

A G E N D A

JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS

County Government Center Board Room

November 22, 2005

7:00 P.M.

A. ROLL CALL

B. CONSENT CALENDAR

1. Minutes - October 24, 2005, Regular Meeting

C. PUBLIC HEARINGS

1. Dedication of Restrictive Easement - Tewning Road Operations Center
2. Abandonment of Easement - Berton J. Roth - 112 Winged Foot
3. Dedication of Drainage Easement - Tewning Road Operations Center

D. BOARD CONSIDERATION

1. Budget Amendments - FY 2006 Capital Improvement Program

E. ADJOURNMENT

112205bod.age

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 25TH DAY OF OCTOBER 2005, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

John J. McGlennon, Chairman
Bruce C. Goodson, Vice Chairman
Jay T. Harrison, Sr.
Michael J. Brown
M. Anderson Bradshaw

Sanford B. Wanner, Secretary
Leo P. Rogers, County Attorney
Robert H. Smith, Assistant General Manager

B. CONSENT CALENDAR

Mr. Brown made a motion to adopt the item on the Consent Calendar.

The motion passed by a unanimous voice vote.

1. Minutes – September 27, 2005
2. Award of Bid - Warhill Sports Complex and Stonehouse Commerce Park Waterlines

RESOLUTION

RENEWAL - VIRGINIA DEPARTMENT OF HEALTH GENERAL PERMIT

WHEREAS, the James City Service Authority's General Permit for Construction and Operation of Waterworks Distribution Mains has expired; and

WHEREAS, the permit allows the James City Service Authority (JCSA) to review and approve the design of waterlines less than 12 inches in diameter, which expedites and simplifies the review process for the design of waterlines.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, authorize the General Manager to sign the Memorandum of Understanding, which provides the terms for the program.

C. ADJOURNMENT

Mr. Harrison made a motion to adjourn.

The motion passed by a unanimous voice vote.

At 8:04 p.m. Mr. McGlennon adjourned the Board.

Sanford B. Wanner
Secretary to the Board

102505bod.min

MEMORANDUM

DATE: November 22, 2005
TO: The Board of Directors
FROM: Larry Foster, General Manager, James City Service Authority
SUBJECT: Dedication of Restrictive Easement – Tewning Road Operations Center

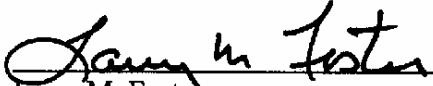
The James City Service Authority (JCSA) purchased a two-acre parcel of property from the Casey family approximately four years ago. A portion of the property was used to build a parking area for employee's vehicles working from the Tewning Operations Center.

The JCSA has contracted with New Town, LLC to purchase a seven +/- acre parcel immediately adjacent to the above-referenced parcel. The property is being purchased for the future expansion of the Operations Center. The expansion has not yet been defined.

A wetlands permit from the Virginia Department of Environmental Quality (DEQ) and the U.S. Corps of Engineers (COE) is required for property that is planned to be purchased. New Town, LLC has included the parcel in the wetlands permit application that is under consideration by the DEQ and COE. DEQ and the COE have requested for a conservation easement on the parcel purchased four years ago prior to approving the wetland permit application for the New Town application which includes the seven-acre parcel currently under contract.

The proposed buffer will not limit the development potential of the parcel already under JCSA ownership.

Staff recommends that the Board approve the attached resolution authorizing the General Manager to sign the appropriate documents to dedicate the conservation easement as identified on the attached plat.


Larry M. Foster

LMF/nb
CETwngRd.mem

Attachments

RESOLUTION

DEDICATION OF RESTRICTIVE EASEMENT –

TEWNING ROAD OPERATIONS CENTER

WHEREAS, the James City Service Authority (JCSA) purchased a parcel of property from the Casey family approximately four years ago; and

WHEREAS, the JCSA is under contract to purchase a seven +/- acre parcel from New Town, LLC that is located immediately adjacent to the parcel purchased from the Casey family; and

WHEREAS, the parcel that is under contract requires a wetlands permit from the Virginia Department of Environmental Quality (DEQ) and the U.S. Corp of Engineers (COE); and

WHEREAS, the DEQ and COE have requested that a conservation easement establishing buffers along environmentally sensitive areas prior to their approving the wetlands permit; and

WHEREAS, the buffers will not limit the development potential of the parcel.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the General Manager to sign the necessary documents to establish the conservation easement referenced above and identified on a plat dated September 9, 2005, prepared by AES Consulting Engineers.

