

A G E N D A

JAMES CITY SERVICE AUTHORITY

County Government Center Board Room

June 27, 2000

7:00 P.M.

A. ROLL CALL

B. CONSENT CALENDAR

1. Minutes of April 19, 2000, Budget Work Session
2. Minutes of May 23, 2000, Regular Meeting
3. Recessed Meeting - Minutes of May 24, 2000
4. Bid Award - Well Facility W-1 Waterline Improvements
5. Utility Participation Agreement - Powhatan Enterprises, Inc.
6. Jamestown Island Water System Budget Appropriation
7. Utility Participation Agreement - District Park Sports Complex Waterline

C. BOARD REQUESTS AND DIRECTIVES

AT A BUDGET WORK SESSION OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 19TH DAY OF APRIL 2000, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

James G. Kennedy, Chairman
Jay T. Harrison, Sr., Vice Chairman
John J. McGlennon
Ronald A. Nervitt
Bruce C. Goodson

Sanford B. Wanner, Secretary
Robert H. Smith, Treasurer
Frank M. Morton, III, County Attorney
Larry M. Foster, General Manager

Mr. Bob Smith, Assistant Manager, James City Service Authority (JCSA), gave a summary of the JCSA budget.

Discussion of the budget followed.

Mr. Kennedy made a motion to approve the water usage rate changes: \$2.30 per 1,000 gallons for usage less than 15,000 gallons per quarter; \$2.60 per 1,000 gals for 15,000 – 25,000 gallons of water per quarter; and \$6.00 per 1,000 gallons for usage above 25,000 gallons of water per quarter.

The straw vote passed 4-1.

Mr. Kennedy made a motion to approve the elimination of the sub-meter credit.

The straw vote failed 1-4.

Mr. Harrison made a motion to adjourn until the next regularly scheduled meeting April 25, 2000, at 7:00 p.m.

On a voice vote, the motion passed unanimously.

The Board adjourned at 7:39 p.m.

Sanford B. Wanner
Secretary to the Board

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 23RD DAY OF MAY 2000, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

James G. Kennedy, Chairman
Jay T. Harrison, Sr., Vice Chairman
John J. McGlennon
Ronald A. Nervitt
Bruce C. Goodson

Sanford B. Wanner, Secretary
Robert H. Smith, Treasurer
Frank M. Morton, III, County Attorney
Larry M. Foster, General Manager

B. CONSENT CALENDAR

Mr. Foster asked if anyone wished to have an item pulled from the Consent Calendar.

Mr. Nervitt requested clarification on Item 3, Bid Award – Newport News Waterworks Interconnect. Mr. Foster indicated 200,000 gallons of water per day in emergency situations would be available for use.

Mr. Nervitt moved to approve the items on the Consent Calendar.

The motion passed by unanimous voice vote.

1. Minutes of April 25, 2000, Regular Meeting
2. Waterline Extension – Newport News Waterworks Service Area

RESOLUTION

WATERLINE EXTENSION AGREEMENT - NEWPORT NEWS WATERWORKS

WHEREAS, Longhouse Village Associates, L.C. has petitioned Newport News Waterworks to extend water service to Pine Grove Subdivision, a small residential development within the Waterworks service area of the County; and

WHEREAS, Longhouse Village Associates has agreed to pay the \$2,137 in fees associated with the extension to Newport News Waterworks.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes its Chair to sign the Newport News Water Works Extension Agreement (127-FY 00) on behalf of the Board.

3. Bid Award – Newport News Waterworks Interconnect

RESOLUTION

AWARD OF BID - NEWPORT NEWS WATERWORKS INTERCONNECT

WHEREAS, the James City Service Authority (JCSA) desires to connect its water system to the Newport News Waterworks system in the James Terrace area to provide a supplemental water supply to the JCSA system in cases of emergencies and high demand; and

WHEREAS, the plans and specifications for the project have been competitively bid with J. L. Warren, Inc., submitting a low bid of \$75,572.41; and

WHEREAS, J. L. Warren, Inc., has been determined capable of performing the scope of the project and adequate funds are in the budget to cover the costs of the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, awards the Newport News Waterworks Interconnect to J. L. Warren, Inc., for \$75,572.41.

