PRINCE WILLIAM COUNTY

5-B

Office of Executive Management
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May 7, 2021

TO: Board of County Supervisors

FROM: Christopher E. Martino, County Executive

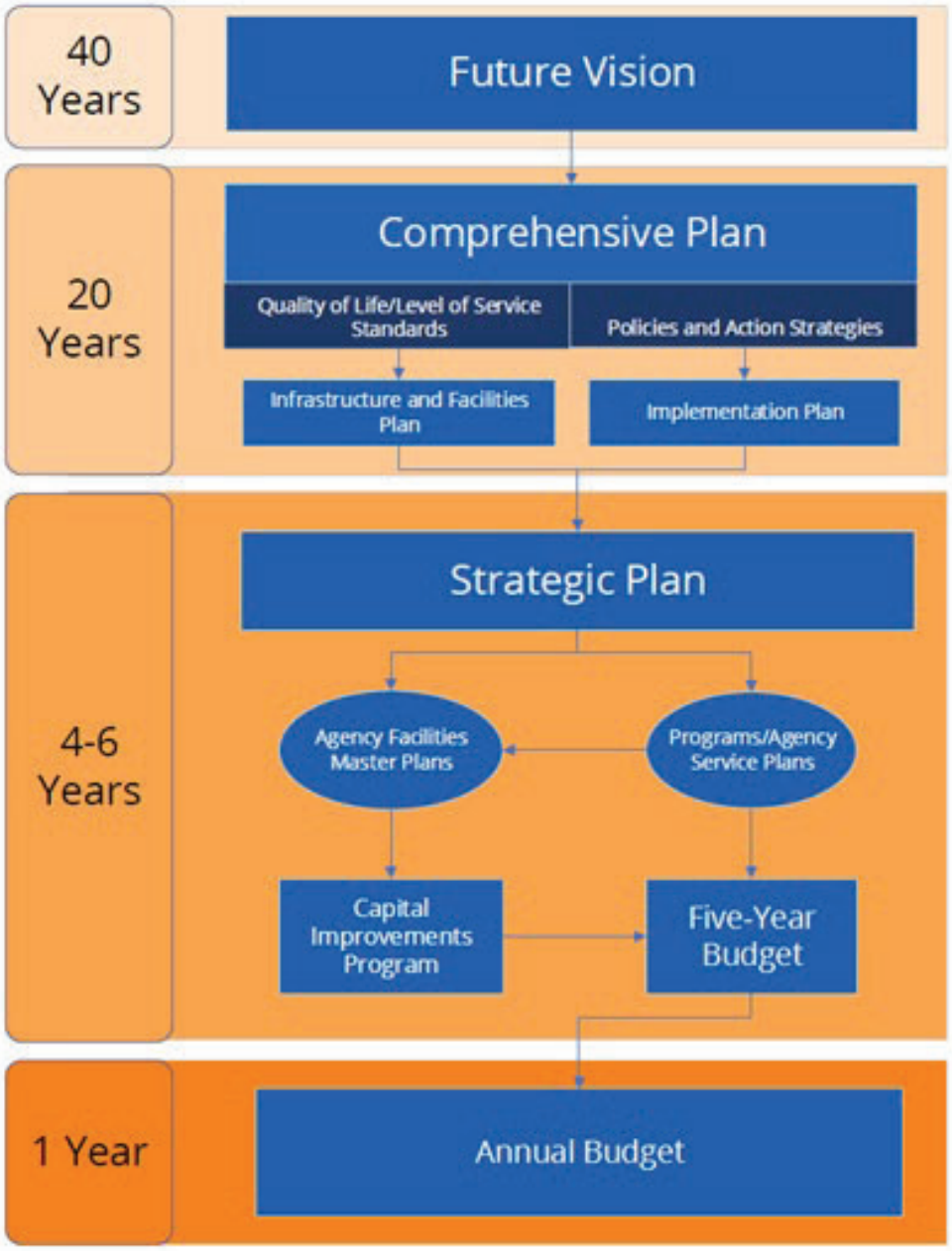
RE: May 11 Work Session

As part of the work session on May 11, we will be touching on many elements of our Guiding Principles, including the Strategic Plan, Comprehensive Plan, Annual Budget and Six-Year Capital Improvement Program (CIP). We will briefly review those Guiding Principles to set the stage for the presentation of the Draft Strategic Plan, which will be given by the Strategic Plan Group.

