

A G E N D A

JAMES CITY SERVICE AUTHORITY

County Government Center Board Room

July 22, 2003

7:00 P.M.

A. ROLL CALL

B. CONSENT CALENDAR

1. Minutes-
 - a. May 27, 2003, Ribbon-Cutting Ceremony
 - b. May 27, 2003, Regular Meeting
2. Award of Bid, Concentrate Main-Groundwater Treatment Facility
3. Property Line Adjustment and Extinguishment for Lift Station 7-2

C. BOARD REQUESTS AND DIRECTIVES

D. ADJOURNMENT

AT A RIBBON-CUTTING CEREMONY OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 27TH DAY OF MAY, 2003, AT 4:00 P.M. AT THE IRONBOUND WATER STORAGE FACILITY AT THE INTERSECTION OF IRONBOUND ROAD AND MONTICELLO AVENUE, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Michael J. Brown, Chairman, Absent
John J. McGlennon, Vice Chairman
Jay T. Harrison, Sr.
James G. Kennedy
Bruce C. Goodson

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

B. CEREMONY

The Board attended a ribbon-cutting ceremony to celebrate the beginning of operations at the Ironbound Water Storage Facility.

C. RECESS

At 4:25 p.m. Mr. McGlennon recessed the Board of Directors until 7 p.m.

Sanford B. Wanner
Secretary to the Board

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Prepared 7/15, 3:45 p.m.

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 27TH DAY OF MAY, 2003, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Michael J. Brown, Chairman, Absent
John J. McGlennon, Vice Chairman
Jay T. Harrison, Sr.
James G. Kennedy
Bruce C. Goodson

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

B. CONSENT CALENDAR

Mr. McGlennon made a motion to adopt the items on the Consent Calendar.

On a voice vote, the vote was: AYE: Goodson, Kennedy, Harrison McGlennon (4). NAY: (0). ABSENT: Brown (1).

1. Minutes
 - a. April 14, 2003, Budget Work Session
 - b. April 22, 2003, Groundbreaking Ceremony
 - c. April 22, 2003, Regular Meeting
2. Resolution of Appropriation – James City Service Authority – FY 04

RESOLUTION OF APPROPRIATION -

JAMES CITY SERVICE AUTHORITY - FY 04

WHEREAS, the Board of Directors has adopted a budget for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and

WHEREAS, the Board of Directors has appropriated all components of the budget except for the Debt Service component and does now propose to appropriate the Debt Service budget.

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 appropriated for Debt Service Fund in the amounts as shown below:

Revenues:

Water Fund Contribution \$1,300,000

Expenditures:

Revenue Bonds, Series 2003 \$1,300,000

3. Fenwick Hills Subdivision – Utility Participation Agreement

RESOLUTION

FENWICK HILLS SUBDIVISION - UTILITY PARTICIPATION AGREEMENT

WHEREAS, the staff identified the opportunity to increase the capacity of the utilities to serve the Fenwick Hills Subdivision to provide for their integration into the James City Service Authority (JCSA) infrastructure and improve the overall system; and

WHEREAS, the Regulations Governing Utility Service allows the JCSA to enter into a Utility Participation Agreement with a developer to provide the terms of reimbursing the incremental costs to increase the size of the utility’s infrastructure over that need to serve the development alone; and

WHEREAS, staff and Fenwick Hills, LLC, have agreed on the amount of reimbursement necessary to compensate Fenwick Hills, LLC, for the expenses incurred to increase the size of the sewer facilities over that needed by their development.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes its Vice Chairman to sign a Utility Participation Agreement with Fenwick Hills, LLC, providing the terms of reimbursement for additional costs incurred to increase the size of sewer infrastructure to serve the Fenwick Hills Subdivision as requested by JCSA staff.

UTILITY PARTICIPATION AGREEMENT

FENWICK HILLS, LLC

WHEREAS, in accordance with the Regulations Governing Utility Service, the capacity of the sewer infrastructure serving the Fenwick Hills Subdivision was increased to improve the overall James City Service Authority (JCSA) sewer system and to provide for future system needs; and

WHEREAS, a developer is only required to install public utility infrastructure of adequate size to meet the needs of the development; and

WHEREAS, the developer/owner Fenwick Hills, LLC, and the James City Service Authority have agreed on total reimbursement of \$56,236 to compensate Fenwick Hills, LLC, for providing the additional capacity.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, will reimburse Fenwick Hill, LLC, \$56,236 for

increasing the capacity of the water and sewer facilities serving the Fenwick Hill Subdivision to improve the overall and future integrity of the JCSA water and sewer system.

C. BOARD REQUESTS AND DIRECTIVES

Mr. Goodson commended the Service Authority staff for the Ribbon-Cutting Ceremony held on May 27 that celebrated the beginning of operations at the Ironbound Water Storage Facility located at Ironbound Road and Monticello Avenue.

Mr. Kennedy requested an update on the outdoor water usage.

Mr. Foster stated that the average demand is near four mgd.

Mr. McGlennon commented that the County's water supply is not directly dependant upon the amount of rain in the County.

D. ADJOURN

Mr. Harrison made a motion to adjourn.