4. Award of Contract – Engineering Services – Powhatan Sewer Improvements

RESOLUTION

AWARD OF CONTRACT - ENGINEERING SERVICES -

POWHATAN SEWER IMPROVEMENTS

WHEREAS, proposals were solicited for qualified engineering firms to provide design services for the replacement of Lift Station 1-2 and an 18- or 20-inch force main from LS 1-2 to Alternate Route 5/Monticello Avenue; and

WHEREAS, six firms were interviewed to provide the necessary design services associated with the project; and

WHEREAS, Michael Baker, Jr., Inc., was selected as the top ranked firm and a fee of \$109,800 was negotiated.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, awards the design services for Lift Station 1-2 replacement and force main construction to Michael Baker, Jr., Inc., for a fee of \$109,800.

C. BOARD REQUESTS AND DIRECTIVES

Mr. Foster provided the Board with a water usage update. The current water consumption rate is 5 million gallons of water per day. On May 19, 2000, the water usage rate was 5 million gallons of water per day, and during May 20-21, 2000, the water usage rate was 4.1 million gallons of water per day.

The number of irrigation system installation requests averaged about ten requests per day.

The Board and staff discussed a recent newspaper article concerning the County's water usage. Mr. Foster advised the Board that the system capacity for water consumption is 6 million gallons of water per day, however this would stress the infrastructure over an extended period of two to four weeks.

Mr. Nervitt requested the Water Conservation Committee consider the elimination of sub meters in future developments as a proposal to conserve water.

Mr. Kennedy advised the Board regarding the Water Conservation Committee's members and the good interaction that exists between the members.

Mr. Harrison inquired as to what point the water usage rate exceeds the warning stage and the County begins to take action towards water conservation. Mr. Harrison suggested that water usage policies be developed now.

Mr. Kennedy informed the citizens and Board of the continuation of the water issues discussion at the Work Session to be held on May 24, 2000.

Mr. Harrison made a motion to recess until May 24, 2000, at 4:00 p.m.

The motion passed by a unanimous voice vote.

The Board recessed at 8:23 p.m.

Sanford B. Wanner
Secretary to the Board

AT A RECESSED MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 24TH DAY OF MAY 2000, AT 6:30 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

James G. Kennedy, Chairman
Jay T. Harrison, Sr., Vice Chairman
John J. McGlennon
Ronald A. Nervitt
Bruce C. Goodson

Sanford B. Wanner, Secretary
Robert H. Smith, Treasurer
Larry M. Foster, General Manager

Board members, and staff met to discuss water supply and water conservation issues and techniques.

Discussion focused on alternate day watering as a way to reduce peak demand.

Mr. Foster provided the Board with an update on the water consumption rates:

The Board requested the Water Conservation Committee submit suggestions and review the policies already in place for water conservation and water emergencies.

The Board adjourned at 6:55 p.m. until the next regular meeting to be held on June 27, 2000, at 7:00 p.m.

Sanford B. Wanner
Secretary to the Board

MEMORANDUM

DATE: June 27, 2000
 TO: The Board of Directors
 FROM: Larry M. Foster, General Manager, James City Service Authority
 SUBJECT: Bid Award - Well Facility W-1 Waterline Improvements

The plans and specifications for water system improvements in the Hankins Industrial Park at Well Facility W-1 and Well Facility W-1-3 have been advertised for competitive bid and publicly opened.

The work for this project includes installation of approximately 1,900 liner feet of six-inch water main beginning at Well Facility W-1 and extending east along Industrial Boulevard to Well Facility W-1-3, and approximately 1,634 liner feet of 16-inch water main beginning at an existing 16-inch water main on Depot Street and extending north across the CSX Railroad right-of-way, through Hankins Industrial Park, and terminating at Well Facility W-1.