Following the Strategic Plan presentation, we will discuss directives. The Board has issued more than 120 directives since taking office in January 2020, which you can see in the attached directive listing. While many of these directives have been completed, several have become major projects on which staff is currently working. We will share how the directives issued align with the major goal areas of the draft strategic plan and the ongoing comprehensive plan work.

The policy work that is currently underway is unprecedented in both its scope and breadth, and it is driving unforeseen levels of community engagement. This is both challenging and exciting, and we are looking forward to showing the Board how these elements are coalescing into our planned work for the coming year.

Please contact me if you have any questions. Thank you.


40 Years
Future Vision
20 Years
Comprehensive Plan
Quality of Life/Level of Service Standards
Policies and Action Strategies
Infrastructure and Facilities Plan
Implementation Plan
4-6 Years
Strategic Plan
Agency Facilities Master Plans
Programs/Agency Service Plans
Capital Improvements Program
Five-Year Budget
1 Year
Annual Budget

				PROJECT CATEGORY					FUNDING	PROJECT STATUS								
Cal Year	DIR #	Project Description	Lead Department	Amend Comp Plan	Policy Change	New Program	Other	Draft strat plan	FF=Fully Funded PF=Part. Funded NF=No Funding NR=Not Required	Requested	Research Started	Response Provided to BOCS	Project Created	Planning Underway	Project Funded	Project Underway	Completed	Waiting on BOCS Action
2020	20-01	Vote Tracking System	Exec Mgmt				X	no	FF									
2020	20-02	2020 Census Promotion	Exec Mgmt				X	no	FF									
2020	20-03	School Construction Levy	County Attorney				X	no	NR									
2020	20-04	Authorize Public Hearing Delaney Rd Easements	Transportation				X	no	NR									
2020	20-05	Create Veterans' Commission	County Attorney				X	no	NR									
2020	20-06	Request Formal Opinion from Attorney General	County Attorney		X			no	NR									
2020	20-07	Public Release of Attorney/Client Privileged Legal Opinion	County Attorney		X			no	NR									
2020	20-08	Board Meetings - Evening and Saturdays	Exec Mgmt		X			no	NR									
2020	20-09	MOU with the IDA	Econ Dev				X	no	NR									
2020	20-10	Maintenance of Bridge Over Carthapin Creek	Exec Mgmt		X			no	FF									
2020	20-11	Amend Criteria for War Memorial	Exec Mgmt				X	no	NR									
2020	20-12	Animal Shelter Options	Exec Mgmt				X	no	NR									
2020	20-13	Advertised Tax Rate for Boats, Watercraft and Boat Trailers	Exec Mgmt				X	no	NR									
2020	20-14	Animal Shelter Budget	Exec Mgmt				X	no	FF									
2020	20-15	Non-conforming Use Language	Planning		X			yes	NR									
2020	20-16	Additional Funding & Community Partner Inclusion	Exec Mgmt		X			no	FF									
2020	20-17	Emergency Request from PWC Schools	Exec Mgmt		X			yes	FF									
2020	20-18	Create Library Department	Exec Mgmt		X			no	FF									
2020	20-19	Create Library Wi-Fi Access Points	DoIT			X		yes	FF									
2020	20-20	School Meal Debt	Exec Mgmt				X	no	FF									
2020	20-21	Provide 24-7 Homeless Facility	DSS		X	X		yes	FF									
2020	20-22	Schedule Work Session Data Centers	Finance				X	yes	NR									
2020	20-23	Overtime Evaluation	Budget				X	no	NR									
2020	20-24	Out of State License Plate Fee	Finance		X	X		yes	FF									
2020	20-25	Affordable Housing Program	Planning	X	X	X		yes	PF									
2020	20-26	Housing Trust Fund	Planning		X	X		yes	NF									
2020	20-27	Small Business Loan Program	Econ Dev		X	X		yes	FF									
2020	20-28	Agricultural and Forestal District	Planning	X				yes	FF									
2020	20-29	Efforts to Reduce Speeding	Police				X	yes	NR									
2020	20-30	Tax Relief for Flood Prone Properties	Finance		X			no	NF			(see DIR 21-17)						
2020	20-31	Staffing for Station 22	Fire & Rescue				X	yes	FF									
2020	20-32	Health District Funding - Nurses Salary Supplement	Exec Mgmt				X	yes	FF									
2020	20-33	Joint Meeting w/School Board	Exec Mgmt				X	yes	NR									
2020	20-34	Equity & Inclusion Policy	Exec Mgmt		X			yes	PF									
2020	20-35	Race Relations Commission	Human Rights		X			yes	NR									
2020	20-36	Joint Meeting w/Human Rights Commission	Exec Mgmt				X	no	NR									
2020	20-37	Homeless Facility on West End	DSS		X	X		yes	PF									
2020	20-38	Public Discussion on FOIA	County Attorney				X	no	NR									
2020	20-39	Board Retreat	Exec Mgmt				X	no	FF									
2020	20-40	Feasibility of C-PACE Program	Finance			X		yes	NR			(see DIR 21-07)						
2020	20-41	LGBTQ+ Proclamation	Exec Mgmt				X	no	NR									
2020	20-42	Create Sustainability Commission	Public Works				X	yes	PF									
2020	20-43	Grow Your Own Public Safety Program	Police				X	yes	FF									
2020	20-44	Traffic Stop Data	Police		X			no	FF									