On a voice vote, the vote was: AYE: Goodson, Kennedy, Harrison McGlennon (4). NAY: (0). ABSENT: Brown (1).

At 8:30 p.m. Mr. McGlennon adjourned the Board.

Sanford B. Wanner
Secretary to the Board

052703bd.min

Prepared 7/15, 3:35 p.m.

MEMORANDUM

DATE: July 22, 2003
 TO: The Board of Directors
 FROM: Larry M. Foster, General Manager, James City Service Authority
 SUBJECT: Award of Bid - Concentrate Main - Groundwater Treatment Facility

Bids have been publicly opened for the Concentrate Main, the last major component of the Groundwater Treatment Facility. The Concentrate Main, which is necessary for the disposal of the treatment process by-product water, begins at the Treatment Facility and travels along Powhatan Creek to Jamestown Road where it follows Jamestown Road to the Jamestown/Scotland Ferry. The Concentrate Main consists of approximately 12,000 feet of 12-inch pipe. Most of the pipe that will be installed along Powhatan Creek will be installed by a directional drill method to minimize environmental impacts. Traditional open-trench methods will be used to install the pipe along Jamestown Road. The design engineer estimated \$1.5 million for the installation of the pipe.

Three firms submitted bids to install the Concentrate Main as follows:

<u>Bidder</u>	<u>Amount</u>
C. D. French Excavating Contractor, Inc.	\$1,456,069.07
J. Sanders Construction	1,456,968.00
Suburban Construction	1,770,705.00

C. D. French Excavating Contractor, Inc., the firm submitting the lowest bid, has been determined capable of performing the work associated with the project. Funds are available to cover the costs of the project.

Staff recommends that the Board approve the attached resolution awarding the bid for the Concentrate Main - Groundwater Treatment Facility to C. D. French Excavating Contractor, Inc., for \$1,456,069.07.

 Larry M. Foster

LMF/gb
 GTFaward.mem

Attachment

RESOLUTION

AWARD OF BID - CONCENTRATE MAIN - GROUNDWATER TREATMENT FACILITY

WHEREAS, the James City Service Authority is constructing a five-million-gallons-per-day Groundwater Treatment Facility to meet the County's projected water needs; and

WHEREAS, the facility requires a 12,000-liner-foot, 12-inch-in-diameter Concentrate Main to dispose of the by-product water from the water treatment process that will follow Powhatan Creek from the treatment plant site to Jamestown Road and follow Jamestown Road to the Jamestown/scotland Ferry; and

WHEREAS, the plans and specifications for the construction of the Concentrate Main were advertised for competitive bid and publicly opened; and

WHEREAS, the low bidder C. D. French Excavating Contractor, Inc., has been determined capable of performing the work associated with the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, awards the bid for the Concentrate Main - Groundwater Treatment Facility to C. D. French Excavating Contractor, Inc., for \$1,456,069.07.

Michael J. Brown
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 22nd day of July, 2003.

GTfaward.res

MEMORANDUM

DATE: July 22, 2003

TO: The Board of Directors

FROM: Larry M. Foster, General Manager, James City Service Authority
Michael Drewry, Assistant County Attorney

SUBJECT: Property Line Adjustment and Extinguishment for Lift Station 7-2

Several years ago the James City Service Authority (JCSA) determined that the developer of the Burton Woods Apartment Complex had located the sewerage pump station constructed to serve the development on a different parcel of property than had been deeded to the JCSA when the facility was transferred to the JCSA.

Longhill Grove, L.P., recently purchased the property and submitted a zoning application that included a plan to demolish the exiting structures and build a larger, more modern complex. The rezoning application included a proffer to exchange the actual pump station property for the property that had been deeded to the JCSA. The Board approved the zoning application. Longhill, L.P., is preparing the appropriate deeds to transfer the properties.

Staff recommends approval of the attached resolution authorizing the General Manager to sign the appropriate documents to complete the property transfers.

Larry M. Foster

Michael Drewry

LMF/MD/gs
station7-2.mem

Attachment

RESOLUTION

PROPERTY LINE ADJUSTMENT AND EXTINGUISHMENT FOR LIFT STATION 7-2

WHEREAS, by Deed dated May 15, 1986, recorded in James City County Deed Book 311, at page 75, by and between Burton Woods Associates (“Burton Woods”) and James City Service Authority (“JCSA”), Burton Woods conveyed to JCSA the site for Lift Station 7-2, more particularly described as a .057-acre parcel at 3815 Longhill Road and shown as Parcel No. (31-3)(1-15); and

WHEREAS, said Deed contained an erroneous property description for the site of Lift Station 7-2; and

WHEREAS, Longhill Grove, L.P., (“Longhill”) acquired the adjoining property to Lift Station 7-2 by Trustee’s Deed recorded on March 17, 2003; and

WHEREAS, JCSA and Longhill desire and it is of mutual benefit to correct the property description.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, directs the James City County Service Authority General Manager to execute a deed and any other documents needed to correct the property description of Lift Station 7-2.

Michael J. Brown
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 22nd day of July, 2003.

station7-2.res