John J. McGlennon
Chairman, Board of Directors

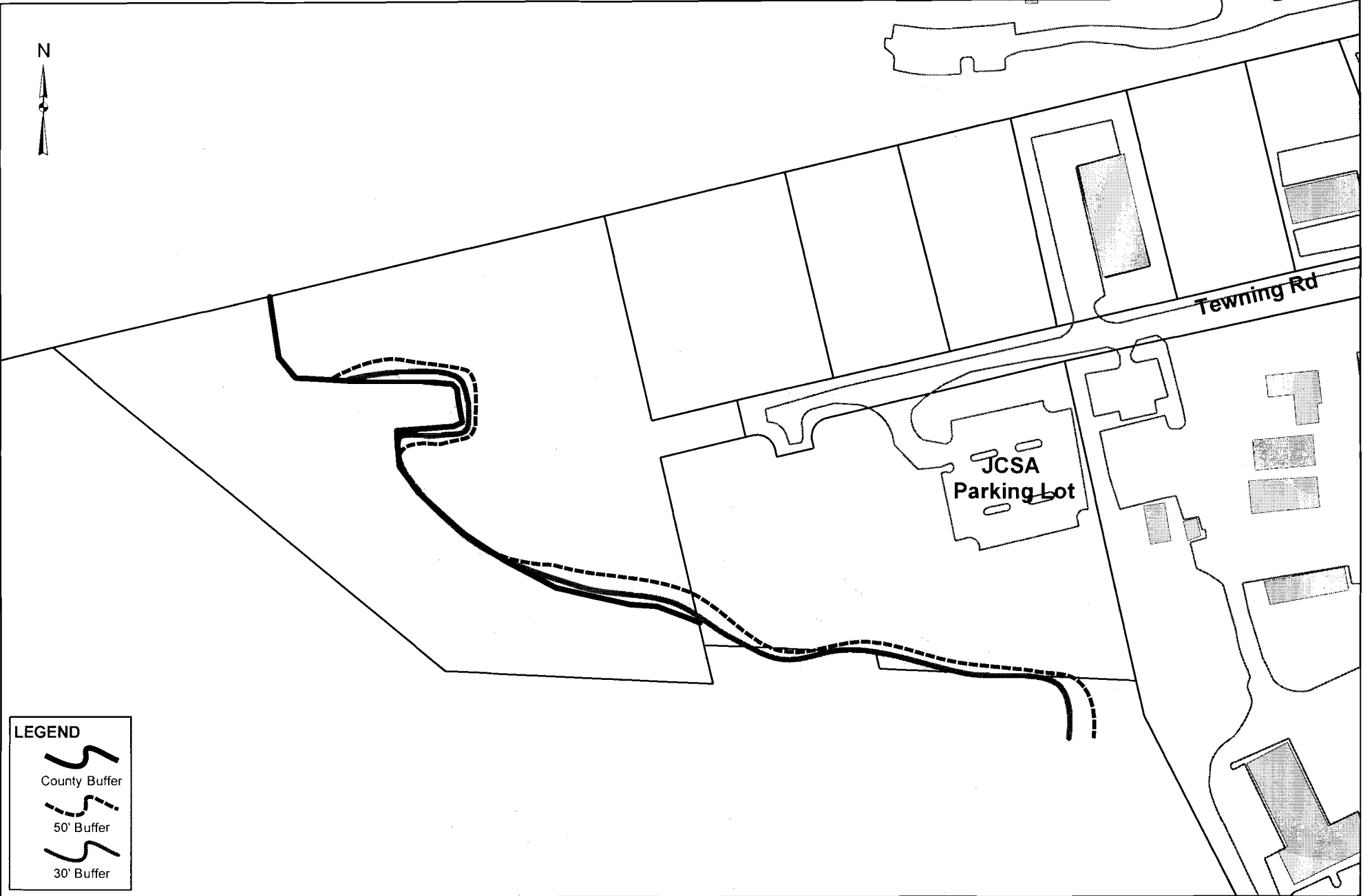
ATTEST:

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 November, 2005.