2020	20-45	Jefferson Davis Highway Renaming Process	Transportation				X	no	FF										
2020	20-46	Locust Shade Park	Parks & Rec				X	no	NF										
2020	20-47	Legislative Package for Special Session	Exec Mgmt		X			yes	NR										
2020	20-48	Tax Extension Information	Finance				X	no	NR										
2020	20-49	PC and Transportation Collaboration	Planning		X			no	NR										
2020	20-50	School Funding/CARES Act	Finance		X			yes	FF										
2020	20-51	Jail Board Composition	Exec Mgmt		X			no	NR										
2020	20-52	Cattle in Rural Areas	Planning		X			yes	FF										
2020	20-53	Bridges - Catharpin Road	Parks & Rec		X			no	FF										
2020	20-54	Mitigate Impacts of Renaming Route 1	Transportation				X	yes	FF										
2020	20-55	Broadband Internet Access	DoIT		X	X		yes	NF										
2020	20-56	Work Session with School Board	Exec Mgmt				X	yes	NR										
2020	20-57	Develop Commercial Small Area Plan in Comp Plan	Planning	X	X			yes	FF										
2020	20-58	Communications Review	Exec Mgmt		X			no	NR										
2020	20-59	Report of 56-Hour Work Week	Fire & Rescue				X	yes	FF										
2020	20-60	Planning Director Survey	Exec Mgmt		X			no	FF										
2020	20-61	Flooding Issues	Public Works		X			yes	FF										
2020	20-62	High Power Transmission Lines	Planning	X				yes	FF										
2020	20-63	Creation of a Transportation Advisory Commission	Transportation		X			no	NR										
2020	20-64	Housing Report	Exec Mgmt				X	yes	NR										
2020	20-65	Second Kitchen Addition	Planning		X			no	NR										
2020	20-66/ 20-80	Branding/Seal & Gateway Signage (20-80)	Econ Dev				X	yes	PF										
2020	20-67	Robert's Rules of Order	Exec Mgmt				X	no	FF										
2020	20-68	November Election Safety Measures	Exec Mgmt				X	no	FF										
2020	20-69	Tyler Field	Parks & Rec				X	no	NF										X
2020	20-70	Employee Pay Increase	Budget				X	no	NR										
2020	20-71	Settlement Area	Planning	X				yes	FF										
2020	20-72	Mount Pleasant Baptist Church	Finance				X	no	FF										
2020	20-73	Jennie Dean Memorial	Budget				X	yes	FF										
2020	20-74	Human Trafficking	Police				X	no	FF										
2020	20-75	Volunteer Scheduling - Fire and Rescue	Fire & Rescue				X	yes	NR										
2020	20-76	F&R Analysis - 56-Hour Work Week	Fire & Rescue				X	yes	FF										
2020	20-77	Utility in Rural Areas	Planning		X			yes	NR										
2020	20-78	Ferry Service	Parks & Rec			X		yes	NF										
2020	20-79	Sustainability Plan	Planning	X	X	X		yes	NF										
2020	20-81	Native Plants	Facilities & Fleet		X			yes	FF										
2020	20-82	Land Use Chapter - Comp Plan	Planning	X				yes	FF										
2020	20-83	Independent Local Health Department	Exec Mgmt			X		yes	PF										
2020	20-84	Community Energy Master Plan	Planning	X	X	X		yes	NF										
2020	20-85	Climate Change	Planning	X	X	X		yes	NF										
2020	20-86	Occoquan Reservoir	Planning				X	yes	NR										
2020	20-87	Employee Bonuses	Exec Mgmt				X	no	FF										
2021	20-88	Schedule Public Hearing Code Sec. 31-25	County Attorney				X	no	NR										
2021	21-01	Summer Youth Program/Intern Program	Parks & Rec			X		yes	NF										
2021	21-02	Collective Bargaining	Exec Mgmt		X			no	NF										
2021	21-03	Belmont Bay Golf Course Redevelopment	Parks & Rec				X	yes	NF										
2021	21-04	Woodbridge Library	Facilities & Fleet				X	no	NF										X
2021	21-05	Fire and Rescue Volunteer Hours	Fire & Rescue				X	yes	NF										
2021	21-06	HB 2161 - Prohibit Discrimination Based on Military Status	Exec Mgmt				X	no	NR										
2021	21-07	C-PACE Program - Ordinance to BOCS Sept 2021	Finance/County Attorney			X		yes	NR										
2021	21-08	Climate Action Plan	Public Works	X	X	X		yes	PF										
2021	21-09	Environmental Impacts of ZTA, Cattle	Public Works		X			yes	NR										
2021	21-10	Traffic Signal at Hoadly Rd & Queen Chapel Rd	Transportation				X	no	FF										X
2021	21-11	Disc Golf Course at Forest Greens	Parks & Rec				X	yes	NF										
2021	21-12	Compensation for Racial & Social Justice Commission	Finance				X	no	NF										

