

A G E N D A

JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS

County Government Center Board Room

August 14, 2007

7:00 P.M.

A. CALL TO ORDER

B. ROLL CALL

C. CONSENT CALENDAR

1. Minutes – July 24, 2007, Regular Meeting
2. Memorandum of Understanding – Hampton Roads Sanitation District – Stonehouse Development Wastewater Reuse
3. Formal Acceptance of Water and Sewer Systems – FY 2007

D. PUBLIC HEARING

1. Vacation of Easements – 281 Neck-O-Land Road

E. BOARD REQUESTS AND DIRECTIVES

F. ADJOURNMENT

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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 JULY 2007, 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

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

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

C. CONSENT CALENDAR

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

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

1. Minutes – June 26, 2007, Regular Meeting

D. PUBLIC HEARINGS

1. Easement Abandonment – 8800 Pocahontas Trail

Mr. Foster stated the abandonment was requested by the Grove Christian Outreach Center because the easement limits the development of the property. He stated the easement is not needed as a result of the sewer service being provided by an alternate route.

Mr. Harrison asked if the plans for the parcel were known.

Mr. Foster stated the plans were not known at this time, but the easement is in the middle of the property, so it limits development if the easement remains.

Mr. Harrison asked if the Grove Christian Outreach Center owned the property.

Mr. Foster stated that Grove Christian Outreach Center was the contract purchaser of the property and requested abandonment of the easement.

Mr. Harrison opened the Public Hearing.

As no one wished to speak to this matter, Mr. Harrison closed the Public Hearing.

Mr. Goodson made a motion to adopt the resolution.

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

RESOLUTION

EASEMENT ABANDONMENT - 8800 POCAHONTAS TRAIL

WHEREAS; Grove Christian Outreach Center has purchased the property located at 8800 Pocahontas Trail and has requested the abandonment of the unused sanitary sewer easement located on the parcel; and

WHEREAS; the James City Service Authority has determined that the easement is not needed as a result of sewer service being provided by an alternate route and has recommended that the Board authorize the abandonment of the easement.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes its General Manager to sign the necessary documents to abandon the sanitary sewer easement located on the property located at 8800 Pocahontas Trail and defined on a plat prepared by E. J. Kelly, Inc., dated July 2, 1981.

2. Vacation of Easement – 5699 and 5711 Richmond Road

Mr. Foster stated this resolution vacated two easements of approximately 1,900 square feet and 2,200 square feet at Prime Outlets. He pointed out the easement and stated with the redevelopment of Prime Outlets, the utilities would be rerouted. He explained redevelopment eliminated a need for these easements and by vacating them the development area would be unencumbered for the redevelopment. Staff recommended approval of the resolution.

Mr. Icenhour asked if this would affect parking or retail space.

Mr. Foster stated this would not affect buildings or parking put in during redevelopment.

Mr. Harrison opened the Public Hearing.

As no one wished to speak to this matter, Mr. Harrison closed the Public Hearing.

Mr. McGlennon made a motion to adopt the resolution.

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

RESOLUTION

VACATION OF EASEMENTS – 5699 AND 5711 RICHMOND ROAD

WHEREAS, Williamsburg Outlet Mall, LLC has petitioned to have two easements located on property at 5699 Richmond Road (Parcel No. 3310100033G) and 5711 Richmond Road (Parcel No. 3310100033D) vacated; and

WHEREAS, the James City Service Authority has determined that the easement is not needed as a result of the utility lines being relocated and new easements provided in the redevelopment of the property.

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes its General Manager to sign the necessary documents to vacate the easements located on the property at 5699 and 5711 Richmond Road and identified on a plat dated June 22, 2007, prepared by Landmark Design Group.

E. BOARD REQUESTS AND DIRECTIVES

Mr. Harrison asked that Mr. Foster respond to Mr. Fang's disputed water meter fee as discussed in the Board of Supervisors Public Comment section.

Mr. Foster explained that the dispute is due to a misinterpretation of the water metering fee schedule. He stated that Mr. Fang's appeal of his water meter rate uses the cost intended to address commercial industrial meters. Mr. Foster stated he could see the misinterpretation, so staff planned to go back to the printed material and clarify the cost. He stated that residential water meters hold a specific fee and it has clearly been the Board's intention and practice to base residential water meter fees on a per-fixture rate. Mr. Foster stated that Mr. Fang's case required a larger meter due to the number of fixtures.

Mr. Bradshaw stated he felt the intent of the policy was clear, and if written materials were unclear, they needed to be revised.

Mr. Foster stated staff would clarify the fees in written materials.