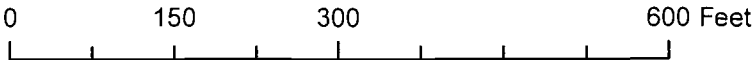
CETwngRd.res

Tewning Road Parking Lot & Buffers



LEGEND

- County Buffer
- 50' Buffer
- 30' Buffer

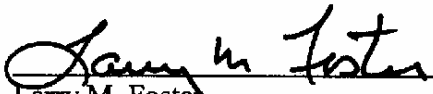


MEMORANDUM

DATE: November 22, 2005
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Abandonment of Easement - Berton J. Roth - 112 Winged Foot

The New Town Development relocated a sewer line on property owned by Mr. Berton J. Roth on 112 Winged Foot in Ford's Colony. The old sewer line has been abandoned.

Staff recommends approval of the attached resolution authorizing the General Manager to sign the appropriate documents abandoning the sewer easement located on Mr. Berton J. Roth's property.


Larry M. Foster

LMF/gb
AbanEasement.mem

Attachments

RESOLUTION

ABANDONMENT OF EASEMENT - BERTON J. ROTH - 112 WINGED FOOT

WHEREAS, the sewer line located on Mr. Berton J. Roth's property at 112 Winged Foot has been relocated and is no longer needed; and

WHEREAS, Mr. Roth has requested that the James City Service Authority unencumber his property by abandoning the original easement.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the General Manager to sign the appropriate documents to abandon the sewer easement located on Mr. Roth's property and identified on a plat dated September 28, 2005, and prepared by AES Consulting Engineers.

John J. McGlennon
Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

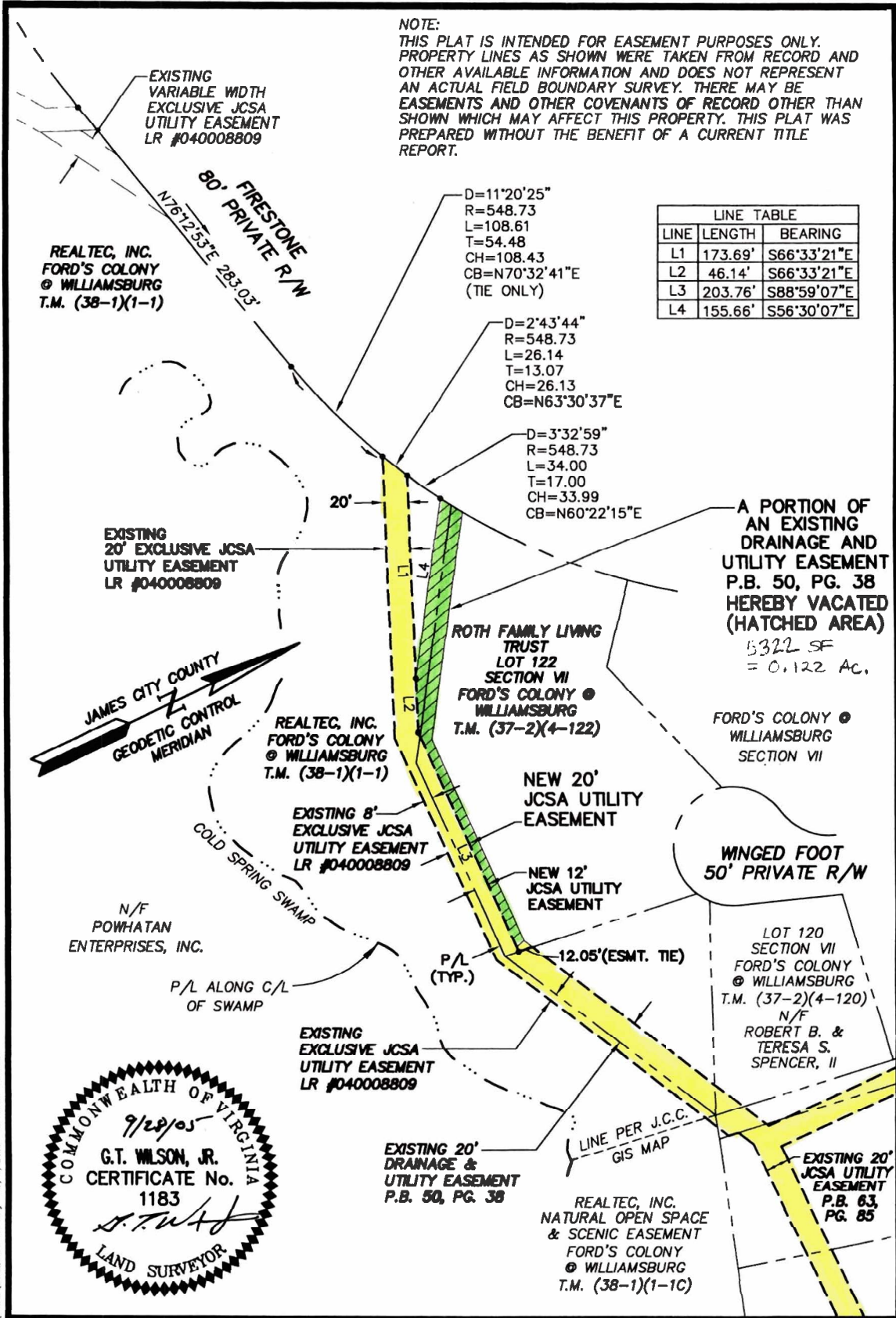
Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 22nd day of November, 2005.