2021	21-13	New Senior Center/Woodbridge	Facilities & Fleet				X	yes	NF										X
2021	21-14	Demographic Data for Vaccination Program	Exec Mgmt				X	yes	NR										
2021	21-15	Birthday in a Bag	DSS				X	yes	NR										
2021	21-16	Colonial Downs Briefing	Exec Mgmt				X	no	NR										
2021	21-17	Amend Ord. No. 21-17 Stormwater Management Grant Fund	Public Works		X			yes	NF										
2021	21-18	Dove's Landing Conservation Easement	Parks & Rec				X	yes	NR										
2021	21-19	Data Center Overlay Hunter Property	Planning	X				yes	NR										
2021	21-20	Data Center Overlay District - ZTA	Planning	X				yes	NR										
2021	21-21	Judicial Center Master Plan	Facilities & Fleet				X	yes	FF										
2021	21-22	COVID-19 Childcare Scholarship Grant Program	Exec Mgmt				X	yes	FF										
2021	21-23	Additional Mental Health Services (Crisis Stabilization Unit and Trauma Treatment Program)	Community Services			X		yes	NF										
2021	21-24	Televise and Live Stream RSJC Meetings	DoIT				X	yes	FF										
2021	21-25	Televise and Live Stream PC Meetings	DoIT				X	no	FF										
2021	21-26	Quiet Zone in Haymarket	Transportation				X	no	NF										X
2021	21-27	Opioid Bill	County Attorney				X	no	NF										
2021	21-28	Indoor Sports Facility	Parks & Rec				X	yes	NF										
2021	21-29	Historic Places - Thoroughfare Community	Planning				X	yes	NR										
2021	21-30	Research & Preserve African American History and Culture in PWC	Parks & Rec				X	yes	NF										
2021	21-31	Serving Our Neighbors - CXO to bring back during budget markup help with homeless services	Exec Mgmt				X	yes	FF										
2021	21-32	BPOL Tax	Finance				X	yes	NR										
2021	Res. 20-847	Civilian Review Board	Exec Mgmt			X		yes	NR										
2021	Res. No 21-149	Steps to Bring Public Defender's Office into Parity with Commonwealth's Attorney in Compensation and Staffing	Exec Mgmt				X	no	NF										

