

A G E N D A

JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS

County Government Center Board Room

November 28, 2006

7:00 P.M.

	<u>Page</u>
A. CALL TO ORDER	
B. ROLL CALL	
C. CONSENT CALENDAR	
1. Minutes – October 24, 2006, Regular Meeting.....	1
2. Walnut Grove Sewer Modification Contract – Utility Participation Agreement.....	3
3. Easement Agreement – 160 Nina Lane.....	7
D. PUBLIC HEARING	
1. Easement Release – Two Rivers Country Club.....	11
E. BOARD REQUESTS AND DIRECTIVES	
F. ADJOURNMENT	

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 24TH DAY OF OCTOBER 2006, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Chairman
Jay T. Harrison, Sr., Vice Chairman
James O. Icenhour
Bruce C. Goodson
M. Anderson Bradshaw

Sanford B. Wanner, Secretary
Leo P. Rogers, County Attorney
Larry M. Foster, General Manager

C. CONSENT CALENDAR

Mr. Foster provided an overview of the item on the Consent Calendar.

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

On a roll call vote, the vote was AYE; Harrison, Icenhour, Goodson, Bradshaw, McGlennon (5).
NAY: (0).

1. Minutes – September 26, 2006, Meeting
2. Appointment of Acting General Manager – Robert H. Smith

RESOLUTION

APPOINTMENT OF ACTING GENERAL MANAGER – ROBERT SMITH

WHEREAS, the Board of Directors of the James City Service Authority is authorized to appoint an Acting General Manager to the Authority; and

WHEREAS, Sanford B. Wanner has placed Larry M. Foster, General Manger, on temporary assignment as Assistant County Administrator for a six-month term beginning November 1, 2006, and ending May 31, 2007.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority,

James City County, Virginia, appoints Robert Smith as Acting General Manager of the James City Service Authority during Larry M. Foster's absence.

D. BOARD REQUESTS AND DIRECTIVES

Mr. Icenhour asked how the Board would address the Lawn Irrigation Fees issue as brought forward in the Reading File.

Mr. Foster stated the item was scheduled to come before the Board in January.

Mr. Icenhour stated these numbers needed to be evaluated carefully because they indicated that it would be difficult to uniformly collect the fee.

Mr. Foster stated this issue came forward during research, and if the Board chose to pursue this, staff would need to find a better way to track the permits.

E. ADJOURNMENT

Mr. Goodson made a motion to adjourn.

The motion passed by unanimous vote.

Mr. McGlennon adjourned the Board at 7:48 p.m.

Sanford B. Wanner
Secretary to the Board

MEMORANDUM

DATE: November 28, 2006
TO: The Board of Directors
FROM: Danny W. Poe, Chief Engineer, James City Service Authority
SUBJECT: Walnut Grove Sewer Modification Contract – Utility Participation Agreement

Developers are required to provide on- and off-site water and sewer infrastructure of adequate size to serve their development. In its review and oversight role of plans for new development, the James City Service Authority (JCSA) attempts to coordinate future infrastructure needs. In certain cases this includes asking the developer to increase the size of a water/sewer line or sewerage pump station to accommodate future needs beyond those of the specific development.

In this specific case the agreement would avoid the installation of 29 grinder pumps in the Walnut Grove Development and provide gravity sewer to 27 new customers in the adjoining Kristiansand Subdivision. This approach avoids JCSA from having to maintain additional grinder pumps and will provide a cash contribution towards the extension of gravity sewer to the Kristiansand Subdivision.

The JCSA's Regulations Governing Utility Service allows the JCSA to ask a developer to modify the water/sewer infrastructure necessary to serve the needs of a specific development. The Regulations further provide that the JCSA may receive funds from the developer for consideration of an improved water/sewer system for its development and to the adjacent subdivision. To establish the terms for this arrangement, JCSA must enter into a Utility Participation Agreement providing the terms for developer payment to the JCSA.

