

Infrastructure Committee Meeting AGENDA

July 5, 2017 – 1:30 pm
Conference Room A/B/C, Second Floor

Committee Members: Chairman Meg Bohmke, Jack Cavalier and Paul Milde

Agenda Item	
1.	Transportation a. Update on Changes to the Revenue Sharing Program b. TAP Funding Award for Onville Road Sidewalk Project c. Consider Granting Access to a Permanent Right-of-Way on Stillwater Lane
2.	Proposed Snellings Lane Sewer Extension Project
3.	Discuss Proposed Service District for Lake Carroll (George Washington District)
4.	Update on Request for Expression of Interest for Broadband Services
	Next IC meeting is scheduled for September 5, 2017

INFRA07052017agenda



Update on Changes to the Revenue Sharing Program

- The Virginia Department of Transportation (VDOT) Revenue Sharing Program is a dollar-for-dollar, cash match funding program for use by a county, city or town to construct, improve, or maintain the primary, secondary, or urban roadways.
- The Program is intended to provide funding for immediately needed improvements for eligible work. Funds may also be used to supplement funding for existing projects that are actively leading to construction within the near term.
- Projects may be constructed by VDOT or by the locality under an agreement with VDOT.
- Guidelines for VDOT's Revenue Sharing Program are being revised to reflect policy updates recommended by the Commonwealth Transportation Board's (CTB) Revenue Sharing Study Committee.
- The CTB is scheduled to approve the updated Revenue Sharing Policy and Guidelines at its July CTB action meeting. Comments are currently being accepted by VDOT and should be submitted by July 7th.
- Proposed changes include:
 - Reduced annual limit per locality from \$10M to \$5M
 - Proposed \$10M limit match per project; currently unlimited
 - In general, there would be more restrictions and more CTB control of transfer of Revenue Sharing (RS) funds between projects.
 - Transfer of RS Funds from completed or ongoing RS project to another RS project-
 - Previously transferred administratively; proposed restrictions and required concurrence of District CTB member
 - Transfer of RS Funds from completed or ongoing RS project to a non-RS project-
 - Previously transferred by CTB action and in SYIP; proposed additional requirements (needs to meet deallocation process and go to advertisement or award within 12 months, or address a deficit)

- Surplus funds from a cancelled project must be returned to the RS Program and funds reallocated by CTB action; currently less restrictive
 - Deallocation process (surplus funds) – Subject to deallocation 6 months after project completion (currently 24 months)
 - Timely expenditure of funding: requirement to expend a portion of funds within one year of CTB allocation – Stronger enforcement measures
- The County has relied heavily on revenue sharing in past years.
- Examples of County road projects with revenue sharing include:
 - Courthouse Road Widening, Juggins Road, Garrisonville Road Widening, Brooke Road, and others.
- Application deadlines have been in the Fall on an annual basis. Applications are accompanied by a Board resolution that authorizes and prioritizes the project applications.
- The County's local match can come from a variety of sources, including service district funds, transportation impact fees, or recordation fees; fuels tax revenue has been one main source in the past.
- Due to reduced fuels tax revenue, the County did not request any additional revenue sharing for FY18.
- Invoices are submitted to VDOT for review, and qualifying expenditures reimbursed by VDOT at 50%.
- Staff will evaluate potential available matching funds for the upcoming submittal period. Fuels tax revenue continues at a reduced level. Existing available funds have been allocated to projects currently under design or construction.

REVENUE SHARING POLICY CHANGES; EXISTING AND PROPOSED

	Policy	Existing	Proposed	Anticipated Impact / Purpose
1	Initial Allocation from Application			
1-a	<ul style="list-style-type: none"> Locality Allocation Request Limitation 	\$10M per locality annually	\$5M per locality annually (\$10M per biennial application cycle).	Provide immediate impact of reducing Tier 1 requests allowing more localities and additional projects to receive Revenue Sharing allocations.
1-b	<ul style="list-style-type: none"> Project Allocation Limitation 	Unlimited	\$10M per project (statewide match) lifetime, including transfers.	Provide long-term benefits by ensuring very large projects do not continue to exhaust limited Revenue Sharing funding at the disadvantage of smaller projects.
2	Transfer of Revenue Sharing Funds			
2-a	<ul style="list-style-type: none"> Surplus funds from a completed project to existing Revenue Sharing Project 	Funds transferred administratively; no restrictions	Project must be viable and in the current Six Year Improvement Plan with concurrence of District CTB Member.	Provides additional oversight and oversight with minimal delay. Provides some benefit of successfully completing project under budget and reduces future need on existing projects.
2-b	<ul style="list-style-type: none"> Transfer from on-going Revenue Sharing project to on-going Revenue Sharing project 	Funds transferred administratively; no restrictions	Must meet deallocation process requirements: project must be viable and in the current Six Year Improvement Plan; transfer can only go to a project which needs funding to go to advertisement or award within the next 12 months or to address a deficit on a completed project; with concurrence of District CTB member.	Ensures transfers are made only to projects with an immediate need and minimizes the ability to use Revenue Sharing program as funding source for projects which have not gone through application process. Ensures additional transparency and oversight with minimal delay.
2-c	<ul style="list-style-type: none"> Surplus funds from a completed project to non-Revenue Sharing project 	Project must be viable and in the current Six Year Improvement Plan; approved by CTB Action	Must meet deallocation process requirements: project must be viable and in the current Six Year Improvement Plan; transfer can only go to a project which needs funding to go to advertisement or award within the next 12 months or to address a deficit on a completed project; approved by CTB action.	Ensures transfers are made only to projects with an immediate need and minimizes the ability to use Revenue Sharing program as funding source for projects which have not gone through application process.
2-d	<ul style="list-style-type: none"> Transfer from on-going Revenue Sharing project to non-Revenue Sharing project 	Project must be viable and in the current Six Year Improvement Plan; approved by CTB Action	Must meet deallocation process requirements: project must be viable and in the current Six Year Improvement Plan; transfer can only go to a project which needs funding to go to advertisement or award within the next 12 months or to address a deficit on a completed project; approved by CTB action.	Ensures transfers are made only to projects with an immediate need and minimizes the ability to use Revenue Sharing program as funding source for projects which have not gone through application process.
2-e	<ul style="list-style-type: none"> Surplus funds from a cancelled project 	Funds currently may be transferred in accordance with policies applicable to existing Revenue Sharing project or non-Revenue Sharing projects	Surplus funds must be returned to Revenue Sharing Program Balance Entry; Funds may be reallocated only by CTB action.	Ensures funding which is no longer needed for an approved project returns to the Revenue Sharing Program balance.
2-f	<ul style="list-style-type: none"> Miscellaneous Provisions 	In some cases, a Locality has requested additional funds during application cycle to replace funding transferred to another project.	Clarification that a Locality may not request additional funds during application cycle to replace funds transferred off a Revenue Sharing project.	Prevents misuse of transfer process eliminating the replacement of funds that have been transferred to other projects; ensures localities plan and estimate for funding provided during application cycle.
3	Other			
3-a	<ul style="list-style-type: none"> Deallocation process - Surplus funds after project completion 	Project subject to deallocation 24 months after projects is completed	Project subject to deallocation 6 months after projects is completed.	Ensures timely reallocation of surplus funds.
3-b	<ul style="list-style-type: none"> Timely expenditure of funding; requirement to expend funds within one year of CTB allocation 	Projects must spend a portion of their Revenue Sharing funding within one year. Currently, there is no enforcement provision.	The CTB will have discretion to defer future project allocations when a project has not expended a portion of their Revenue Sharing Funds within one year of CTB allocation.	Helps ensure timely implementation of projects.

