

## INTRODUCTION

The Capital Improvements Projects of the City of Williamsburg are administered through two funds, the Sales Tax Fund for general improvements, and the Utility Fund for water and sewer projects. Since 1991, the City has projected five-year capital project requirements of all departments. The current year's projects are funded by City Council, with the remaining four years shown for planning purposes only. At year end, the funding for any uncompleted project is encumbered as necessary, and presumed to be finished in the next fiscal year.

Revenues of the **Sales Tax Fund** are derived from the 1% Sales Tax that is collected and distributed monthly by the state. All taxable purchases in the Hampton Roads area of Virginia are charged at the rate of 6%, one percent of which is returned to localities by law. It has been the policy of the City Council for over 25 years to use this revenue to fund general capital projects in the City. Examples of projects completed with the use of these funds are schools, municipal buildings, land acquisitions, roads, vehicles, and equipment. It is a general fund type, and combined with the General Fund for financial statement presentation. For budgeting purposes management has traditionally chosen to keep it separate because of its capital project nature.

Interest earnings of the General Fund are accounted for in the Sales Tax Fund. In the past the operating budgets experienced drastic swings in these revenues caused by extreme changes in interest rates, tending to skew operating budgets. This approach helps stabilize operations for comparison each year. On the spending side, the City's annual paving program is included as a capital expenditure in this fund because of its capital nature, and also to minimize the skewing effect on operations over time. As noted above, the Sales Tax Fund is ultimately included in the General Fund for financial statement presentation as required by generally accepted accounting principles.

Revenues of the **Utility Fund** are used to fund capital improvements, as well as operating costs, for the water and sewer systems.

Capital project detail sheets include a reference to one or more of the specific **City Council's Goals, Initiatives and Outcomes for the 2019 and 2020 Biennium** the project will contribute toward.

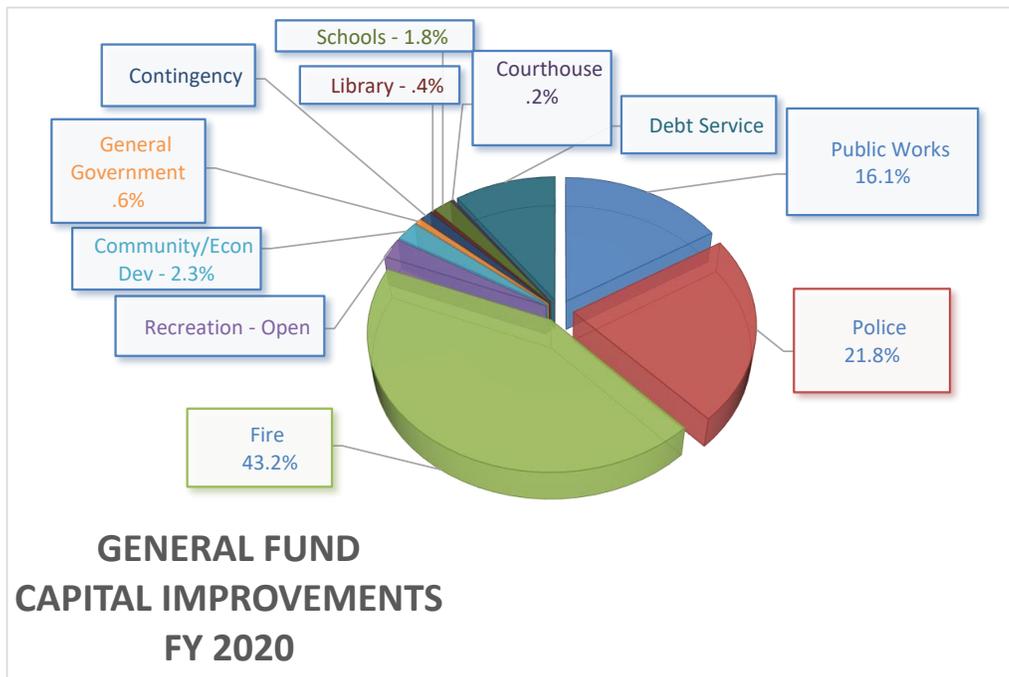
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<b>REVENUES</b>	<b>Proposed FY 2020</b>	<b>Estimated FY 2019</b>	<b>Actual FY 2018</b>
1% Sales Tax	\$ (4,500,000)	\$ (4,450,000)	\$ (4,706,583)
Interest Earnings	(200,000)	(30,000)	(478,859)
Grants	(2,783,995)	(1,726,089)	(535,424)
WRL Foundation - Stryker Ctr			(10,569)
Stormwater Management			(1,000)
Bond Proceeds - Public Safety	(10,220,000)		(17,720,545)
Transfer-Courthouse Mtce	(40,000)		
Transfer from EDA		(50,000)	
Transfer from Utility			(500,000)
Transfer to (from) Reserves	\$ 1,243,322	\$ (5,445,700)	\$ 11,504,366
<b>Total Revenues</b>	<b>\$ (16,500,673)</b>	<b>\$ (11,701,789)</b>	<b>\$ (12,448,614)</b>

<b>EXPENSES</b>				
Public Works	\$ 2,659,870	16.12%	\$ 5,761,400	\$ 2,123,116
Police	3,604,565	21.84%	472,284	148,917
Fire	7,124,000	43.17%	616,848	706,866
Recreation - Open Space	390,000	2.36%	622,076	427,066
Community/Econ Dev	385,000	2.33%	127,968	624,809
General Government	99,790	0.60%	228,201	165,341
Contingency	200,000	1.21%	100,000	93,310
Library	60,000	0.36%		321,334
Schools	303,950	1.84%	2,120,000	1,974,822
Courthouse	40,000	0.24%		
Debt Service	1,633,498	9.90%	1,653,012	5,589,657
Bond Issuance Cost	-		-	273,376
<b>Total Expenses</b>	<b>\$ 16,500,673</b>		<b>\$ 11,701,789</b>	<b>\$ 12,448,614</b>



**City of Williamsburg - Draft Capital Improvement Program Summary - Fiscal Years 2020 - 2024**

	Estimated thru FY 2019	Carryover from FY 2019	FIVE YEAR CAPITAL IMPROVEMENT PROGRAM					Five Year Total
			Proposed Budget FY 2020	FOR PLANNING PURPOSES				
				FY 2021	FY 2022	FY 2023	FY 2024	
<b>CAPITAL REVENUES</b>								
State 1% Sales Tax	4,450,000		4,500,000	4,545,000	4,590,000	4,630,000	4,670,000	22,935,000
Interest Earnings	300,000		200,000	160,000	150,000	140,000	175,000	825,000
Courthouse Maintenance Fund - Transfer			40,000	--	--	--	--	40,000
VDOT - Revenue Sharing, Urban, and Other (Ironbound Road P1)	1,722,041		--	--	--	--	--	0
VDOT - Excess Urban Allocation (Capitol Landing Road Redesign)		1,988,871	--	--	--	--	--	0
VDOT - Revenue Sharing (Capitol Landing Road Redesign)		--	1,300,000	1,000,000	--	--	--	2,300,000
VDOT - Smart Scale (Cap. Landing Rd. / Bypass Rd. Intersection)	--	--	--	700,000	1,444,760	--	--	2,144,760
VDOT - Grant (Monticello Avenue Multi-Use Path)		1,000,000	--	--	--	--	--	0
VDOT - Smart Scale (Ironbound Road P2)	--	--	--	2,347,800	--	--	--	2,347,800
VDOT - Smart Scale (Ironbound Road P3)	--	--	--	--	2,887,300	--	--	2,887,300
State of Good Repair Repaving			999,870					999,870
Transportation Alternatives (Francis Street Sidewalk/Trail)			208,250					208,250
State Stormwater Local Assistance Fund			205,875		211,288			417,163
Highway Safety Improvement Program Funds					97,940	145,060		243,000
William & Mary (Monticello Avenue Multi-Use Path)		125,000		--	--	--	--	0
VDOT - Federal Funding - (HSIP - Flashing Yellow Arrow)	--	--	--	--	97,940	145,060		243,000
Comm. of VA - Aid to Localities Grant (Fire Equipment)	4,048	60,619	45,000	45,000	45,000	45,000	45,000	225,000
Comm. of VA - Four for Life Grant (EMS Training & Equipment)		45,520	25,000	20,000	20,000	20,000	20,000	105,000
Bond Proceeds (Core Public Safety Services Facilities)		--	--	--	--	--	--	0
Williamsburg Regional Library Foundation-Stryker Center Grant		--	--	--	--	--	--	0
Transfer from EDA (Economic Development Strategic Plan)	50,000	25,000	--	--	--	--	--	0
Transfer from Utility Fund (Capitol Landing Road Redesign)		--	--	500,000	--	--	--	500,000
<b>Total Revenues</b>	<b>6,526,089</b>	<b>3,245,010</b>	<b>7,523,995</b>	<b>6,270,000</b>	<b>8,162,028</b>	<b>9,410,060</b>	<b>5,055,060</b>	<b>36,421,143</b>

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	Estimated thru FY 2019	Carryover from FY 2019	FIVE YEAR CAPITAL IMPROVEMENT PROGRAM					Five Year Total
			Proposed Budget FY 2020	FOR PLANNING PURPOSES				
				FY 2021	FY 2022	FY 2023	FY 2024	
<b>CAPITAL EXPENDITURES</b>								
<b>Public Works</b>								
<b>Street Construction</b>								
Repaving Program		--	1,474,870	475,000	475,000	475,000	475,000	3,374,870
Historic Streets			300,000	300,000	300,000	300,000	300,000	1,500,000
Second Street	1,254,478							
Ironbound Road Improvements (Phase I, II, & III)	2,785,369	0	--	--	2,347,800	2,887,300	--	5,235,100
Capitol Landing Road & Bypass Road Intersection	--	--	--	--	700,000	1,444,760	--	2,144,760
Traffic Signals	--	--	35,000	--	97,940	145,060	--	278,000
Bridge Inspections	438,290	--	20,000	--	370,000	--	20,000	410,000
<b>Corridor Enhancement &amp; Underground Wiring</b>								
Capitol Landing Road Redesign	75,225	3,541,050	--	1,000,000			--	1,000,000
Monticello Avenue Redesign	478,561	4,517,023		--		--	--	0
<b>Pedestrian &amp; Bicycle Improvements</b>								
Sidewalk Construction - Francis Street Sidewalk/Trail			298,250		275,000		--	573,250
Monticello Avenue Multi-Use Trail	177,563	990,993	--	--	--	--	--	0
Strawberry Plains & John Tyler Multi-Use Trail	--	--	--	30,000	--	--	--	30,000
<b>Stormwater Management</b>								
Stormwater Infrastructure Improvements	13,074	75,316	461,750	--	422,575	--	--	884,325
<b>Total Public Works</b>	<b>5,222,560</b>	<b>9,124,382</b>	<b>2,589,870</b>	<b>1,805,000</b>	<b>4,988,315</b>	<b>5,252,120</b>	<b>795,000</b>	<b>15,430,305</b>
<b>Recreation, Culture &amp; Open Space</b>								
<b>Facilities</b>								
Parks and Recreation Master Plan	24,185							
Kiwanis Park	374,455	50,678	80,000	100,000	180,000	--	--	360,000
Quarterpath Park	178,143	--	185,000	120,000	--	--	--	305,000
Waller Mill Park	66,478	--	85,000	110,000		--	--	195,000
<b>Total Recreation, Culture &amp; Open Space</b>	<b>619,076</b>	<b>50,678</b>	<b>350,000</b>	<b>330,000</b>	<b>180,000</b>	<b>0</b>	<b>0</b>	<b>860,000</b>
<b>Public Safety</b>								
<b>Facilities</b>								
Fire Station Renovation	12,800	1,263,581	6,970,000	2,450,000		--	--	9,420,000
Police Station Renovation	--	350,000	3,250,000			--	--	3,250,000
E-911 Regional Center Expansion	45,000	--	45,000	45,000	45,000	45,000	45,000	225,000
<b>Equipment</b>								
Firefighting Equipment	4,048	60,619	45,000	45,000	45,000	45,000	45,000	225,000
EMS Equipment	0	50,520	25,000	25,000	25,000	25,000	25,000	125,000
Mobile Data Terminals - Fire Department			0	44,000	44,000	44,000	44,000	176,000
Law Enforcement Equipment - Body Worn/In Car Cameras/Tasers	64,326	--	51,315	51,315	51,315	51,315	51,315	256,575
Law Enforcement Equipment - Mobile Data Terminal			21,000	21,000	21,000	21,000	21,000	105,000
Law Enforcement Equipment - Portable Radio Upgrades			111,250	111,250				222,500
Law Enforcement Equipment - In Car Camera System			30,000	30,000				60,000
Parking Study Implementation	162,958	100,000	--	--	--	--	--	0
<b>Total Public Safety</b>	<b>289,132</b>	<b>1,824,720</b>	<b>10,548,565</b>	<b>2,822,565</b>	<b>231,315</b>	<b>231,315</b>	<b>231,315</b>	<b>14,065,075</b>

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			Proposed Budget FY 2020	FOR PLANNING PURPOSES				
				FY 2021	FY 2022	FY 2023	FY 2024	
<b>Community &amp; Economic Development</b>								
<u>Planning</u>								
Comprehensive Plan Update	40,000	0	--	--	--	--	--	--
<u>Economic Development</u>								
Economic Development Strategic Plan Update	50,000	25,000	--	--	--	--	--	--
Downtown Vibrancy Plan Implementation - Wayfinding		56,800	--	--	--	--	--	--
Demolish DMV Building 942 Capitol Landing Road			300,000	--	--	--	--	300,000
<u>Redevelopment &amp; Housing</u>								
City Housing Renovation	7,968	49,037	30,000	--	--	--	--	30,000
<b>Total Community &amp; Economic Development</b>	<b>97,968</b>	<b>130,837</b>	<b>330,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>330,000</b>
<b>General Government</b>								
<u>Facilities &amp; Land</u>								
Human Services Front Window Update and Replace Cubicles		20,000	40,000	--	--	--	--	40,000
Cedar Grove Cemetery Expansion			--	40,000	--	--	--	40,000
Facility Painting	13,201		--	--	--	--	--	
<u>Technology</u>								
Virtual Server Replacement	90,000		--	--	--	--	--	0
Enterprise Resource Planning (ERP) System Replacement	65,000	175,655	--	--	--	--	--	
CAMA System Replacement	60,000		--	--	--	--	--	
Microsoft Office 365 Program Upgrade			29,790	29,790	29,790	29,790	29,790	148,950
PC Replacement Program			30,000	30,000	30,000	30,000	30,000	150,000
<u>Vehicles</u>								
Vehicle Replacement Plan	1,371,840		345,000	468,000	686,000	275,000	30,000	1,804,000
<b>Total General Government</b>	<b>1,600,041</b>	<b>195,655</b>	<b>444,790</b>	<b>567,790</b>	<b>745,790</b>	<b>334,790</b>	<b>89,790</b>	<b>2,182,950</b>