Because of its proximity to the existing Kristiansand Subdivision, the Walnut Grove Development provides an opportunity to extend gravity sewer to a neighborhood with a history of failing septic sewer systems and eliminate the installation of 29 Walnut Grove grinder pumps. Negotiations were conducted with the developer and it was determined the developer could eliminate the need for installation for the grinder pumps and pay to JCSA the sum of \$170,000 which would be applied towards the sewer line extension. The estimated costs of the off-site sewer improvements to serve portions of the Kristiansand neighborhood is \$450,000 for a net cost of \$280,000. Sufficient funds are included in the current year Capital Improvements Program budget to cover this project cost. Expected connection fees from existing homes will further offset the project costs by an additional \$81,000. While the overall costs of the project are not completely offset, a potential health related issue will be minimized.

Staff recommends approval of the attached resolution authorizing the General Manager to sign the Utility Participation Agreement (also attached), which provides the terms for payment to JCSA from the developer of Walnut Grove Development in the amount of \$170,000, to improve the sewer system in Walnut Grove and a portion of the adjoining Kristiansand Subdivision.

Walnut Grove Sewer Modification Contract – Utility Participation Agreement

November 28, 2006

Page 2

Danny W. Poe

CONCUR:

Robert H. Smith

DWP/nb

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Attachment

RESOLUTION

WALNUT GROVE SEWER MODIFICATION CONTRACT – UTILITY

PARTICIPATION AGREEMENT

WHEREAS, staff identified the opportunity to avoid the installation of grinder pumps in the Walnut Grove Development and to extend gravity sewer service to the Kristiansand Subdivision; and

WHEREAS, the Regulations Governing Utility Service allow the James City Service Authority (JCSA) to enter into a Utility Participation Agreement with a developer to provide the terms of payment to make system improvements to it's own development and to an adjoining subdivision; and

WHEREAS, staff and Anderson-Hughes, LLC, have agreed on a payment of \$170,000 to be applied toward the sewer line extension from the Walnut Grove development to the Kristiansand Subdivision.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the General Manager to sign a Utility Participation Agreement with Anderson-Hughes, LLC, providing the terms of payment to the JCSA to extend the sewer infrastructure from Walnut Grove to serve a portion of the Kristiansand Subdivision.

John J. McGlennon
Chairman, Board of Directors

ATTEST:

Larry M. Foster
Acting Deputy Secretary to the Board

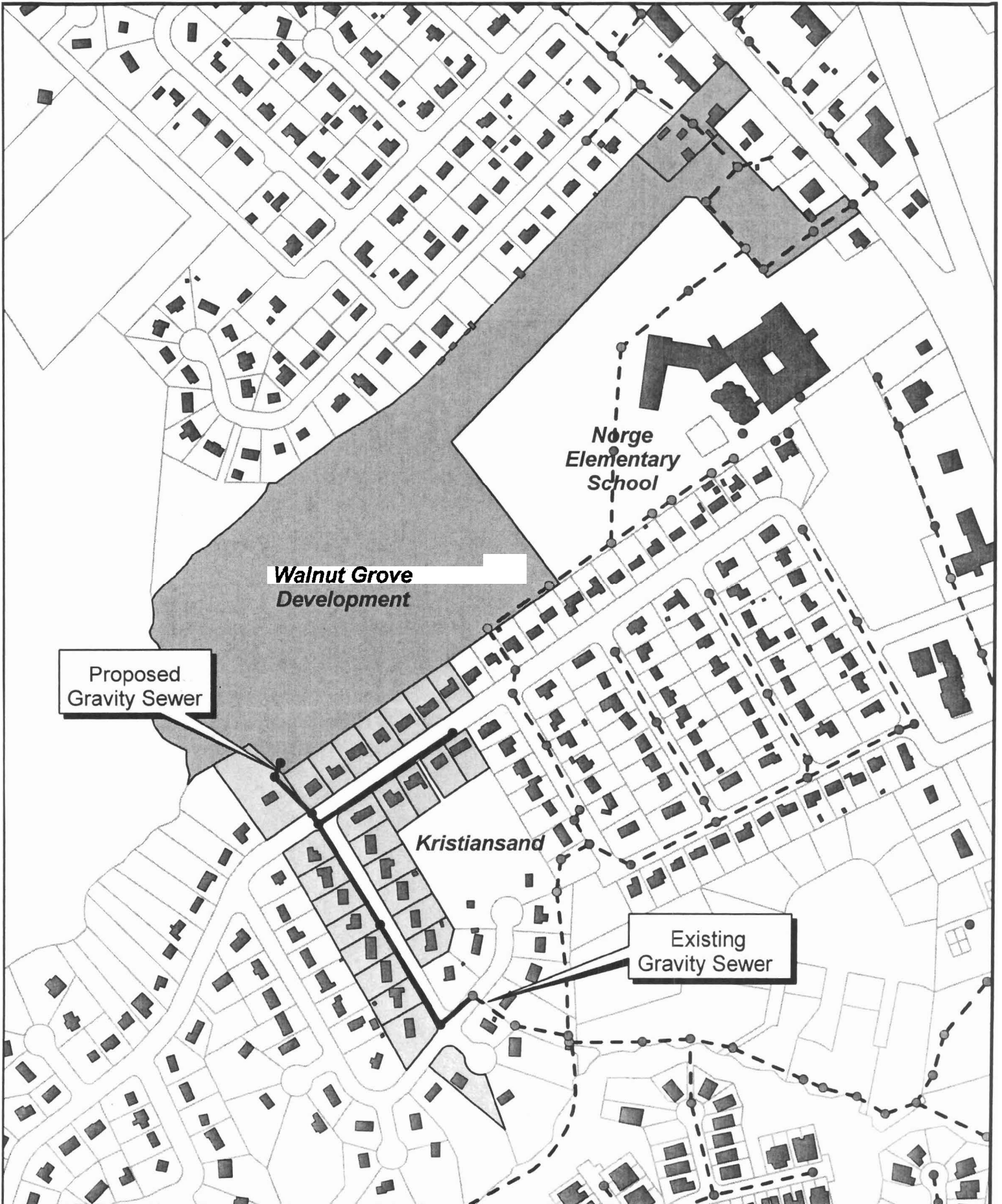
Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 28th day of November, 2006.

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Walnut Grove & Kristiansand Sewer Extension



0 400 Feet



MEMORANDUM

DATE: November 28, 2006
TO: The Board of Directors
FROM: Danny W. Poe, Chief Engineer, Wastewater, James City Service Authority
SUBJECT: Easement Agreement – 160 Nina Lane

The James City Service Authority (JCSA) has entered into an agreement with Anderson-Hughes, LLC to extend a gravity sewer line from Walnut Grove Development to Kristiansand Subdivision in the vicinity of Nina Lane and Astrid Lane. The extended sewer line will cross a portion of property identified as James City County Tax Map No. 2320600091 and more commonly known as 160 Nina Lane (the “Property”). The Property owner, Mr. Frederick Scott Coursen, has agreed to the sale of an easement provided the JCSA pays the owner \$4,300 and repaves the existing septic system.

The approval of this agreement is contingent upon approval of the Utility Participation Agreement, between JCSA and Anderson-Hughes, LLC, which was recommended in a separate Board action on November 28, 2006. Should the Utility Participation Agreement be approved, staff recommends approval of the attached resolution authorizing the JCSA General Manager to sign the agreement and appropriate documents to purchase the proposed sewer easement.

Danny W. Poe

CONCUR:

Robert H. Smith

DWP/cec
Easemnt160NinaLn.mem

Attachment

RESOLUTION

EASEMENT AGREEMENT – 160 NINA LANE

WHEREAS, the James City Service Authority desires to extend a gravity sewer service line from the Walnut Grove Development to the Kristiansand Subdivision; and

WHEREAS the proposed sewer line will cross private property owned by Frederick Scott Coursen, identified as James City County Tax Map No. 2320600091 and more commonly known as 160 Nina Lane (the “Property”); and

WHEREAS, JCSA has offered to purchase a sewer line easement across the Property for \$4,300 and JCSA will remove the current septic system from the Property.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the General Manager to sign an agreement and appropriate documents associated with acquiring this easement to construct a gravity sewer service line from Walnut Grove Development to Kristiansand Subdivision.