AbanEasement.res

112 Winged Foot Relocated Sewer Line & Easement



NOTE:
 THIS PLAT IS INTENDED FOR EASEMENT PURPOSES ONLY.
 PROPERTY LINES AS SHOWN WERE TAKEN FROM RECORD AND
 OTHER AVAILABLE INFORMATION AND DOES NOT REPRESENT
 AN ACTUAL FIELD BOUNDARY SURVEY. THERE MAY BE
 EASEMENTS AND OTHER COVENANTS OF RECORD OTHER THAN
 SHOWN WHICH MAY AFFECT THIS PROPERTY. THIS PLAT WAS
 PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE
 REPORT.



LINE TABLE		
LINE	LENGTH	BEARING
L1	173.69'	S66°33'21"E
L2	46.14'	S66°33'21"E
L3	203.76'	S88°59'07"E
L4	155.66'	S56°30'07"E



S:\Job1 52.W.04-SEWER UPGRADE\dwg\Plots\06-22\04-02.dwg 10/17/2005 2:42:01 PM E31

Consulting Engineers
 Engineers, Surveyors, Planners

5248 Olde Towne Road, Suite 1
 Williamsburg, Virginia 23188
 Ph. (757)-253-0040, Fax (757)-220-8994

**PLAT SHOWING NEW 20' JCSA UTILITY EASEMENT
 THROUGH THE PROPERTIES OWNED BY
 THE ROTH FAMILY LIVING TRUST AND REALTEC, INCORPORATED**

BERKELEY DISTRICT JAMES CITY COUNTY VIRGINIA

Scale: 1" = 100' Ref: P.B.50, PG.38-39 P.B.63, PG.85 Date: 9/28/05 Job No: 6632

M E M O R A N D U M

DATE: November 22, 2005

TO: The Board of Directors

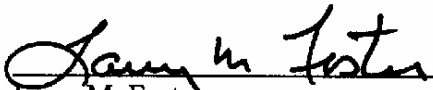
FROM: Larry Foster, General Manager, James City Service Authority

SUBJECT: Dedication of Drainage Easement - Tewning Road Operations Center

Mr. Norman Sawyer who owns property adjacent to the western property boundary of the James City Service Authority's (JCSA) Operations Center has requested a 15-foot by 35-foot drainage easement from the JCSA. Mr. Sawyer's property fronts on Ironbound Road while the JCSA property fronts on Tewning Road. A map to identify the location of both parcels is attached.

