed in the winter. Mr. Schmidt stated that it was more of a convenience issue rather than a safety issue.

Mr. Ribeiro asked if there were any specific questions on the application.

Mr. Wright asked where the Best Management Practice (BMP) would be located to ensure there would be no safety concerns.

Mr. Wright noted that the baseball field refurbishment was low on his priority list. Mr. Wright asked if anyone wanted to hear additional details on the baseball field refurbishment.

Mr. Richardson and Mr. Schmidt both felt they did not want additional details on the project.

Mr. Wright felt that the cost of the refurbishment was too high to be ranked above the safety projects and stated he had safety questions regarding the well removal.

Mr. Richardson also asked for details for the Berkeley Middle School well removal.

Mr. Wright felt that if there were safety issues then he would move the project up higher up his priority list.

Mr. Richardson asked if there were any emergency funds for the schools.

Ms. Mellen stated that she did not believe they had a contingency fund. Ms. Mellen stated that the schools had a half-million dollar budget. Ms. Mellen stated that if there was an emergency they would remove a project.

Mr. Richardson asked if the Committee would like more information on the school expansion.

Mr. Wright and Mr. Schmidt both replied yes.

Mr. Schmidt stated that the well report mentioned that this would prevent any safety accidents from the well site.

Ms. Rosario stated that we would bring this concern to the school when they are here.

Mr. Wright stated that the CIP item for Jamestown and Warhill High Schools expansions were \$17 million. Mr. Wright ranked the project higher because of the amount of money.

Mr. Holt stated that this can be added to the conversation when the school is here to answer questions.

Mr. Wright had concerns with over capacity of the school. Mr. Wright stated that with the pressure from new families moving in over the next year, he wanted more details on the project and growth trends.

Mr. Richardson felt the schools are still trying to figure out the expansion and that is why it was ranked lower.

Mr. Wright asked for more information on the expansion plan. Mr. Wright asked if Mr. Schmidt would like the schools to come in and talk about the overall program.

Mr. Schmidt confirmed he would like them to come in.

Mr. Ribeiro asked if there was a specific school.

Mr. Wright felt that Montague Elementary School stood out because the schools ranked it highest. Mr. Wright felt that it might be time to begin picking a couple of schools at a time.

Mr. Holt stated that each project is depended on the architectural costs.

Mr. Wright stated that if we cannot afford the project that is \$140,000, we would implement a couple of cheaper projects.

Ms. Mellen stated that after the rankings, a conversation would take place with the school regarding what could be funded. Ms. Mellen stated that a five-year schedule can help get all of the school projects completed.

Mr. Wright stated that if the schools keep bringing back the redesigns that it was time to start picking some to get completed.

Mr. Richardson asked Ms. Mellen what is being provided to the Board of Supervisors in regards to the budget.

Ms. Mellen stated that they bring a County Administrator proposed budget balanced over a five-year project as well as the rankings of all the projects.

Mr. Wright asked what dates are critical for Ms. Mellen to complete her tasks.

Ms. Mellen stated that March 20 is when the rankings will come in and she can put together the budget. Ms. Mellen stated the budget is to be released by the end of March.

Ms. Rosario stated there are a couple of meetings planned, two with discussions department agencies and one meeting to finalize the rankings. Ms. Rosario stated with only the schools coming a meeting could likely be canceled.

Mr. Ribeiro confirmed that only schools will need an in-person follow up.

Mr. Wright confirmed. Mr. Wright asked Ms. Mellen how much money could be available for capital budget.

Ms. Mellen stated that it was a matter of prioritizing and that there was not any more money to be added to the CIP. Ms. Mellen stated that the approximate amount is over \$10 million.

Mr. Holt stated that there were other programs competing for that same money.

Mr. Wright asked where the cutoff line for their priorities was.

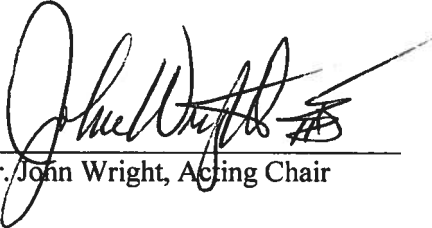
Ms. Mellen stated that emergency issues can jump to the top of the list.

Mr. Holt stated that some of the details will be in the County Administrator's proposed budget.

Mr. Wright asked if there was any additional information needed from the committee.

F. ADJOURNMENT

Mr. Schmidt made a motion to adjourn. Mr. Wright adjourned the meeting at approximately 5:05 p.m.



Mr. John Wright, Acting Chair



Mr. Paul Holt, Secretary