FY2018 Transportation Alternatives Program (TAP) Onville Road Sidewalk Update

- Staff recommended and the Board approved submitting an application for FY2018 TAP funds. The \$550,000 cost would include \$440,000 as a grant, combined with \$110,000 from the required 20% County local match. Staff proposed using the Garrisonville Service District funds/revenues for this required match.
- This new sidewalk project would be constructed along the east side of Onville Road and connect the northern terminus of the Onville Road / Garrionsville Road intersection project (VDOT project recently completed) to the existing sidewalk at Garrison Woods Drive just south of Barrett Heights Road.
- Construction of this sidewalk has long been identified as a priority but has been deferred waiting for completion of the intersection improvements at Onville and Garrisonville Roads by VDOT. The proposed sidewalk would provide for safer access along a busy roadway that is frequently used by pedestrians traveling between their homes and nearby commercial areas along Garrisonville Road.
- Construction of this sidewalk will require minor right-of-way acquisition along with utility adjustments, and a crosswalk at Evans Lane. The sidewalk will be five feet wide and approximately 1,100 feet in length.
- Staff recently learned that the Commonwealth Transportation Board (CTB) at its June 20, 2017 meeting approved allocations for the fiscal year 2018 TAP. Stafford County received its full \$440,000 grant request and these funds will be available at the beginning of the federal fiscal year beginning October 1, 2017.
- Staff is proposing this as a tentative schedule for the completion on this project:

FY2018 – Complete the Design and Engineering

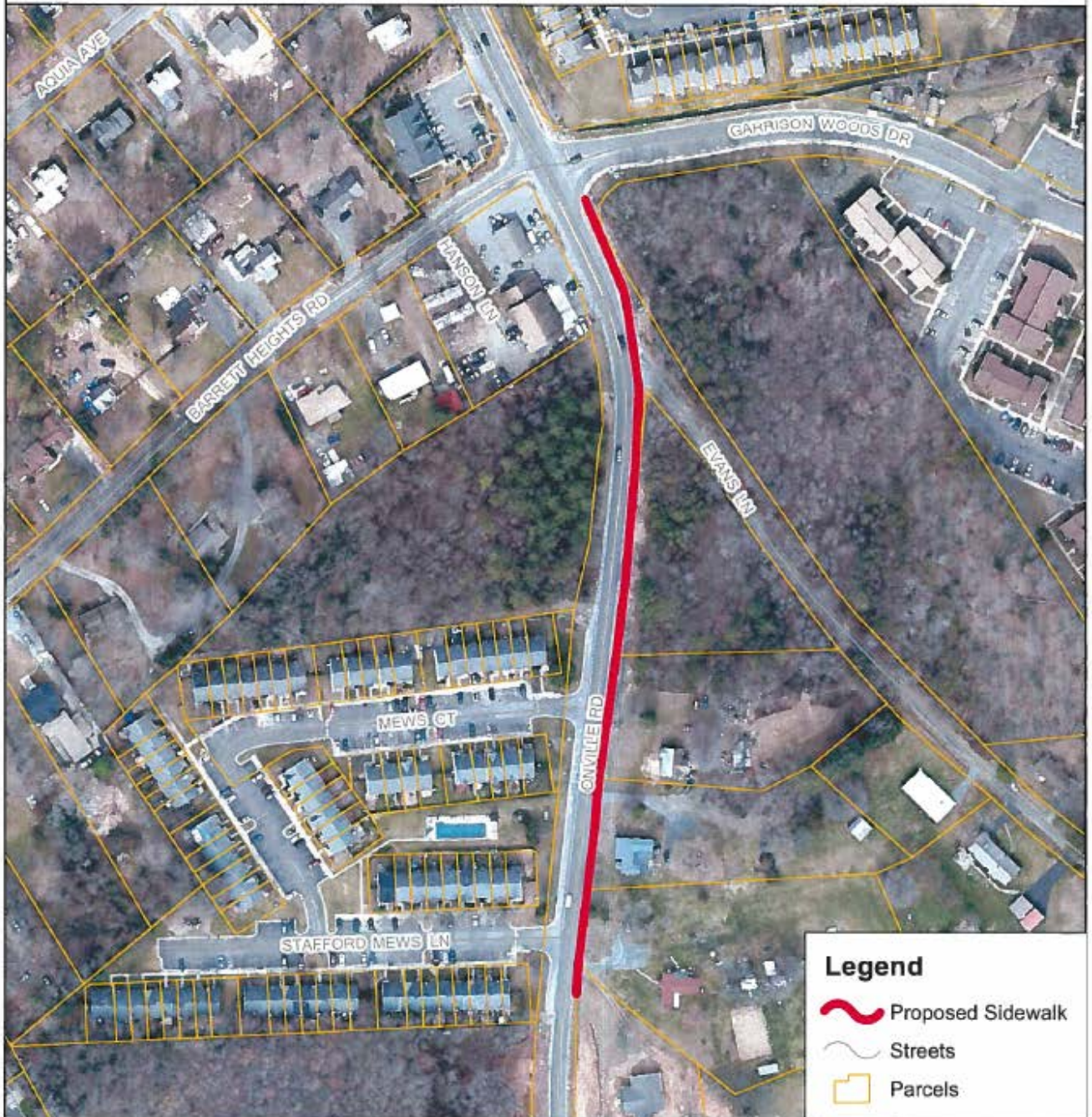
FY2019 – Complete the Right-of-Way Acquisition

FY2020 – Complete the Construction



Stafford County Proposed Onville Road Sidewalk Project

Produced by the Stafford County GIS Office
540-658-4033 | www.StaffordCountyGIS.org



Coordinate System: NAD 1983 HARN StatePlane Virginia North FIPS 4501 Feet
Produced: 8/30/2016

MXD Path: \\srv16\gisdata\users\gis\Brad\MiscProjects\Public Works\OnvilleSidewalk.mxd

Data layers are compiled from various sources and are not to be construed or used as a "legal description." Data layers are believed to be accurate, but accuracy is not guaranteed.

