



## MEMORANDUM TO VENICE CITY COUNCIL

**THROUGH CHARTER OFFICER:** James Clinch, City Manager

**E-SIGN:**

**FROM:** Jeff Sweater, PE, Utilities Project Manager and R. David Jackson, Assistant City Attorney

**DEPARTMENT:** Utilities

**DATE:** September 24, 2025    **MEETING DATE:** October 14, 2025

**SUBJECT / TOPIC:** AGREEMENT REGARDING UTILITY EASEMENT with WILLOW CHASE COMMUNITY ASSOCIATION, INC as part of the Utilities New Water Booster Pump Station Project.

**SUPPORTS STRATEGIC PLAN:** Goal Four: Upgrade and Maintain City Infrastructure and Facilities

**BACKGROUND INFORMATION:** Construction of the Utilities New Water Booster Pump Station project requires a 10-foot wide utility easement for the following purposes:

- To provide access to operate and maintain a new 8" City potable water main installed on the Willow Chase Community Association Inc.'s (Willow Chase) property, which was extended off the new 16" water main that was extended to the New Water Booster Pump Station along Perimeter Rd.
- To allow installation of a new water main to create a loop in the City's water distribution system as a means of maintaining better water pressure and water quality to the Toscana Isles Community and surrounding area.

Willow Chase has agreed to grant the requested Utility Easement to the City subject to certain conditions to address increased property restoration efforts and potential safety concerns related to the City's construction. Accordingly, City staff has negotiated the Agreement Regarding Utility Easement (the "Agreement") to set forth these conditions.

**STAFF RECOMMENDATION:** Under the proposed Agreement, Willow Chase will grant the Utility Easement to the City, which will allow the City to construct, operate, and maintain the water main on Willow Chase's property. As part of the agreement, the City has agreed to clear approximately 11,200 square-feet of brush from Willow Chase's Tract 609, reimburse Willow Chase for up to \$3,500 in landscaping and irrigation improvements, and install 85 linear feet of vinyl coated chain link fence, which will be maintained by Willow Chase.

Willow Chase has approved and executed the Utility Easement and the Agreement. Accordingly, the Utility Easement and the Agreement between the City and Willow Chase are provided for approval by the City Council and execution by the Mayor.

**COUNCIL ACTION REQUESTED:** For Council Adoption by Consent Motion

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Original(s) attached: Provided to City Clerk's Office

ec: Javier Vargas, Utilities Director