Mr. Harrison stated this has been the first time that this issue has been brought to the attention of the Board. He recommended staff edit its publication, but stated the fee imposed was common practice.

Mr. Goodson stated the policy was clear as to residential versus business use, but the publication was unclear.

Mr. Foster stated this was correct, and explained that because of the number of fixtures, a 3/4-inch meter was required, but interpretation was based on a fee of \$300 per fixture since this was a residential development.

Mr. McGlennon asked for clarification that the resident had to get a larger meter than is standard for a residence, but since it was a residential development, the fee was based on the number of fixtures.

Mr. Bradshaw stated with more fixtures comes more water demand, which requires more infrastructure and a higher charge.

Mr. Bradshaw stated the printed materials may be unclear or could be misinterpreted, but he felt staff was correct in application of the fee.

Mr. McGlennon stated that the fee imposed was a clear interpretation of the policy.

Mr. McGlennon stated he would have no objection to having an opportunity for public comment from Mr. Fang for three minutes.

Mr. Fang stated Newport News charges per water meter and that an upgrade would only cost the difference in price between water meter sizes.

Mr. Foster stated there would have to be some justification for the size of the water line.

Mr. Goodson quoted the policy which established a \$300 per fixture fee for single-family residences.

Mr. Fang stated this was correct, but based on printed material, the cost of a larger water meter applied rather than the number of fixtures.

Mr. McGlennon asked about overall water usage in the County.

Mr. Foster stated water demand has dropped recently and the JCSA is able to meet demands.

Mr. McGlennon asked about enforcement of the water regulations.

Mr. Foster stated there have been nearly 500 warnings and four or five citations, with one prosecuted and some pending prosecution.

Mr. McGlennon made a motion to adjourn.

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

At 9:51 p.m., Mr. Harrison adjourned the Board of Directors until 7 p.m. on August 14, 2007.

Sanford B. Wanner
Secretary to the Board

M E M O R A N D U M

DATE: August 14, 2007

TO: The Board of Directors

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

SUBJECT: Memorandum of Understanding - Hampton Roads Sanitation District - Stonehouse Development Wastewater Reuse

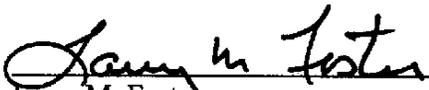
The James City Service Authority (JCSA) has been in discussions with representatives of the Hampton Roads Sanitation District (HRSD) about performing a feasibility study for a wastewater reuse project for irrigation purposes in the Stonehouse Development. Representatives of the new owners of the Stonehouse Development have been included in the discussion and are interested in participating.

The concept includes the construction of a small wastewater facility at a strategic location in or near the Stonehouse Development where wastewater would be treated and pumped through a distribution system within the Stonehouse Development for use as irrigation water. Under the concept, HRSD would be responsible for installing the treatment plant, the developer would be responsible for installing the distribution system, and the JCSA would be responsible for maintaining the distribution system. The system would be funded through fees collected from users. Current estimates are that the system could have a demand as high as 500,000 gallons per day during summer months at build out of the development.

In summary, the Memorandum of Understanding provides that the JCSA will reimburse HRSD 50 percent of the costs (\$133,600 total) of the study if the project is not constructed/implemented. If the project is implemented, the costs will be incorporated into the fees for service.

This is an exciting opportunity that has been discussed for some time as a possible way to reduce irrigation demands on the potable water system.

Staff recommends that the Board approve the attached resolution authorizing the General Manager to sign the Memorandum of Understanding with HRSD providing the terms for participating in a feasibility study for the installation of a wastewater reuse system to serve the Stonehouse Development.


Larry M. Foster

LMF/nb
WWreuseMOU.mem

Attachments

RESOLUTION

MEMORANDUM OF UNDERSTANDING -

HAMPTON ROADS SANITATION DISTRICT –

STONEHOUSE DEVELOPMENT WASTEWATER REUSE

WHEREAS, the developer of the Stonehouse project, Hampton Roads Sanitation District (HRSD), and the James City Service Authority (JCSA) are interested in evaluating the feasibility of implementing a wastewater reuse project to serve the Stonehouse Development; and

WHEREAS, the HRSD has agreed in concept to jointly fund the project if the project is constructed and that the study costs will be incorporated into the services fees, if implemented.

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 on behalf of the James City Service Authority a Memorandum of Understanding defining the terms for participating in the Stonehouse Wastewater Reuse Study.

Jay T. Harrison, Sr.
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 14th day of August, 2007.

