

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 4TH DAY OF NOVEMBER NINETEEN HUNDRED EIGHTY-FIVE AT 7:33 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Jack D. Edwards, Chairman, Berkeley District
 Thomas D. Mahone, Vice-Chairman, Jamestown District
 Stewart U. Taylor, Stonehouse District
 William F. Brown, Roberts District
 Perry M. DePue, Powhatan District

James B. Oliver, Jr., County Administrator
 Darlene L. Burcham, Assistant County Administrator
 Frank M. Morton, III, County Attorney

B. MINUTES 10/21/85 - Regular Meeting
 10/21/85 - Work Session

Mr. Mahone made a motion to approve the minutes as presented.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

Mr. Taylor stated his appreciation to all who supported him through his recovery from surgery and stated he was glad to be back at the Board meeting.

C. CERTIFICATE OF APPRECIATION - Gerald H. Mephram

Mr. Edwards read and presented a Certificate of Appreciation to Mr. Gerald H. Mephram expressing appreciation for his contributions to the County.

CERTIFICATE OF APPRECIATION

WHEREAS, GERALD H. MEPHAM served the citizens of James City County since 1967; and

WHEREAS, throughout this period of service GERALD H. MEPHAM gave freely of his time and wisdom as an active member of the Board of Zoning Appeals and Planning Commission, through which a significant contribution was made in the development and subsequent revisions of the Zoning Ordinance reflecting the planning and orderly growth of the community; and

WHEREAS, during this period the County successfully underwent a transition from a rural to an urban community with the attendant growth in services and governmental complexity; and

WHEREAS, GERALD H. MEPHAM consistently demonstrated those essential qualities of leadership, diplomacy, perseverance and dedication which have resulted in exceptional service to the citizens of James City County;

NOW, THEREFORE, BE IT RESOLVED; by the Board of Supervisors of James City County that the Board wishes to extend its sincere appreciation and thanks to GERALD H. MEPHAM for his distinguished service and devotion to the County and its citizenry during the past eighteen years.

BE IT FURTHER RESOLVED, that this Resolution be spread upon the minutes of the Board of Supervisors to be preserved in perpetuity and that a copy of this Resolution be presented to GERALD H. MEPHAM.

D. PUBLIC HEARINGS**1. Case No. SUP-24-85. Jerry's Plumbing and Heating**

The Planning Commission recommends approval of the permit subject to two conditions.

Mr. Edwards opened the public hearing.

1. Mr. Richard Costello, the applicant, stated the SUP process took him 90 days and requested the Board consider another category for small areas to shorten the processing time.

Mr. DePue stated that if Mr. Costello had a serious proposal, he would present it to the Planning Commission.

Mr. Edwards stated the Board schedule for 1986 was under consideration in relation to Planning Commission meetings, which might change the timing.

Mr. Taylor requested staff look into the feasibility of relief for small business.

Mr. Brown requested a staff report on this matter.

Mr. Edwards closed the public hearing.

Mr. DePue made a motion to approve the permit.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

RESOLUTION**Of Approval on Special Use Permit
No. SUP-24-85. Jerry's Plumbing and Heating**

WHEREAS, the Board of Supervisors of James City County has adopted by ordinance specific land uses that shall be subjected to a special use permit process; and

WHEREAS, the Planning Commission of James City County, in accordance with the staff recommendation, has recommended approval of Case No. SUP-24-85, by a vote of 10-0 with one abstention, for a special use permit allowing commercial development consisting of a plumbing and heating contractor's facility in the RP, Reservoir Protection Overlay District.

THEREFORE, BE IT RESOLVED, that the Board of Supervisors of James City County does hereby approve the issuance of Special Use Permit No. SUP-24-85 as described herein with the following conditions.

1. The developer shall execute a declaration of covenants insuring the inspection and maintenance of the runoff control measures.
2. All erosion and sediment control measures shall be designed and constructed in accordance with the project runoff analysis and control measures noted herein as well as in accordance with the standards of the Virginia Erosion and Sediment Control Handbook, Second Edition.

Mr. Oliver noted that the Subdivision Review Committee has looked at the processing of SUPs in the reservoir protection district and recommended no changes to the policy.