The easement will be used to install a storm drainage pipe to correct a drainage problem that originates on Mr. Sawyer's property, but creates standing water issues at the common property line of the JCSA and Sawyer property. Stormwater from the Sawyer property flows naturally onto the JCSA property where it is collected and directed to a best management practice facility (BMP) that was designed with a capacity to handle the water from the overall drainage area.

Staff recommends that the Board approve the attached resolution authorizing the General Manager to sign the Deed of Easement document. Installation of the storm drainage pipe will be of mutual benefit to the JCSA so no compensation for the easement from Mr. Sawyer is proposed. The JCSA will not compensate Mr. Sawyer for the drainage improvements.


Larry M. Foster

LMF/nb
DrngTewnRd.mem

Attachments

RESOLUTION

DEDICATION OF DRAINAGE EASEMENT –

TEWNING ROAD OPERATIONS CENTER

WHEREAS, a drainage issue exists at the common property boundary of the James City Service Authority and Mr. Norman Sawyer's property that is located on Ironbound Road; and

WHEREAS, Mr. Sawyer has requested that the James City Service Authority dedicate a 15-foot by 35-foot drainage easement as defined on a plat prepared by AES Consulting Engineers dated September 9, 2005; and

WHEREAS, addressing the drainage problem will be of mutual benefit to Mr. Sawyer and the James City Service Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the General Manager to sign the appropriate documents to dedicate the easement to Mr. Norman Sawyer.

John J. McGlennon
Chairman, Board of Directors

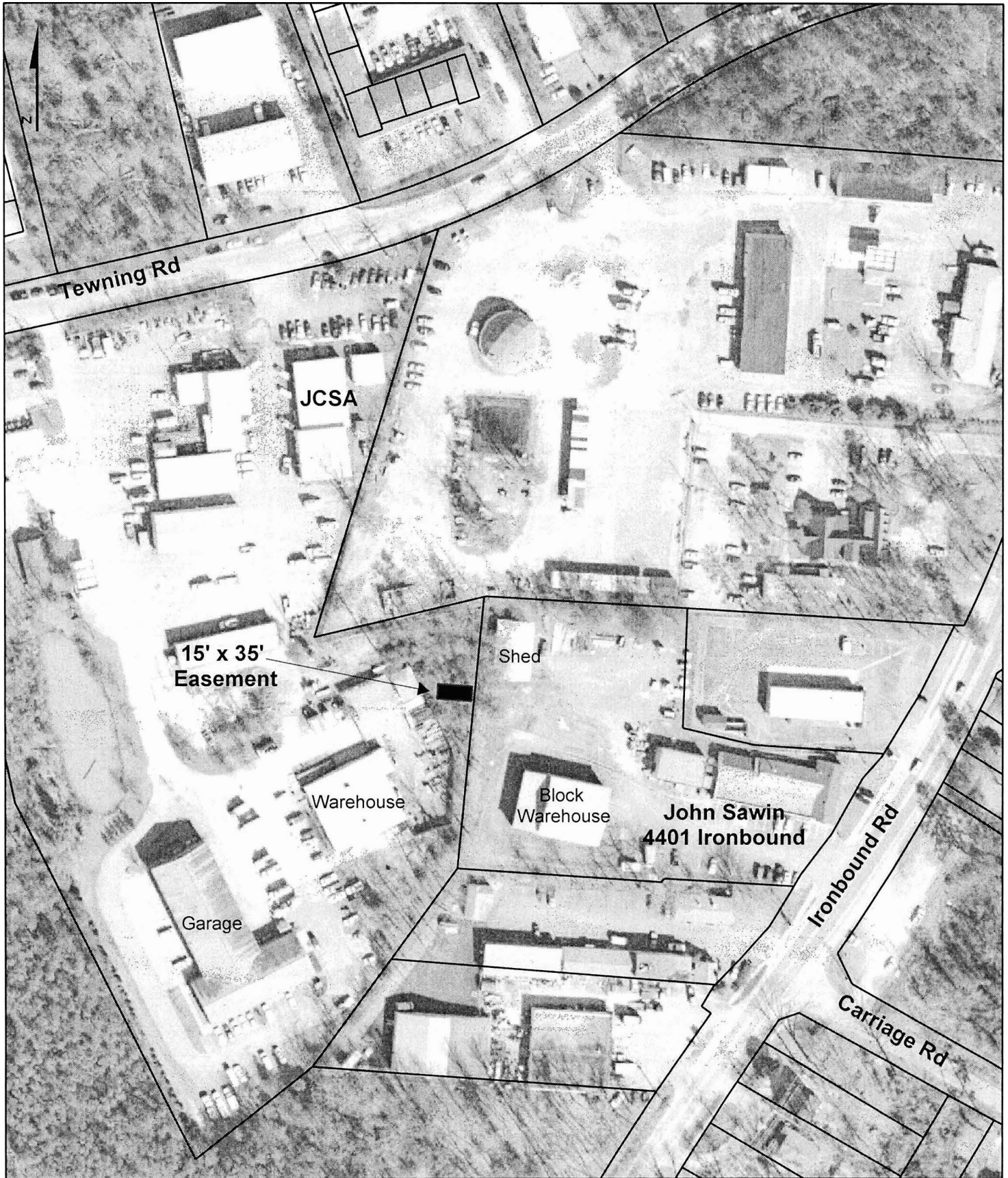
ATTEST:

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 November, 2005.

DrngTewnRd.res

Tewning Road Drainage Easement



NOTE:
PROPERTY LINES AS SHOWN ARE BASED
UPON RECORD AND OTHER AVAILABLE
INFORMATION AND DOES NOT REPRESENT
A RESURVEY OF THE BOUNDARIES. THIS
PLAT IS INTENDED FOR EASEMENT PURPOSES
ONLY.

RECORD MERIDIAN
PLAT BOOK 73, PAGE 57

PROPOSED 15'x35' DRAINAGE
& STORMWATER EASEMENT

EXISTING (2) 18" CMP END SECTION
WITH RIPRAP APRON

EASEMENT
104.32'

9.54'

284.78'

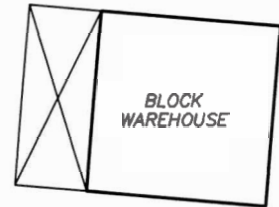
N05°34'08"E, 292.78' (TOTAL)

EXISTING VARIABLE WIDTH STORM
WATER SYSTEM EASEMENT
(TAKEN PER P.B. 73, PG. 57)

JAMES CITY SERVICE AUTHORITY
T.M. (39-1)(1-3)
P.B. 37, PG. 96
P.B. 53, PG. 71

PRELIMINARY

JOHN F. SAWN
#4401 IRONBOUND RD.
T.M. (39-1)(1-7)
"FORMERLY BETTER BUY"
L.R. # 020031020



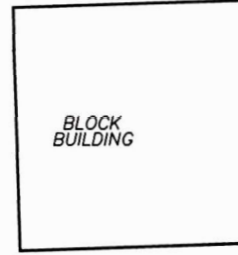
TO IRONBOUND ROAD

NORMAN R. SAWYER
#4391 IRONBOUND RD.
T.M. (39-1)(1-8)
"CARINO'S SEAFOOD"
D.B. 478, PG. 267



EXISTING 20' DRAINAGE,
UTILITY & SE
EASEMENT

NORMAN R. SAWYER
#4385 IRONBOUND RD.
T.M. (39-1)(1-9)
"TAYLOR RENTAL"
D.B. 174, PG. 238



N86°27'52"W, 359.49'

TO
MONTICELLO
AVENUE

S:\jehs\6702\00-TaylorRental\dwg\67020M02.DWG 9/9/2005 1:25:19 PM EST



CONSULTING ENGINEERS
WILLIAMSBURG • RICHMOND

5248 Olde Towne Road, Suite 1
Williamsburg, Virginia 23188
(757) 253-0040 Fax (757) 220-8994

PLAT SHOWING 15' X 35' DRAINAGE EASEMENT
FROM J.C.S.A. TO THE BENEFIT OF PARCELS (39-1)(1-9) & (39-1)(1-8)
FOR THE INSTALLATION & MAINTENANCE OF DRAINAGE PIPES
BERKELEY DISTRICT JAMES CITY COUNTY VIRGINIA

