

TEAM MEETING MINUTES

FCPS BUS FACILITY FEASIBILITY STUDY

MARCH 30, 2017

Attendees:

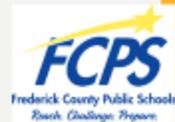
Mark Maggitti
Steve Boling
Heather Clabaugh
Fred Punturiero
Ruth Biser
Holly Nelson

1. Feedback from Steering Committee

The Steering Committee was supportive of the scoring process and had no issues with the information provided. They were comfortable with the sites. They discussed parking consolidation and a possible phase-in procedure.

The committee was informed that 7618 Hayward is no longer available for FCPS bus storage or use. It was suggested the board members be invited, a couple at a time, to tour the current facility. It was also suggested that alternate financing could be considered.

STEERING COMMITTEE FEEDBACK



- No major issues with the team's scoring in Phase 2
- No sites remaining under consideration were removed by the steering committee
- Parking consolidation may work well Urbana but not as well in Middletown or Catoclin
 - Based on the additional deadhead mileage it might cost an additional \$50,000 annually in fuel, plus the cost of driver time and additional wear on the buses
 - Consolidated parking areas could be targets of vandalism
 - We will need consolidated sites eventually (the sites could be phased in over time)

STEERING COMMITTEE FEEDBACK



- We should keep Scenario D where we consider the cost to purchase or lease buildings or land
- We can consider alternative financing models
- It would be fine to invite the BOE members to tour the existing facility

2. Update on consultant work for market analysis and cost benefit analysis

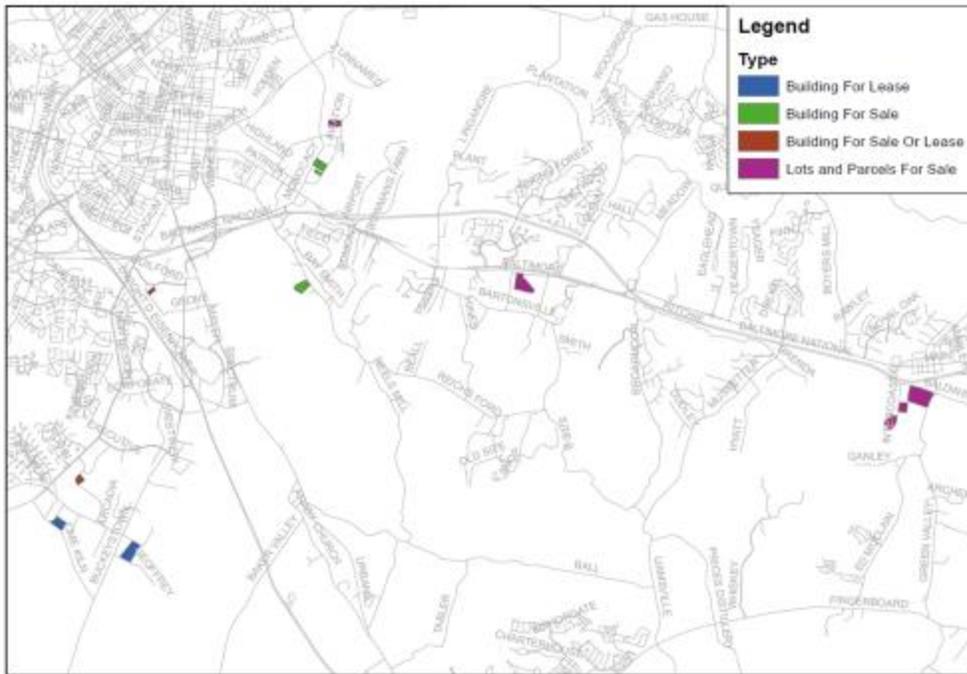
Holly reviewed the draft market analysis. There are not a lot of buildings to match our need. The buildings that meet our need lack the parking needed. There are approximately 13 buildings between I-70 and I-270 that can be considered. It is not likely to find something already constructed to meet our needs. Our best option may be to buy land and construct a building and parking to suit our needs. The prices will go up. There are a few sites that are already zoned, but future zoning will depend on politics. She noted the value estimated for 7446 Hayward Road and 33 Thomas Johnson Drive may not have been adjusted for the completion of the Rt. 15 cloverleaf. Negotiations are ongoing with the county for their sites. The Investment Analysis should be completed by the end of April, and is scheduled to be presented to the board on June 14.

MARKET ANALYSIS



- Consultant determined estimated market value of existing properties based on a brief tour of the property
 - Total value was discounted by 35% to account for the fact that if the property was sold a prospective buyer would be unlikely to have a use for all the different buildings
- 7446 Hayward Road
 - Buildings \$1,599,000
 - Parking lots \$942,000
 - Undeveloped land \$1,285,020
 - Total value with discount applied: \$2,487,000
- 33 Thomas Johnson Drive
 - Total value: \$1,834,250

Real Estate Site Examples



3. Review changes suggested at last meeting and new rubric results

Scenarios and criteria have remained the same. The valuation for industrial or institutional zoning are scored high, all others zoned zero.

Under Security, a higher score will be given to sites that are within 5 miles of a larger percentage of the currently unsecure buses.

Physical Characteristics will show a greater influence for Karst topography and site work required.

4. Discuss opportunities for stakeholder input/information

Bus Inspections will begin April 10. Should we provide an update on the project? Mark stated an update would be sufficient, and then let them know when a decision has been made. Steve suggested a flyer would be enough. It could include a description of the scenarios and the different analyses. We should know what the staff recommendation is by the middle of April. More information can be given at the in-services. It was decided a flyer will be handed out at the inspections.

5. Next Steps

NEXT STEPS



MacRo Deadlines/Responsibilities	FCPS Bus Facility Team Schedule
February 22 – Purchase order and notice to proceed sent to MacRo	
April 5 – Deadline for detailed outline of investment analysis	
April 10, 11:30AM – MacRo to attend Bus Facility Steering Committee meeting and present investment analysis for feedback	April 13 – Feasibility study team meeting to discuss investment analysis with team and get feedback (MacRo will not attend)
April 28 – Deadline for first draft of investment analysis	April 13 – May 12 – Opportunities for stakeholder feedback Including tour with Chamber of Commerce focus group
May 12 – Deadline for second draft of investment analysis	
	May 19 – Deadline for FCPS final comments
May 26 – Deadline for final draft of investment analysis incorporating stakeholder feedback	
	May 31 – Deadline to submit materials for June 14 BOE meeting
	Week of June 5-9 – BOE tours of existing facility
	June 14 – Tentative BOE presentation