2. Case No. SUP-25-85. G & N Performance

The Planning Commission recommends approval of the permit subject to two conditions and staff recommends an additional condition.

Mr. Edwards opened the public hearing.

1. Mr. Nicholas Calapodas, the applicant, stated he sent the Board a letter explaining the rationale of the project and encouraged Board approval of the permit.

Mr. Edwards closed the public hearing.

Mr. Brown stated the project was not appropriate for the area and he felt it would have a detrimental effect on surrounding business.

Mr. DePue stated he supports the permit and further stated that he felt that it was a logical request due to the existing auto repair facility.

Mr. Mahone stated he was concerned with the appearance of the building and that landscaping was minimal.

Mr. DePue made a motion to approve the permit.

On a roll call, the vote was AYE: DePue, Taylor (2). NAY: Brown, Edwards, Mahone (3). The motion failed by a 2-3 vote.

3. Case No. CP-4-85. Comprehensive Plan Revision - Skiffe's Creek

Staff recommends adoption of the plan.

Mr. Edwards opened the public hearing.

1. Mrs. Carolyn Lowe, 50 Summer East, spoke in favor of the plan and stated she hoped this plan would give James City County the right balanced growth, by keeping the right type of development in the right area.

Mr. Edwards closed the public hearing.

Mr. Oliver informed the Board of the proposed insert which was handed out to the Board at the beginning of the meeting and encouraged the Board to include the insert in the text.

Proposed Insert on Page 49, Paragraph 2

In particular, townhouse/apartment development south of Pocahontas Trail is intended to provide housing opportunities for workers in local industries, and therefore should not precede industrial development of the vacant land north and east of Badische Corporation.

Mr. Brown made a motion to adopt the resolution and include the insert into the text of the plan.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

RESOLUTION

Of Approval - Comprehensive Plan Amendment
Case No. CP-4-85. Skiffe's Creek Industrial Area Development Plan

WHEREAS, in accord with Section 15.1-453 and Section 15.1-431 of the Code of Virginia, a public hearing was scheduled and held on November 4, 1985 for Case No. CP-4-85 for amending the Land Use Element of the Comprehensive Plan of James City County by adopting the Skiffe's Creek Industrial Area Development Plan and its accompanying land use map, and;

WHEREAS, the Planning Commission following its public hearing on September 24, 1985, recommended approval of Case No. CP-4-85.

THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County does hereby amend the Comprehensive Plan of James City County to include the Skiffe's Creek Industrial Area Development Plan and its accompanying land use map.

Mr. DePue requested the Planning Commission and staff to follow the adopted plan with selective rezonings to make it compatible with the Zoning Ordinance. Mr. DePue also stated an industrial development approach should be developed to attract the right industry to the County.

E. CONSENT CALENDAR

Mr. Edwards asked Board members if they wished to have any items removed from the Consent Calendar.

Mr. Brown withdrew #E-3 and #E-4.

Mr. Edwards made a motion to approve the remaining items on the Consent Calendar.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

1. Set Public Hearing Date of December 2, 1985 for:
 - a. Case No. SUP-26-85. Williamsburg-Jamestown Airport
 - b. Case No. Z-22-85. Henry & Lavelle Branscome
 - c. Case No Z-23-85. Claude M. Jones
 - d. Case No. Z-25-85. Zoning Ordinance Amendment
2. Dedication of Saw Mill Road

RESOLUTION

Dirt Street Program

WHEREAS, James City County has, under its Dirt Street Program, improved certain roads in James City County, Virginia, entirely at County expense; and

WHEREAS, the Board of Supervisors desires a road in Powhatan Magisterial District to be included in the State Secondary Highway System, providing this road meets with the requirements of the Virginia Department of Highways and Transportation, and providing that any alterations, corrections, or other matters that might be found desirable by the Virginia Department of Highways and Transportation are made within a ninety (90) day period from the day that the Department of Highways and Transportation makes its final inspection.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James city County, Virginia that the Department of Highways and Transportation, and it is hereby respectfully requested, contingent upon the above, include the following street in the State Secondary Highway System:

Description: Saw Mill Road
 From: State Route 613
 To: Dead End, Cul-de-sac
 Distance: 0.33 miles