0 100 200 400 Feet

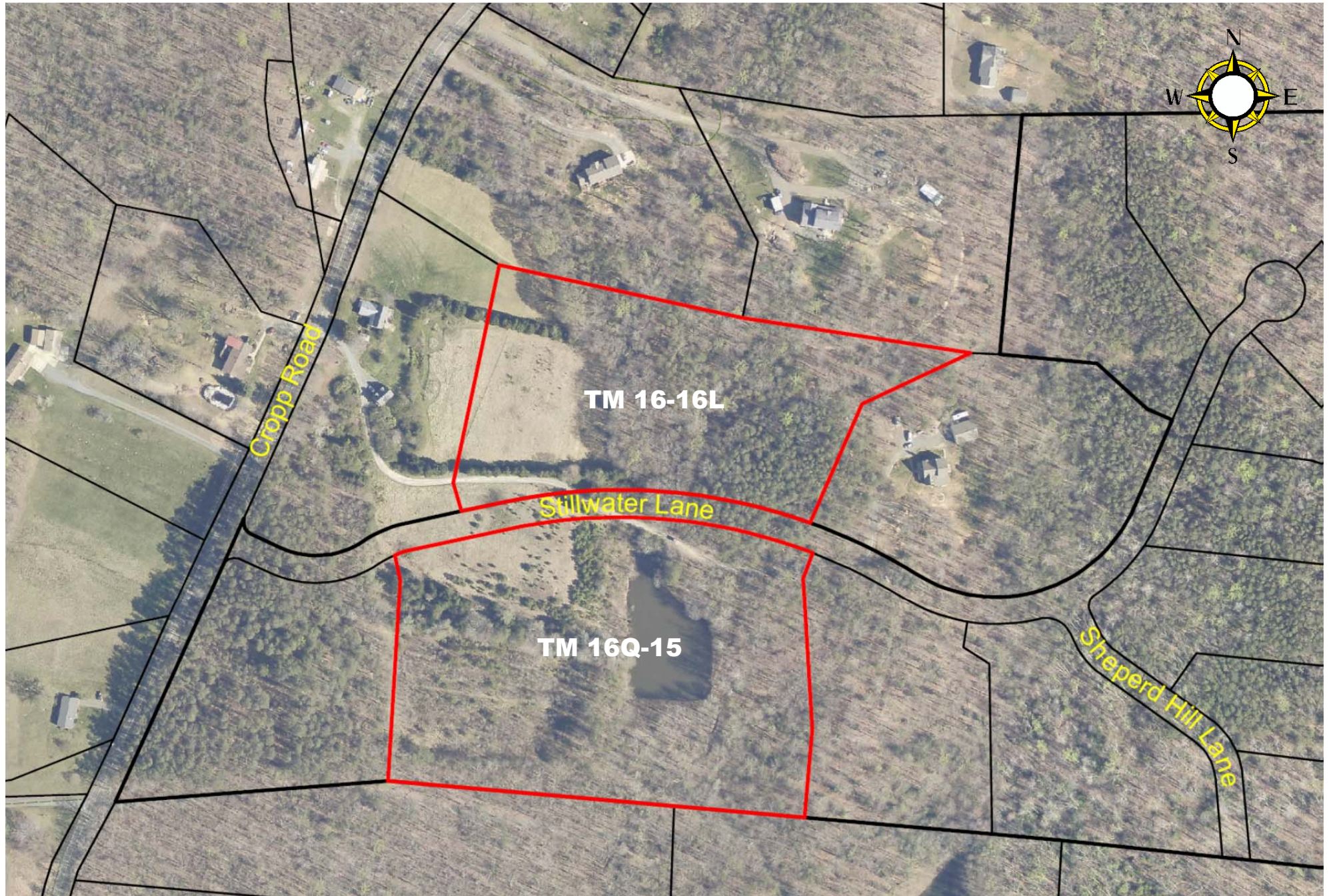


CONSIDER GRANTING ACCESS TO A PERMANENT RIGHT-OF-WAY ON STILLWATER LANE

- The Stillwater Subdivision was designed in 2006, as part of a subdivision to create twelve new lots, with three existing lots from a previous unrelated subdivision.
- Development is currently underway, and Stillwater Lane is in the early stages of construction. As such, the road is not currently state-maintained as improvements have not yet been completed.
- At this time, the County is holding \$265,829.00 in cash securities for road completion that have not yet been released to the developer.
- Stillwater Lane originally existed as a 50-foot private ingress/egress easement. The private ingress/egress easement was later vacated and dedicated as public right-of-way in June 2009.
- On March 17, 2017, the developer of the Subdivision submitted two minor subdivision plats to create two additional lots.
- As shown on the proposed minor subdivision plats, the new proposed lots would have direct access only to Stillwater Lane.
- County Code Sec. 22-144(a) requires all lots to front on an existing state-maintained street, or a street that is privately owned and/or maintained by a homeowners' association. While Stillwater Lane is public in the sense that it has been dedicated to public use, it does not meet the requirements of County Code Sec. 22-144(a).
- In addition, since the right-of-way is owned by the County, permanent access cannot be approved at the staff level, and can only be granted by the Board.
- Granting access to this public right-of-way would provide the permanent access required for subdivision of the existing parcels. In addition, the Board may choose to impose certain conditions in association with granting access to Stillwater Lane.
- In accordance with Virginia Code § 15.2-1800(B), the Board is required to conduct a public hearing related to the use of County-owned property, prior to granting such use.
- A timeline has not been given for completion of the road. Prior to the Virginia Department of Transportation (VDOT) accepting Stillwater Lane into the State road network, the road must be constructed to VDOT standards and have at least three occupied lots fronting the road.
- At the time of right-of-way dedication, there were 2 existing homes along Stillwater Lane, which both have frontage and direct access to the public right-of-way.
- The developer has requested access to Stillwater Lane for access by two additional lots, and has asked staff to present this request for authorization of a public hearing.