PRINCE WILLIAM COUNTY

Directives Update

May 11, 2021

Directives/Projects in Progress

- Vote Tracking System (20-01):
  - BOCS received written update in April
  - DoIT and Clerk to BOCS working with vendor to implement VoteCast
  - Testing will occur over the next few months with deployment expected in Fall 2021
- Equity and Inclusion Policy (20-34): 

  - Draft policy developed
  - Equity & Inclusion Officer Maria Burgos is meeting individually with BOCS members now
  - Planned for BOCS action in June 2021
- Include Racial & Social Justice Commission in Audit of BCCs (21-12):
  - Expanded scope of BCC audit review by RSM to include RSJC
  - Expected report to Board Audit Committee by December 2021

Directives/Projects in Progress

- Housing Trust Fund (20-26): 

  - Virginia Code provides that a local housing fund can be established within the context of an affordable housing ordinance. Therefore, the County first needs to establish an Affordable Dwelling Unit ordinance, which is expected to be drafted in Fall 2021 as part of Comp Plan update (slide 13).
- Local Health Department (20-83): 

  - Project team begins May 2021 – county, cities, VDH
  - Budget impacts included in FY22 budget and anticipated for FY23 proposed budget
  - Planned transition July 2022
- Additional Mental Health Services (21-23): 

  - Establishes Crisis Stabilization Unit and Trauma Treatment Program
  - Staff will bring recommendations this summer for establishing a CSU
  - Trauma Team is part of Community Service's 5-year staffing plan, which was approved in the budget

Directives/Projects in Progress

- Mitigate Impacts of Renaming Route 1 (20-54): SP
  - Project team in place; work underway
  - BOCS approved $3 million funding
  - Project team continues to have regular outreach meetings
  - Project team will bring proposed property owner mitigation (grant program) to the Board this summer
  - County will work with owners through transition process in 2021-2023
  - Projected completion date – July 2023
- BPOL Tax (21-32): SP
  - Finance shared BPOL section of 2018 Tax & Revenue Alternative Study from PFM
  - Staff will provide presentation during BOCS meeting in summer 2021

Directives/Projects in Progress

- Locust Shade Park (20-46): 

  - Pursued and received funding for a challenge course from Defense Community Infrastructure Program ($250k)
  - Project is currently under construction and projected to open in May

- Disc Golf Course at Forest Greens (21-11): 

  - Requires MOU with a private company to operate and maintain
  - CAO and bond counsel are reviewing the draft MOU
  - Course development will require capital funding (min $75k)

Directives/Projects in Progress

- Recreational Ferry Service (20-78): SP CP
  - Parks & Rec has been exploring options with stakeholders
  - NVRC working with Congresswoman Eleanor Holmes Norton to submit earmark for commuter ferry ($9.5M); provides infrastructure for rec ferry

- Belmont Bay Golf Course Redevelopment (21-03): SP
  - Staff met separately with developer and HOA to listen to ideas and identify common goals
  - Staff is preparing to meet with the Supervisor to share feedback and ideas for collaboration between the developer and HOA