The unrestricted rights-of-way of forty feet, along with drainage and slope easements, are guaranteed as evidenced by the following deeds and plats of record:

Deed Book 274, Page 1, dated March 25, 1985
 Deed Book 247, Page 820, dated January 17, 1984
 Deed Book 247, Page 822, dated January 17, 1984
 Deed Book 247, Page 825, dated January 17, 1984
 Deed Book 249, Page 61, dated January 17, 1984
 Deed Book 251, Page 110, dated January 17, 1984
 Deed Book 247, Page 837, dated January 17, 1984
 Deed Book 247, Page 828, dated January 17, 1984
 Deed Book 247, Page 835, dated January 17, 1984

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Resident Engineer of the Department of Highways and Transportation.

5. Dirt Streets - Chickahominy Church Road - Award Construction Contract

RESOLUTION

Award of a Construction Contract for Chickahominy Church Road

WHEREAS, funds were appropriated in the FY85 and FY86 budgets for the improvement of certain dirt streets in the County, including Chickahominy Church Road; and

WHEREAS, right-of-way has been acquired and plans for the improvements to Chickahominy Church Road have been approved by the Virginia Department of Highways and Transportation; and

WHEREAS, bids for Chickahominy Church Road were received on October 16, 1985, with Jack L. Massie Contractor, Inc., of Williamsburg submitting the lowest and best bid for the project in the amount of \$90,779.00.

NOW, THEREFORE, BE IT RESOLVED that the James City County Board of Supervisors of James City County, Virginia approves the award of Chickahominy Church Road improvements to Jack L. Massie Contractor, Inc., on the basis of their low bid of \$90,799.00 and authorizes the Clerk to the Board to execute a contract between James City County and Jack L. Massie Contractor, Inc., for this project.

6. Budget Calendar - FY 1987 Budget Process

RESOLUTION

Budget Calendar

WHEREAS, the Board of Supervisors wishes to establish a budget calendar to use in planning the process by which the FY 1987 budget is proposed, reviewed by the Board, and adopted; and

WHEREAS, the Board wishes this information to be communicated to departments and agencies requesting funds as well as citizens interested in the budget process.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia hereby establishes the budget calendar, attached and made part of this resolution as the planning document for the preparation and submittal of the FY 1987 proposed budget.

7. Newport News Water Extension Agreement - Grove Subdivision, Phase I

RESOLUTION

City of Newport News Water Extension Agreement

WHEREAS, Langley and McDonald, Inc, on behalf of James City County has prepared plans for the Grove Subdivision - Phase 1; and

WHEREAS, the City of Newport News has prepared a water extension agreement for the extension of City water mains to serve this development; and

WHEREAS, all fees for this work are available in the Sanitary District No. 2 Utility Extension funds as previously authorized by the Board of Supervisors

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the James City County Board of Supervisors, James City County, Virginia, be

authorized to execute the Newport News Water Extension Agreement on behalf of the County.

8. Set Public Hearing Date of December 2, 1985 for Ordinance Updates and Revisions
9. Grounds Maintenance Assistant Position

RESOLUTION

Grounds Maintenance Assistant Position

WHEREAS, the Board of Supervisors of James City County has previously authorized in the Fiscal Year 1986 budget two part-time grounds/maintenance positions; and

WHEREAS, recruitment for these part-time positions has been unsuccessful.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County authorizes one full-time grounds/maintenance assistant position in lieu of the two part-time positions.

3. Planning Commissioners' Salaries

Mr. Brown stated the formula used to determine pay was too complicated and needed to be simplified.

Mrs. Victoria Gussman stated Mr. Fred Belden, Chairman of the Planning Commission, had seen and approved of the formula.

Mr. Edwards made a motion to approve the resolution.

On a roll call, the vote was AYE: DePue, Edwards, Taylor (3). NAY: Brown, Mahone (2). The motion passed by a 3-2 vote.

RESOLUTION

WHEREAS, the members of the Planning Commission of James City County do freely give of their time, effort and wisdom for the betterment of the community, providing valuable advise to the Board of Supervisors on matters related to James City County's future growth and development.