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			Proposed Budget FY 2020	FOR PLANNING PURPOSES				
				FY 2021	FY 2022	FY 2023	FY 2024	
<b>Agencies &amp; Interjurisdictional Facilities</b>								
Williamsburg Regional Library Renovations	--	--	60,000	--	--	--	--	60,000
Williamsburg Regional Library Mechanical Systems		208,740	--	--	--	--	--	0
Courthouse Maintenance Projects	--	--	40,000	--	--	--	--	40,000
<b>Schools</b>								
School System Capital Contribution	2,120,000	1,136,865	303,950	786,200	1,427,150	2,373,025	4,001,110	8,891,435
<b>Total Agencies &amp; Interjurisdictional</b>	<b>2,120,000</b>	<b>1,345,605</b>	<b>403,950</b>	<b>786,200</b>	<b>1,427,150</b>	<b>2,373,025</b>	<b>4,001,110</b>	<b>8,991,435</b>
<b>Contingency &amp; Debt Service</b>								
<b>Contingency</b>								
Capital Project Contingency	100,000	100,000	200,000	200,000	200,000	200,000	200,000	1,000,000
<b>Outstanding Bonded Debt</b>								
Principal Payments	907,571	--	954,465	792,797	833,032	873,144	959,709	4,413,147
Interest Payments	745,441	--	679,033	638,818	598,173	555,518	463,889	2,935,431
<b>Total Contingency &amp; Debt Service</b>	<b>1,753,012</b>	<b>100,000</b>	<b>1,833,498</b>	<b>1,631,615</b>	<b>1,631,205</b>	<b>1,628,662</b>	<b>1,623,598</b>	<b>8,348,578</b>
<b>Total Capital Expenditures</b>	<b>11,701,789</b>	<b>12,771,877</b>	<b>16,500,673</b>	<b>7,943,170</b>	<b>9,203,775</b>	<b>9,819,912</b>	<b>6,740,813</b>	<b>50,208,343</b>
<b>Beginning Fund Balance (General &amp; Sales Tax Funds)</b>	<b>44,621,854</b>							
<b>Add Revenues, Grants, and Bond Proceeds</b>		<b>9,771,099</b>	<b>7,523,995</b>	<b>6,270,000</b>	<b>8,162,028</b>	<b>9,410,060</b>	<b>5,055,060</b>	
<b>Less CIP Projects &amp; Debt Service</b>		<b>-11,701,789</b>	<b>-16,500,673</b>	<b>-7,943,170</b>	<b>-9,203,775</b>	<b>-9,819,912</b>	<b>-6,740,813</b>	
<b>Less FY 2019 Carryover Projects</b>		<b>-12,771,877</b>						
<b>Subtotal</b>		<b>29,919,287</b>	<b>21,086,519</b>	<b>19,413,349</b>	<b>18,371,602</b>	<b>17,961,750</b>	<b>16,275,997</b>	
<b>Estimated Operating Fund Surplus FY 2019</b>		<b>143,910</b>						
<b>Estimated Fund Balance at June 30th:</b>		<b>30,063,197</b>	<b>21,086,519</b>	<b>19,413,349</b>	<b>18,371,602</b>	<b>17,961,750</b>	<b>16,275,997</b>	
<b>Fiscal Policy Fund Balance Calculation</b>								
NonSpendable	2,770,074	2,770,074	\$ 2,770,074	\$ 2,772,844	\$ 2,775,617	\$ 2,778,393	\$ 2,781,171	
Restricted	13,144,192	13,297,730	\$ 2,547,730	\$ 97,730				
Assigned	15,788,818	12,771,877	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Unassigned</b>	<b>12,918,770</b>	<b>13,995,393</b>	<b>15,768,715</b>	<b>16,542,775</b>	<b>15,595,985</b>	<b>15,183,357</b>	<b>13,494,825</b>	
<b>Percentage of 2018 CAFR Operating (\$36,910,771) [35% required]</b>	<b>35.00%</b>	<b>38%</b>	<b>44%</b>	<b>46%</b>	<b>43%</b>	<b>42%</b>	<b>37%</b>	

**City Council Goal: N/A**  
**City Council Initiative: N/A**

**Category:** Public Works

**Project Title:** Repaving Program

**Project Description:** The City applied for FY20 “State of Good Repair (SGR)” funds for repaving several major corridors at a cost of \$999,870.00. This funding is 100% state money. For other streets not qualifying for SGR funding the City budgets in the CIP for repaving of those roads as needed. Streets are selected based on an annual street survey conducted by the department. \$475,000 is budgeted annually such that all streets are repaved on a rotating basis every 10-20 years dependent on traffic volumes and general condition.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$1,474,870	\$475,000	\$475,000	\$475,000	\$475,000	\$3,374,870

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion. Repaving reduces long-term fiscal impacts as preventative maintenance reduces larger reactive maintenance expenses.



**City Council Goal III: Transportation**  
**City Council Initiative: Historic Area Street Surfacing**

**Category:** Public Works

**Project Title:** Historic Area Street Paving

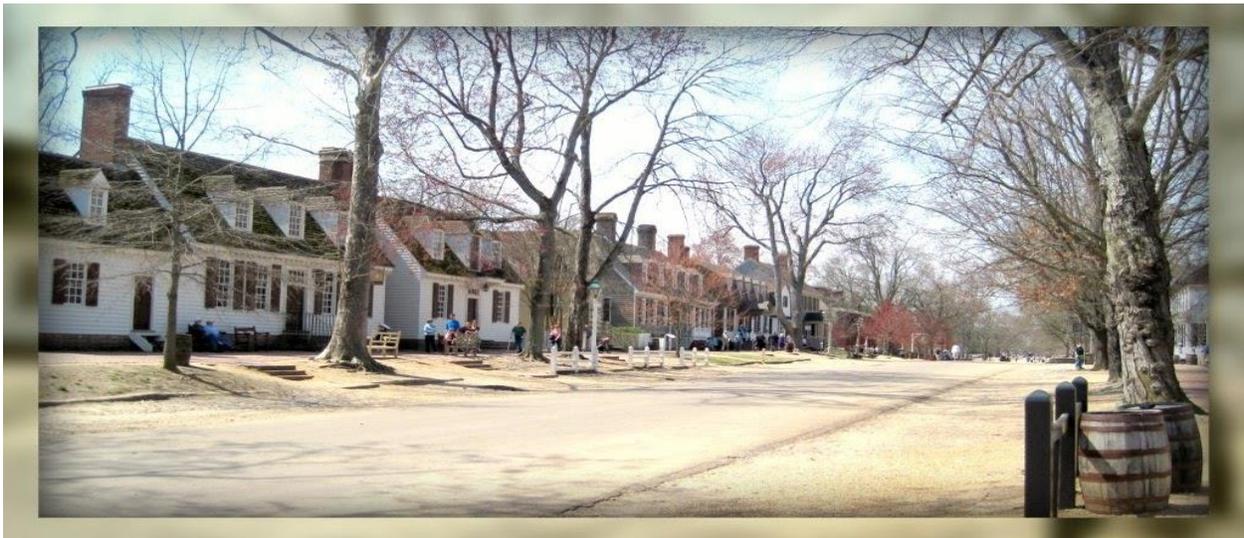
**Project Description:** In 2018, Colonial Williamsburg requested a modification of the Historic Area Streets agreement whereby the City would again maintain all the pavements within the Historic Area starting in July 2019. It has been many years since the pavements were last resurfaced and wear from weather and heavy use combined with various repairs have culminated in a surface that does not fit with the surrounding area and atmosphere that visitors have come to expect.

This will be a multi-year project with the first few years focused on those streets in the Historic Area that are in most need of refurbishment. The first street to be addressed will be Duke of Gloucester Street. The new surface will be selected to best blend with the historic nature of the street by using brown stone but will also focus on long-term durability, accessibility, and affordability.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000

**Fiscal Impact:** There is no direct fiscal impact beyond the initial capital outlay. Resurfacing reduces long-term fiscal impacts because preventative maintenance reduces larger reactive maintenance and repair expenses.



**City Council Goal: I. Character of the City, III: Transportation**  
**City Council Initiative: A. Underground Utilities, B. Road Improvements**

**Category:** Public Works – Street Construction

**Project Title:** Ironbound Road Improvements (Phase I, II, & III)

**Project Description:** Ironbound Road Improvements is divided into 3 phases. Phase I includes the redesign of the Longhill Road intersection and the relocation of Longhill Road. This project is scheduled for completion in FY19.

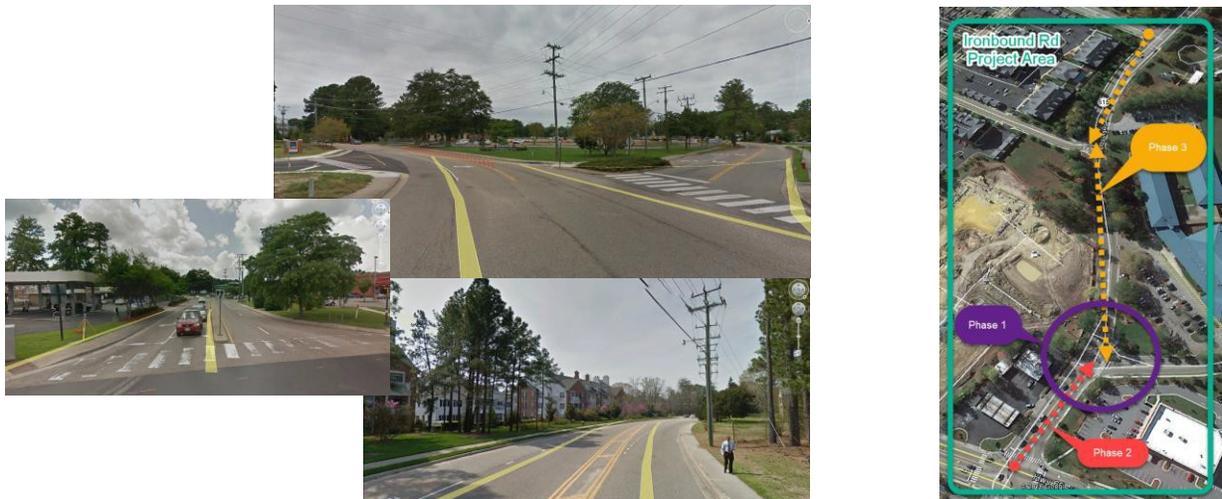
Phase II (FY22-23) of the Ironbound Road project will include the redesign and widening from Middle Street to Treyburn Drive and creating dual left turn lanes at the Richmond Road intersection. The project also includes coordination of the traffic signals at Richmond Road, Longhill Road and Treyburn Drive. This phase will be completely funded through the VDOT Smart Scale program for \$1,922,700.00: \$779,100 FY22; \$1,143,600 FY23.

The third phase (FY22-23) of the Ironbound Road project will feature the redesign and improvement from Treyburn Drive to Depue Drive section. The planned improvement includes a roadway with three (3) lanes, pedestrian/bicycle improvements, streetlights, and underground wiring. This phase will be completely funded through the VDOT Smart Scale program for \$3,312,400.00: \$1,568,700 FY22; \$1,743,700 FY23.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
		\$2,347,800	\$2,887,300		\$5,235,100

**Fiscal Impact:** The fiscal impact from these projects will be negligible. Despite adding pavement and additional lanes, increased maintenance and revenue will be minimal.



**City Council Goal: I. Character of the City, III: Transportation**  
**City Council Initiative: D. Northeast Triangle, F. Undergrounding Utilities, H. Open Space Preservation and Commercial Site Assembly, G. Entry Corridor Beautification, A. Pedestrian and Bicycle Connectivity and Improvements, B. Road Improvements**

**Category:** Public Works – Street Construction  
**Project Title:** Capitol Landing Road & Bypass Road Intersection

**Project Description:** Capitol Landing Road is being reconstructed as part of an effort to encourage redevelopment along this gateway corridor. The project includes two (2) anchor intersections. The Capitol Landing and Bypass Roads intersection is the southern terminus of the redevelopment project. The redesign includes a standard, signalized, 90-degree “T” intersection, which will create a focal point and a new development pad along the southwestern edge of the intersection. The City was awarded Smart Scale funds from VDOT which will provide 100% of the required funding for this project in FY22-23: \$700,000 FY22; \$1,444,760 FY23.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
		\$700,000	\$1,444,760		\$2,144,760

**Fiscal Impact:** The ongoing fiscal impact from this project will be negligible. Despite adding pavement and additional lanes, increased maintenance will be de minimis. The potential for additional revenue exists if a new development pad results post construction.



**City Council Goal: N/A**  
**City Council Initiative: N/A**

**Category:** Public Works – Street Construction

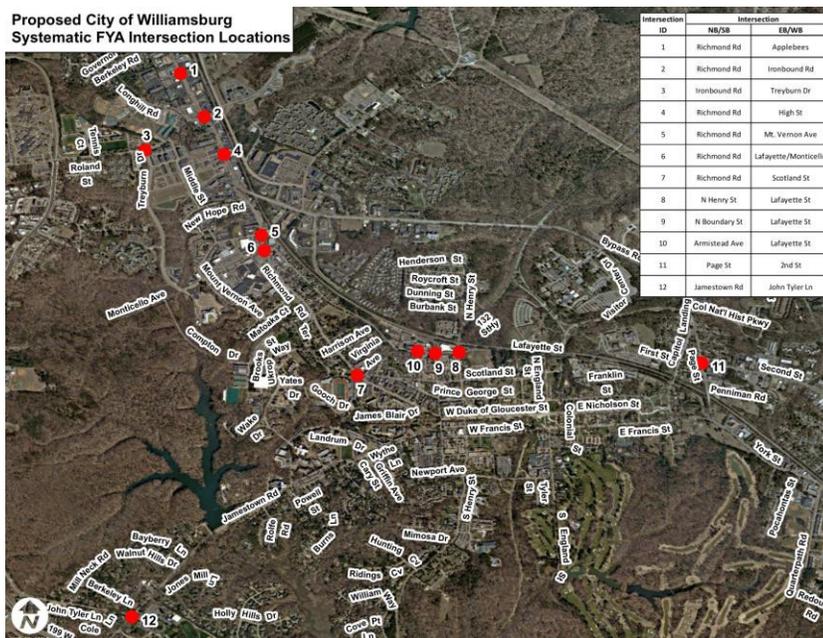
**Project Title:** Traffic Signals – Detection Loops, Flashing Yellow Arrow

**Project Description:** \$35,000 is budgeted in FY20 for replacement of in roadway detection loops that need upgrading at various signalized intersections. The City has also received federal Highway Safety Improvement Program (HSIP) funds to install “flashing yellow arrow” (FYA) indications for 12 of the 17 traffic signals in the City. The remaining 5 signals are unsuitable for the FYA signals. The flashing yellow arrows provide for a more intuitive left turning motion than the currently used “yield on green ball” indicators and many studies have shown that a safer roadway system results from their use. The cost for the FYA project is \$243,000, which if awarded, will be 100% HSIP dollars.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$35,000		\$97,940	\$145,060		\$278,000

**Fiscal Impact:** New signals will increase the operations and maintenance budget for traffic signals; however, more efficient signal operations will provide energy savings.



**City Council Goal: N/A**  
**City Council Initiative: N/A**

**Category:** Public Works – Street Construction

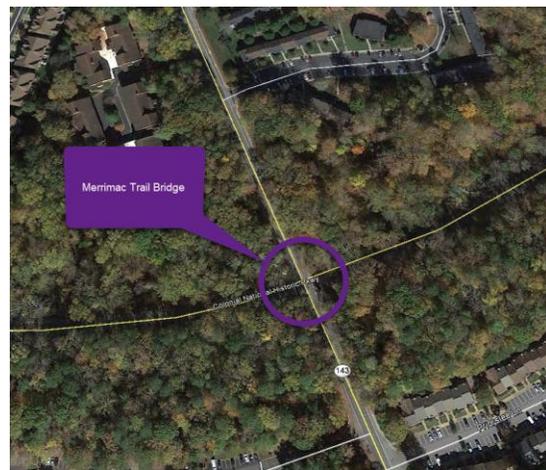
**Project Title:** Bridge Inspections

**Project Description:** This project includes the required FY20, FY22 and FY24 inspections (\$20,000 each) and resultant maintenance for five (5) bridges. They are located along Page Street, Capitol Landing Road, Merrimac Trail, Bypass Road, and Quarterpath Road. In addition to the biennial inspections, replacement of the Page Street bridge bearings is scheduled for FY22 at a cost of \$350,000.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$20,000		\$370,000		\$20,000	\$410,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion due to improved reliability reduced maintenance costs.