Directives/Projects in Progress

- Branding/Seal & Gateway Signage (20-66/20-80): SP
  - County hired a consultant to develop new branding and combined the project with the seal and gateway signage update
  - Consultant has completed internal stakeholder interviews and is gathering feedback from external stakeholders
  - Projected to present results and recommendations to Board this summer/fall (2021)
- Indoor Sports Facility (21-28): SP CP
  - Board requested staff investigate opportunities for Public Private Partnerships to develop indoor sports facilities in the eastern and western portions of the County
  - County received several unsolicited proposals for Board consideration during upcoming closed session

Directives/Projects in Progress

- Create Sustainability Commission (20-42)/ Sustainability Plan (20-79)/ Community Energy Master Plan (20-84)/ Climate Action Plan (21-08):
  - Board received update during meeting on April 6, 2021
  - New office established in Fiscal Year 2022
  - Board needs to adopt resolution to create commission and appoint members
    - Need to hire Sustainability Officer first



Directives/Projects in Progress

- Occoquan Reservoir (20-86): SP CP
  - Planning is working with Public Works and will bring to the Board in June for ZTA initiation
- Dove's Landing Conservation Easement (21-18): SP CP
  - Board requested to investigate creation of permanent conservation easement
  - County recently kicked off master plan for Dove's Landing Park and will make recommendations about uses with draft master plan in June 2022
- Data Center Overlay Hunter Property (21-19): SP
  - Board initiated on April 6
- Data Center Overlay District – ZTA (21-20): SP
  - Will be brought to the Board for initiation on May 18, 2021

Directives/Projects in Progress

- Fire and Rescue Volunteer Hours (21-05): SP
  - All volunteer hours captured in CAD system
  - Report will be provided to the Board in June

- Public Defender's Office Parity with Commonwealth's Attorney's Office (Res. No. 21-149):
  - Preparing task order for classification and compensation consultant review
  - Reviewing relevant classifications for judicial positions
  - Recommendations expected December 2021 for FY23 proposed budget

Directives/Projects in Progress

- Judicial Center Master Plan (21-21): SP
  - Stakeholder team has been interviewed and surveyed about current and future needs
  - Needs assessment being compiled
  - Master plan options expected by February 2022

- Civilian Review Board (Res. No. 20-847): SP
  - Researching what other jurisdictions are doing
  - Developing project plan to include input from BOCS, community and staff

Directives/Projects in Progress

- Broadband Internet Access (20-55): SP CP
  - Technology Inclusion Team working on procurements for broadband canvassing, technology literacy and broadband gap resolution
  - Exploring federal and state grant opportunities
  - Project update to BOCS planned for June 2021

- Summer Youth/Intern Program (21-01): SP
  - Team comprised of Parks, Economic Development, HR and OEM
  - Researching programs with community partners and in other jurisdictions
  - Plan to have a draft proposal to Executive Management by mid-June with associated costs (program not currently funded)

Directives/Projects – Part of Comprehensive Plan Update

- Affordable Housing Program (Affordable Dwelling Unit Ordinance) (20-25)
- Develop Bethlehem Road Commercial Small Area Plan (20-57)
- Plan for Future High Power Transmission Line Corridors (20-62)
- Land Use Chapter and Map (make additional recommendations on non-residential land areas) (20-82)
- Climate Change (Climate/Greenhouse Gas Emission Policies) (20-85)



Directives/Projects – Code/ Ordinance Updates

- Schedule Public Hearing Code Sec. 31-25 (20-88)
  - June 2021
- C-PACE Program – Ordinance to BOCS (21-07) SP
  - September 2021
- Amend Ord. No. 21-17 Stormwater Management Grant Fund (21-17) SP
  - Fall 2021
- Cigarette Tax Ordinance SP
  - Fall 2021

Directives/Projects – Pending Further BOCS Direction

- Tyler Field (20-69) CP
- Woodbridge Library (21-04) SP CP
- Traffic Signal at Hoadly Rd & Queen Chapel Rd (21-10) CP
- Woodbridge Senior Center (21-13) SP CP
- Quiet Zone in Haymarket (21-26)

Directives/Projects – Presentation to BOCS on May 18

- Historic Places (21-29) 

- Research & Preserve African American History and Culture in PWC (21-30) 