John J. McGlennon
Chairman, Board of Directors

ATTEST:

Larry M. Foster
Acting Deputy Secretary to the Board

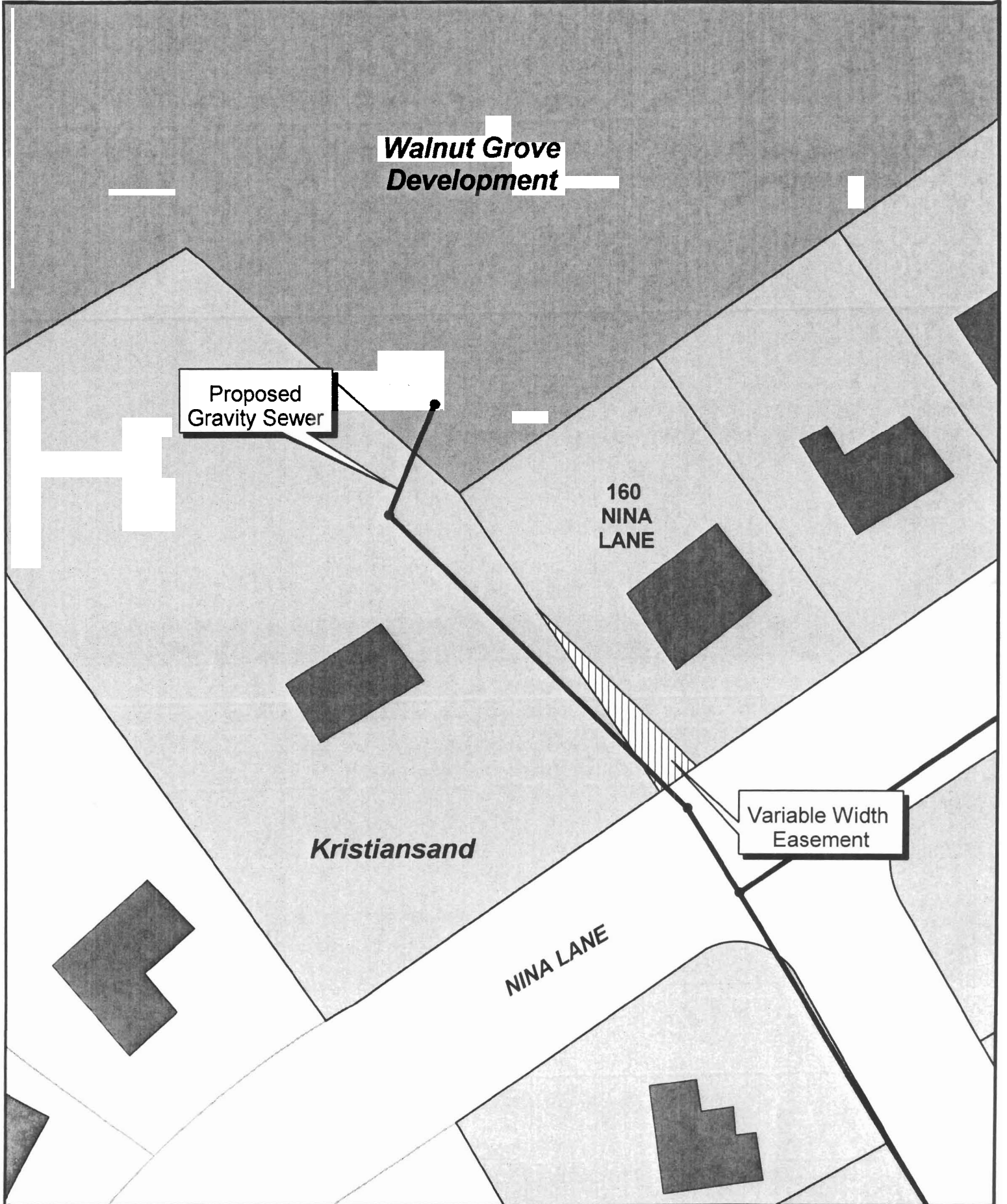
Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 28th day of November, 2006.