**City Council Goal: I. Character of the City, III: Transportation**  
**City Council Initiative: D. Northeast Triangle, F. Undergrounding Utilities, H. Open Space Preservation and Commercial Site Assembly, G. Entry Corridor Beautification, A. Pedestrian and Bicycle Connectivity and Improvements, B. Road Improvements**

**Category:** Public Works – Corridor Enhancement & Underground Wiring  
**Project Title:** Capitol Landing Road Redesign

**Project Description:** Using the “complete streets” design standard Capitol Landing Road between Merrimac Trail and Bypass Road will be redesigned to include accommodations for vehicles, mass transit, bicycles, and pedestrians. This project includes paving, restriping to reduce lanes, bike lanes, sidewalks, street lights and underground wiring. \$2,300,000 will cover the street work and underground wiring is estimated at \$2,000,000 for a total of \$4,300,000. Of the \$4,300,000 budgeted in FY20-21, the underground wiring will be 100% from the City and the remaining monies will come either from excess VDOT funds from previous projects or State revenue sharing funds. \$3,300,000 of carryover funding from FY19 will be utilized in FY20.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
	\$1,000,000				\$1,000,000

**Fiscal Impact:** The fiscal impact from this project will be positive. Despite adding wider sidewalks and additional features, increased maintenance will be minimal. The additional revenue created by new business development and expansion of existing businesses will be strong.



**City Council Goal: III. Transportation**  
**City Council Initiative: B. Road Improvements**

**Category:** Public Works – Corridor Enhancement & Underground Wiring

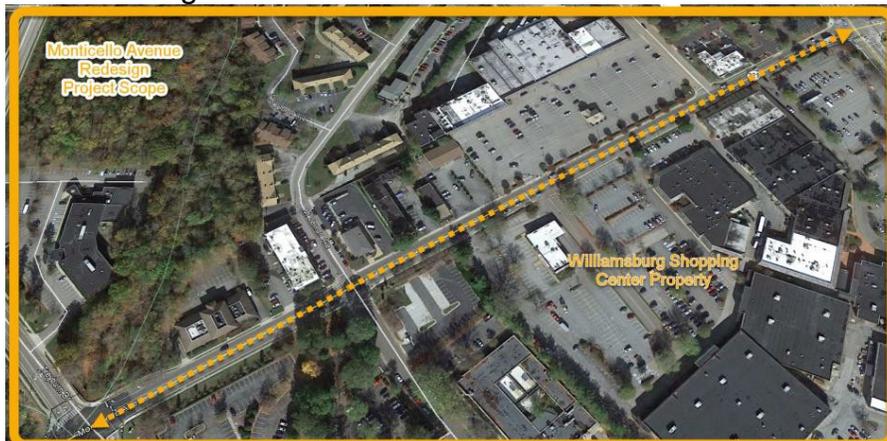
**Project Title:** Monticello Avenue Redesign

**Project Description:** As the redevelopment of the Williamsburg Shopping Center progresses and in support of a City Council goal, Monticello Avenue will be redesigned. When complete, it will include a roadway featuring three (3) lanes, parallel parking, two-way cycle track, new traffic signal and wide sidewalks with amenities such as bike racks, benches and landscaping. An interim PPTA agreement was executed for the design work which is scheduled for completion in FY19. A comprehensive agreement for construction of the project is anticipated in late FY19 with construction planned in FY20-21. The project's total budget is estimated at \$4,400,000. Project construction will be in conjunction with the Williamsburg Shopping Center redevelopment project currently underway. FY19 budgeted funds will be rolled over to FY20 to cover the cost of the project.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
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**Fiscal Impact:** The fiscal impact from this project will be positive. Despite adding pavement and additional features, increased maintenance will be minimal. The additional revenue created by new business development and expansion of existing businesses will be strong.



**City Council Goal: III. Transportation**  
**City Council Initiative: A. Pedestrian and Bicycle Connectivity Improvements,**  
**A. Road Improvements**

**Category:** Public Works – Pedestrian and Bicycle Improvements

**Project Title:** Sidewalk Construction - Francis Street Sidewalk/Trail

**Project Description:** The Francis Street Sidewalk/Trail project will provide pedestrian and/or bicycle accommodations between Nassau Street and South England Street and is planned concurrently with the completion of the DeWitt-Wallace Gallery expansion. The total length is approximately 1,190 feet along Francis Street within the historic area. The existing pedestrian facility is a gravel path that frequently becomes impassable in heavy weather and does not meet ADA requirements.

The route also lies along recommended Segment Rec-1E of the Birthplace of America Trail (BoAT), a planned extension of the Capital Trail, which will run from Jamestown and pass through Williamsburg and Yorktown before terminating at Fort Monroe in Hampton. As a result, converting the sidewalk to a multi-use trail will be considered as a part of the project's design.

The City has applied for Transportation Alternatives (TA) Set-Aside funding in FY20. TA funds are an 80% grant and require a minimum 20% local match. To improve the potential for award of the grant funds, the City has proposed a 30% match (\$90,000) towards the estimated \$298,250 project budget.

FY22 includes a project that will feature new sidewalk in the Arts District along the side streets connecting Lafayette Street and Richmond Road at a cost of \$275,000. Bacon, Shirley and Wythe Avenues have sidewalks on one (1) side of the street. This funding will provide dual sidewalks on all five (5) streets.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$298,250		\$275,000			\$573,250

**Fiscal Impact:** Beyond the initial costs of construction, the fiscal impact from this project will be negligible.



**City Council Goal: III. Transportation**  
**City Council Initiative: A. Pedestrian and Bicycle Connectivity Improvements, B. Road Improvements**

**Category:** Public Works – Pedestrian and Bicycle Improvements

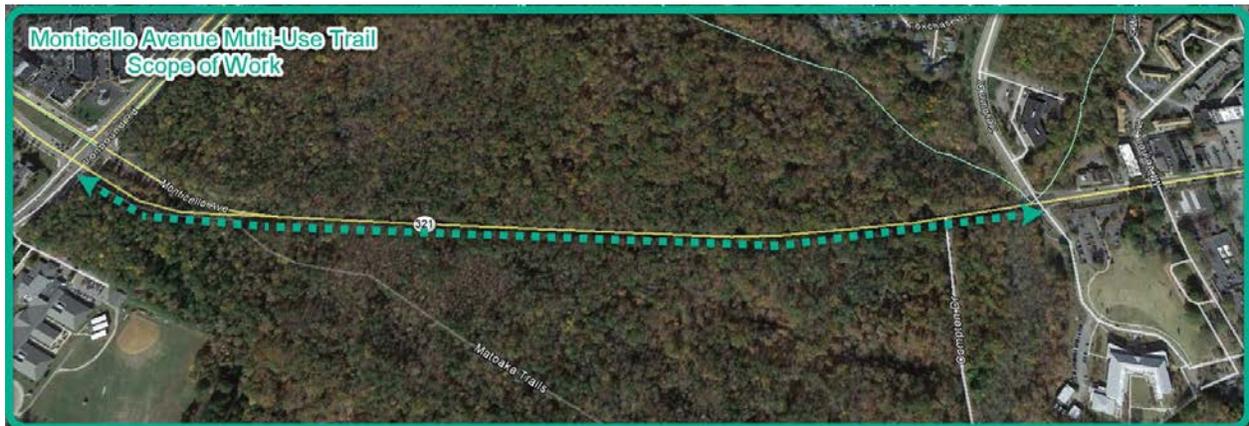
**Project Title:** Monticello Avenue Multi-Use Trail

**Project Description:** The Monticello Avenue Multi-use Trail was approved for Transportation Alternatives Program (TAP) funding to allow construction in FY19-20. This 4,200 foot long lighted facility will run from the entrance to the William and Mary School of Education to Ironbound Road. The estimated cost for the project is \$1,250,000. The grant will cover 80% of the total cost or \$1,000,000 and the College of William and Mary will provide 10%, and the City will provide the final share of 10% (\$125,000). This facility will serve City residents and William and Mary students who currently use the corridor to travel between the Midtown area of the City, the Campus, and the New Town area of James City County. Project design will be finalized in FY19 with construction in FY19-20. Carry over monies will be used to fund the project.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
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**Fiscal Impact:** Beyond the costs of construction, this project will not have a fiscal impact. This section of Monticello Avenue is owned and maintained by VDOT.



**City Council Goal: III. Transportation**  
**City Council Initiative: A. Pedestrian and Bicycle Connectivity Improvements**

**Category:** Public Works – Pedestrian and Bicycle Improvements

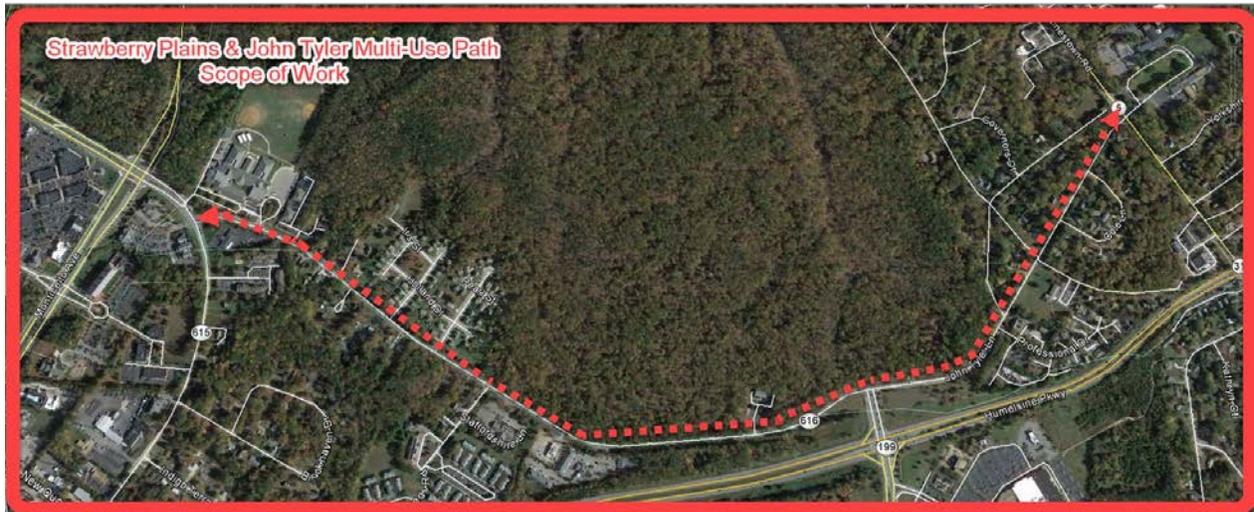
**Project Title:** Strawberry Plains & John Tyler Multi-Use Trail

**Project Description:** The Planning Commission has encouraged the construction of a 1.5 mile± multi-use path connecting to John Tyler Lane and the Strawberry Plains residential area. Additionally, the GIO’s call for the consideration of a multi-use trail along Strawberry Plains Road that would connect to the proposed Monticello Avenue multi-use trail. A rough estimate for the Trail would be in the \$2 million+ range. The planned expense of \$30,000 in FY21 will fund a study of the proposed project to help identify the best route, provide construction estimates, and determine a funding strategy.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
	\$30,000				\$30,000

**Fiscal Impact:** Beyond the costs of the study, this project’s long-term fiscal impact is unknown at this time. The design will determine fiscal risk.



**City Council Goal: VII. Environmental Sustainability**  
**City Council Initiative: A. Stormwater Management, B. Sanitary Sewer System Rehabilitation**

**Category:** Public Works – Stormwater Management

**Project Title:** Stormwater Infrastructure Improvements

**Project Description:** The City applied for a grant for FY20 from the State Stormwater Local Assistance Fund (SLAF) for stream bank stabilization and restoration adjacent to the Brandywyne development. The total cost of \$411,750 is a 50% State, 50% city distribution. The City will apply for another State grant from the same program for restoration of eroded drainage channel in the Mill Neck area. That application will be for FY22 in the amount of \$422,575.

The City is also budgeting \$50,000 in FY20 to accommodate as-needed improvements to the stormwater system. Such improvements may include erosion control, drainage system improvements (piping, inlets, ditches, curbing, etc.), stormwater management facilities, and renovation of shouldered/ditched roadways.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$461,750		\$422,575			\$884,325

**Fiscal Impact:** Beyond the costs of construction, this project will not have a fiscal impact. The additional maintenance costs will likely be negligible.



**City Council Goal: VI. Recreation and Culture**  
**City Council Initiative: Parks and Open Space**

**Category:** Recreation, Culture and Open Space

**Project Title:** Kiwanis Park

**Project Description:** Improvements planned for Kiwanis Park over the next five years include repair and resurface tennis courts (\$50,000 carry over from FY 19), replace the tennis court fencing (\$60,000), convert three tennis courts into six pickleball courts and improve ADA accessibility (\$20,000). FY21 improvements include conversion of the softball infields from a sand based system to a soil based system to improve safety and drainage (\$75,000). Additionally, in FY21 the infield irrigation system on fields #2 and #3 will be upgraded from a manual system to an automatic system (\$25,000). FY22 project include replacing the basketball court and adding an additional court with amenities along with an accessible path.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$80,000	\$100,000	\$180,000			\$360,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion.



**City Council Goal: VI. Recreation and Culture**  
**City Council Initiative: Recreation Facilities and Programs**

**Category:** Recreation, Culture and Open Space

**Project Title:** Quarterpath Recreation Center and Quarterpath Park

**Project Description:** Improvements planned for the Quarterpath Recreation Center over the next five years include refinishing the gym floor, adding permanent pickleball court lines, refinishing a multi-purpose room floor (\$45,000), working with a consultant to conduct a feasibility study for a facility expansion (\$50,000), as well as replacing the softball field fencing on field #3 (\$60,000). Additionally, in FY20 the gym lights will be converted to LED fixtures to improve visibility and reduce energy (\$30,000). FY21 projects include installation of ADA accessible walkways and amenity improvements. Improvements during FY22-24 will be a facility expansion and ADA compliance deficiency improvements.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$185,000	\$120,000				\$305,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion in FY20-21. If the facility is expanded then there will be a fiscal impact on facility maintenance and additional staffing costs.



**City Council Goal: VI. Recreation and Culture**  
**City Council Initiative: Planning, Compliance and Connectivity**

**Category:** Recreation, Culture and Open Space

**Project Title:** Waller Mill Park

**Project Description:** Waller Mill Park Improvements planned for the next five years include renovation of shelters #2 and #4 for accessibility and amenity replacement (FY20 \$85,000). FY21 Shelter #3 will be renovated for accessibility and amenity replacement and the playground will be replaced (\$110,000). During FY22 - FY24 remaining ADA compliance deficiencies and amenity replacements will be completed as well as components of the master plan implemented.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$85,000	\$110,000				\$195,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion. Reduction in liability is also a fiscal consideration with asset renovation.



**City Council Goal: IV. Public Safety**  
**City Council Initiative: D. Public Safety Facilities and Equipment**

**Category:** Public Safety

**Project Title:** Fire Station Replacement

**Project Description:** The Fire Station, constructed in 1978, has planned maintenance costs that are prohibitive given the life of the structure and the capability of the existing station to meet the needs of the department. The station lacks accommodations to include bunkrooms, lockers, office facilities and living quarters to meet minimum needs of staff. The women's bunkroom accommodates only three beds and has limited space for lockers. Other building space deficiencies exist such as personal protective gear locker area, shop area, apparatus bay, medical storage, and decontamination area. An increase in staff or apparatus at the station will compound the need for additional space. A study of need and current facility conditions provided a recommendation for improvement that has informed these cost estimates. During FY18, City Council issued bonds to fund the construction of a new fire station. City Council and staff are evaluating the renovation of the current fire station versus adding a second fire station. Carryover funds from FY19 are available to help fund this project in the amount of \$1,263,581.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$6,970,000	\$2,450,000				\$9,420,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion due to improved reliability and efficiency of any new improvements including appliances.



**CITY COUNCIL GOAL: IV. Public Safety**  
**CITY COUNCIL INITIATIVE: D. Public Safety Facilities and Equipment**

**Category:** Public Safety

**Project Title:** Police Station Renovation

**Project Description:** The Williamsburg Police Department was constructed in 1978 and is currently receiving renovations. These renovations include fixing a failing roof, repairing structural decay and the construction of needed safety improvements. A study of need and current facility capability was conducted and recommendations for improvement were approved. Construction is planned for FY19 at an estimated cost of \$3,250,000.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	TOTAL
\$3,250,000	0	0	0	0	\$3,250,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion due to improve reliability and efficiency of any new improvements.