THEREFORE, BE IT RESOLVED that each member of the James City County Planning Commission be compensated for meeting attendance according to the following schedule:

Planning Commission Meetings
\$20 per meeting attended

Site Plan Review Committee or Subdivision Review Committee Meetings
\$10 per meeting attended

Monthly Site Visits
\$10 per trip attended

4. James City County - Newport News Route 199 Waterline Agreement

Mr. Brown stated the agreement shows the cooperation that exists between Newport News and James City County and felt it should be recognized.

Mr. DePue requested staff prepare a letter for the Chairman's signature expressing appreciation to Newport News City Council.

Mr. Edwards made a motion to approve the agreement.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

RESOLUTION

James City County - Newport News
Route 199 Waterline

WHEREAS, the County of James City County and the City of Newport News have reached agreement in conveying the Route 199 waterline from the City to the County.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia that it hereby authorizes and directs the Chairman and Clerk to execute that certain Agreement dated September 2, 1985, by and between the County of James City and the City of Newport News pertaining to the Route 199 waterline.

F. BOARD CONSIDERATIONS

1. Financing - Rawls Byrd Addition

Staff recommends approval of the resolution.

Mr. Brown stated he was uncomfortable taking funds out of the Debt Service Reserve Fund. Mr. Brown suggested a meeting with the School Board to discuss capital construction.

Mr. DePue stated the Williamsburg City Council should be included in the meeting.

Mr. DePue made a motion to approve the resolution.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

RESOLUTION

Financing - Rawls Byrd Addition

WHEREAS, the Rawls Byrd addition has received approval for funding in the amount of \$579,000 from the State Literary Fund; and

WHEREAS, said funds are expected to be available in September 1986; and

WHEREAS, the County cannot borrow in anticipation of these funds.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia hereby advances funds in the amount of \$530,000 to provide available funds for the execution of a construction contract for the Rawls Byrd addition, said funds to be reinstated with the final closing of the Literary Fund Loan, and said funds identified as previously appropriated funds in the following categories:

Debt Service Fund	
Debt Service Reserve	\$500,000
Interest - Literary Fund	30,000
TOTAL	<u>\$530,000</u>

2. Drainage Study - Longhill Swamp

The Site Plan Review Committee and Staff recommends approval of the drainage study.

Mr. Wayland Bass gave a presentation indicating the importance of drainage studies. Mr. Bass stated he would be requesting the Board to consider including two other studies in the Budget process for FY 1987, Chisel Run and Mill Creek.

Mr. Mahone stated this was a good expenditure and that he supports the study.

1. Mrs. Carolyn Lowe, 50 Summer East, urged Board approval of the study and stated she would like the entire James City County watershed studied. Mrs. Lowe further urged the Board to limit future development to the right type indicated by the drainage study.

Mr. Taylor stated he was concerned about properly managing holding ponds.

Mr. Brown stated the basin should be studied by large property owners in that area and not by the County.

Mr. DePue made a motion to approve the resolution.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

RESOLUTION

Longhill Swamp Drainage Study

WHEREAS, the County Erosion and Sediment Control Ordinance was adopted in 1975 to protect downstream property owners from damage by development, induced flooding, erosion and sediment; and

WHEREAS, current practices need to be reviewed in light of current technology and intensifying development activity.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia hereby appropriates \$45,000 from Capital Contingency to conduct a drainage study in the Longhill Swamp watershed.

G. PUBLIC AUDIENCE

1. Mr. Thomas Williams, 111 Wickre Street, addressed the Board stating the decision of the County Administrator regarding his past employment was unacceptable and requested the Board take action on the issue.

Mr. Edwards informed Mr. Williams that the issue was closed.

H. REPORTS OF THE COUNTY ADMINISTRATOR

Mr. Oliver requested the Board hold a continuation of the Transportation Work Session on November 18, 1985 at 1:00 p.m.

Mr. Oliver informed the Board of the Dedication of the Human Services Building to be held on December 11, 1985 at 6:30 p.m. with Governor Robb in attendance.

F. BOARD CONSIDERATIONS CONTINUED

3. Policy for Use of County Facilities

Mr. DePue made a motion to go into Executive Session to discuss a legal issue pursuant to Section 2.1-344(a)(6) of the Code of Virginia, 1950 as amended.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

The meeting convened into Executive Session at 9:34 p.m. and reconvened into public session at 9:48 p.m.