Stillwater Lane
Location Map

Attachment 4



Stillwater Lane Current Condition of Right-of-Way

E view near entrance on Cropp Rd



W view near existing home at 233 Stillwater Ln



E view near intersection with Shepherd Hill Ln



BOARD OF SUPERVISORS

Agenda Item

Meeting Date:	July 5, 2017
Title:	A Resolution Authorizing the Construction of the Snellings Road Neighborhood Sewer Project
Department:	Utilities
Staff Contact:	Jason Towery, P.E., Director
Board Committee/ Other BACC:	Utilities Commission
Staff Recommendation:	See background report
Fiscal Impact:	See background report
Time Sensitivity:	N/A

ATTACHMENTS:

1.	Background Report	4.	Resolution R04-217 dtd 7-3-2004
2.	Proposed Resolution R17-205	5.	Exhibit
3.	VDH Letter dtd 5/28/14		

X	Consent Agenda		Other Business		Unfinished Business
	Discussion		Presentation		Work Session
	New Business		Public Hearing		Add-On

REVIEW:

X	County Administrator	
X	County Attorney <i>(legal review only)</i>	
X	Finance and Budget	

DISTRICT:	Falmouth
------------------	----------

BACKGROUND REPORT

Eleven property owners on Snellings Lane and the surrounding area applied for a Neighborhood Sewer project to extend public sewer to their residences (Project).

There is an existing eight-inch sewer main in an easement located to the south end of Snellings Lane. The proposed sewer to serve those 11 properties would extend 600 feet of right-of-way along Truslow Road, 850 feet of right-of-way at Snellings Lane, and 1,200 feet from Snellings Lane to the existing gravity sewer. The estimated cost of the Project is \$477,000, which is available in the Utilities' Capital Improvement Program (CIP).

Before Project construction begins, each property owner must execute an agreement with the County agreeing to pay their availability and administrative charges, in addition to paying a \$500 deposit.

Listed below is a summary of the petitions received. The majority of the petitioners state that their septic systems are not functioning properly. The existing land use is residential.

NAME	ADDRESS	TAX MAP		CONCERN
		Section	Lot	
James Michael Summers	16 Snellings Ln.	45E	14	Poor septic
Gary & Janet Dietrich	44 Snellings Ln.	45	107D	Poor septic
Daniel Mullins	35 Snellings Ln.	45E	19	Poor septic
Carr, Dietrich, Rossi	40 Snellings Ln.	45E	11	Poor septic
Paul Noah	32 Snellings Ln.	45E	12	Poor septic
Mary Alice Boutchyard	565 Truslow Road	45	106A	Poor septic
Paul & Betty Adkins	570 Truslow Road	45	139	Poor septic
Emma Summers	581 Truslow	45	108A	Poor septic
Kenneth & Marlene Webb	336 Truslow	45	141	Poor septic
Michael & Tanna Fox	21 Snellings Ln.	44E	19	Poor septic
Samuel & Wendy Padgett	562 Truslow	45	138A	Poor septic

Pursuant to Resolution R04-217 (Attachment 4), the Board revised the County's Water and Sewer Line Extension Policy. The Project would satisfy several of the policy's criteria, including:

1. The length of pipe required to be constructed. The length of the Project is less than 300 feet per applicant and is considered to have high priority as a neighborhood project. This Project contains 241 feet per applicant.
2. The severity of any specific health problems. The applicants claim to have septic issues that caused sewage to discharge above ground, and create a severe exposure of septic material, which may cause disease and other adverse health conditions. The Virginia Department of Health (VDH) confirmed this condition by declaring the soil unsuitable for septic drainage purpose. VDH declares that this soil type could contribute to septic failure and overland discharge.
3. The availability of other cost-effective alternatives to resolve the problem. Generally, the per-property cost of any project should not exceed the cost of other available alternatives. A private soils company and a VDH professional evaluated the site conditions and neither source recommended conventional septic systems, although alternative systems may be possible. The VDH opinion is contained in Attachment 3.
4. Effect on water quality- N/A
5. Location of the project with respect to the current Utilities service area. The Project is within the current Urban Services Area as identified in the Comprehensive Plan.

At its May 9, 2017 meeting, the Utilities Commission held a public hearing on the Project. Following the public hearing, the Commission voted 6-0 (one member was absent) to recommend that the Board approve the Project.

Staff recommends approval of proposed Resolution R17-205, which authorizes the Snellings Lane Neighborhood Sewer project.

PROPOSED

BOARD OF SUPERVISORS
COUNTY OF STAFFORD
STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, George L. Gordon, Jr., Government Center, Stafford, Virginia, on the 5th day of July, 2017:

MEMBERS:

Paul V. Milde, III, Chairman
Meg Bohmke, Vice Chairman
Jack R. Cavalier
Wendy E. Maurer
Laura A. Sellers
Gary F. Snellings
Robert "Bob" Thomas, Jr.

VOTE:

On motion of , seconded by , which carried by a vote of , the following was adopted:

A RESOLUTION AUTHORIZING THE CONSTRUCTION OF THE
SNELLINGS LANE NEIGHBORHOOD SEWER PROJECT LOCATED
IN THE FALMOUTH ELECTION DISTRICT

WHEREAS, the Utilities Commission, having considered comments received at a public hearing on May 9, 2017, and other pertinent criteria contained in Resolution R04-217, adopted by the Board on July 3, 2004, recommends that the Board approve the construction of the Snellings Lane Neighborhood Sewer project (Project); and

WHEREAS, the Board concurs with the Utilities Commission's recommendations;

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 5th day of July, 2017, that it be and hereby does authorize the design and construction of the Snellings Lane Neighborhood Sewer project.

TCF:JDT:cab

STAFFORD COUNTY ENVIRONMENTAL HEALTH
P.O. BOX 365
STAFFORD, VA 22555
OFFICE (540) 288-9018
FAX (540) 288-9239

May 28, 2014

MEMORANDUM

TO: Dale Allen, Stafford County Utility Office

FROM: Thomas T. Thompson, Stafford County Health Department

RE: Truslow Road Area Survey

A couple of weeks ago you asked if the Stafford Health Department could evaluate a request that your office had received concerning the possibility of Stafford County extending public sewer to the area of 589 – 646 Truslow Road. Two other properties were included 15 Melvin Lane and 19 Ivan Lane. You asked that the Health Department look into the need for public sewer in this specific area.