**City Council Goal: N/A**  
**City Council Initiative: N/A**

**Category:** Public Safety

**Project Title:** E-911 Regional Center Expansion

**Project Description:** The City Council approved consolidation of the public safety answering point (PSAP) with York County in February of 2009. This required an expansion of the dispatch center in York County. The City supported costs of that renovation equate to annual debt service of \$45,000 in each FY of the CIP. Estimated City savings due to the consolidation equal as much as \$200,000 annually.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$225,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion due to improved reliability and efficiency of any new improvements including appliances.



**City Council Goal: N/A**  
**City Council Initiative: N/A**

**Category:** Public Safety

**Project Title:** Firefighting Equipment (ATL Fire Grant)

**Project Description:** This project consists of Aid-to-Localities funding and includes future funding estimated at \$45,000 in each year for the next four years. State code mandates specific use of these funds, with annual reporting to the Virginia Department of Fire Programs. While it is difficult to forecast specific fire equipment needs, some examples of the type of equipment purchased with this funding includes personal protective equipment, hose, firefighting tools and fire suppression foam.

During FY20 this project will include the purchase, replacement and maintenance of Personal Protective Equipment (PPE). This allows the department to maintain two complete sets of PPE for all firefighters, reducing impacts associated with wearing contaminated PPE.

The five-year cost projections may vary based on the revenue received by the State.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$225,000

**Fiscal Impact:** The availability of grant funds for Fire equipment reduces expenditures in the Fire Department operating budget each year, as these are essential to operations.



**City Council Goal:** N/A  
**City Council Initiative:** N/A

**Category:** Public Safety

**Project Title:** EMS Equipment (Four-for-Life Grant)

**Project Description:** This project includes Four-for-Life funding. Use of this funding is limited to providing EMS training and purchasing EMS equipment, and is reported annually to the Virginia Office of Emergency Medical Services. This funding is primarily used to support EMT-Paramedic training, Advanced Cardiac Life Support training and to replace EMS equipment and supplies used on a daily basis. This project will include \$20,000 in FY18 funding.

The majority of the funding in FY20 will be utilized to enhance training opportunities for Advanced Life Support providers. The anticipated expense in each future FY accommodates annual paramedic training and daily EMS supplies.

The five-year projections may vary based on the revenue received by the State.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

**Fiscal Impact:** The availability of grant funds for EMS equipment and training reduces expenditures in the Fire Department operating budget each year, as these are essential to operations.



**City Council Goal: IV. Public Safety**  
**City Council Initiative: D. Public Safety Facilities and Equipment**

**Category:** Public Safety

**Project Title:** Mobile Data Terminals

**Project Description:** The Mobile Data Terminals project is designed to place a ruggedized computer in fire/EMS vehicles to improve response capabilities for the Fire Department. The mobile data terminals or commonly called MDT's will allow information exchange in real-time from the dispatcher to the personnel operating in the field. This allows for more accurate information to be provided to responding units from the 911 Center. The MDT's will also allow for access to mapping systems, utilization of stored files for building plans and Pre-Incident Surveys by responding units. Currently, the majority of all information is exchanged over the radio and other additional files are difficult to retrieve due to outdated equipment which limits the amount of information that is available to responding units.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
0	\$44,000	\$44,000	\$44,000	\$44,000	\$176,000

**Fiscal Impact:** Access to real-time data will enhance decision making resulting in improved scene safety, management of incidents, while contributing to the goal of a safer community.



**CITY COUNCIL GOAL: N/A**  
**CITY COUNCIL INITIATIVE: N/A**

**Category:** Public Safety

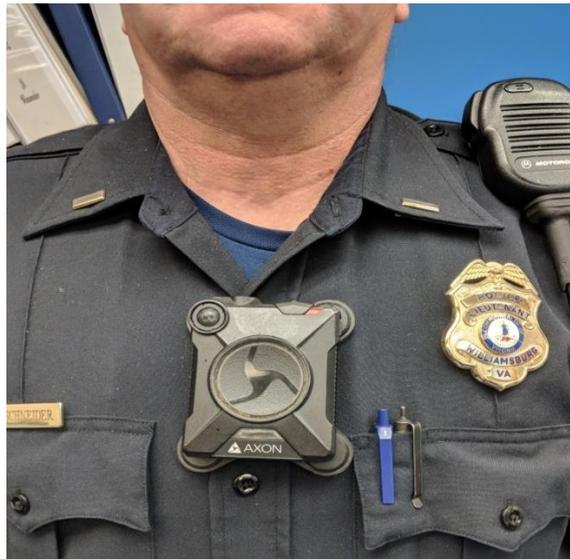
**Project Title:** Law Enforcement Equipment

**Project Description:** The Williamsburg Police Department launched a body worn camera policy and implemented use of the equipment after training was conducted. The equipment provided under the contract includes non-lethal Taser units, the cameras, docking stations and software. The annual support for the equipment totals \$47,000, which is budgeted in each future FY of the CIP. Additionally, the Department entered into an agreement for the annual provision of the battery cartridges that expire with time. This cost of the battery cartridge replacement is \$4,315 over each of the five years.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	TOTAL
\$51,315	\$51,315	\$51,315	\$51,315	\$51,315	\$256,575

**Fiscal Impact:** The contract for services include an annual service fee of \$47,000 and the battery replacement plan fee of \$4,315, which will continue to be funded through the CIP. The use of non-lethal devices and response cameras may reduce legal liability for the department.



**CITY COUNCIL GOAL: N/A**  
**CITY COUNCIL INITIATIVE: N/A**

**Category:** Public Safety

**Project Title:** Law Enforcement Equipment – Mobile Data Terminal Replacement

**Project Description:** The mobile data terminals (MDTs) of the Williamsburg Police Department are at the end of their life-cycle and are due for replacement. These computers have not been upgraded or replaced since their initial inception. It is recommended that this project implementation be phased in with three MDTs replacements per year for the next five years. The cost of each unit is \$7,000 and includes the hardware, software and installation.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	TOTAL
\$21,000	\$21,000	\$21,000	\$21,000	\$21,000	\$105,000

**Fiscal Impact:** Maintenance costs are \$25 per month per unit, beginning after the one-year warranty expires.



**CITY COUNCIL GOAL: N/A**  
**CITY COUNCIL INITIATIVE: N/A**

**Category:** Public Safety

**Project Title:** Law Enforcement Equipment – Portable Radio Upgrades

**Project Description:** The Williamsburg Police Department purchased the 800 MHz radios that are currently in use through Homeland Security Grants in 2005. They have reached the end of their life with parts now becoming unavailable. New radios would provide officers with the state of the art radios to be utilized in conjunction with the 800 MHz radio system. It is recommended to replace all portable radios utilizing a two year replacement program beginning in the FY20 Capital Improvement Program, with twenty-five (25) radios being replaced in FY20 and twenty-five (25) radios being replaced in FY21.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	TOTAL
\$111,250	\$111,250	\$0	\$0	\$0	\$222,500

**Fiscal Impact:** After the initial cost, the annual cost of this program will be incorporated into the annual operating budget of the Police Department.



**CITY COUNCIL GOAL: N/A**  
**CITY COUNCIL INITIATIVE: N/A**

**Category:** Public Safety

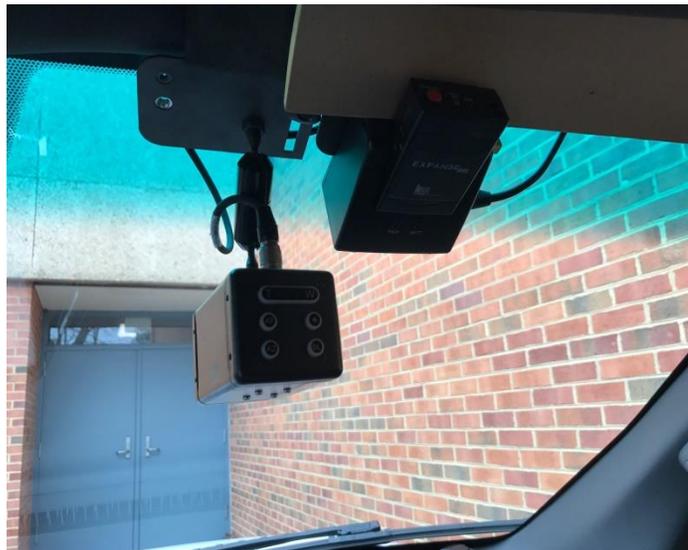
**Project Title:** Law Enforcement Equipment – In Car Camera System

**Project Description:** The in-car camera systems of the Williamsburg Police Department are at the end of their life-cycle and are due for replacement. Many of these cameras have not been upgraded or replaced since their initial inception. It is recommended that this project implementation be phased in with a two year replacement cycle, with six units being purchased in the FY20 budget and six units being purchased in the FY21 budget cycle. The cost of each unit is \$5,000 and includes the hardware, software and installation.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	TOTAL
\$30,000	\$30,000	0	0	0	\$60,000

**Fiscal Impact:** Maintenance costs will be absorbed by the Police Department in the annual budget.



**City Council Goal: Horizon Planning**  
**City Council Initiative: Divesting City-owned Property**

**Category:** Economic Development

**Project Title:** DMV Center Demolition

**Project Description:** In June 2017, the City purchased the Capital Landing Center which included the former DMV office and a small strip shopping center. All the shops are vacant except for a small Hispanic grocery. The tenants of the grocery are moving into a new building which is currently under construction. Once the tenants have relocated, the city will demolish all the structures on the property and seek potential private investment. \$300,000 is budgeted in FY20 for demolition.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$300,000					\$300,000

**Fiscal Impact:** Once the property is sold and redeveloped the city should enjoy a positive economic impact.



**City Council Goal: V: Human Services, Health and Education**  
**City Council Initiative: E. Transitional Housing**

**Category:** Community and Economic Development

**Project Title:** City Housing Renovation

**Project Description:** The City owns four (4) housing units that are leased to city employees in an effort to supply workforce housing. The housing is primarily offered to public works and public safety employees who can readily respond to emergencies so that the City derives a valuable benefit of having employees in close proximity to work. A majority of the renovation work has been completed at all 4 units. \$30,000 is budgeted in FY20 to complete the renovation work at the city-owned houses.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$30,000					\$30,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion due to improved reliability and efficiency of any new improvements including appliances.



**City Council Goal:** N/A  
**City Council Initiative:** N/A

**Category:** General Government Facilities

**Project Title:** Human Services Front Window Update and Replace Cubicles

**Project Description:** Replace cubicles in the rear of the front/administrative area to improve traffic flow for staff and clients. This change, coupled with the new window, and removal of a portion of the current wall (already funded) will make the front area compliant with ADA and State/Federal confidentiality guidelines. We will replace 3 cubicles with 2 further improving the use of space.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$40,000					\$40,000

**Fiscal Impact:** There is no fiscal impact to the operating budget.



**City Council Goal: II: Economic Vitality**  
**City Council Initiative: D. Support Existing Businesses**

**Category:** General Government

**Project Title:** Cedar Grove Cemetery Expansion

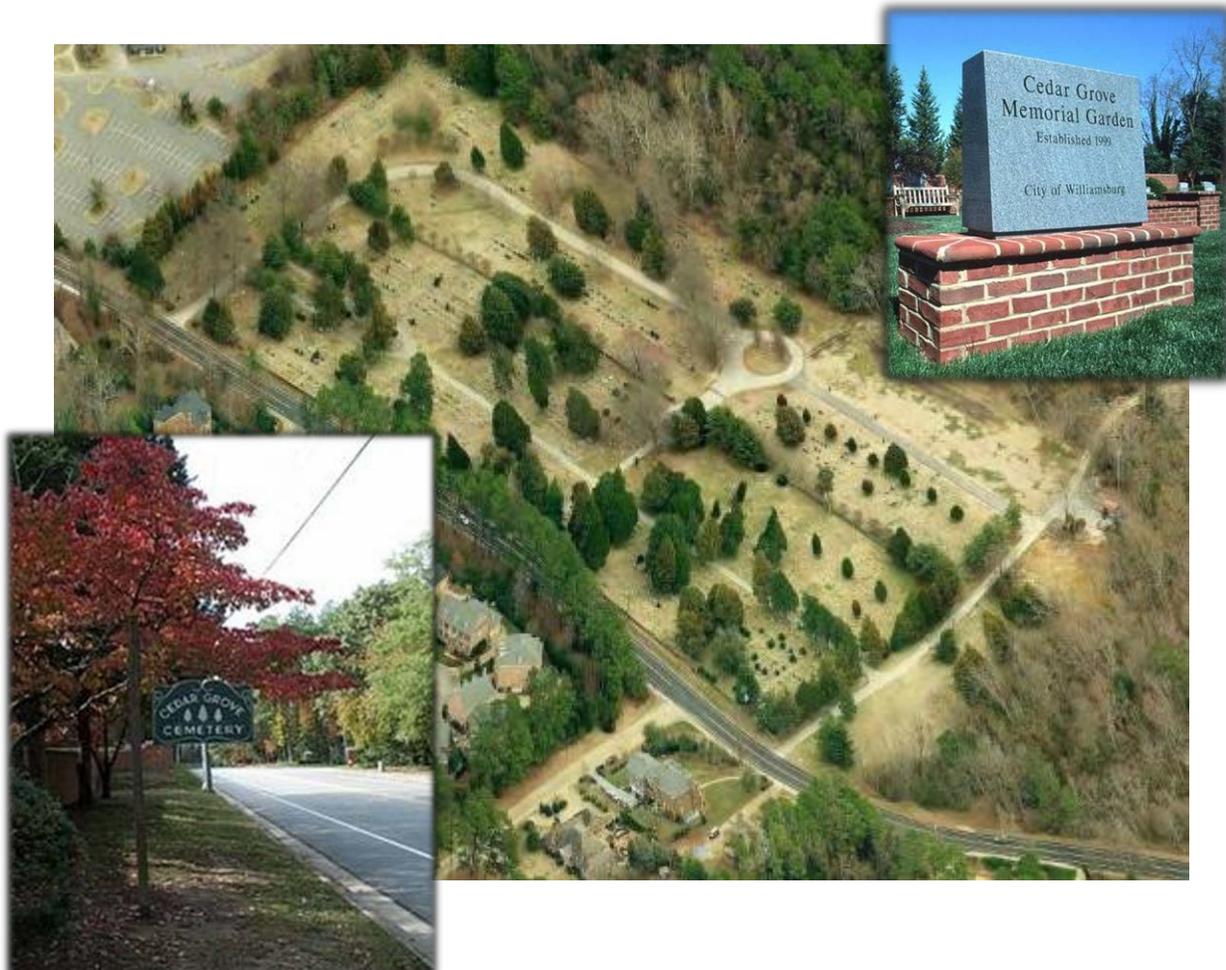
**Project Description:** This project proposes to study the feasibility of expanding Cedar Grove Cemetery in the future. All of the property surrounding the Cemetery belongs to the College of William and Mary so the City will be coordinating the study with the College.