Mr. DePue made a motion to instruct the County Administrator to delete the last sentence in Section A.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

L BOARD REQUESTS AND DIRECTIVES

Mr. Mahone stated he was concerned with the wording on the back of the Use of County Facilities Application Form and requested staff to review the form and present better wording.

Mr. DePue stated he wanted additional time to review the position upgrade for the Communications Administrator.

Mr. Taylor requested staff check into getting the street light operational at the dumpster site on Barnes Road.

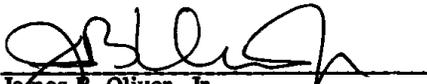
Mr. Taylor requested staff check into installing more lights at the County Government Center.

Mr. Mahone referenced the Memorandum from George Wabnitz regarding "Human Services Building Afterthoughts" and stated contractors should communicate with inspectors involved with the project to eliminate possible communication problems.

Mr. Edwards made a motion to recess until 1:00 p.m. on November 18, 1985.

On a roll call, the vote was AYE: Brown, Edwards, DePue, Mahone, Taylor (5). NAY: (0).

The Board recessed at 10:00 p.m.


James B. Oliver, Jr.
Clerk to the Board

AGREEMENT

THIS AGREEMENT, dated this 2nd day of September, 1985, by and between the CITY OF NEWPORT NEWS, a Municipal Corporation in the Commonwealth of Virginia, party of the first part, hereinafter referred to as "City", and JAMES CITY COUNTY, a political subdivision of the Commonwealth of Virginia, party of the second part, hereinafter referred to as "County".

WHEREAS, on December 10, 1973, City and County entered into an agreement whereby City agreed to construct, or cause to be constructed, at its expense with full reimbursement from County, a water main consisting of approximately 12,000 linear feet of 20-inch and 13,000 linear feet of 16-inch ductile iron pipe extending from Black's Crossing approximately 25,000 linear feet in a westerly direction along or near State Route 199 to its intersection with State Route 5; and

WHEREAS, City did in fact construct the aforementioned pipeline and County did in fact reimburse City as agreed; and

WHEREAS, County has requested that City convey a portion of the Route 199 treated water transmission pipeline to County; and

WHEREAS, the Council of the City has agreed to County's request and convey a portion of said pipeline to County; and

WHEREAS, upon conveyance to County of the subject portion of the pipeline, County will thereafter be solely responsible for maintenance of the said portion as well as providing the water customers an uninterrupted potable water supply.

NOW, THEREFORE, for and in consideration of the premises and mutual covenants and agreements herein contained, City and County agree as follows:

1. City agrees to convey to County that portion of the Route 199 treated water transmission pipeline, together with all interconnecting pipelines, hydrants, sprinklers, meters, other improvements, and easements appurtenant, beginning at the point of intersection of the centerline of Mounts Bay Road and the 20-inch pipeline in James City County, and extending to the pipeline's westerly terminus at Route 5, said point of beginning as shown on the plat entitled, "Point of Beginning for Transfer of Water Pipeline from City of Newport News to James City County", dated August 16, 1985, which said plat is attached hereto as Exhibit "A".

2. City further agrees to execute all documents necessary for the conveyance of the subject pipeline and any easements within which the subject pipeline and all improvements may lie.

3. County agrees to reimburse City for the actual costs in disconnecting the water transmission pipeline at the aforementioned point of beginning.

4. Both City and County understand and agree that upon conveyance and separation of the pipeline, City will no longer serve retail customers in that portion of County generally to the west and north of the Mounts Bay Road and Colonial Parkway boundaries.

5. Both City and County agree that they will provide for an orderly transfer of all improvements and associated easements, and will insure continued water service to the City's customers now being served off the Route 199 pipeline.

6. Both City and County agree that as of the date of recordation of the deed conveying the subject property to County, the agreement dated December 10, 1973 between City and County shall terminate and be of no further force and effect with reference to that portion of the Route 199 treated water transmission pipeline which is the subject of this agreement.

7. Both City and County agree that this agreement shall survive the closing of the conveyances and the recordation of the deeds necessary to implement this agreement.

8. Both City and County agree that this agreement shall be of no force or effect until fully executed in duplicate and delivered to each party.

