

The Poquoson Planning Commission met in a work session on Thursday, February 18, 2016 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 Richard D. Clifton, Member
Commissioner James K. Titlow, Member
Commissioner Leigh Fenigsohn, Member
Commissioner Christopher R. Williamson, Member

J. Randall Wheeler, City Manager
Deborah L. Vest, Director of Community Development
Kevin M. Wyne, Planner
Victoria H. Diggs, Clerk

ABSENT: Commissioner Gustavus A. Goddin, Member

Chairwoman Shriver called the work session to order at approximately 6:00 p.m. and welcomed the new Commissioners, Christopher R. Williamson and Leigh Fenigsohn. Chairwoman Shriver turned the meeting over to the City Manager, J. Randall Wheeler, who was presenting the City's proposed Capital Improvements Plan.

Proposed Capital Improvements Plan (CIP) FY 2017 - Beyond FY 2021

The City Manager presented a brief overview of the proposed Capital Improvements Plan for FY 2017 and beyond FY 2021 which included the following information:

- That during the recession, only high priority items in the CIP, i.e. school buses, etc., were purchased in order to prevent discontinuing services or increasing taxes.
- That due to the slight improvement in the economy the City is now able to focus on saving for capital items which have been in the CIP document for several years.
- That with City Council's endorsement, the City plans to reserve 10% of the increasing new revenue to assist in addressing the list of needed capital items and projects.
- That the proposed Plan includes the requests of City Departments and the School Board as well as the City Manager's recommended CIP.

Mr. Wheeler introduced the following four projects in the CIP which would collectively fall within the 10% of the new General Fund revenue budget for next year:

1. The replacement of the HVAC system at the Poquoson Primary School.
2. Refurbishment and/or replacement of the HVAC Variable Air Volume (VAV) system at the High School.
3. Replacement/upgrade of the Poquoson High School track to meet VHSL requirements.
4. A beach at Messick Point.

Mr. Wheeler pointed out that the much needed Public Safety Building which would house the Police Department and possibly the Fire Administration and the Emergency Operations Center (EOC) was included in the Plan for FY 2021 with a building needs assessment for the facility scheduled in FY 2018. He asked the Commissioners to consider an appropriate location for this structure during the update process of the City's Comprehensive Plan.

In conclusion, he displayed the current statistics with regard to the maximum capacity/enrollment for each school. He stated that the discussion on the renovation/replacement of the Middle School will likely commence again following the adoption of the City's FY 2017 budget.

In response to Commission queries about prioritization of the projects, the City Manager stated that: the Messick Point Beach was chosen because it is the most common request received from the public; refurbishment of the High School track is really important and will enable VHSL track meets to be hosted in the City; and the HVAC and VAV systems at the Primary and High School, respectively, are pupil safety items which need to be addressed as soon as possible.

In response to additional questions/concerns expressed by the Commission, the following information was provided by appropriate City and/or School staff:

- That the State and the Virginia Institute of Marine Science (VIMS) have and will provide information/guidance on how to counteract possible storm damage should a beach be established at Messick Point.
- That the proposed beach is not to enhance tourism, but to satisfy a recreational need expressed by residents.
- That, although not included in the current PHS track replacement cost figure, lights for the facility would be considered and a sidewalk for public access to the track would be provided.
- That the air quality at all four schools are tested regularly and are within the safe range.
- That not all of the High School locker room showers are inoperable and that they are seldom used.

- That the cost for the VAV system at the High School is relatively inexpensive because most of the work will be performed by School personnel.
- That the projected, mandated TMDL project is costly yet it has been significantly reduced from the original \$90 million price tag.
- That the projected utility (sewer) projects are expensive, but are funded by an Enterprise Fund (Sewer Fund).
- That the requested Public Safety Building is needed for numerous reasons, the most prominent of which is the existing Police Station/Fire Administration Office are extremely old and inadequate to meet their needs.

There being no further discussion, the meeting was adjourned at approximately 6:57 p.m.

ADOPTED: March 21, 2016

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