

MEMORANDUM

DATE: April 14, 2009

TO: The Board of Supervisors

FROM: Leanne Reidenbach, Senior Planner

SUBJECT: FY 2010 Capital Improvements Program

Typically, the Planning Commission forwards its recommendations on projects proposed for funding during a five-year Capital Improvements Program (CIP). Given the unique budgetary circumstances this fiscal year, the fact that it is an exception year in the two-year budget cycle, and in consideration of the Policy Committee's proposed CIP process changes, the Committee opted to streamline its review. This year's recommendations are only for projects requesting funding in FY 2010.

After a series of meetings to discuss and rank CIP requests, the Policy Committee, in conjunction with Planning staff, is forwarding its recommendations for the FY 2010 CIP to the Planning Commission. In addition to a project's ranking, the Policy Committee includes specific recommendations and comments in some instances (see below).

The staff scoring system for CIP requests emphasizes service needs and conformance to the Comprehensive Plan and other approved County plans and policies (e.g., the Parks and Recreation Master Plan). A sample scoring sheet is attached for your reference. This system generates a numerical score for each project, which is then provided to the Policy Committee for its analysis. This year the Committee decided that all projects that were repair, maintenance, refurbishment, or replacement items would not be numerically scored by staff or given priority rankings by the Policy Committee. These projects have been separated into a different spreadsheet, which has also been provided for consideration. Typically the Committee assigns high, medium, or low funding priorities to all nonmaintenance capital projects. This year the Committee opted to use a numerical ranking with 1 being top priority to fund and 13 being lowest priority to fund. In assigning these rankings, the Committee used several criteria including public health and safety needs, impacts on operating expenses and efficiencies, and regulatory requirements. The attached documents contain a summary of CIP project scores, rankings, and descriptions.

Williamsburg-James City County (WJCC) Public Schools projects were broken up by the School Board into four tiers which categorize the projects as *Health and Safety Issues* (Tier I), *Growth and Maintenance* (Tier II), *Projects that support and/or enhance the learning process* (Tier III), or *Other projects important to the mission of the schools* (Tier IV). Many of the School Board projects received maintenance designation, as they called for refurbishments, repairs, or other maintenance or safety expenditures. A copy of the WJCC Schools CIP is attached.

James City Service Authority (JCSA) CIP project priorities have also been included in this packet to present a more complete view of the entire CIP. As these projects are self-funded, the Policy Committee did not review or rank JCSA projects. Likewise, the Virginia Department of Transportation's Six-Year Improvement Program (as revised and proposed February 2009) has also been included in this packet at the Committee's request, but projects were not ranked by the Committee. Note that VDOT's FY 2009 funds become available for use in July 2009 and that some projects that are listed are already completed and some will require additional funding beyond 2014. Additional information regarding VDOT projects in James City County is available on <http://syip.virginiadot.org/docs/FY09-FINAL-REVISED.pdf>.

Recommendation:

On March 4, 2009, the Planning Commission voted 6-0 (one member absent) to approve the FY 2010 Capital Improvements Program rankings as prepared by the Policy Committee and presented in this memorandum and attachments. For the purposes of assisting in the preparation of the budget, the Planning Commission, Policy Committee, and Planning staff recommends that the Board of Supervisors accept the following CIP rankings and recommendations:

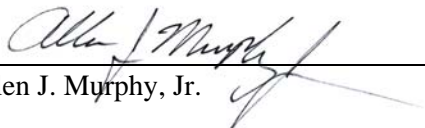
1. Police Building/Law Enforcement Center Renovations
2. Water Quality
3. Warhill Community Gymnasium
4. Mobile Data Terminals
5. Warhill Crosswalk
6. Central Office/Alternative Education Center
7. AFIS Fingerprinting System
8. New Horizons Contribution
9. Jamestown Multi-Purpose Space
10. Security Card
11. Greenways/Trails
12. Warhill Facility Bays
13. Fiber Ring Investment

Specific Project Recommendations:

- A. Warhill Community Gymnasium: Though funding for this project was pulled for the FY 2010 budget, the Committee felt the project was still important to consider and provided a ranking for the Board's funding considerations. Additionally, the Committee recommended that financing for the project be included in any bond offering for the Police Building/Law Enforcement Center Renovations.
- B. School Central Office/Alternative Education Center: This project was considered to be refurbishment of James Blair Middle School (JBMS) to accommodate these uses. The Committee felt that refurbishment of JBMS was preferential to constructing a new facility to house these functions and as a result would have ranked the project lower had it been considered as a brand new facility.
- C. Greenways/Trails: The lower ranking assigned to this project in this fiscal year also took into account the current economic climate of the County and the historical difficulties of private property acquisition on which trails are constructed. The Committee noted, however, that on the whole, greenways and trails are a high community priority.

Leanne Reidenbach

CONCUR:


Allen J. Murphy, Jr.

LR/gb

CIP2010_mem

Attachments:

1. Unapproved Planning Commission minutes – March 4, 2009
2. Policy Committee Capital Improvement Program rankings (spreadsheet A)
3. Capital maintenance items (spreadsheet B)
4. JCC Planning staff numerical scoring sheet
5. JCSA CIP project priority list
6. Summaries of FY 09-13 WJCC School Board CIP Projects (under separate cover)
7. VDOT Six-Year Improvement Program