Easemnt160NinaLn.res



Proposed Easement at 160 Nina Lane

Walnut Grove & Kristiansand Sewer Extension 0 50 Feet



MEMORANDUM

DATE: November 28, 2006
TO: The Board of Directors
FROM: Danny W. Poe, Chief Engineer, James City Service Authority
SUBJECT: Easement Release – Two Rivers Country Club

Governor’s Land Foundation has submitted site plans proposing to expand its existing clubhouse facility by 5,200 square feet (total proposed clubhouse area 25,112 square feet). Approximately 92 linear feet of existing James City Service Authority (JCSA) sanitary sewer line will be released as part of that project for the expansion to occur. Since the sanitary sewer system terminates at the clubhouse, partial sewer release will not impact the JCSA system. The Applicant has submitted a plat proposing to release 92 linear feet of JCSA sewer easement associated with the pipe removal.

Staff recommends approval of the attached resolution authorizing the General Manager to sign the appropriate documents releasing a portion of an easement located on the Governor’s Land Foundation property located in the Governor’s Land subdivision. A drawing identifying the location of the released easement is attached.

Danny W. Poe

CONCUR:

Robert H. Smith

RHS/cec
Easmnt2RivCC.mem

Attachments

RESOLUTION

EASEMENT RELEASE – TWO RIVERS COUNTRY CLUB

WHEREAS, as a result of the expansion of the Two Rivers Country Club, approximately 92 linear feet of existing sewer line needs to be released; and

WHEREAS, a portion of the original easement is no longer necessary.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the General Manager of the James City Service Authority to sign the appropriate documents providing for the release of the portion of the Two Rivers Country Club easement that is no longer needed.

John J. McGlennon
Chairman, Board of Directors

ATTEST:

Larry M. Foster
Acting Deputy Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 28th day of November, 2006.

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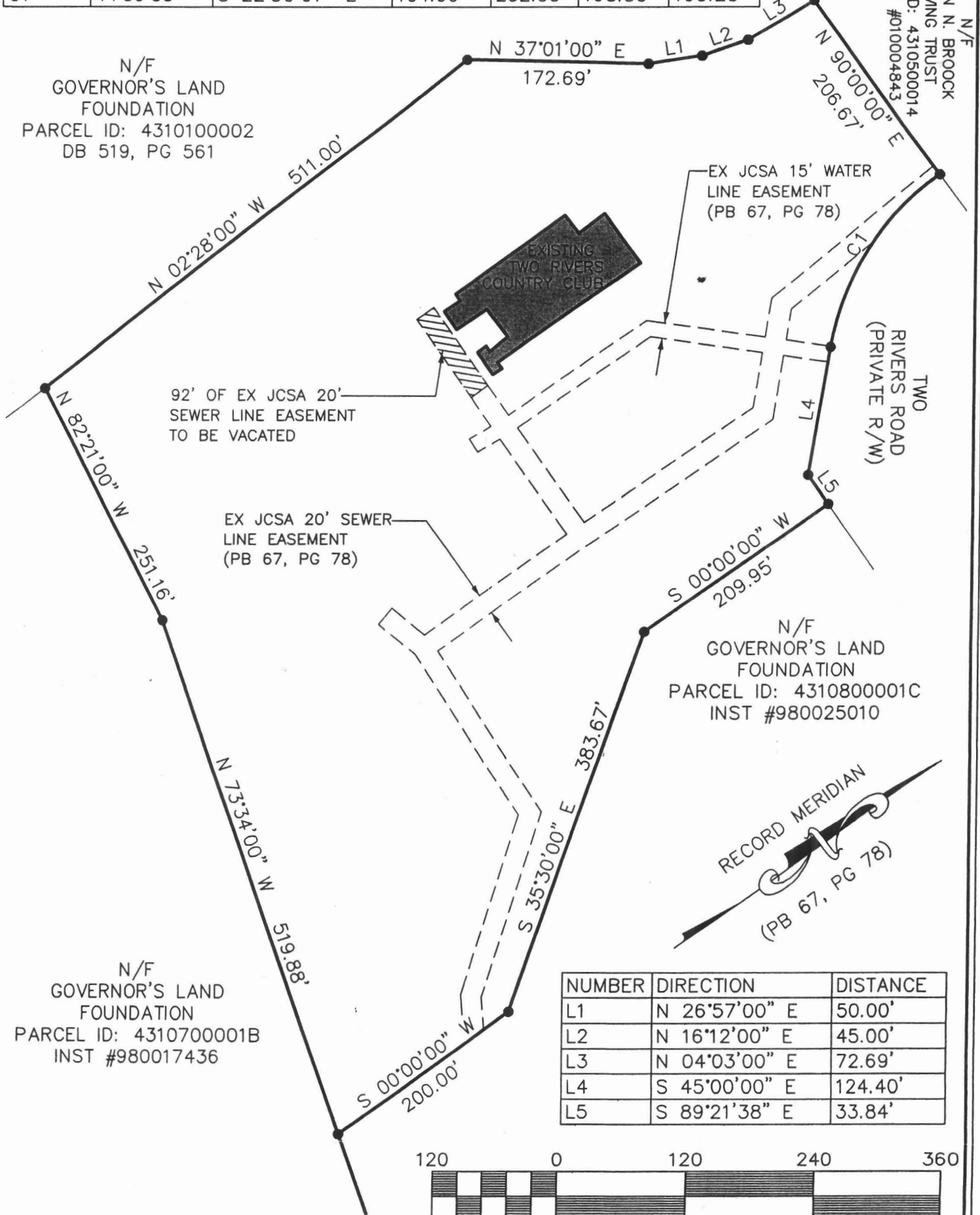
NOTE:

1. THIS PLAT WAS PRODUCED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT REFLECT ALL ENCUMBRANCES, EASEMENTS, ETC. AFFECTING THE PROPERTY.

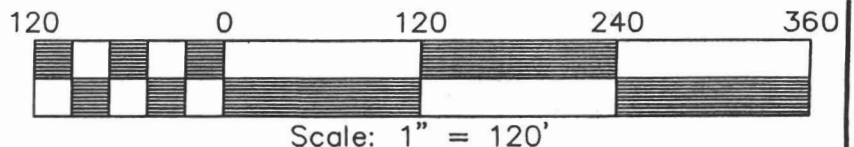
NUMBER	DELTA	CHORD BEARING	TANGENT	RADIUS	ARC	CHORD
C1	44°59'55"	S 22°30'07" E	104.60	252.53	198.33	193.28

N/F
GOVERNOR'S LAND
FOUNDATION
PARCEL ID: 4310100002
DB 519, PG 561

N/F
FERN N. BROOK
LIVING TRUST
PAR. ID: 4310500014
INST #010004843

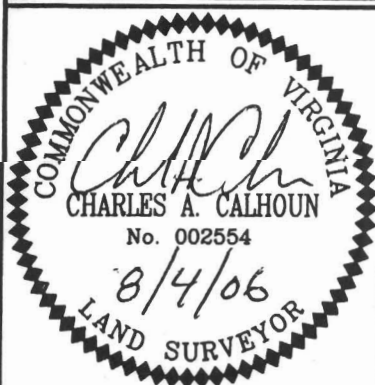


NUMBER	DIRECTION	DISTANCE
L1	N 26°57'00" E	50.00'
L2	N 16°12'00" E	45.00'
L3	N 04°03'00" E	72.69'
L4	S 45°00'00" E	124.40'
L5	S 89°21'38" E	33.84'



N/F
GOVERNOR'S LAND
FOUNDATION
PARCEL ID: 4310700001B
INST #980017436

N/F
GOVERNOR'S LAND
FOUNDATION
PARCEL ID: 4310800001C
INST #980025010



REFERENCES:
PB 67, PG 78

DATE: 8/4/06
SCALE: 1"=120'
JOB# 06-068
CAD File
06-068.dwg

PLAT OF 20' UTILITY EASEMENT VACATION
FOR
JAMES CITY SERVICE AUTHORITY

James City County,

Virginia

LandTech Resources, Inc.

Surveying • Mapping • Land Design
5810-F Mooretown Road, Williamsburg, Virginia 23188
Telephone: 757-565-1677 Fax: 757-565-0782
Web: landtechresources.com