Scale: 1"=50'

Ref: PLAT BOOK 73, PAGE 57

Date: 9/9/2005

Job No: 6702-1

M E M O R A N D U M

DATE: November 22, 2005

TO: The Board of Directors

FROM: Robert H. Smith, Assistant Manager, James City Service Authority

SUBJECT: Budget Amendments - FY 2006 Capital Improvements Program

The purpose of this memorandum is to request amendments to the James City Service Authority (JCSA) Capital Improvements Program (CIP) for the accelerated upgrade of the Five Forks Water Treatment Facility (FFWTF). In FY 2005, the JCSA completed the first phase of a 5.0 million gallon per day (mgd) FFWTF, which has reverse osmosis technology to treat water from the Potomac Aquifer. The first phase is capable of treating 2.5 mgd that is projected to meet the JCSA's water needs through 2013.

The second phase was not scheduled to begin until FY 2008. In view of the peak demands in the summer, the JCSA is proceeding with the upgrade of the second phase of the project to increase the facility to its ultimate capacity of 5.0 mgd. The FFWTF expansion will cost approximately \$1,723,795.34 and the additional water capacity should be available in 2007.

In order to finance the second phase, the JCSA proposes to use a combination of current FY 2005 Capital Improvements Program (CIP) fund balances (\$949,304.27) and appropriate water supply proffers (\$774,491.07) to cover the upgrade of FFWTF, which are described below:

1. The following amounts are to be transferred from:

<u>Account Name</u>	<u>FY 2006 CIP Amount of Transfer</u>
W-1 Facility Rehabilitation	\$ 125,565.39
Interconnections with Williamsburg	50,000.00
St. George's Pressure Reducing Valve	173,738.88
Water Tank Ventilation	160,000.00
Water Tank Demolition	40,000.00
Riverview Plantation Waterline	200,000.00
School Lane Sewer	<u>200,000.00</u>
Total	<u>\$ 949,304.27</u>

And Transferred To:

FFWTF (Second Phase)	\$ 949,304.27
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2. The following amount would be appropriated as indicated below:

CAPITAL IMPROVEMENTS PROGRAM

Revenue:

Water Supply Proffers \$ 774,491.07

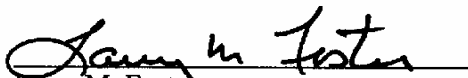
Expenditure:

FFWTF (Second Phase) \$ 774,491.07

Attached is a resolution adopting the proposed changes, which would become effective November 22, 2005. Staff recommends adoption of the attached resolution.

Robert H. Smith

CONCUR:


Larry M. Foster

RHS/nb
2006CIP.mem

Attachments

RESOLUTION

BUDGET AMENDMENTS - FY 2006 CAPITAL IMPROVEMENTS PROGRAM

WHEREAS, the Board of Directors of the James City Service Authority desires to fund the upgrade of the Five Forks Water Treatment Facility (FFWTF).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, hereby adopts the funding transfers and the funding appropriation as shown below:

1. The following amounts are to be transferred from:

<u>Account Name</u>	<u>FY 2006 CIP Amount of Transfer</u>
W-1 Facility Rehabilitation	\$ 125,565.39
Interconnections with Williamsburg	50,000.00
St. George's Pressure Reducing Valve	173,738.88
Water Tank Ventilation	160,000.00
Water Tank Demolition	40,000.00
Riverview Plantation Waterline	200,000.00
School Lane Sewer	<u>200,000.00</u>
Total	<u>\$ 949,304.27</u>

And transferred to:

FFWTF (Second Phase)	<u>\$ 949,304.27</u>
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2. The following amount is appropriated as indicated below:

CAPITAL IMPROVEMENTS PROGRAM

Revenues:

Water Supply Proffers	<u>\$ 774,491.07</u>
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Expenditures:

FFWTF (Second Phase)	<u>\$ 774,491.07</u>
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John J. McGlennon
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 November, 2005.

2006CIP.res