



## MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Bryan Gruesbeck, Town Manager

**SUBJECT: FYI Item - Chatham Forest Utility Upsizing Reimbursement**

DATE: November 28, 2016

**Background:** Voller Realty (VRC, Ltd) is seeking reimbursement for upgrades it installed to the benefit of the Town's water system during the development of Chatham Forest. These upgrades were installed and later verified by Town Staff. Should you approve, Staff would recommend a budget ordinance amendment that would allow reimbursement to VRC, Ltd from the Town's Capital Reserves.

Attached please find background documents for your review and later discussion:

1. Memo from Fred Royal, Town Engineer, providing some background and analysis to the issue.
2. Letter from VRC, Ltd, providing history of the installations.
3. Letter from Shelton Hawley, VRC, Ltd. attorney
4. Letter from Smir Bahho, PE, VRC, Ltd. Engineer
5. Letter from Jeff Koonce, Hydrostrucutres, Town Engineer of record
6. Letter from David Hughes, Pittsboro Town Manager (2003)
7. Agreement between Town of Pittsboro and VRC Realty and Construction, Ltd.
8. Drawing of Waterline to be reimbursed

**Action Requested:** Review the information. Staff will present issue for your discussion and direction at the next regular Town of Pittsboro Board of Commissioners meeting.