As it was presented to me it appears that there are at least seven residents/owners of property in this area who have expressed an interest in having the nearby public sewer made available to their properties. As a result of meeting with a number of the residents and from information provided by them and information in our files the Stafford Health Department is in strong favor of granting the extension of public sewer to this specific area of Stafford County.

All of the seven properties were visited within the past two weeks and, even though none were currently malfunctioning with sewage flowing on the ground surface, the data that I collected reveals a need for public sewer.

Why the need for public sewer? The houses in this particular area are old which also means that the septic systems serving these houses are also old. Four of these houses are 37 to 49 years old and the expected life of a septic system has been said to be only 25-30 years. So, these older systems are at the end of their usual life expectancy.

Also, the lots in the area of this survey are fairly small with lots sizes ranging from .98 acre in size up to 1.9 acres. Most of these houses utilize private drinking water wells which limit the available room to be able to repair these systems when they fail.

The soils in this area are marginal at best. Most of the soil in this area is classified in the Soils Book for Stafford County as Caroline soil which are severely limited for use of septic systems. Any repair sewage disposal system must be of the Alternative Type which can be extremely expensive as they cost from \$20,000 to \$30,000+. Whereas the cost for connection to public sewer and running a new sewer would probably only cost a fraction of installing an Alternative Sewage Disposal System.

A number of the residents in this area have been having some documented problems with their septic systems. Some residents pump their septic tank two or three times a year in an attempt to keep their sewage disposal systems working. Other residents have noticed that water runs back into their septic tank whenever they get their septic tank pumped out.

Overall this area is what I would call a "ticking time bomb". It is just a matter of time before these existing sewage disposal systems fail and, either have to be replaced with a very expensive alternative type system or connected to public sewer if made available.

Again, the Stafford Health Department supports the extension of public sewer to this area as it is needed and, the residents also appear to want it. It's a win- win situation for everyone!!

A suggestion:

Certainly make **all** of the residents in the area where public sewer is being considered to be made available aware of the fact that **the connection fee to connect to public sewer will not be going down in the future** and if you need more connections to make this project feasible, ask the residents of the area to contact the Stafford Health Department concerning what the cost might be (if public sewer ends up not being made available) if their existing drainfield fails and they have to install an Alternative Type Sewage Disposal System.

R04-217
R03-03

BOARD OF SUPERVISORS
COUNTY OF STAFFORD
STAFFORD, VIRGINIA

RESOLUTION

At a regular meeting of the Stafford County Board of Supervisors (the Board) held in the Board Chambers, Stafford County Administration Center, Stafford, Virginia, on the 13th day of July, 2004:

<u>MEMBERS:</u>	<u>VOTE:</u>
Jack R. Cavalier, Chairman	Yes
Gary D. Pash, Vice Chairman	Yes
Peter J. Fields	No
Robert C. Gibbons	Yes
Kandy A. Hilliard	Yes
Mark W. Osborn	Yes
Gary F. Snellings	Yes

On motion of Mr. Snellings, seconded by Mr. Osborn, which carried by a vote of 6 to 1, the following was adopted:

A RESOLUTION TO REVISE THE WATER AND SEWER LINE
EXTENSION POLICY

WHEREAS, the County has a Neighborhood Water and Sewer Line Extension Policy which was last revised on June 17, 2003; and

WHEREAS, clarifications to the selection criteria are desirable; and

WHEREAS, the Utilities Commission recommends that the Neighborhood Water and Sewer Line Extension Policy be rewritten to revise and clarify project selection guidelines;

NOW, THEREFORE, BE IT RESOLVED by the Stafford County Board of Supervisors on this the 13th day of July, 2004, that the Water and Sewer Line Extension Policy be as follows:

R04-217
R03-03
Page 2

1. There shall be four categories of water and sewer line extensions established that the county can undertake:
 - Capital Improvement Program (CIP). The County's Capital Improvement Program includes water and sewer line extensions. These projects generally are shown in the Master Water and Sewer Plan, have a system wide application and are paid for through the County's Pro-Rata program. These projects are not included in this policy.
 - Short Extension Projects (SEPs). These projects serve existing occupied properties. These projects are normally less than ~~500~~ 400 linear feet, although they can be as long as ~~1,500~~ 1,200 linear feet if three or more property owners apply concurrently.
 - Neighborhood Projects (NPs). These projects serve existing occupied properties and are generally longer than ~~1,500~~ 1,200 linear feet, but must have an estimated cost of less than \$500,000.
 - Large Scale Projects (LSPs). These projects serve existing occupied properties and have an estimated cost between \$500,000 and \$2,500,000. Projects that cost more than \$2,500,000 must be split into annual phases.
2. For Short Extension Projects, water and/or sewer lines shall be extended up ~~500~~ 400 linear feet per occupied property to serve existing structures upon payment of the applicable charges application through the Public Utilities Administrator and payment of a \$500.00 deposit. The applicant shall provide the information described in paragraph 4. For extensions exceeding ~~500~~ 400 linear feet per property, the property owner(s) has the option to pay the costs of the extension that exceeds ~~500~~ linear feet per property so long as adequate flows are maintained in the 400 line and the total length of the line does not exceed 1000 linear feet per property. For concurrent requests at a single location, a water and/or sewer line may be extended up to ~~1,500~~ 1,200 linear feet in a single fiscal year. The property owner does not have to demonstrate a public health problem for these projects. The Public Utilities Administrator may approve Short Extension Projects involving County funded extensions up to 1200 linear feet at a single location. The estimated construction cost of such projects shall not exceed \$250,000 per fiscal year unless approved by the Utilities Commission.

