



**ROUND HILL TOWN COUNCIL
SPECIAL MEETING
AGENDA
January 5, 2017
7:00 PM**

- I. Call to Order & Pledge of Allegiance**
- II. Roll Call & Determination of a Quorum**
- III. Adoption of Special Meeting Agenda (Amendments & Deletions)**
- IV. Notation that Public Notice Requirements Have Been Met**
- V. Open Public Hearing:**
 - a. Conflict of interest disclaimer
 - b. Summary of 2017 comprehensive plan by the town planner
 - c. Open the hearing to public comment by speakers present
 - d. Reading of written comments submitted to town council
 - e. Comments and questions by town council members
 - f. Close public hearing and return to special meeting to discuss
- VI. Business Items:**
 1. Comprehensive Plan Discussion (Vote scheduled for Jan 10th)
- VII. Action Items:**
 1. Maintenance Bond Release – Walraven
 2. Maintenance Bond Release – Brentwood Springs Phase 1A
- VIII. Council Comments:**
- IX. Meeting Adjournment:**



January 4, 2017
File: 2029040015

Attention: Melissa Hynes
Town of Round Hill
23 Main Street,
Round Hill, VA 20141
Tel: (540) 338-7878

Dear Ms. Hynes,

Reference: Walraven Maintenance Bond Release – Town of Round Hill project # CPAP-2013-02

For the Walraven Section 1 project, in December 2015 the performance bond was released and a one-year maintenance bond was put into place to ensure the repair or replacement of defective materials and workmanship. Per visual inspection on January 4th, 2017 we concluded that the improvements for the project remain 100% complete and there are no defective materials or workmanship. We recommend the Town Council release the outstanding maintenance bond.

Please let us know if you have any questions or concerns.

Regards,

Stantec Consulting Services Inc.

A handwritten signature in black ink, appearing to read "J. Orndorff".

Josh Orndorff, P.E.
Phone: (703) 674-5766
Fax: (703) 263-1221
josh.orndorff@stantec.com

PEED & BORTZ, L.L.C.
Civil/Environmental Engineers

C. Elvan Peed, P.E.

Scott Bortz, P.E.

Martin Jansons, P.E.

January 4, 2017

Melissa Hynes
Town Zoning Administrator & Planner
Town of Round Hill
P.O. Box 36
Round Hill, VA 20142

Re: Creekside at Round Hill (Brentwood Springs)
Phase 1A Maintenance Bond Release
(Bond #PB-02-095-800004, \$36,918.85)
(CPAR-2015-0010)

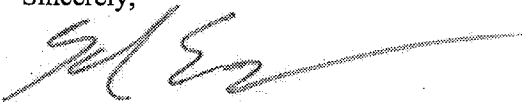
Dear Melissa:

We understand that the Town has received a request for release of the maintenance bond for the Brentwood Springs (previously Creekside at Round Hill) Phase 1A water and sewer utilities. These utilities were accepted at the December 17, 2015 Town Council meeting; therefore, the one-year maintenance bond period has expired.

As requested, Peed & Bortz performed a follow-up site review on January 3, 2017 to confirm that no apparent modifications or damage has occurred to the installed utility system. We also confirmed with Town staff that the system appears to be operating properly with no known issues. Based on the above, we believe that the Phase 1A work remains in proper operating condition and is in conformance with the approved plans. Therefore, we recommend approval of the request for maintenance bond release, subject to the developer providing the Town with suitable documentation in accordance with Town requirements.

If you have any questions or concerns, please feel free to contact me at 540-394-3214 or by e-mail at keith@peed-bortz.com.

Sincerely,



Keith E. Lane, PE
Partner