

PLANNING COMMISSION
County of New Kent

MINUTES

A WORK SESSION OF THE NEW KENT COUNTY PLANNING COMMISSION WAS HELD ON THE 31ST DAY OF JANUARY IN THE YEAR TWO THOUSAND FIVE OF OUR LORD IN THE OLD COURTHOUSE OF NEW KENT COUNTY AT 6:30 P.M. THE PURPOSE OF THIS WORK SESSION WAS TO DISCUSS THE CAPITAL IMPROVEMENT PROGRAM

IN RE: CALL TO ORDER

Chairman Jay Hubbard called the meeting to order at 6:30 p.m.

IN RE: ROLL CALL

Attendance:

Jack Chalmers	Present
Thomas Evelyn	Present
Howard Gammon	Present
Sylvia Godsey	Present
Mark Hill	Present
Jay Hubbard	Present
Charna Moss	Present
Edward Pollard	Present
Sam Snyder	Absent
Tommy Tiller	Present
Patricia Townsend	Present

Also attending:

George M. Homewood, AICP, Director of Community Development
Rodney A. Hathaway, Planning Manager
Pam Crosby, Administrative Secretary

IN RE: CAPITAL IMPROVEMENT PROGRAM

The County is in the process of developing a Capital Improvement Program (CIP) for the FY 2006 to FY 2010 period. §15.2-2239 of the Code of Virginia delegates the responsibility for CIP preparation to the Planning Commission in order to ensure that local capital expenditures are coordinated with the local Comprehensive Plan.

The Commission conducted a public hearing on 18 January at which 2 individuals spoke—one favored the schools requests and the other opposed the size and scope of the preliminary proposal presented to the Commission. At the conclusion of the

hearing, the Commission set a work session for 31 January 2005 at which time it was anticipated that the Commission would take final action to recommend a Capital Improvement Program to the Board.

Staff gave a brief presentation relating to the proposed Capital Improvement Program.

Department heads in attendance each gave presentations and the Commissioners asked questions, discussed and prioritized each of the department's proposed CIP projects.

IN RE: SCHOOLS

Dr. Roy Geiger, Van McPherson, School Board Chair, Larry Forbes, Joseph Yates were presented to the commission in reference to the School CIP request. Mr. McPherson spoke in reference to the needs of the school system for the present and the future stating that we need to start building within the next eight years because our schools are already at and above their maximum limit for each of the locations. If we were to build a new high school and turn the old one into a middle school there would need to be some renovations done in order to make it safe for those students that attend middle school.

The commission asked if the county owned the land that the schools are located on today. McPherson stated yes and there are at least two buildable sites on Egypt Road that we can use for the schools needs.

Larry Forbes spoke on the percentage of growth and how they came up with the numbers used for their request.

Mr. McPherson stated that we currently have trailers located at each school for instructional classrooms. We estimate that we will need to add an additional four trailers per year and are concerned about how we will be able to serve all of the students in the cafeteria at this growth rate.

The commission asked what the capacity for each location is. Dr. Geiger responded:

<u>Location</u>	<u>Capacity</u>	<u>w/ Addition</u>	<u>Current #'s</u>
Primary School	568		615
Elementary	460	700	559
Middle School	522		668
High School	768		777

Mr. McPherson stated that the Bus Garage would eventually be able to accommodate all county vehicles for servicing.

The commission questioned the amount stated for FY07 at \$35,500,000, asking if this was for building a new high school or middle school. Mr. McPherson responded that this is the price to build the building at turn key. It however does not include furniture.

The commission asked if the Athletic Field house was necessary. Mr. McPherson stated without a doubt, yes. The teams are currently using the hallways for their warm-up exercises.

The commission discussed the school's portion of the CIP and recommended that it go forth as presented with one change that the funds in FY07 for a new High School or Middle School be for a New High School.

IN RE: SHERIFF'S DEPARTMENT

Chief Deputy Joe McLaughlin represent the Sheriff's Department and was available to answer questions. Chief Deputy McLaughlin stated that the E911 Telephone system was not such a high priority at this time. The Sheriff's annex would be an expansion of the department's current office. The current space is very inadequate, we only have three holding cells which mean that there is an increase for danger; we have Deputy's sharing desk space, there is no place for our dispatchers to actually take a break.

The commission asked what the priority of their request is. Chief Deputy McLaughlin responded that the Sheriff's Annex, Mobile Data Terminals/In Car Mapping, New Animal Shelter (which is mandated by the state), and finally the E911 Telephone System.

The commission prioritized the Sheriff's Departments CIP request as well as moved the E911 Telephone request of \$260,000 from FY06 to FY07.

IN RE: FIRE DEPARTMENT

Fire Chief Larry Gallaher represented the Fire Department and was available to answer any questions. Fire Chief Gallaher presented, stating that the new fire station would be located either in the Lanexa area or if the Farms of New Kent were approved in the Talleyville area.