R04-217
R03-03
Page 3

3. For Neighborhood Projects, water and sewer line extensions of more than ~~500~~ 400 linear feet per property or more than ~~1,500~~ 1,200 linear feet per year shall be requested by the submission of applications through the Public Utilities Administrator for consideration by the Utilities Commission and the Board of Supervisors. The application shall consist of the following information:
 - a) Name and address of the local contact person for the project.
 - b) Name, address, telephone number and signature of each applicant.
 - c) Location of the project.
 - d) A statement by the property owner(s) agreeing to pay the applicable charges.
 - e) A statement by the property owner(s) agreeing to provide any necessary easements for the project.
 - f) A description of the existing problem or other justification that necessitates the project.
 - g) Other information that supports the need for the project.
4. For each Neighborhood Sewer Project application, the Department of Utilities will request available information from the local Health Department regarding the severity of the indicated health problem.
5. The Department of Utilities will review each Neighborhood Project application and prepare a preliminary design and estimated cost of the project within 30 days. The Public Utilities Administrator will forward such projects to the Utilities Commission at their next regularly scheduled meeting following the completion of the preliminary design.
6. The Utilities Commission shall evaluate each application based upon the following criteria:

R04-217
R03-03
Page 4

- a) The length of pipe required to be constructed. ~~Generally to ensure adequate flow, a water extension project should not exceed 500 linear feet of the pipe per new household connection.~~ Projects which require less than 300 linear feet of pipe per new household connector shall have the highest priority for funding. Projects which exceed 300 linear feet, must demonstrate a health problem, need for public fire protection and/or other need.
 - b) The severity of any specified health problems.
 - c) Need for improved fire protection and the possible resulting improvement to the overall utility system.
 - d) The availability of other more cost-effective alternatives to resolve the problem. Generally the per-property cost of any project should not exceed the cost of other available alternatives.
 - e) Effect on present poor water quality upon petitioners.
 - f) Location of the project with respect to the current utility service area. Sewer projects outside of the Department of Utilities service area shall have a documented severe health problem in order to be considered for funding.
 - g) Additional consideration shall be given to those property owners who paid the South Stafford Sanitary District and the Aquia Sanitary District ad valorem tax imposed during the 1982 tax year.
 - h) Generally, to ensure adequate flows, a water extension project should not exceed 500 linear feet of pipe per new household connection.
7. The Utilities Commission shall hold a public hearing for each proposed project to solicit comments from the public and to assist in its review and consideration of the applications. Following the public hearing, the Utilities Commission shall determine if the project should be recommended for immediate funding to the Board of Supervisors.

R04-217
R03-03
Page 5


8. Projects brought to the attention of the Department of Utilities that have an estimated cost exceeding \$500,000 may be designated as Large Scale Projects by the Utilities Commission. These projects may be nominated by either a group representing property owners, members of the Board of Supervisors, or the Utilities Staff. Generally, each Large Scale Project shall comply with guidelines for adequate flows (500 linear ft per household) and is expected to have the support of at least 50% of households within the project area. Nominations are due by December 31st of each year.
9. Each nominated Large Scale Project shall be forwarded for consideration to the Utilities Commission with a preliminary technical review and an estimate of the project cost at the February meeting.
10. The Utilities Commission shall designate Large Scale Projects during March of each year.
11. Following such designation as a Large Scale Project by the Utilities Commission, the Department of Utilities shall conduct a survey of the property owners within the proposed project area to determine their interest in the project.
12. All Large Scale Projects outside of the Utility Service Area and all sewer Neighborhood Projects outside of the Sewer Service Area will be submitted to the Planning Commission for a Comprehensive Land Use Plan Compliance Review.
13. In September of each year, the Utilities Commission shall consider the Large Scale Projects that were designated the previous March. The Commission shall then hold a public hearing during October to solicit comments from the public to assist in its review and ranking of the projects. No later than November 30th of each year, the Utilities Commission shall determine which Large Scale Projects, if any, to recommend to the Board of Supervisors for construction in the following fiscal year with the appropriate funding amount for the Large Scale Projects and the Neighborhood Projects. The maximum annual expenditure for Large Scale Projects shall not exceed 2.5 million dollars.

R04-217
R03-03
Page 6

14. The applications for sewer extensions which are not recommended for funding under this program, because they do not meet the guidelines, will be submitted to the Virginia Health Department for possible action under the County's Pump and Haul policy.
15. All sewer projects outside of the growth area, all Neighborhood Projects, and all Large Scale Projects shall be submitted to the Board for review and approval prior to initiation, design and construction.
16. The County Administrator shall include an initial budget request of \$5,000,000 in the FY2004 budget to fund Short Extension Projects, Neighborhood Projects, and Large Scale Projects. Each subsequent year, the County Administrator shall include a budget request in an amount equal to expended and authorized under this program during the current fiscal year. Funding of these projects shall be from availability fees.
17. Before construction of a Neighborhood Project or a Large Scale Project is initiated, sufficient property owners to meet the criterion of a maximum of ~~500~~ 400 feet per connection in ~~paragraph 8~~ paragraphs 3 and 4 must execute an agreement with the County agreeing to pay their availability, construction, and administrative charges, and pay a \$500 deposit.
18. Applicants who pay a \$500.00 deposit as an incentive for the County to construct a water or sewer extension project are expected to submit an availability application and to arrange payment of the balance of the fees normally due with an availability application. The deposit of anyone who does not both submit an availability application and make payment arrangements within 12 months of completion of a water or sewer extension project shall be forfeited.

BE IT FURTHER RESOLVED that Resolution R03-03 adopted by the Board of Supervisors on June 17, 2003, be and it hereby is rescinded.

A Copy, teste:


Steve Crosby
County Administrator

SC:REB:cdg

Proposed Service District for Lake Carroll in Argyle Heights

07/05/2017

Background

- The Property Owner's Association (POA) of Lake Carroll reached out to Supervisor Thomas in early March to request assistance with a failed dam.
- The POA requested additional information regarding a possible Service District similar to the one approved for Lake Arrowhead.
- Staff has been working with the POA to provide information on a Service District as well as estimated tax payments with assumed costs for improvements between \$300,000 and \$500,000 (see attachment for estimates). The estimated range was provided by the POA after discussions with a third party engineer.
- Staff met with the POA on May 18 to discuss the proposed service district. After the meeting petitions were sent to each of the 19 property owners that make up the Lake Carroll POA asking if their opinion of a proposed service district.
- So far we have received 17 of the 19 petitions and all have been in favor.

Next Steps

- I have contacted one of our on-call engineers to provide a proposal to update the dam break inundation zone analysis with the most recent Probable Maximum Precipitation data and then to propose alternatives for dam repair with estimated costs.
- A project code has been identified and funds allotted for the study and preliminary engineering with an estimated cost of \$25,000, which can be paid back to the County if a service district is approved.
- Once we have more realistic and detailed estimates we can confirm with the POA that they would like to proceed with the process for a service district.
- If the Committee approves, we will proceed with the study and preliminary engineering

Schedule

- We expect to have a report back from the engineer in late August
- A public hearing will be requested in August for the second meeting in September
- If the estimated costs come in under \$500,000 the Board will be asked to establish a service district and use FY17 end of year funds to make the repairs to be paid back by the Service district.
- Design would then be over the winter
- Construction would be the summer of 2018.