\$40,000 is requested in FY21 for a feasibility study to expand Cedar Grove Cemetery.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
	\$40,000				\$40,000

**Fiscal Impact:** No impacts as these are existing facilities.



**City Council Goal: N/A**  
**City Council Initiative: N/A**

**Category:** General Government

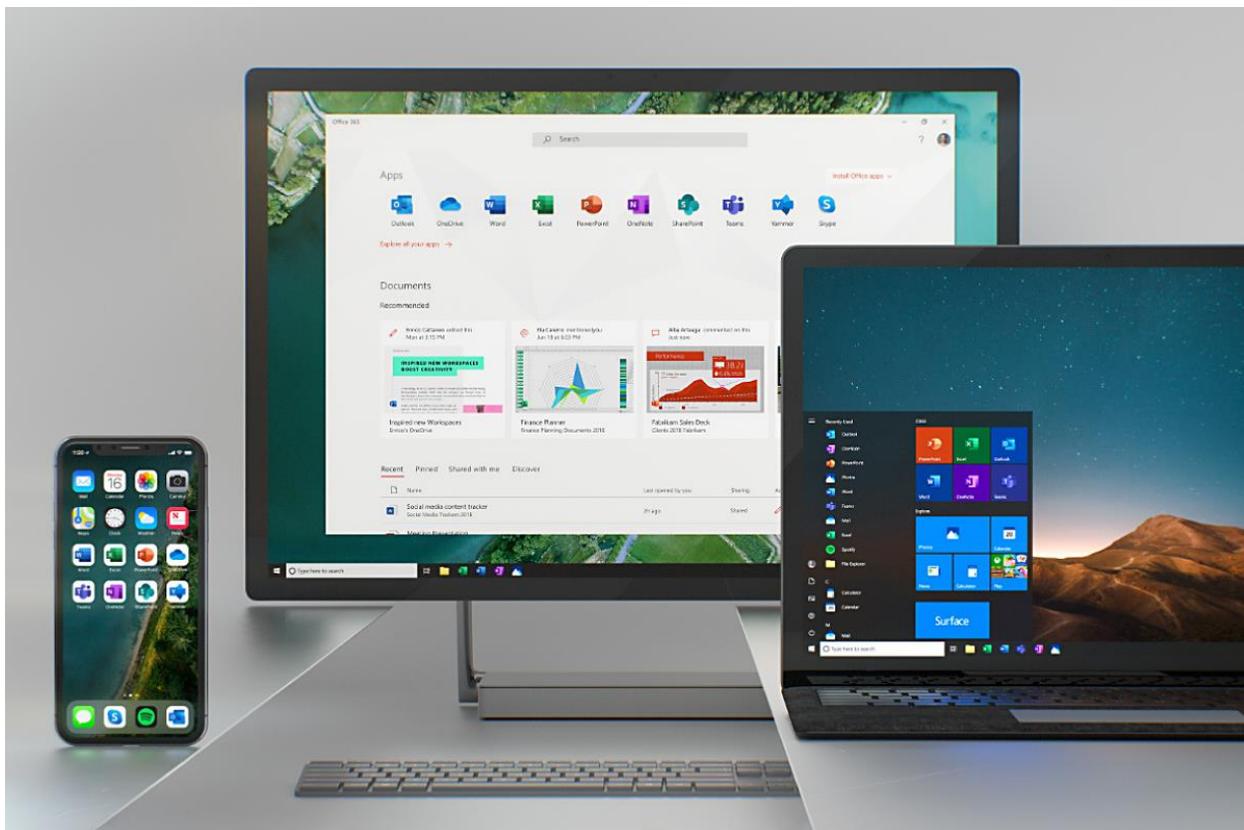
**Project Title:** Microsoft Office 2019 Program Upgrade

**Project Description:** Currently, the City has 3 different versions of the Microsoft Office Application Suite installed, Office 2010, Office 2013 and Office 2016. Office 2010 is now out of general support for both software updates and security updates. Additionally, in October of 2020 Microsoft will no longer allow Outlook email clients to connect to Office 365 email servers, which is the primary email system for the City. This project will upgrade the installed programs to the same version across all City computers, currently Microsoft Office 2019.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$29,790	\$29,790	\$29,790	\$29,790	\$29,790	\$148,950

**Fiscal Impact:** There is no fiscal impact to the operating budget. Efficiencies will be seen through standardization of this critical application across all City computers.



**City Council Goal:**  
**City Council Initiative:**

**Category:** General Government

**Project Title:** Information Technology

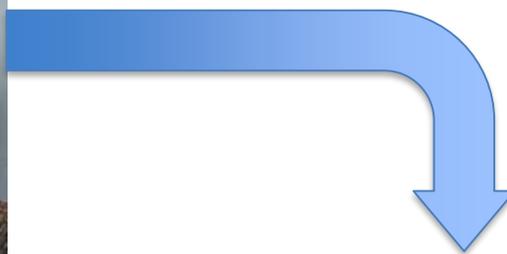
**Project Description:** PC Replacement Program

The purpose of the PC Replacement Program is to ensure the adequacy of all City computers through a replacement schedule. The schedule is currently to replace computers four years.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000

**Fiscal Impact:** There are no recurring costs with this project.



**City Council Goal: N/A**  
**City Council Initiative: N/A**

**Category:** General Government

**Project Title:** Vehicle Replacement Plan

**Project Description:** The City replaces vehicles following industry standards for public safety departments and after extensive use for general fleet. When general fleet vehicles are replaced, they are cycled down in the organization or sold as surplus. Following a replacement schedule in FY20, several general fleet and public safety vehicles will be replaced.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$345,000	\$468,000	\$686,000	\$275,000	\$30,000	\$1,804,000

**Fiscal Impact:** The replacement of vehicles reduces annual expense as fuel efficiencies increase in newer models and maintenance costs are less on low mileage vehicles



**City Council Goal: VI: Recreation and Culture**  
**City Council Initiative: F. Library Facility Renewal and Renovation**

**Category:** Agencies and Interjurisdictional

**Project Title:** Williamsburg Library Renovation

**Project Description:** The Williamsburg Library facility was constructed in 1974 with two subsequent additions in 1982 and 1988. The facility hosts 600,000 annual visits, over 2,500 meetings and programs, and 65% of the 1.2 million system annual check-out transactions. The Williamsburg Regional Library system meets almost all major AAA standards with the exception of facilities, where it ranks a single A. The actual library space, minus the theater and basement is 25,000 square feet, which translates to .34 SF per capita. The standard is 1 square foot per capita. At 300% beyond recommended capacity the library lacks any additional space to offer new technology, a teen area, seating, collaborative work spaces, maker spaces, media labs or space for other contemporary library services. The WRL board of Trustees has engaged a library architect to conduct an assessment of the building and provide cost estimates for a total renovation or a replacement facility. The library is interested in exploring options with the City regarding possible sites, parking expansion, or a possible combined new facility with James City County. New public library construction in Virginia averages \$350.00 per square foot. A replacement building of a comparable size of 34,000 SF would require a construction budget of \$11,900,000 in 2018. The costs for a total renovation are unknown pending the architectural assessment. The cost of a joint library facility cannot be established until the size is determined. This project budgets for the first steps in answering some of the pending questions. Using \$60,000 in FY20 the City can assist the Library Board in considering space needs which will guide discussions with James City County, York County, and the City of Williamsburg concerning the possibility of a joint facility.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$60,000					\$60,000

**Fiscal Impact:** The completion of the renovations will reduce ongoing maintenance costs. The use of more efficient equipment and design may minimally reduce operating costs.



**City Council Goal: N/A**  
**City Council Initiative: N/A**

**Category:** Agencies and Interjurisdictional

**Project Title:** Williamsburg/JCC Courthouse Maintenance Projects (contingency)

**Project Description:** The City of Williamsburg and James City County jointly own and operate the Williamsburg/James City County Courthouse as authorized by §17.1-281 of the Code of Virginia. Each locality has previously authorized the assessment of a courthouse maintenance fee of \$2 for each civil and criminal action and/or traffic case in the District or Circuit Courts for the City of Williamsburg and James City County. The Clerk of the Circuit Court collects and remits fees monthly to the City’s Department of Finance, acting as agent for the Courthouse Maintenance Fund. Funds are invested in the Commonwealth of Virginia’s Local Government Investment Pool. Disbursements are approved by resolution of both the Williamsburg City Council and the James City County Board of Supervisors for capital projects deemed necessary to maintain the Courthouse.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$40,000	\$0	\$0	\$0	\$0	\$40,000

**Fiscal Impact:** The completion of work will not have a direct fiscal impact beyond the cost of completion due to improved reliability and efficiency of any new improvements including appliances.



**City Council Goal:** N/A  
**City Council Initiative:** N/A

**Category:** Agencies and Interjurisdictional

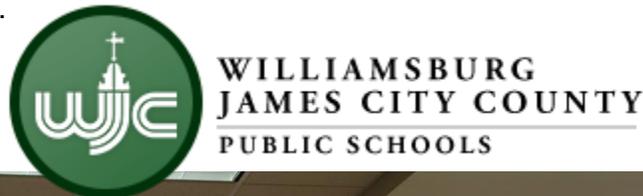
**Project Title:** Williamsburg/JCC Schools Capital Contribution

**Project Description:** This project represents City contribution to various capital expenditures for the joint Williamsburg-James City County school system. Anticipated funding amounts are \$303,950 FY20, \$786,200 FY21, \$1,427,150 FY22, \$2,373,025 FY23, and \$4,001,110 in FY24. These estimates are based on the school system CIP. The City's share of these expenses are 9.48% of the FY20 total as stipulated in the current funding agreement between JCC and the City. Remaining funds for any projects not completed at fiscal year-end are carried forward to the following year.

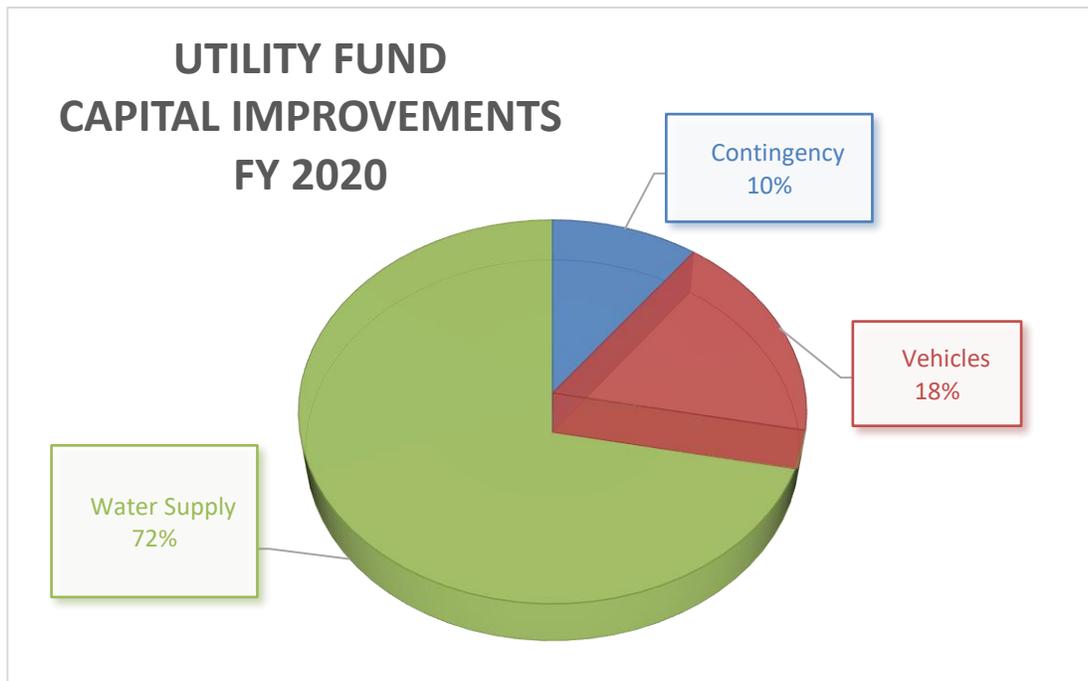
**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$303,950	\$786,200	\$1,427,150	\$2,373,025	\$4,001,110	\$8,991,435

**Fiscal Impact:** The completion of work will not have a direct fiscal impact beyond the cost of completion due to improved reliability and efficiency of any new improvements including appliances.



<b><u>REVENUES</u></b>	<b><u>Proposed FY 2020</u></b>	<b><u>Estimated FY 2019</u></b>	<b><u>Actual FY 2018</u></b>
Transfer from Reserves	\$ (730,000)	\$ (390,000)	\$ (1,469,000)
Total Revenues	<u>\$ (730,000)</u>	<u>\$ (390,000)</u>	<u>\$ (1,469,000)</u>
<b><u>EXPENSES</u></b>			
Water Distribution/Storage	\$ -	\$ 75,000	\$ 794,000
Sewer Collection System	-	20,000	145,000
Sewage Pump Stations	-	-	-
Contingency	75,000	75,000	75,000
Vehicles	130,000	30,000	265,000
Water Supply	<u>525,000</u>	<u>190,000</u>	<u>190,000</u>
Total Expenses	<u>\$ 730,000</u>	<u>\$ 390,000</u>	<u>\$ 1,469,000</u>



**City of Williamsburg - Utility Fund Capital Improvement Program Summary - Fiscal Years 2020 - 2024**

	Estimated thru FY 2019	Carryover from FY 2019	FIVE YEAR CAPITAL IMPROVEMENT PROGRAM					Five Year Total
			Proposed Budget FY 2020	FOR PLANNING PURPOSES				
				FY 2021	FY 2022	FY 2023	FY 2024	
<b><u>CAPITAL REVENUES</u></b>								
Transfer from Retained Earnings (reserves)								
<b>Total Revenues</b>	<b>390,000</b>	--	<b>730,000</b>	<b>355,000</b>	<b>655,000</b>	<b>1,065,000</b>	<b>400,030</b>	<b>3,205,030</b>
<b><u>CAPITAL EXPENSES</u></b>								
<b>Water Supply</b>								
Watershed Protection/Water Quality	75,000	--	--	75,000	--	--	--	<b>75,000</b>
Waller Mill Dam Improvements	65,000	--	50,000	50,000	465,000	950,000	--	<b>1,515,000</b>
Water Treatment Improvements	--	50,000	--	--	--	--	--	<b>0</b>
<b>Water Distribution/Storage</b>								
Water System Improvements	75,000	--	475,000	--	--	--	--	<b>475,000</b>
<b>Plant Wastewater Lagoons</b>								
Lagoon Sludge Removal	--	--	--	110,000	--	--	--	<b>110,000</b>
<b>Sewer Collection/Transmission System</b>								
Sewer System Rehab - SSO Program	--	--	--	--	75,000	--	75,000	<b>150,000</b>
Sewer Pump Station Reliability	20,000	--	--	45,000	--	40,000	--	<b>85,000</b>
<b>Water/Sewer System Contingency</b>								
Water/Sewer System - Contingency	75,000	--	75,000	75,000	75,000	75,000	75,000	<b>375,000</b>
<b>Vehicles/Equipment</b>								
Vehicles	30,000	--	130,000	0	40,000	0	250,030	<b>420,030</b>
<b>Total Utility Fund Capital Improvements</b>	<b>340,000</b>	<b>50,000</b>	<b>730,000</b>	<b>355,000</b>	<b>655,000</b>	<b>1,065,000</b>	<b>400,030</b>	<b>3,205,030</b>

**City Council Goal: I. Character of the City**

**City Council Initiative: H. Open Space Preservation and Commercial Site Assembly**

**Category:** Utility Fund – Water Supply

**Project Title:** Watershed Protection/Water Quality

**Project Description:** The City has been aggressive in purchasing watershed property for several decades to protect our drinking water source. The City now owns or has conservation easements on 60% of the watershed. Funding is set aside in FY21 to provide additional land acquisition should property become available. Funding is also for other initiatives such as forestry management and security improvements to the Plant and watershed (signage, access control).

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
	\$75,000				\$75,000

**Fiscal Impact:** While protecting the watershed around Waller Mill Reservoir will ensure a high quality water source, purchase or control of more property will result in a larger area to be managed, though additional operating costs would be minimal.



**City Council Goal: VII. Environmental Sustainability**  
**City Council Initiative: D. Water Plant Improvements**

**Category:** Utility Fund – Water Supply

**Project Title:** Waller Mill Dam Improvements

**Project Description:** The City has an operation and maintenance permit for Waller Mill Dam from the Department of Conservation and Recreation (DCR). Due to new regulations, the dam went from a low hazard to a high hazard classification. This new designation may require a substantial amount of work be completed at the dam. Using new rainfall criteria required by the State, our engineering firm did a study of the dam’s capability to handle a worst-case rainfall event. Results of the study indicated that the earthen dam would overtop. This means that the city may be required to armor the dam with structural material.

The City has a permit from the State conditioned upon improvements being made to the dam. Money is budgeted in FY20 and FY21 for engineering work to review the latest State requirements and to determine options to protect the dam. Estimated budget figures are shown in FY22 and FY23 for construction of anticipated improvements.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$50,000	\$50,000	\$465,000	\$950,000		\$1,515,000

**Fiscal Impact:** The impact is dependent on which type of solution is chosen, but any additional operating costs would be minimal.