The commission asked what an aerial fire truck is. And if you need a fire truck in FY08 why don't you need it today? Fire Chief Gallaher responded that we do need one today and explains that an aerial fire truck is able to do much more than fight fires in tall buildings, the aerial truck is able to do rescue mission's and fight fires in hard to reach areas.

The commission asked what exactly is the Self Contained Breathing Apparatus for. Fire Chief Gallaher responded by stating that it enables the fire fighters to work in areas that have smoke filled air.

The commission then prioritized the Fire Department's request; in addition they added \$80,000 in FY09 for Self Contained Breathing Apparatus, moved \$35,000 for FY07 to FY06 for a Radio Tower at Fire Station 1 and moved \$800,000 from FY09 to FY10 for Fire Engines at Company 4.

IN RE: PARKS AND RECREATION

Charles Hester represented the Parks and Recreation Department and was available to answer questions.

The commission asked about the waterfront park. Mr. Homewood responded that this request comes directly from the Comprehensive Plan.

The commission asked about the Kentland Park Facilities. Mr. Homewood responded that in the Kentland Proffers it is stated that 52 acres of park land of which 5 acres is suitable for active recreation be given to the county.

The commission asked about the recreation center. Mr. Hester responded that currently the Parks and Recreation department is searching for locations that are available to schedule activities for the community. If we had a Parks and Recreation Center then we would have that space. We are currently depending on the airport, the old EOC in the administration building and the schools, and are in competition for the space.

The commission asked about Quinton Park. Mr. Hester stated that this project is in progress however will not have any indoor facilities.

The commission then prioritized the Park and Recreation Department's request; removing the request to acquire waterfront park property.

IN RE: BUILDINGS, PUBLIC WORKS, & UTILITIES

Alan Harrison represented the request for Buildings, Public Works and Utilities. Mr. Harrison gave a presentation relating to each line item and was available for questions.

The commission then prioritized the request made for Buildings; removing the request for Courthouse Complex Parking.

The commission then prioritized the request made for Public Works.

The commission then prioritized the request made for Utilities; moving the request for GIS Utilities Mapping to the MIS component of the CIP.

IN RE: MIS

George Homewood gave a presentation on the request from the MIS department. Mr. Homewood clarified that MIS stood for Management Information Systems.

The commission then prioritized the request made for MIS.

IN RE: FINANCE/ACCOUNTING

Amy Stonebraker represented the Finance and Accounting Department.

The commission asked about the upgrade of Financial Software? Ms. Stonebraker responded that the financial software that the county uses today is not a user friendly program. It is very difficult to use and doesn't track proffers. The software that we are proposing to purchase would be able to track our expenses, income and proffers more easily.

The commission then prioritized the request made for Finance and Accounting, deciding to move the \$850,000 to the "beyond" column.

IN RE: COMMUNITY DEVELOPMENT/PLANNING DEPARTMENT

George Homewood represented the Community Development Department and was available to answer questions.

The commission asked what exactly is a Purchase of Development Rights Fund. Mr. Homewood responded that it is a fund that would allow the county to pay a landowner to not develop their land for a certain period of time—either in perpetuity or for a contracted period of time, typically 20 years. Mr. Homewood indicated that staff was recommending that the PDR program be funded at a rate of \$0.01 of tax rate. Mr. Pollard expressed concern that the recommended funding level was too small; the commission decided to start it at 1 penny and see if it could grow over time.

The commission asked about the Remote Permitting System. Mr. Homewood responded that this is a system that would work in conjunction with the upgrade of the Financial Software and that it should be timed for acquisition at the same time as the new financial system.

The commission then prioritized the request made for Community Development/Planning, deciding to remove the \$350,000 for the Remote Permitting system until a final decision is made on the financial upgrade.

IN RE: AIRPORT

Bill Kelly represented the Airport giving a presentation on what the airport's needs are and referring to the extensive written material provided to the commission on those needs.

The commission then prioritized the request made for the Airport.

A motion was made by Mr. Chalmers and second by Mr. Tiller to forward the proposed Capital Improvement Program, Resolution PC-06-05 to the Board of Supervisors with a favorable recommendation.

The members were polled:

Jack Chalmers	Aye
Thomas Evelyn	Aye

Howard Gammon	Aye
Sylvia Godsey	Aye
Mark Hill	Abstain
Jay Hubbard	Aye
Charna Moss	Aye
Edward Pollard	Aye
Sam Snyder	Aye
Tommy Tiller	Aye
Patricia Townsend	Aye

The motion carried, 10:0:1

IN RE: OTHER BUSINESS

A recommendation was made by a commissioner to record and televise all work sessions. Staff responded that it is difficult to hear or see the commission in a video recorded work session; however that staff would look into how it could be done and report back to the commission.

IN RE: NEXT MEETING

The next Planning Commission Meeting will be held on Tuesday, 22 February 2005 at 6:30 p.m. in the Board Room of the County Administration Building. The meeting will be preceded by a reception for Mr. Frank and Mr. Daniel beginning at 6:00 pm.

IN RE: ADJOURNMENT

The meeting adjourned at 10:15 pm.

Respectfully submitted:

Pam Crosby
Recording Secretary