

The Poquoson Planning Commission met in a work session on Monday, March 16, 2015 at 6:00 p.m. in the Council Chambers located at 500 City Hall Avenue.

PRESENT: Commissioner Bonnie W. Shriver, Chairwoman
Commissioner William J. Travis, Vice Chairman
Commissioner Gregory N. Gardy, Member
Commissioner Shawn M. Avery, Member
Commissioner Richard D. Clifton, Member
Commissioner Gustavus A. Goddin, Member

J. Randall Wheeler, City Manager
Dr. Jennifer Parish, Superintendent of Schools
Deborah L. Vest, Director of Community Development
Ellen Roberts, City Engineer
Kevin M. Wyne, Planner
Victoria H. Diggs, Clerk

ABSENT: Commissioner James K. Titlow, Member

CAPITAL IMPROVEMENTS PLAN:

Chairwoman Shriver opened the work session at approximately 6:10 p.m. She reminded the Commission that the Capital Improvements Plan (CIP) had been presented by the City Finance Director at the work session held the previous month. However, since a few Commissioners were absent at that session and because several questions regarding the Plan were posed by those in attendance, the City Manager, J. Randall Wheeler, the Superintendent of Schools, Dr. Jennifer Parish, and the City Engineer, Ellen Roberts, were invited to attend this meeting in order to respond to the Commissioners' queries.

Dr. Parish made a presentation on the City Schools' CIP which included the following information:

- Poquoson City Public Schools (PCPS) developed a comprehensive CIP during the 2008-2009 School year to address capital needs, ensure longevity of facilities and avoid unplanned costs.
- Since 2008-2009 the City of Poquoson has purchased two buses and a new boiler and chiller for the Middle School which has increased the life of that building.
- All state school construction funds for K-12, which support facility maintenance, were eliminated.
- The City has provided financial support to the PCPS operating budget over the past 6 years due to extensive state funding cuts.

Dr. Parish explained the method by which the School Board and the School Administration develop their CIP which upon completion is forwarded to the City Manager for inclusion in the City's CIP. She also explained that the rehabilitation of the Middle School facility had been delayed so that a decision regarding the possible consolidation of the schools could be thoroughly investigated due to the declining student population and associated reduction in fiscal support by the state and federal governments. During the 2011-2012 School year, a Consolidation Committee of PCPS staff, parents, community members and City staff was formed and their recommendations were:

- Not to consolidate at that time.
- PCPS should revisit the question in 2016, if enrollment decreases as predicted.
- If consolidated, the Primary School is the most economical choice for closure as it can be repurposed for financial gain and ensures typical instructional transitions.
- Based on current findings, the School Division may move forward with the CIP improvements to the Middle School.

Lastly, Dr. Parish provided a summary of the School's CIP requests which included 2 school buses for FY 2016.

Following the Superintendent's presentation, the City Manager, Mr. J. Randall Wheeler, responded to the questions posed by the Commissioners at their last work session. He stated that although the City is beginning to realize some financial improvement, it is at a much lower level than that which was experienced prior to the recession. He explained that in order to meet our obligations, such as health insurance and School operating expenses, the City is utilizing reserves from the operating budget above that which is required by the City's Financial Policy. He pointed out that the City Council's priorities for the CIP are public safety, education and infrastructure, and capital equipment well past its intended useful life. He stated that the projects included in the Plan for FY 2016 which reflect Council's priorities include one school bus, a police car and a dump truck. In conclusion, he pointed out that the City Council maintains sufficient funding to retain the City's AAA Bond Rating and has taken steps to build a \$600,000 reserve against negative assessments and any spending which may be required during an emergency.

Finally the City Engineer, Ellen Roberts, briefed the Commission on the Chesapeake Bay/Stormwater TMDL Improvements included in the CIP. She explained that these are aggressive storm water quality control measures mandated by the EPA under the Clean Water Act. This mandate is a fast-paced program with rigorous requirements; i.e., 5% of the required treatment must be operational by the end of FY 2018; 40% by the end of FY 2023 and 100% by FY 2028. She explained that on behalf of the City she has applied for a grant which if successful will cover one-half of the construction and design costs for the identified projects to meet the FY 2018 EPA requirement. She pointed out that City owned property would be utilized for these projects in order

to decrease costs and that credits will be requested for mitigation measures completed prior to the mandate being issued.

There being no further business, the meeting was adjourned at approximately 6:40 p.m.

ADOPTED: April 20, 2015

ATTESTE: Victoria H. Diggs
Victoria H. Diggs, Clerk