IN WITNESS WHEREOF, the City has caused this Agreement to be executed in its behalf by its City Manager and its seal to be affixed and attested by its City Clerk, and the County has caused same to be executed in its behalf by the Chairman of its Board of Supervisors and its seal affixed and attested by the Clerk of its Board of Supervisors, each of them being first duly authorized to do so, which authorization is hereby acknowledged.

III. OPERATING BUDGET CALENDAR
FY 1987

OCTOBER 1985

29 Tuesday Budget Manual distributed to department heads at County Staff Meeting. Copies of the Manual will be delivered to department heads not attending the staff meeting.

NOVEMBER 1985

1 Friday Sponsors prepare and submit formal CIP proposals to Planning Department.

4 Monday Regular Board of Supervisors meeting. Budget calendar presented to Board for adoption.

6 Wednesday FIRST BUDGET TRAINING SESSION. A DEPARTMENTAL REPRESENTATIVE MUST ATTEND EITHER THIS SESSION OR THE SECOND SESSION SCHEDULED FOR NOVEMBER 7TH.

7 Thursday SECOND BUDGET TRAINING SESSION. A DEPARTMENTAL REPRESENTATIVE MUST ATTEND EITHER THIS SESSION OR THE FIRST SESSION SCHEDULED FOR NOVEMBER 6TH.

15 Friday PERSONNEL REQUISITION JUSTIFICATIONS SUBMITTED TO PERSONNEL OFFICE FOR NEW POSITIONS.

15 Friday Budget Calendar/letters mailed to outside agencies.

22 Friday Maintenance Garage complete negotiation of vehicle maintenance charges and five-year vehicle procurement schedule with using departments, offices and agencies.

29 Friday COMPUTERIZED BUDGET PREPARATION PACKAGE DISTRIBUTED TO DEPARTMENTS BY FMS - FY 1985 BUDGET, FY 1985 ACTUAL AND FY 1986 BUDGET. DEPARTMENTS SHOULD CAREFULLY REVIEW THE AMOUNTS INCLUDED AND IMMEDIATELY RESOLVE ANY DISCREPANCIES WITH FMS.

29 Friday Financial assumption data distributed to departments/offices by FMS.

29 Friday Personnel Office completes review of position requests and schedules Personnel Committee meetings.

DECEMBER 1985

2 Monday FY 1986 AND FY 1987 PRELIMINARY GENERAL FUND REVENUE ESTIMATES DUE TO FMS. USE FORM F. IT IS MANDATORY THAT THIS DATE BE MET IN ORDER TO ALLOW TIME TO PREPARE FOR THE FINANCIAL WORKSESSION WITH THE BOARD OF SUPERVISORS ON DECEMBER 16TH.

2 Monday Advertise Pre-budget Public Hearing on December 16th.

6 Friday CIP distributed to Planning Commission and to BOS as an information item.

13 Friday Maintenance Garage, Records Management and Data Processing budgets due.

- 16 Monday Board of Supervisors Worksession.
Presentation of multi-year financial trends by Government Finance Research Center and preliminary forecast of FY 1987 revenues by FMS.
Presentation of memorandum concerning calculation of School Board contributions for FY 1987.
- 16 Monday Regular Board of Supervisors meeting.
Pre-budget Public Hearing.
- 18 Wednesday Maintenance Garage, Records Management and Data Processing user charges distributed to Departments and other users.
- 20 Friday DEPARTMENTS AND OFFICES, PERSONNEL AND FMS COMPLETE COMPUTERIZED SALARY PROJECTION WORKSHEETS.

JANUARY 1986

- 7 Tuesday Planning Commission Tour of CIP projects.
- 13 Monday UPDATED FY 1986 ESTIMATED ACTUAL REVENUES AND FY 1987 REVENUE ESTIMATES DUE TO FMS. USE FORM F. ONE COPY REQUIRED.
- 13 Monday DEPARTMENTAL EXPENDITURE BUDGETS DUE TO FMS. (See Section IV of Manual for discussion.) Copies required as follows:
- | | |
|--------|--------------------------------------|
| Form A | Two copies |
| Form B | Two copies |
| Form C | None (FMS will already have a copy.) |
| Form D | Two copies |
| Form E | Two copies |

FMS begins review of departmental budgets and loading of computer. Individual budgets will be sent to appropriate personnel as review is completed. Updated computer printouts should be produced as needed.