**City Council Goal: VII. Environmental Sustainability**  
**City Council Initiative: D. Water Plant Improvements**

**Category:** Utility Fund – Water Supply

**Project Title:** Water Treatment Improvements

**Project Description:** Water treatment improvements include all facets of the Water Treatment Plant including raw water/finished water pumping, chemical applications, lab facilities, buildings/ structures, electrical improvements, piping projects, instrumentation and IT.

Carry over money from FY19 will be used for IT upgrades for Plant operations.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
------	------	------	------	------	-------

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion due to improved reliability and efficiency of any new improvements including equipment.



**City Council Goal: VII. Environmental Sustainability**  
**City Council Initiative: D. Water Plant Improvements**

**Category:** Utility Fund – Water Supply

**Project Title:** Water System Improvements

**Project Description:** The water distribution and collection systems require maintenance and upgrade as they age. This project addresses those needs as they are anticipate in any fiscal year. Examples of water system improvements include:

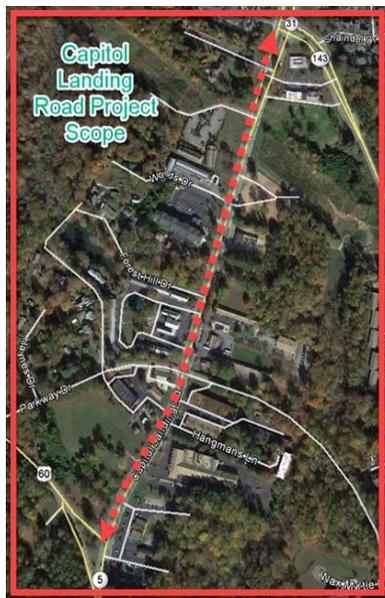
- Upgrade line size on developer installed systems (e.g. contribution to 16" extension to Fairfield Timeshares on Mooretown Road).
- Small line replacement program to improve water pressure in specific areas.
- Upgrades/replacements of pipelines in conjunction with road construction projects (e.g. Richmond Road and Braxton Court).
- Water line extensions to provide system looping to increase fire flow and service reliability.

\$475,000 is earmarked in FY20 for water line improvements on Capitol Landing Road (CLR) in conjunction with the CLR streetscape project.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$475,000					\$475,000

**Fiscal Impact:** Scheduled replacement of water system infrastructure should reduce operating costs. Water extensions add piping to the water system with minimal increases in operating and maintaining infrastructure.



**City Council Goal: VII. Environmental Sustainability**  
**City Council Initiative: D. Water Plant Improvements**

**Category:** Utility Fund – Plant Wastewater Lagoons

**Project Title:** Lagoon Sludge Removal

**Project Description:** The Water Plant must backwash the filter tanks and the sedimentation basins which produces wastewater that is directed to two (2) on-site lagoons. The waste is mostly liquid with residuals of the chemicals added to treat the water such as carbon, alum, and fluoride.

The wastewater flows by pipe to the wastewater lagoons. The solids/sludge settle to the bottom and eventually, over time, fill up the lagoons and the sludge needs to be removed. The lagoons will need to be cleaned by year 2021 – \$110,000 is budgeted in FY2021 for that project.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
	\$110,000				\$110,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion.



**City Council Goal: VII. Environmental Sustainability**  
**City Council Initiative: B. Sanitary Sewer System Rehabilitation**

**Category:** Utility Fund – Sewer Collection/Transmission System

**Project Title:** Sewer System Rehab – SSO Program

**Project Description:** The original consent decree issued to all HRPDC localities by the State Department of Environmental Services (DEQ) was revised substantially. HRSD is managing the more extensive Sanitary Sewer Overflow (SSO) problems including those associated with the Regional Wet Weather Management Plan (RWWMP). The localities are responsible for their respective collection systems and resolve structural deficiencies and issues associated with management, operations, and maintenance (MOM) of the sanitary sewer system. As such, the City is budgeting money for repairs and sewer lining. Any sewer rehab projects in FY20 will be funded with FY19 carry over money.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
		\$75,000		\$75,000	\$150,000

**Fiscal Impact:** These capital expenditures will be a driver in increasing utility rates. However, upgrading the sewer system will reduce operation and maintenance costs.



**City Council Goal: VII. Environmental Sustainability**  
**City Council Initiative: B. Sanitary Sewer System Rehabilitation**

**Category:** Utility Fund – Sewer Collection/Transmission System

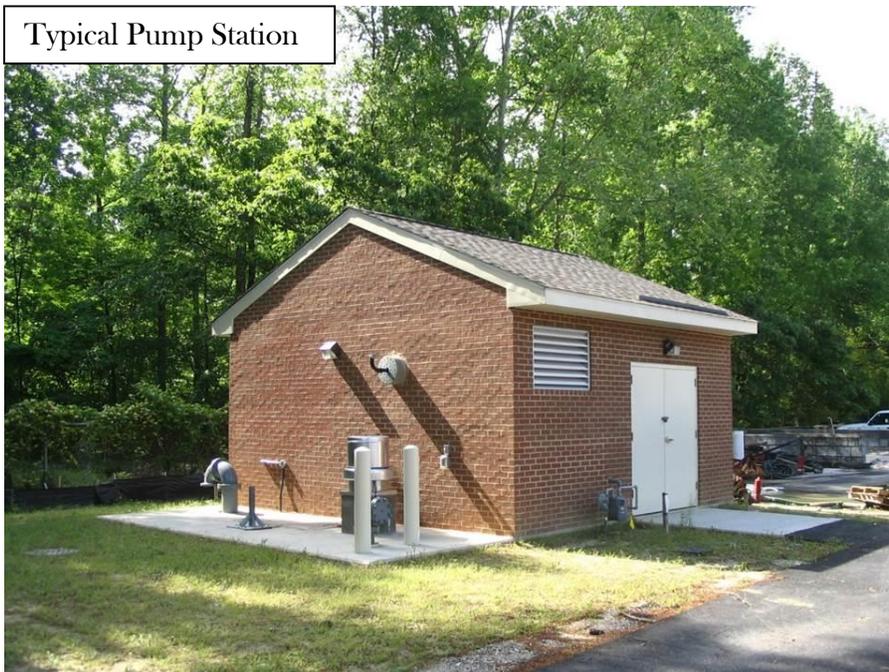
**Project Title:** Sewer Pump Station Reliability

**Project Description:** There are 15 sewage pumping stations in the City. Because the City drains into shellfish waters, the stations are classified as Reliability Class I stations which provides for the strictest standards of reliability. For example, the stations are required to have emergency back up power or other means of operating the pumps in case of power failure. As part of the Sanitary Sewer Overflow (SSO) Consent Decree, pump stations were identified as critical infrastructure to operate/maintain to avoid sewer overflows. These designations require heightened maintenance and failure avoidance. FY19 carry over monies will be used for any FY20 pump station needs.

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
	\$45,000		\$40,000		\$85,000

**Fiscal Impact:** The completion of the work will not have a direct fiscal impact beyond the cost of completion due to improved reliability and efficiency of any new improvements including equipment.



**City Council Goal: VII. Environmental Sustainability**  
**City Council Initiative: B. Sanitary Sewer System Rehabilitation**

**Category:** Utility Fund – Water Sewer System - Contingency

**Project Title:** Water Sewer System - Contingency

**Project Description:** Water and sewer system contingency funds must be budgeted to cover unforeseen items on a yearly basis. The utility must have the money reserved in order to continue to operate on a continuous basis. Examples of water and sewer contingency expenditures include:

- Emergencies - major pipe line failures, pump/motor replacement, generator failures
- Contributions to new pump stations installed by development
- Capital project contingency

**Estimated Capital Budget:**

FY20	FY21	FY22	FY23	FY24	Total
\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000

**Fiscal Impact:** These capital expenditures will be a driver in increasing utility rates. However, upgrading the sewer system will reduce operation and maintenance costs.



**CITY OF WILLIAMSBURG**  
 Departmental Summary - By Fund

**VEHICLE REPLACEMENT FIVE-YEAR PLAN**

<u>FUND</u>	<u>DEPARTMENT</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
<b><u>SALES TAX</u></b>						
	BUILDING INSPECTION	\$0	\$30,000	\$0	\$0	\$0
	CITY MANAGER	\$0	\$0	\$0	\$0	\$0
	ECONOMIC DEV.	\$0	\$0	\$0	\$0	\$0
	ENGINEERING	\$0	\$0	\$35,000	\$0	\$0
	FINANCE	\$0	\$28,000	\$0	\$0	\$0
	FIRE	\$84,000	\$60,000	\$375,000	\$0	\$0
	HUMAN SERVICES	\$25,000	\$0	\$0	\$35,000	\$0
	PLANNING	\$30,000	\$0	\$0	\$0	\$0
	POLICE	\$96,000	\$148,000	\$68,000	\$0	\$0
	PUBLIC WORKS	\$70,000	\$190,000	\$208,000	\$170,000	\$0
	RECREATION	\$40,000	\$12,000	\$0	\$30,000	\$30,000
	WRHA	\$0	\$0	\$0	\$40,000	\$0
	<b>SALES TAX TOTAL</b>	<b>\$345,000</b>	<b>\$468,000</b>	<b>\$686,000</b>	<b>\$275,000</b>	<b>\$30,000</b>
<b><u>UTILITIES</u></b>						
	PUBLIC UTILITIES	\$130,000	\$0	\$40,000	\$0	\$250,030
	<b>UTILITIES TOTAL</b>	<b>\$130,000</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$250,030</b>
	<b><u>GRAND TOTAL</u></b>	<b>\$475,000</b>	<b>\$468,000</b>	<b>\$726,000</b>	<b>\$275,000</b>	<b>\$280,030</b>

# City of Williamsburg - Vehicle Replacement Five-Year Plan

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
<b><u>BUILDING INSPECTION</u></b>							at 01/07/2019					
1132	2007	FORD	ESCAPE 4X4 - HYBRID	Yes	No	129016L	77,649	\$0	\$0	\$0	\$0	\$0.00
6573	2008	FORD	ESCAPE 4X4 SUV Hyrid	Yes	No	114731L	56,295	\$0	\$30,000	\$0	\$0	\$0.00
2679	2016	FORD	EXPLORER 4WD	No	No	172031L	16,552	\$0	\$0	\$0	\$0	\$0.00
4988	2017	JEEP	COMPASS 4X4 4 DR	No	No	172037L	6,897	\$0	\$0	\$0	\$0	\$0.00
<b>TOTAL BUILDING INSPECTION</b>								\$0	\$30,000	\$0	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
<b>CITY MANAGER</b>							at 01/07/2019					
5925	2017	FORD	EXPLORER - SILVER	No	No	172044L	8,156	\$0	\$0	\$0	\$0	\$0.00
<b>TOTAL CITY MANAGER</b>								\$0	\$0	\$0	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
<b><u>ECONOMIC DEV.</u></b>							at 01/07/2019					
0048	2018	YAMAHA	YAMAHA GOLF CART	Yes	No	NA	0	\$0	\$0	\$0	\$0	\$0.00
<b>TOTAL ECONOMIC DEV.</b>								\$0	\$0	\$0	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
							at 01/07/2019					
<b>ENGINEERING</b>												
2324	2005	FORD	EXPLORER 4x4	No	Yes	122-984L	68,205	\$0	\$0	\$35,000	\$0	\$0.00
<b>TOTAL ENGINEERING</b>								\$0	\$0	\$35,000	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
							at 01/07/2019					
<b>FINANCE</b>												
0780	2005	CHEVROLET	IMPALA 4 DR SEDAN	No	No	24-292L	55,239	\$0	\$28,000	\$0	\$0	\$0.00
5924	2017	FORD	EXPLORER	No	No	172046L	2,690	\$0	\$0	\$0	\$0	\$0.00
<b>TOTAL FINANCE</b>								\$0	\$28,000	\$0	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
							at 01/07/2019					
8941	1949	MACK	FIRE TRUCK	No	No	16-977L	974	\$0	\$0	\$0	\$0	\$0.00
66	1988	HOMEMADE	BOAT TRAILER (ZODIAC)	No	No	84-728L	0	\$0	\$0	\$0	\$0	\$0.00
8405	1998	HAULMARK	UTIL TRAILER	No	No	65-835L	0	\$0	\$0	\$0	\$0	\$0.00
0140	2000	PIERCE	FIRE TRUCK	No	No	40275L	60,290	\$0	\$0	\$0	\$0	\$0.00
5004	2004	CARGO	TRAILER	No	No	129018L	0	\$0	\$0	\$0	\$0	\$0.00
7761	2004	ACSI	DECONTAMINATION TRAI	No	No	84-725L	0	\$0	\$0	\$0	\$0	\$0.00
1409	2005	FORD	3/4 TON DIESEL 4X4 PICK	No	No	122-973L	66,468	\$0	\$60,000	\$0	\$0	\$0.00
0700	2008	CHEVROLET	4 DOOR IMPALA	No	No	114733L	61,597	\$42,000	\$0	\$0	\$0	\$0.00
2410	2008	CHEVROLET	4 DOOR IMPALA	No	No	114734L	65,486	\$42,000	\$0	\$0	\$0	\$0.00
8061	2008	GMC	AMBULANCE (Reserve No	No	No	159651L	81,728	\$0	\$0	\$0	\$0	\$0.00
2042	2011	PIERCE	PUMPER	No	No	159672L	41,648	\$0	\$0	\$0	\$0	\$0.00
6972	2011	FORD	PIERCE RESCUE	No	No	159653L	3,919	\$0	\$0	\$0	\$0	\$0.00
8179	2011	VMA/PAMU	CARGO TRAILER	No	No	159682L	0	\$0	\$0	\$0	\$0	\$0.00
2818	2012	PIERCE	QUANTUM FIRE TRUCK	No	No	172004L	23,242	\$0	\$0	\$0	\$0	\$0.00
4115	2013	HORTON	HORTON AMBULANCE	No	No	172015L	62,271	\$0	\$0	\$375,000	\$0	\$0.00

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
RC313	2013	WING	INFLATABLE 15' 6"	No	No		0	\$0	\$0	\$0	\$0	\$0.00
2025	2014	FORD	SUV INTERCEPTOR WHI	No	No	172019L	40,897	\$0	\$0	\$0	\$0	\$0.00
3398	2014	SCOTTY	SAFE HOUSE	No	No	172023L	0	\$0	\$0	\$0	\$0	\$0.00
7593	2014	LOAD RITE	BOAT TRAILER/16' JON B	No	No	172025L	0	\$0	\$0	\$0	\$0	\$0.00
6509	2016	ROAD RESCUE	FREIGHTLINER AMBULAN	No	No	172033L	42,643	\$0	\$0	\$0	\$0	\$0.00
0582	2017	CHEVROLET	TAHOE	No	No	172049L	15,102	\$0	\$0	\$0	\$0	\$0.00
0932	2017	FORD	EXPLORER - WHITE	No	No	172043L	21,002	\$0	\$0	\$0	\$0	\$0.00
0933	2017	FORD	EXPLORER - WHITE	No	No	172042L	11,180	\$0	\$0	\$0	\$0	\$0.00
6258	2017	HORTON	AMBULANCE	No	No	202553L	16,760	\$0	\$0	\$0	\$0	\$0.00
6835	2017	PIERCE	FIRE TRUCK-PUMPER VE	No	No	172-039L	13,750	\$0	\$0	\$0	\$0	\$0.00
9453	2017	CHEVROLET	TAHOE	No	No	172048L	5,875	\$0	\$0	\$0	\$0	\$0.00
<b>TOTAL FIRE</b>								<b>\$84,000</b>	<b>\$60,000</b>	<b>\$375,000</b>	<b>\$0</b>	<b>\$0</b>