This project will provide for disinfection of water withdrawn from Water Facility W-1-3 and provide additional fire flow protection for Stonehouse Industrial Park.

Five firms submitted bids to complete the work associated with the project as follows:

<u>Firm</u>	<u>Bid</u>
Basic Construction	\$285,857.50
J. Sanders Construction, Co.	298,989.75
T. A. Sheets	354,118.00
Jack L. Massie	364,565.72
Suburban	425,974.68

Basic Construction, the low bidder, has been determined capable of completing the project. The bids are under the Engineer's estimate of \$336,240. Funds are available in the budget to cover the costs of this project.

Staff recommends that Board approve the attached resolution awarding Well Facility W-1 Waterline improvements to Basic Construction.

Larry M. Foster

LMF/tlc
 wlimprov.mem

Attachment

RESOLUTION

BID AWARD - WELL FACILITY W-1 WATERLINE IMPROVEMENTS

WHEREAS, the plans and specifications to install waterline improvements to Well Facility W-1 and Well Facility W-1-3 have been advertised for competitive bid and publicly opened; and

WHEREAS, five firms submitted bids with Basic Construction submitting the lowest responsive bid of \$285,857.50.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of James City Service Authority, James City County, Virginia, hereby awards the Well Facility W-1 water system improvements to Basic Construction in the amount of \$285,857.50.

James G. Kennedy
Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 27th day of June, 2000.

wl improve.res

MEMORANDUM

DATE: June 27, 2000
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Utility Participation Agreement - Powhatan Enterprises, Inc.

Powhatan Enterprises, Inc., is in the process of constructing Phases 6A and 6B of Powhatan Secondary development. In evaluating the sewer plans for the project, it was determined that by increasing the sewer line size and depth, the flexibility of providing gravity sewer to areas adjacent to the development were greatly increased.

The James City Service Authority (JCSA) Regulations Governing Utility Services, Section 29-1 allows that “when a developer provides for the extension or expansion of a facility over that needed by the project...the JCSA may reimburse the developer directly...for its share of the costs of the project.” The Regulation require the JCSA to enter into a Utility Participation Agreement defining the terms for reimbursing the developer.

Powhatan Enterprises, Inc., has provided a cost proposal of \$11,100 to increase the depth and size of the sewer line as requested by the JCSA. The cost proposal covers labor, materials, and engineering and is reasonable.

It should be noted that the proposed sewer modification does not increase the probability of the development of adjoining properties not already slated for development.

Staff recommends that the Board approve the attached resolution authorizing the Chairman to sign the Utility Participation Agreement with Powhatan Enterprises, Inc., providing the terms of modifying the sewer plans as requested by the JCSA.

Larry M. Foster

LMF/gb
agreement.mem

Attachments

RESOLUTION

UTILITY PARTICIPATION AGREEMENT -

POWHATAN ENTERPRISES, INC.

WHEREAS, Powhatan Enterprises, Inc., is constructing Phase 6A and 6B of the Powhatan Secondary development, and James City Service Authority (JCSA) engineers have determined that increasing the size and depth of a section of the sewer line serving the area increases the flexibility of providing sewer to adjacent properties; and

WHEREAS, the modification of the sewer design does not increase the probability of the development of adjoining properties not already slated for development; and

WHEREAS, Powhatan Enterprises, Inc., has submitted a costs of \$11,100 to complete the proposed modification; JCSA staff has determined the costs to be reasonable and fair.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the Chairman to sign a Utility Participation Agreement with Powhatan Enterprises, Inc., in the amount of \$11,100.