FMS begins review of FY 1985 estimated actual expenses in preparation for FY 1985 Mid-year Budget Review.

- 13 Monday Outside Agency budget requests due.
- 28 Tuesday Planning Commission CIP Public Hearing, adoption of CIP.

FEBRUARY 1986

- 5 Wednesday FMS conducts FY 1986 Mid-year Budget Review with County Administration.
- 10 Monday Regular BOS meeting, Planning Commission presents CIP to BOS.
- 12 Wednesday Preliminary Proposed Budget printouts prepared.
- 19 Wednesday Formal School Board budget received. School Board scheduled to adopt its budget on Tuesday, February 18th.
- 24 Monday Regular Board of Supervisors meeting.
Approval of application for Transit grant from State.

MARCH 1986

7	Friday	<u>FINAL DECISIONS AND ADJUSTMENTS BY FMS AND COUNTY ADMINISTRATION TO FY 1987 ESTIMATED REVENUE AND EXPENDITURES.</u>
14	Friday	Final Proposed Budget prepared with narratives and County Administrator's message.
21	Friday	Budget document sent to printer.
24	Monday	Real Estate Reassessment Notices mailed.
31	Monday	Publish notice of April 14th public hearing, scheduled work sessions, and notice of proposed tax rates.

APRIL 1986

14	Monday	Regular Board of Supervisors meeting. Presentation of Proposed Budget to Board with recommended tax rates. Public Hearing before work sessions. Adoption of resolution of support for State funding of Constitutional Officers.
15	Tuesday	Board of Supervisors Work Session - Proposed Budget.
17	Thursday	Board of Supervisors Work Session - Proposed Budget.
22	Tuesday	Board of Supervisors Work Session - Final Changes (if necessary).
28	Monday	Regular Board of Supervisors meeting. Final Changes - Adoption of Budget.

MAY 1986

To be determined		Publish notice of availability of adopted budget within 30 days of adoption, including Revenue Sharing. FMS coordinate the publishing of the Adopted Budget document.
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JUNE 1986

14	Friday	<u>DEPARTMENTAL SPENDING PLANS DUE TO FMS, BASED UPON ADOPTED BUDGET.</u>
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Extension Agreement No. 172 - 1985
 Location: Grove Subdivision -Phase I
 Roberts District
 James City County, Virginia

CITY OF NEWPORT NEWS, VIRGINIA
 DEPARTMENT OF PUBLIC UTILITIES
 AGREEMENT TO EXTEND WATER MAIN

This Agreement, made this 4th day of November, 19 85, by and between the City of Newport News, a Municipal Corporation in the Commonwealth of Virginia, hereinafter referred to as "City", and Sanitary District No. 2, hereinafter referred to as "Applicant".

WHEREAS, the Applicant has applied to the City for permission to connect to its system and extend the water main or mains to serve the premises, constructed or intended to be constructed, on the tract or plot of land as shown on the development map or plot plan attached hereto and made a part hereof, known as Grove Subdivision - Phase I, and marked Exhibit "A"; and,

WHEREAS, the City is willing to permit connection to its system and provide retail water service to the aforementioned development.

NOW, THEREFORE, for and in consideration of the premises, and the mutual covenants and agreements herein contained the parties hereto agree as follows:

1. The Applicant agrees:

a. At his own sole cost and expense, to furnish all labor, tools, materials and services to install water mains and appurtenances in accordance with the layout shown on Exhibit "A", and to conform to the Specifications and Details attached hereto, and made a part hereof. Construction Drawings will be furnished by the City upon execution of this Agreement and water pipeline work will not begin without these drawings.

b. At his own cost and expense, to furnish "as-built" drawings of the installation upon completion thereof, as well as a breakdown of the total cost of the installation as paid by the Applicant.