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
							at 01/07/2019					
<b>HUMAN SERVICES</b>												
1666	2008	GMC	12 PASSENGER VAN	No	Yes	114735L	46,031	\$0	\$0	\$0	\$35,000	\$0.00
9026	2013	GMC	12 PASSENGER VAN	No	No	172013L	14,666	\$0	\$0	\$0	\$0	\$0.00
9878	2015	DODGE	CARAVAN	No	No	172028L	22,376	\$0	\$0	\$0	\$0	\$0.00
4870	2017	JEEP	COMPASS 4X4 4 DR	No	No	172038L	13,155	\$0	\$0	\$0	\$0	\$0.00
0000	2020	JEEP	COMPASS	No	No			\$25,000	\$0	\$0	\$0	\$0.00
<b>TOTAL HUMAN SERVICES</b>								\$25,000	\$0	\$0	\$35,000	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
<b>PLANNING</b>							at 01/07/2019					
3188	2005	DODGE	CARAVAN	No	No	16-998L	47,416	\$30,000	\$0	\$0	\$0	\$0.00
<b>TOTAL PLANNING</b>								\$30,000	\$0	\$0	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
<b>POLICE</b>							at 01/07/2019					
5572	2003	TEXAS BRAGG	TRAILER-CONE	No	No	111793L	0	\$0	\$0	\$0	\$0	\$0.00
2171	2006	CHEVROLET	PU CREW CAB - NON RE	No	No	UUL7757	95,028	\$0	\$0	\$0	\$0	\$0.00
0900	2007	HARLEY	FLPI-MOTORCYCLE	No	No	2199L	14,438	\$0	\$0	\$20,000	\$0	\$0.00
1609	2011	FORD	4D CROWN VIC (Unmarke	No	No	XCC9355	45,833	\$48,000	\$0	\$0	\$0	\$0.00
1610	2011	FORD	4D CROWN VIC	No	No	ECN1102	76,719	\$48,000	\$0	\$0	\$0	\$0.00
8779	2011	FORD	CROWN VIC (PATROL) N	No	No	159673L	108,079	\$0	\$0	\$0	\$0	\$0.00
3157	2012	FORD	SUV ESCAPE XLT	No	No	159683L	27,829	\$0	\$0	\$48,000	\$0	\$0.00
1333	2013	FORD	SUV INTERCEPTOR (PAT	No	No	172008L	79,321	\$0	\$0	\$0	\$0	\$0.00
1334	2013	FORD	SUV INTERCEPTOR NON	No	No	172009L	114,014	\$0	\$0	\$0	\$0	\$0.00
1335	2013	FORD	SUV INTERCEPTOR NON	No	No	172010L	101,841	\$0	\$0	\$0	\$0	\$0.00
1337	2013	FORD	SUV INTERCEPTOR (PAT	No	No	172012L	81,869	\$0	\$0	\$0	\$0	\$0.00
5873	2013	JEEP	WRANGLER	No	No	172016L	34,710	\$0	\$0	\$0	\$0	\$0.00
2023	2014	FORD	SUV INTERCEPTOR (PAT	No	No	172017L	113,041	\$0	\$0	\$0	\$0	\$0.00
2024	2014	FORD	SUV INTERCEPTOR (PAT	No	No	172018L	103,384	\$0	\$0	\$0	\$0	\$0.00
2026	2014	FORD	SUV INTERCEPTOR (UN	No	No	WNN4064	57,021	\$0	\$50,000	\$0	\$0	\$0.00

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
2068	2014	SMART	RADAR TRAILER	No	No	172-027L	0	\$0	\$0	\$0	\$0	\$0.00
4689	2014	SMART	LOW SPEED VEHICLE	No	No	172020L	8,809	\$0	\$0	\$0	\$0	\$0.00
6293	2014	FORD	SUV INTERCEPTOR (PAT	No	No	172022L	82,012	\$0	\$0	\$0	\$0	\$0.00
9778	2014	FORD	FORD - INTERCEPTOR Se	No	No	WNR8302	65,632	\$0	\$48,000	\$0	\$0	\$0.00
0	2015	FREEDOM	CARGO TRAILER-ENCLO	No	No	172047L	0	\$0	\$0	\$0	\$0	\$0.00
3935	2015	FORD	4D INTERCEPTOR UNMA	No	No	172034L	28,938	\$0	\$0	\$0	\$0	\$0.00
6999	2015	CHEVROLET	TAHOE K1500	No	No	VBC7971	74,979	\$0	\$50,000	\$0	\$0	\$0.00
1881	2016	CHEVROLET	TAHOE	No	No	VRJ7648	22,267	\$0	\$0	\$0	\$0	\$0.00
3753	2016	FORD	UNMARKED SUV INTERC	No	No	VHV8535	38,622	\$0	\$0	\$0	\$0	\$0.00
5032	2017	FORD	SUV INTERCEPTOR (PAT	No	No	172050L	48,841	\$0	\$0	\$0	\$0	\$0.00
5033	2017	FORD	SUV INTERCEPTOR (PAT	No	No	202551L	46,364	\$0	\$0	\$0	\$0	\$0.00
4419	2018	FORD	SUV INTERCEPTOR (PAT	No	No	202555L	3,977	\$0	\$0	\$0	\$0	\$0.00
4420	2018	FORD	UNMARKED SUV INTERC	No	No	UYF5174	3,776	\$0	\$0	\$0	\$0	\$0.00
<b>TOTAL POLICE</b>								\$96,000	\$148,000	\$68,000	\$0	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
<b>PUBLIC UTILITIES</b>							at 01/07/2019					
0537	1966	COX	BOAT TRAILER	No	No	16-978L	0	\$0	\$0	\$0	\$0	\$0.00
1382	1992	FORD	SEWER CLEANER	No	No	93-898L	40,552	\$0	\$0	\$0	\$0	\$0.00
A393	1993	Caroline Skiff	16'8 Lenth	No	No		0	\$0	\$0	\$0	\$0	\$0.00
1105	1996	GATOR	UTIL VEH	No	No		2,347	\$0	\$0	\$0	\$0	\$0.00
0152	2003	VENTURE	BOAT TRAILER	No	No	84-730L	0	\$0	\$0	\$0	\$0	\$0.00
1549	2004	VACTOR	MODEL 2103 SEWER CLE	No	No	11-4704L	18,114	\$0	\$0	\$0	\$0	\$250,000
7493	2005	FORD	F350 3/4 TON UTILITY TR	No	No	122999L	70,444	\$40,000	\$0	\$0	\$0	\$0.00
1827	2006	CARRYON	CARRY ON TRL	No	No	172007L	0	\$0	\$0	\$0	\$0	\$0.00
8245	2006	FORD	VAN-CAMERA TRUCK	No	No	114-748L	21,965	\$0	\$0	\$0	\$0	\$0.00
4708	2008	CASE	580L BACKHOE	No	No		4,764	\$90,000	\$0	\$0	\$0	\$0.00
2256	2009	FORD	F-350 DIESEL 4x4 PU	No	Yes	129042L	56,614	\$0	\$0	\$40,000	\$0	\$0.00
9610	2011	YAMAHA	50HP OUTBOARD MOTOR	No	No	NA	0	\$0	\$0	\$0	\$0	\$0.00
8374	2013	FORD	EXPLORER	No	No	172006L	49,332	\$0	\$0	\$0	\$0	\$30.00
2742	2014	FORD	F150 PICKUP TRUCK	No	No	172024L	32,796	\$0	\$0	\$0	\$0	\$0.00
1394	2015	CHEVROLET	4 WHEEL SILVERADO PU	No	No	172035L	30,364	\$0	\$0	\$0	\$0	\$0.00

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
7798	2015	INTERNATIONAL	DUMP TRUCK	No	No	172029L	5,023	\$0	\$0	\$0	\$0	\$0.00
5345	2018	FORD	F250 4X4 SUPERCAB PIC	No	No	202557L	1,651	\$0	\$0	\$0	\$0	\$0.00
5779	2019	CHEVROLET	COLORADO PICKUP	No	No	202561L	0	\$0	\$0	\$0	\$0	0
<b>TOTAL PUBLIC UTILITIES</b>								\$130,000	\$0	\$40,000	\$0	\$250,030

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
<b>PUBLIC WORKS</b>							at 01/07/2019					
3268	2000	FORD	TRACTOR	No	No		1,087	\$0	\$0	\$0	\$0	\$0.00
5298	2000	HAULMARK	ENCLOSED UTILITY TRAI	No	No	40-280L	0	\$0	\$0	\$0	\$0	\$0.00
9479	2001	GMC	1/2 TON 4X4 PICKUP-LOA	No	Yes	49-454L	89,149	\$0	\$0	\$35,000	\$0	\$0.00
2476	2002	CASE	BACKHOE	No	No	n/a	4,646	\$0	\$85,000	\$0	\$0	\$0.00
5293	2003	Mid Atlantic	UTIL TRAILER	No	No	26-938L	0	\$0	\$0	\$0	\$0	\$0.00
3664	2004	BRI-MAR	2 AXLE DUMP TRAILER	No	No	24-260L	0	\$0	\$0	\$0	\$0	\$0.00
0155	2006	HUDSON	UTIL TRAILER	No	No	129020L	0	\$0	\$0	\$0	\$0	\$0.00
0995	2006	GMC	PU TRUCK	No	No	114-721L	71,383	\$0	\$35,000	\$0	\$0	\$0.00
1608	2006	FORD	DUMP TRUCK	No	No	129025L	39,198	\$0	\$0	\$98,000	\$0	\$0.00
3514	2006	CURRAHEE	UTIL TRL	No	No	129006L	0	\$0	\$0	\$0	\$0	\$0.00
8855	2006	CHEVROLET	TAHOE - SUV	No	No	123-000L	69,537	\$0	\$0	\$0	\$40,000	\$0.00
9142	2006	GMC	PU TRUCK C2500	No	No	114-722L	66,857	\$35,000	\$0	\$0	\$0	\$0.00
9151	2006	GMC	PU TRUCK SIERRA	No	No	114-723L	75,181	\$35,000	\$0	\$0	\$0	\$0.00
0869	2007	FORD	EXPLORER 4 x 4	No	No	114729L	71,088	\$0	\$35,000	\$0	\$0	\$0.00
2835	2008	FORD	3/4 TON PICKUP	No	No	114740L	44,215	\$0	\$0	\$35,000	\$0	\$0.00

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
4698	2008	CASE	580L BACKHOE	No	Yes		4,661	\$0	\$0	\$0	\$0	\$0.00
8498	2008	INTERNATIONAL	DUMP TRUCK	No	No	114732L	16,800	\$0	\$0	\$0	\$0	\$0.00
0931	2009	FORD	F-250 GAS 4X2 PU	No	No	129043L	63,279	\$0	\$35,000	\$0	\$0	\$0.00
2018S	2012	FORD	PICKUP TRUCK	No	Yes	172001L	43,332	\$0	\$0	\$0	\$40,000	\$0.00
4686	2012	CHEVROLET	1/2 TON PICKUP TRUCK	No	No	172003L	29,305	\$0	\$0	\$0	\$40,000	\$0.00
6236	2012	VOLVO	ROLLER	No	No		204	\$0	\$0	\$0	\$0	\$0.00
9242	2012	FORD	BUCKET TRUCK	No	No	172014L	7,974	\$0	\$0	\$0	\$50,000	\$0.00
9442	2012	FORD	F250 CREWCAB	No	Yes	172005L	29,916	\$0	\$0	\$40,000	\$0	\$0.00
0200	2013	WORKMAN	GATOR-WORKMAN	No	No	NA	685	\$0	\$0	\$0	\$0	\$0.00
8232	2014	JOHN DEERE	LEAF BOX-BLSH TRAILER	No	No	172026L	0	\$0	\$0	\$0	\$0	\$0.00
4273	2015	FORD	F150 CREW CAB 4 X 2	No	No	172032L	24,131	\$0	\$0	\$0	\$0	\$0.00
7797	2015	INTERNATIONAL	DUMP TRUCK/PLOW/SPR	No	No	172030L	9,329	\$0	\$0	\$0	\$0	\$0.00
2504	2016	BOBCAT	COMPACT TRACK LOADE	No	No	NA	326	\$0	\$0	\$0	\$0	\$0.00
3381	2018	CATERPILLAR	420F BACKHOE	No	No	NA	5	\$0	\$0	\$0	\$0	\$0.00
5826	2018	FORD	F250 REG CAB	No	No	202556L		\$0	\$0	\$0	\$0	\$0.00
9098	2018	AMERICAN TRAILER	UTILITY TRAILER	No	No	202554I	0	\$0	\$0	\$0	\$0	\$0.00

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
9619	2018	INTERNATIONAL	STREET SWEEPER	No	No	202552L	3,460	\$0	\$0	\$0	\$0	\$0.00
2424-1	2019	TORO	ZMASTER MOWER	No	No	NA						
9649	2019	INTERNATIONAL	DUMP TRUCK/PLOW/SPR	No	No	202558L	798	\$0	\$0	\$0	\$0	\$0.00
9650	2019	INTERNATIONAL	DUMP TRUCK/PLOW/SPR	No	No	202559L	755	\$0	\$0	\$0	\$0	\$0.00
9651	2019	INTERNATIONAL	DUMP TRUCK/PLOW/SPR	No	No	202560L	756	\$0	\$0	\$0	\$0	\$0.00
<b>TOTAL PUBLIC WORKS</b>								\$70,000	\$190,000	\$208,000	\$170,000	\$0

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
<b>RECREATION</b>							at 01/07/2019					
5169	1994	TRITON	UTIL TRAILER	No	No	19-406L		\$0	\$0	\$0	\$0	\$0.00
3321	2006	CHEVROLET	4 DOOR SEDAN	No	No	114-724L		\$0	\$0	\$0	\$30,000	\$0.00
1177	2010	JOHN DEERE	UTIL VEHICLE - TX4X2	No	No	NA	68883	\$0	\$12,000	\$0	\$0	\$0.00
2427	2010	Yamaha 25 HP	OUTBOARD MOTOR-Yam	No	No	NA		\$0	\$0	\$0	\$0	\$0.00
4845	2011	CHEVROLET	PICKUP 4WD	No	No	159675L		\$0	\$0	\$0	\$0	\$30,000
0360	2014	JOHN DEERE	TRACTOR- BUNKER/RAK	No	No	NA		\$0	\$0	\$0	\$0	\$0.00
2901	2014	JOHN DEERE	UTIL VEHICLE - GATOR	No	No	NA		\$0	\$0	\$0	\$0	\$0.00
0292	2015	JOHN DEERE	TRACTOR-BUNKER/RAKE	No	No	NA		\$0	\$0	\$0	\$0	\$0.00
0871	2015	JOHN DEERE	TRACTOR-1027R	No	No	NA		\$0	\$0	\$0	\$0	\$0.00
2981	2015	JOHN DEERE	UTIL VEHICLE 4X2	No	No	NA		\$0	\$0	\$0	\$0	\$0.00
6350	2015	JOHN DEERE	MOWER X320 WITH 48X	No	No	NA		\$0	\$0	\$0	\$0	\$0.00
3000	2017	FORD	F150 CREW CAB	No	No	172041L		\$0	\$0	\$0	\$0	\$0.00
00000	2020	TORO	REEL MASTER MOWER	No	No		0	\$40,000	\$0	\$0	\$0	\$0.00
<b>TOTAL RECREATION</b>								\$40,000	\$12,000	\$0	\$30,000	\$30,000

<u>Unit No</u>	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Hybrid?</u>	<u>Future - Potential- Alternative Fuel?</u>	<u>License No.</u>	<u>Mileage</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>
							at 01/07/2019					
<b>WRHA</b>												
1117	1999	FORD	F150 PICKUP TRUCK	No	No	19-409L	688883	\$0	\$0	\$0	\$0	\$0.00
8281	2002	FORD	EXPLORER	No	No	49-458L	101711	\$0	\$0	\$0	\$40,000	\$0.00
7853	2004	CHEVY	3500 VAN	No	No		64985	\$0	\$0	\$0	\$0	\$0.00
<b>TOTAL WRHA</b>								\$0	\$0	\$0	\$40,000	\$0

To: Mayor and City Council  
Planning Commission

From: Barbara A. Dameron, Director of Finance

Date: Thursday, January 10, 2019

RE: Capital Improvements for FY19 – Status of Current Projects

Attachments: None

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This memorandum provides a review and update of the progress made toward projects during FY19 through the City of Williamsburg's Capital Improvement Plan (CIP).