Stafford County

April 2017

Produced by the Stafford County GIS Office
540-658-4033 | www.StaffordCountyGIS.org



Proposed Service District

0 50 100 200 300 400 500 Feet

Coordinate System: NAD 1983 HARN StatePlane Virginia North FIPS 4501 Feet
Produced: 4/18/2017
MXD Path: D:\Mike Smith\Proposed Service District.mxd
Data layers are compiled from various sources and are not to be construed or used as a "legal description." Data layers are believed to be accurate, but accuracy is not guaranteed.

N

Lake Carroll/ Kennedy Dam Semi Annual Debt Payment Analysis

Payback Duration in yrs	10	20	10	20	10	20
Initial Loan Amount	\$300,000	\$300,000	\$400,000	\$400,000	\$500,000	\$500,000
Tax per \$100 assessed value	\$0.19	\$0.11	\$0.25	\$0.14	\$0.31	\$0.18
119 Lake Shore Dr.	\$689	\$395	\$918	\$527	\$1,148	\$659
131 Lake Shore Dr.	\$631	\$362	\$841	\$483	\$1,052	\$604
115 Lake Shore Dr.	\$938	\$538	\$1,250	\$718	\$1,563	\$897
129 Lake Shore Dr.	\$665	\$382	\$886	\$509	\$1,108	\$636
214 Lake Shore Dr.	\$1,248	\$716	\$1,665	\$955	\$2,081	\$1,194
124 Jay Rd.	\$791	\$454	\$1,055	\$605	\$1,319	\$757
135 Lake Shore Dr.	\$1,031	\$592	\$1,375	\$789	\$1,718	\$986
127 Lake Shore Dr.	\$657	\$377	\$876	\$503	\$1,095	\$628
125 Lake Shore Dr.	\$610	\$350	\$813	\$467	\$1,016	\$583
111 Lake Shore Dr.	\$1,056	\$606	\$1,408	\$808	\$1,761	\$1,010
121 Lake Shore Dr.	\$1,881	\$1,080	\$2,508	\$1,440	\$3,135	\$1,799
117 Lake Shore Dr.	\$654	\$375	\$872	\$501	\$1,090	\$626
133 Lake Shore Dr.	\$641	\$368	\$855	\$491	\$1,069	\$613
2537 NW 194th Place, Shoreline, W	\$827	\$475	\$1,103	\$633	\$1,379	\$791
120 Jay Rd.	\$1,310	\$752	\$1,747	\$1,002	\$2,183	\$1,253
116 Jay Rd.	\$599	\$344	\$799	\$459	\$999	\$573
216 Lake Shore Dr.	\$1,059	\$608	\$1,411	\$810	\$1,764	\$1,013
212 Lake Shore Dr.	\$1,140	\$654	\$1,520	\$872	\$1,900	\$1,091
123 Lake Shore Dr.	\$1,046	\$600	\$1,395	\$801	\$1,744	\$1,001
Total collected each six months	\$17,474	\$10,028	\$23,298	\$13,371	\$29,123	\$16,714

Assumptions

Interest Rate	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Cost of Improvements	300,000	300,000	400,000	400,000	500,000	500,000
Term of Loan	10	20	10	20	10	20
Debt Service (semi-annual)	\$17,474	\$10,028	\$23,298	\$13,371	\$29,123	\$16,714
Avg. Cost per Parcel (semi annual)	\$920	\$528	\$1,226	\$704	\$1,533	\$880
total AV	\$9,317,900	\$9,317,900	\$9,317,900	\$9,317,900	\$9,317,900	\$9,317,900
1 cent rate	\$932	\$932	\$932	\$932	\$932	\$932
rate to pay debt svcs	\$19	\$11	\$25	\$14	\$31	\$18

Proposed Service District for Lake Carroll in Argyle Heights

07/05/2017

Background

- The Property Owner's Association (POA) of Lake Carroll reached out to Supervisor Thomas in early March to request assistance with a failed dam.
- The POA requested additional information regarding a possible Service District similar to the one approved for Lake Arrowhead.
- Staff has been working with the POA to provide information on a Service District as well as estimated tax payments with assumed costs for improvements between \$300,000 and \$500,000 (see attachment for estimates). The estimated range was provided by the POA after discussions with a third party engineer.
- Staff met with the POA on May 18 to discuss the proposed service district. After the meeting petitions were sent to each of the 19 property owners that make up the Lake Carroll POA asking if their opinion of a proposed service district.
- So far we have received 17 of the 19 petitions and all have been in favor.

Next Steps

- I have contacted one of our on-call engineers to provide a proposal to update the dam break inundation zone analysis with the most recent Probable Maximum Precipitation data and then to propose alternatives for dam repair with estimated costs.
- A project code has been identified and funds allotted for the study and preliminary engineering with an estimated cost of \$25,000, which can be paid back to the County if a service district is approved.
- Once we have more realistic and detailed estimates we can confirm with the POA that they would like to proceed with the process for a service district.
- If the Committee approves, we will proceed with the study and preliminary engineering

Schedule

- We expect to have a report back from the engineer in late August
- A public hearing will be requested in August for the second meeting in September
- If the estimated costs come in under \$500,000 the Board will be asked to establish a service district and use FY17 end of year funds to make the repairs to be paid back by the Service district.
- Design would then be over the winter
- Construction would be the summer of 2018.