c. To pay the City upon execution and delivery of this Agreement, the sum of Sixteen Thousand Eight Hundred Twenty-Four Dollars, (\$16,824.00), the cost of hydrant rentals, meters, service pipes, supervision, inspection, blow-off installations and the estimated cost of the tie-ins into the existing system

as shown on Exhibit "B", attached hereto. Upon completion of the tie-ins and blow-off installations, if it is found that the actual cost exceeds the estimated cost of \$7,700.00, then you will pay this amount to the City, and if the actual cost is less than \$7,700.00, the City will refund you the over payment. The cost of hydrant rentals, meters, service pipes, supervision and inspection is in no event refundable.

d. The Applicant will pay to the City the established rental charge per annum for each fire hydrant installed in the development for five years after date of installation of all fire hydrants in James City County.

e. To furnish plat showing location of meter boxes and provide a marker on site indicating location for meter box installation on each lot or building as required.

2. The City agrees, upon completion of the installation by the Applicant and compliance with the other terms of this Agreement:

a. To sterilize and tie the installation into the existing system.

b. Install metered services subject to current ordinance requirements as follows:

(1) All applications for water service connections or tap must be installed within a period of three years. If through no fault of the Department of Public Utilities, installation is not made within three years from the date of application, the fees paid in connection therewith shall be forfeited.

c. Maintain and operate the system.

d. Refund \$300.00 for each fire hydrant installed by the Applicant in accordance with Exhibit "A".

3. The Applicant and City agree:

a. That no work shall be started until this Agreement has been executed by the Applicant, approved by the City, and all streets and sidewalks have been brought to final subgrade.

b. That the City assumes no responsibility for pavement repair if services must be installed after streets are paved.

c. That the City assumes no responsibility for the settlement of the trenches for water mains or service laterals after the installations are completed.

d. That the City shall have the right to make further extension of this water main extension after its completion.

e. That this Agreement shall be binding upon the respective parties, their successors and assigns.

f. That the facilities installed under this Agreement shall be the property of the City, its successors and

EXHIBIT "B"

Estimated cost of the installation of water facilities to serve your property known as Grove Subdivision - Phase I, as shown on plat attached and charge for meters and service pipes.

75 feet of 18" Steel Casing Pipe (0.375" Wall)	
2065 feet of 8" Ductile Iron Pipe (Class 52)	
30 feet of 6" Ductile Iron Pipe (Class 52)	
90 feet of 4" Ductile Iron Pipe (Class 52)	
3 fire hydrants	

DEVELOPER'S ESTIMATED COST TO CONTRACTOR (Pipe to be laid by the Developer in accordance with Specifications)	\$ 48,500.00
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CITY'S COST

20 - 5/8" meters @ \$120.00	2,400.00
20 - service pipes @ \$205.00	4,100.00
3 - fire hydrant rentals @ \$160.00	480.00
Supervision & Inspection	2,144.00
Tie-Ins, Flushing and Blow-Off Installations	7,700.00

DEVELOPER'S COST TO CITY	\$ 16,824.00
TOTAL ESTIMATED COST	\$ 65,324.00

A maintenance bond or letter of credit in the amount of \$5,000.00 is to be posted prior to acceptance of the water system and tie-in to the existing system which shall be in effect for one year beginning at date of pressure test.

The Developer shall mark in blue paint on wooden stakes the letter "W" to indicate location for water services.

In the event that meters and service pipes may be covered with concrete driveways or walks, then such meters and service pipes shall be relocated at the expense of the Developer or Owner.

The estimated cost of pipeline does not include the cost of connection to City's Distribution System. Material for this work and the labor and equipment will be furnished by the Department of Public Utilities at expense of Developer as provided in the Agreement.

RULES AND REGULATIONS GOVERNING THE USE OF
JAMES CITY COUNTY FACILITIES

1. Facilities will be left in the same condition as they were found. all equipment or furniture used shall be cleaned and otherwise left in the condition found.
2. All lights, applicances, etc shall be turned off upon leaving; heating and air conditioning should not be adjusted unless otherwise posted, and the building secured if you leave the building after the regular work day has ended.
3. The using organization shall be responsible for all damages to County facilities or equipment which occur due to negligence or misuse.
4. The County is not liable for any accident or injury that may take place while its facilities are bing used by an outside group. Groups using facilities of the County must certify that they assume that responsibility.

I/We have read the Rules and Regulations outlined above and agree to each.

Name

Date

Organization