James G. Kennedy
Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County,
Virginia, this 27th day of June, 2000.

agreement.res

MEMORANDUM

DATE: June 27, 2000
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Jamestown Island Water System Budget Appropriation

The James City Service Authority (JCSA) has a contract with the National Park Service to administer the construction of a waterline to serve Jamestown Island. The Board approved the bid award for construction to J. L. Warren, Inc., for \$460,480 plus a \$25,000 administrative fee on April 25, 2000. The National Park Service will reimburse the JCSA for the construction contract costs and pay the for the administrative cost.

The attached resolution authorizes the appropriation of \$485,480 in the JCSA Capital Improvements Program for this project. Your approval is requested.

Larry M. Foster

LMF/tlc
islnda wd.mem

Attachments

RESOLUTION OF APPROPRIATION

JAMESTOWN ISLAND WATER SYSTEM BUDGET APPROPRIATION

WHEREAS, the National Park Service has entered into a contract with the James City Service Authority (JCSA) to administer the construction of a waterline to serve Jamestown Island; and

WHEREAS, the construction project has been awarded to J. L. Warren, Inc., for a cost of \$460,480; and

WHEREAS, the National Park Service will reimburse the JCSA for the costs of construction for the project plus a \$25,000 administrative fee.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the following amounts are hereby adopted and appropriated for the construction of the Jamestown Island Waterline:

Revenue:

Reimbursement from National Park Service	<u>\$485,480</u>
--	------------------

Expenditure:

Jamestown Island Waterline	<u>\$485,480</u>
----------------------------	------------------

James G. Kennedy
Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 27th day of June, 2000.

islndawd.res

M E M O R A N D U M

DATE: June 27, 2000

TO: The Board of Directors

FROM: Larry M. Foster, General Manager, James City Service Authority

SUBJECT: Utility Participation Agreement - District Park Sports Complex Waterline

The James City Service Authority (JCSA) has identified the opportunity to plan for improving the water system infrastructure by increasing the size of a 3,600-linear foot waterline being constructed by the Division of Parks and Recreation. The waterline is being installed to serve the District Sports Complex on Longhill Road and will provide a large portion of the waterline needed to provide a second waterline to the elevated water tank in Season's Trace. The completed waterline will increase reliability and pressures in the overall water system. The cost to increase the waterline size from eight to twelve inches is \$39,812. The JCSA's Chief Engineer of water has indicated that this is a fair cost for the increase.

The Regulations Governing Utility Services - Section 29-1 provides that the JCSA can enter into a Utility Participation Agreement to reimburse the developer, in this case, the Division of Parks and Recreation, and the additional expense to increase the size of the waterline.

It is prudent to plan for a second waterline to serve the Season's Trace water tank and it is especially prudent to increase the waterline being installed by the Division of Parks and Recreation to eventually improve the overall water system in the area.

Therefore, staff recommends that the Board authorize its Chair to sign a Utility Participation Agreement with James City County (Division of Parks and Recreation) to reimburse the \$39,812 to increase from an eight-inch to a twelve-inch waterline serving the District Sports Complex.

Larry M. Foster

LMF/gb
participation.mem

Attachments

RESOLUTION

UTILITY PARTICIPATION AGREEMENT -

DISTRICT PARK SPORTS COMPLEX WATERLINE

WHEREAS, the James City County Division of Parks and Recreation is installing a 3,600-foot eight-inch waterline to serve the District Park Sports Complex on Longhill Road; and

WHEREAS, it has been determined by the James City Service Authority (JCSA) that increasing the waterline to 12 inches will facilitate a second water connection to the Season's Trace water tank and will increase the water system pressures and reliability; and

WHEREAS, it has been determined that a fair and reasonable costs to increase the waterline size from eight to twelve inches is \$39,812; and

WHEREAS, Section 29-1 of the Regulations Governing Utility Services allows the JCSA to reimburse a developer for increasing the size of utility infrastructure over what is needed for the development.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby agrees to reimburse the James City County (Division of Parks and Recreation) \$39,812 for increasing the size of a waterline in the District Park Sports Complex.

James G. Kennedy
Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County,
Virginia, this 27th day of June, 2000.

districtpark.res