Lake Carroll/ Kennedy Dam Semi Annual Debt Payment Analysis

Payback Duration in yrs	10	20	10	20	10	20
Initial Loan Amount	\$300,000	\$300,000	\$400,000	\$400,000	\$500,000	\$500,000
Tax per \$100 assessed value	\$0.19	\$0.11	\$0.25	\$0.14	\$0.31	\$0.18
119 Lake Shore Dr.	\$689	\$395	\$918	\$527	\$1,148	\$659
131 Lake Shore Dr.	\$631	\$362	\$841	\$483	\$1,052	\$604
115 Lake Shore Dr.	\$938	\$538	\$1,250	\$718	\$1,563	\$897
129 Lake Shore Dr.	\$665	\$382	\$886	\$509	\$1,108	\$636
214 Lake Shore Dr.	\$1,248	\$716	\$1,665	\$955	\$2,081	\$1,194
124 Jay Rd.	\$791	\$454	\$1,055	\$605	\$1,319	\$757
135 Lake Shore Dr.	\$1,031	\$592	\$1,375	\$789	\$1,718	\$986
127 Lake Shore Dr.	\$657	\$377	\$876	\$503	\$1,095	\$628
125 Lake Shore Dr.	\$610	\$350	\$813	\$467	\$1,016	\$583
111 Lake Shore Dr.	\$1,056	\$606	\$1,408	\$808	\$1,761	\$1,010
121 Lake Shore Dr.	\$1,881	\$1,080	\$2,508	\$1,440	\$3,135	\$1,799
117 Lake Shore Dr.	\$654	\$375	\$872	\$501	\$1,090	\$626
133 Lake Shore Dr.	\$641	\$368	\$855	\$491	\$1,069	\$613
2537 NW 194th Place, Shoreline, W	\$827	\$475	\$1,103	\$633	\$1,379	\$791
120 Jay Rd.	\$1,310	\$752	\$1,747	\$1,002	\$2,183	\$1,253
116 Jay Rd.	\$599	\$344	\$799	\$459	\$999	\$573
216 Lake Shore Dr.	\$1,059	\$608	\$1,411	\$810	\$1,764	\$1,013
212 Lake Shore Dr.	\$1,140	\$654	\$1,520	\$872	\$1,900	\$1,091
123 Lake Shore Dr.	\$1,046	\$600	\$1,395	\$801	\$1,744	\$1,001
Total collected each six months	\$17,474	\$10,028	\$23,298	\$13,371	\$29,123	\$16,714

Assumptions

Interest Rate	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Cost of Improvements	300,000	300,000	400,000	400,000	500,000	500,000
Term of Loan	10	20	10	20	10	20
Debt Service (semi-annual)	\$17,474	\$10,028	\$23,298	\$13,371	\$29,123	\$16,714
Avg. Cost per Parcel (semi annual)	\$920	\$528	\$1,226	\$704	\$1,533	\$880
total AV	\$9,317,900	\$9,317,900	\$9,317,900	\$9,317,900	\$9,317,900	\$9,317,900
1 cent rate	\$932	\$932	\$932	\$932	\$932	\$932
rate to pay debt svcs	\$19	\$11	\$25	\$14	\$31	\$18



Stafford County

April 2017

Produced by the Stafford County GIS Office
540-658-4033 | www.StaffordCountyGIS.org



Proposed Service District

0 50 100 200 300 400 500 Feet

Coordinate System: NAD 1983 HARN StatePlane Virginia North FIPS 4501 Feet
Produced: 4/18/2017
MXD Path: D:\Mike Smith\Proposed Service District.mxd
Data layers are compiled from various sources and are not to be construed or used as a "legal description." Data layers are believed to be accurate, but accuracy is not guaranteed.

N

Infrastructure Committee Discussion of RFEI for Broadband Services and Next Steps July 5, 2017

On March 7, 2017, the Infrastructure Committee held a discussion on the current state of broadband services throughout the County and what if any approaches the County could take to expand service to rural areas without service, underserved areas and connecting County facilities. One proposed option was for the County to issue a request for expression of interest (RFEI) to seek ideas and approaches from potential providers of broadband services to offer broadband internet services to unserved and underserved residents and businesses in Stafford County. The Infrastructure committee voted to approve moving forward with the issuance of an RFEI and a draft document was shared with the committee.

Approximately 95% of the County has access to broadband, but most have only one provider serving their area. The RFEI had two areas of primary focus, expanding internet service offerings for unserved and underserved residents and businesses and to get the 20+ County facilities connected to a fiber network.

On March 21, 2017, the County issued RFEI #425173. The RFEI was intended to gather ideas and interest from service providers of High Speed Internet/Broadband services for affordable, reliable high speed Internet access for residential, business, and government constituents throughout the County. High speed Broadband service can include but not be limited to the deployment of a fiber-to-the-home solution, fixed wireless solution, or some other type of last mile solution.

The RFEI had a due date of April 19, 2017. After receiving numerous questions from potential responders to the RFEI, the County extended the due date to May 9, 2017 and issued an addendum to the RFEI on April 21, 2017 to respond to the questions. The County received a total of ten responses by the May 9th due date, including two responses from the same firm (Comcast).

The following ten responses were received:

All Points Broadband Leesburg, VA	Omnipoint Springfield, MA
COMCAST Greenbelt, MD	PEG Bandwidth VA, LLC St. Petersburg, FL

COMCAST Reston, VA	Timitron Corporation Portsmouth, VA
Decisive Communications, Inc. Ijamsville, MD	Virginia Broadband, LLC (VABB) Culpeper, VA
Freedom Telecom Services d/b/a FTS Fiber Nokesville, VA	WideOpen Networks Blacksburg, VA

The responses varied widely in their approach and target customers. Overall, the responses can be grouped into a few different categories. Some responders were looking at providing fiber to the home (FTTH) or to businesses, others proposed using fixed wireless technologies and some a combination of both. There were a few responses that did not address the RFEI goals and simply provided marketing material. Others were more interested in providing Internet service or extending fiber to County facilities. While most respondents were looking for a financial partnership with the County, at least three responders claimed to have private funding to provide broadband services without the help of the County. One of these three expected the County to be an anchor tenant on the firm's fiber network and possibly incur monthly recurring charges for the service.

Some of the respondents provided a range of approximate monthly costs for residents and businesses subscribing to their Internet services varying by the bandwidth or speed of the service. Most prices ranged from \$30 - \$60 to be competitive with cable broadband providers, but typically with less bandwidth. Respondents proposing fixed wireless service typically had slower upload and download speeds and capped total data. Those offering fiber service proposed unlimited data and significantly faster upload and download speeds.

Following the submission deadline, staff reviewed the responses and setup follow-up discussions with some of the firms to ask questions and better understand their approach.

Michael Cannon, the County's Chief Technology Officer will provide a PowerPoint presentation to the committee including an overview of the RFEI process and summarization of the responses and approaches, and offer options for next steps for the Infrastructure Committee to consider. The key next step to consider is whether the County should issue an RFP, do nothing, or pursue opportunities with one or more responders to the RFEI if there is no financial commitment from the County required.