The goal of capital budgeting is to facilitate the economic viability and development of community and therefore it is one of the most important duties of a local government. The State of Virginia provides through state statute that a locality's Planning Commission may annually review the capital improvement program and provide recommendations prior to adoption by the governing body. A capital program consists of two (2) components, the capital plan and the capital budget. The capital budget is an element of the locality's annual budget adoption process and details the upcoming year's planned expenditures for capital projects. This capital budget is based on the capital improvement plan. The plan is a listing of capital items that the locality anticipates undertaking within the five (5) years following the capital budget year. The City of Williamsburg defines a capital expense as any construction project or property acquisition exceeding \$20,000 in total cost and any major study or tangible asset with a total cost of \$10,000 or more and a useful life of at least five (5) years.

The FY19 CIP development included initial structure from the staff with review and input from the Planning Commission and the public. The City Manager's office constructed the first draft of the plan for inclusion in the presented budget. The City Council initially considered the plan during the January budget retreat and final adoption occurred during the final FY19 budget adoption in May. The final CIP included a total FY19 budget of \$5,586,871 for project completion during the operating year. Additionally, the plan included \$15,762,503 in funding carried over from the FY18 CIP Budget for project funding that was not expended but programmed for projects still underway. The plan includes debt service and contingency funds associated with CIP related projects. FY19 debt service and contingency funds added \$1,853,012 to the CIP. This culminated in adopted FY19 capital improvement budget of \$23,202,386.

The FY19 capital budget included the following six categories: Public Works; Recreation, Cultural and Open Space; Public Safety; Community and Economic Development; General Government; and Agencies and Interjurisdictional. These six (6) categories provided 29 individual projects. Of these 29 projects, 3 have been completed, 13 are underway or will be completed before FY20, and 13 have been postponed, retitled or canceled.

The following list provides a status update, by category, for these projects. **CP** indicates that a project is included in or is consistent with the current comprehensive plan. The **🏠** symbol indicates that a project is included in or is consistent with a Goal, Initiative or Outcome (GIO) as adopted by City Council on October of 2016. The **PC** symbol indicates that the project was encouraged in the Planning Commission comments letter provided during the FY19 budget process. Additionally, budgeted amounts reported below for FY19 and FY18 carryover are based on the most recent financial report and will not support the totals listed above as the adopted budget.

**Public Works:** 4 project areas with 6 projects totaling \$13,092,463 in FY19 (\$11,250,026 FY18 carryover, of which \$2,311,639 is encumbered):

(1) Street Construction (2 projects = \$3,223,659 FY19 (\$2,873,659 FY18 carryover, of which \$2,299,693 is encumbered)

**CP**

a. *Ironbound Road Phase 1* (\$2,785,369 FY18 carryover)

Ironbound Road is being reconstructed in three (3) phases. Phase I will be completed in FY19 and includes the redesign of the Longhill Road intersection and the relocation of Longhill Road.

b. *Bridge Inspections/Improvements* (\$350,000 FY19 (\$88,290 FY18 carryover) – This project includes the required inspection and resultant maintenance for five (5) bridges. They are located along Page Street, Capitol Landing Road, Merrimac Trail, Bypass Road, and Quarterpath Road. In addition to the biennial inspections, FY19 work includes deck sealing on Bypass Road and Capitol Landing Road bridges. This project will be completed in FY19.

(2) Corridor Enhancement/Underground Wiring (2 projects = \$8,611,859 FY19 (\$7,189,422 carryover FY18)):

**PC CP 🏠**

a. *Capitol Landing Road Redesign* (\$590,000 FY19 (\$3,026,275 FY18 carryover)) – Using the “complete streets” design standard Capitol Landing Road between Merrimac Trail and Bypass Road will be redesigned to include accommodations for vehicles, mass transit, bicycles, and pedestrians. The estimated project budget is \$6,360,000. \$1,988,871 in excess VDOT funds from completed transportation projects was shifted to the project in FY18. The city has received \$1,371,129 in FY19 VDOT Revenue Sharing funds. Design is ongoing and construction will begin in FY20.

**PC CP 🏠**

b. *Monticello Avenue Redesign* (\$832,437 FY19 (\$4,163,147 FY18 carryover)) – During FY18, the city received and accepted an unsolicited proposal for construction of this project. Consistent with the

Virginia Public Private Transportation Act, the City released a request for competitive bids. No other proposals were received and the City entered into an interim agreement with the contractor for the project design. A comprehensive agreement is expected to be negotiated by May of 2019 for construction. The total project cost is estimated at \$5,000,000 and the project is slated for completion in the summer of 2020.

**CP** (3) Pedestrian and Bicycle Improvements – *Monticello Avenue Multi-Use Trail* (\$1,168,555 FY18 carryover) – This project is funded 80% from a VDOT grant with the City and William and Mary each contributing 10% of the funding. Final design is 90% complete with construction starting in FY20.

**CP**  (4) Stormwater Management – *Stormwater Infrastructure Improvements* (\$70,000 FY19 (\$18,390 FY17 carryover)) – Storm sewer upgrades on Jamestown Road and Pollard Park were completed in FY19. Remaining money is for unanticipated but necessary drainage improvements.

**Recreation, Culture, and Open Space:** 1 project area with 3 projects totaling \$669,754 in FY19 (\$469,754 FY18 carryover):

Facilities (3 projects = \$669,754 FY19 (\$469,754 FY18 carryover)):

 a. *Kiwanis Park Improvements* (\$50,000 FY19 (\$375,133 FY18 carryover)) – FY19 funding for Kiwanis Park provides for repair and resurface of the tennis courts. This project and the funding will carryover into FY20 in order to implement components of the Park and Recreation Master Plan.

 b. *Quarterpath Park Improvements* (\$150,000 FY2019 (\$28,143 carryover FY18)) – FY19 funding includes replacing softball bleachers on field #2 and #3, cover dugouts, replace player benches, and water fountains. These projects are moving forward this winter and will be completed by the end of FY19.

 c. *Waller Mill Park Improvements* (\$66,478 FY18 carryover) – Funding from FY18 for replacement of Shelter 1. The new shelter will be constructed in Spring of FY19.

**Public Safety:** 2 project areas with 7 projects totaling \$2,113,850 in FY19 (\$1,417,535 FY18 carryover):

(1) Facilities (3 projects = \$1,671,381 FY19 (\$1,096,381 FY18 carryover)):

 a. *Fire Station Renovation* (\$530,000 FY19 (\$746,381 FY18 carryover)) – During FY18 City Council issued bonds to fund the construction of a new fire station. The location analysis has been completed and City Council will be presented the resulting options at the City Council's February Budget Retreat. Once a location decision has been made, design work will start. Remaining funds will carry forward to FY20.

**CP**  b. *Police Station Renovation* (\$350,000 FY18 carryover) – City Council's bonding action during 2018 included provision for the renovation of the police station. The Police Station was constructed in 1978 and has gone without major renovation. The facility is currently suffering from a failing roof, structural decay, safety concerns, and lack of adequate

space for modern policing. The project is scheduled to start design work in FY20. Funds will carry forward into FY20.

- c. *E-911 Regional Center Expansion* (\$45,000 FY19) – the City Council approved consolidation of the public safety answering point (PSAP) with York County in February of 2009. This required an expansion of the dispatch center in York County. The City supported cost of that renovation equated to annual debt service of \$45,000 in each FY of the CIP. Estimated City savings due to the consolidation equal as much as \$200,000 annually.

(2) Equipment (4 projects = \$442,469 FY19 (\$321,154 FY18 carryover)):

- a. *Parking Garage Equipment Replacement* (\$262,955 FY18 carryover) –  Implementation of the initial phase, which includes parking software and garage hardware, is currently underway. The majority of funds will be expended; however, some funds are anticipated to remain at FY19 year end. Additional equipment needs will be evaluated and carry forward funds will be available for additional equipment needs.
- b. *Firefighting Equipment (Aid to Localities)* (\$45,000 FY19 (\$19,668 FY18 carryover)) – This project provides the opportunity for the Fire Department to purchase needed equipment for replacement or upgrade of existing gear and acquisition of new standard equipment. Examples of annual purchases include hose replacement and personal protective equipment. Remaining funds will carry forward and be available for future replacement of equipment and protective gear.
- c. *EMS Equipment (4 for Life)* (\$25,000 FY19 (\$25,520 FY18 carryover)) – This annual project allows the Fire Department to upgrade, replace or purchase new life saving tools for use in EMS actions. These funds also support EMT-Paramedic training and Advanced Cardiac Life Support training. Remaining funds carry forward to future years and are available for life saving tools and training.
- d. *Law Enforcement Equipment* (\$51,315 FY19 (\$13,011 FY18 carryover)) –  This annual expense provides for contracted equipment and services. The equipment provided under the contract includes non-lethal Taser units, body-worn cameras, docking stations, and software. The contract has a five-year initial term with optional renewals.

**Community and Economic Development:** 3 project areas with 3 projects totaling \$172,006 in FY19 (\$122,006 carryover from FY18):

(1) Planning (1 project = \$40,000)

-  *Comprehensive plan update* (\$40,000 carryover from FY18) – The update to the plan is underway and will be completed by the end of FY19.

(2) Economic Development (1 project = \$75,000 carryover from FY18) -  Updating the Economic Development Strategic Plan is coordinated with the completion of the updated comprehensive plan to ensure these two important documents are consistent in their recommendations and strategies for growth and development. The Strategic Plan is being conducted in two phases. Phase I

will consist of a target industry study to evaluate the types of businesses the City should recruit. Phase II will develop value proposition and market materials to recruit the businesses. A consultant has been hired and Phase I of the Strategic Plan will be completed by the end of FY19. Remaining funds will carry forward to FY20 and be available for Phase II objectives.

-  (3) Redevelopment and Housing (1 project = \$50,000 FY19 (\$7,006 carryover from FY18)) – the City owns four (4) housing units that are leased to city employees to provide for workforce housing. Work planned for FY19 includes foundation repair and further kitchen rehab on two houses, one located on Longhill Road and the other on Waller Mill Road. It is anticipated this work will not be completed until FY20 and funds to complete the projects will carryover.

**General Government:** 3 project areas with 6 projects totaling \$1,795,696 in FY19 (\$727,696 carryover from FY18):

(1) Facilities and Land (2 projects = \$33,201 carryover from FY18):

- a. *Human Services Front Window Update* (\$20,000 carryover from FY18) – This project updates the most visited office in the Municipal Building and improves customer service, ADA compliance and provides risk management for employees. Project needs are still being evaluated. This project will advance in FY20.
- b. *Facility Painting* (\$13,201 carryover from FY18) – the roof of the Community Building and fencing at the Prince George Garage will be repainted by the end of FY19.

(2) Technology (3 projects = \$390,655 in FY19, \$240,655 carryover from FY18):

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- a. *Enterprise Resource Planning System (ERP) Replacement* (\$240,655 carryover from FY18) – The City’s Enterprise Resource Planning (ERP) system is comprised of financial, tax, revenue, codes compliance, and HR/Payroll applications. This project is ongoing with the Finance functions (accounts payable, general ledger and payroll) and human resources modules of the system already implemented. Utility billing and codes compliance implementation is currently underway with an anticipated “go-live” in April or May of 2019. Revenue and tax modules will begin implementation at the end of January 2019 and are anticipated to “go-live” in December of 2019.
  - b. *Virtual Server Replacement* (\$90,000 in FY19) – The City’s computing and storage infrastructure has been updated to a new hyper converged system that takes up 1/6 of the space and consumes 1/6 of the power than the previous system. The new system allows us to run tiered storage on any server, which means critical systems are able to take advantage of solid state storage which is significantly faster than traditional storage systems. The new system’s platform allows new resources to be added more efficiently than the old system. The project is complete and all funds have been expended.
  - c. *CAMA System Replacement* (\$60,000 in FY19 transferred from the Library Renovation Project) – The City’s real estate assessment process

is currently conducted using HMS Tax Assessment Software which was installed in 2005. The System is obsolete and the vendor is no longer developing the software; hence, there is no opportunity for further enhancements. The City is currently in the process of negotiating a contract for VISION 8.0 CAMA Software. VISION offers significantly more capacity to develop modern assessment models and improves the efficiency of the real estate assessment process. Implementation of the software is expected to start in February of 2019. In order to move this project forward, funds were transferred from the Library Renovation Project. The Library is not expecting to need this funding until FY20.

(3) Vehicles (1 project = \$1,371,840 FY19 (\$453,840 carryover from FY18)):

*Vehicle replacement plan* (\$918,000 FY19 (\$453,840 carryover from FY18)) – The City replaces vehicles following industry standards for public safety departments and after extensive use for general fleet. When general fleet vehicles are replaced, they are cycled down in the organization or sold as surplus. Following a replacement schedule, in FY19 the City plans to purchase a SUV for Building Inspections, a Fire Truck (pumper), four (4) new patrol SUV interceptors, a backhoe for Public Works, and a trailer for Parks and Recreation. These vehicles will be ordered in FY19 and funds will be expended. The majority of carryover funds from FY18 were encumbered for purchases on order or waiting for invoices to be received.

**Agencies and Interjurisdictional:** 2 projects areas with 4 projects totaling \$3,505,605 in FY19 (\$1,775,486 carryover from FY18):

(1) Facilities (2 projects = \$248,740 FY19):

-  a. *Williamsburg Library Renovation* (\$0) – Staff shall work with the Williamsburg Regional Library Board, James City County, and York County to evaluate opportunities for expansion, renovation, and redevelopment of the existing library facility on site in downtown Williamsburg. Originally this project was awarded \$60,000 in FY19; however, this project will not be ready to move forward in FY19. Funds were transferred to the CAMA System Replacement, as described in the General Government Technology Section. The Library Renovation Project will have these funds replaced in FY20 in time for this project to move forward.
-  b. *Williamsburg Library Mechanical Systems* (\$208,740 FY19) – This project has been postponed until decisions regarding the Library renovations have been finalized. Project funds will carryover to FY20.
- c. *Williamsburg/JCC Courthouse Maintenance Projects* (contingency) (\$40,000 FY19) – The Clerk of Circuit Court collects and remits a courthouse maintenance fee of \$2 for each civil and criminal action and/or traffic case in the District or Circuit Courts for Williamsburg and James City County. The balance of the fund is available for projects approved by the governing bodies. This funding is intended for routine maintenance of the jointly owned Williamsburg James City County Courthouse.

- (2) Schools (1 project = \$3,256,865 in FY19 (\$1,775,486 carryover from FY18)):  
School System Capital Contribution (\$1,481,379 FY19 (\$1,775,486 carryover from FY18)) – This project represents City contribution to various capital expenditures for the joint Williamsburg-James City County school system. Major projects budgeted for in FY19 include HVAC replacements at Laurel Lane Elementary and Jamestown High School, roof replacement at Lafayette High School and Berkeley Middle School, parking lot expansion at Matthew Whaley Elementary School, and the purchase of additional school buses. Remaining funds for any projects not completed at fiscal year-end are carried forward to the following year.



**CITY OF WILLIAMSBURG**  
MEMORANDUM

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**TO:** Andrew O. Trivette, City Manager  
**FROM:** Planning Commission  
**DATE:** February 20, 2019  
**RE:** Capital Improvement Program (CIP)

The Williamsburg Planning Commission has completed its review of the proposed Five-Year Capital Improvement Program. The Commission held a public hearing on January 16, 2019 and a work session on January 30. Following discussion on the CIP, the consensus of the Commission is to support the proposed Five-Year Capital Improvement Plan noting we are in the middle of our update of the Comprehensive Plan which will guide our recommendations in future years. The Commission strongly supports the following:

- Planning improvements along Merrimac Trail to include a sidewalk connection to Capitol Landing Road, sidewalks on both sides of the street with bike lane and bus stop improvements.
- Correcting capacity discrepancies across our schools because great schools are one component to attract new businesses to our City.
- Keeping a library facility in the downtown area to add vibrancy and keep our sense of place downtown.
- Study and future construction of a multi-use trail along John Tyler Lane and Strawberry Plains Road to connect to the proposed multi-use trail along Monticello Avenue.

The Commission looks forward to continuing its partnership with you and your staff in developing and implementing the City's Capital Improvement Program.

Elaine McBeth, Chair  
Williamsburg Planning Commission