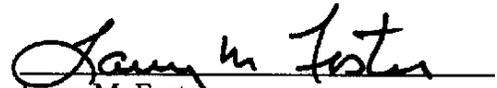
WWreuseMOU.res

MEMORANDUM

DATE: August 14, 2007
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Formal Acceptance of Water and Sewer Systems - FY 2007

Attached is a resolution formally accepting water and sewer systems constructed and contributed to the James City Service Authority by developers during FY 2007. The resolution lists the value of the infrastructure at the time of completion.

Staff recommends adoption of the attached resolution accepting the dedication of the infrastructure.


Larry M. Foster

LMF/gs
Acceptance07.mem

Attachment

RESOLUTION

FORMAL ACCEPTANCE OF WATER AND SEWER SYSTEMS - FY 2007

WHEREAS, certain water and sewer infrastructures have been constructed by developers and dedicated to the James City Service Authority; and

WHEREAS, these water and sewer infrastructures have been constructed in accordance with technical requirements of the James City Service Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, does formally accept the dedication of the water and sewer systems listed below, as of June 30, 2007.

Water Dedications

<u>Development</u>	<u>Value</u>
Colonial Heritage, Phase 2, Section 1	\$ 175,315
Colonial Heritage, Phase 2, Section 2	129,835
Colonial Heritage, Phase 3, Section 1	357,180
Fenwick Hills, Section 2	161,600
Ford's Colony, Section 32C	123,350
Francis Rees Subdivision	44,200
Greensprings West, Phase 4A	98,250
Kensington Woods	88,900
Monticello Woods, Phase 2A	60,200
Peleg's Point, Section 5	147,440
Powhatan Village, Phase 7	97,450
Stonehouse, Section 5A, Lisburn	345,470
Stonehouse Glen, Phase 1	332,930
Stonehouse, Fieldstone Parkway	519,020
Wexford Hills, Section 2	257,330
Williamsburg Landing Parking Lot	<u>4,600</u>
Total:	<u>\$2,943,070</u>

Sewer Dedications

<u>Development</u>	<u>Value</u>
Colonial Heritage, Phase 2, Section 1	\$ 211,865
Colonial Heritage, Phase 2, Section 2	329,050
Colonial Heritage, Phase 3, Section 1	579,650
Colonial Heritage, C. C. Sewer	1,383,195
Fenwick Hills, Section 2	295,955
Ford's Colony, Section 32C	172,005
Francis Rees Subdivision	25,395
Greensprings West, Phase 4A	126,005
Kensington Woods	57,245
Monticello Woods, Phase 2A	134,440
Peleg's Point, Section 5	235,205
Powhatan Village, Phase 7	44,860
Stonehouse, Section 5A, Lisburn	468,655
Stonehouse Glen, Phase 1	<u>1,109,590</u>
Total:	<u>\$5,173,125</u>

Jay T. Harrison, Sr.
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 14th day of August, 2007.

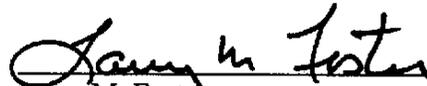
Acceptance07.res

MEMORANDUM

DATE: August 14, 2007
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Vacation of Easement – 281 Neck-O-Land Road

Renaissance Property, LLC has petitioned to have 192.2 square feet of an existing easement located at 281 Neck-O-Land Road vacated. In a recent evaluation of the easement area, it was determined that the home that is located on the parcel encroaches on the easement. It was further determined that the area of the easement proposed to be vacated will not materially limit the James City Service Authority's ability to maintain the sewer line.

This meeting has been advertised as a public hearing on a request to vacate the sewer easement referenced above. After conducting the public hearing, staff recommends that the Board approve the attached resolution authorizing the General Manager to sign the appropriate documents necessary to vacate 192.2 square feet of the sanitary sewer easement on a parcel located at 281 Neck-O-Land Road ((47-3) (1-46)).


Larry M. Foster

LMF/nb
VacatEsmtNkOLnd.mem

Attachment

RESOLUTION

VACATION OF EASEMENT – 281 NECK-O-LAND ROAD

WHEREAS, it has been determined that a home located at 281 Neck-O-Land Road encroaches on 191.2 square feet of the James City Service Authority’s sewer easement located on the property; and

WHEREAS, it has been determined that the maintenance of the sewer line will not be compromised by the affected area of the easement being vacated.

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes its General Manager to sign the necessary documents to vacate the sanitary sewer easement located on the property located at 281 Neck-O-Land Road, and defined on a plat prepared by LandTech Resources, Inc. dated February 22, 2007.

Jay T. Harrison, Sr.
Chairman, Board of Directors

ATTEST:

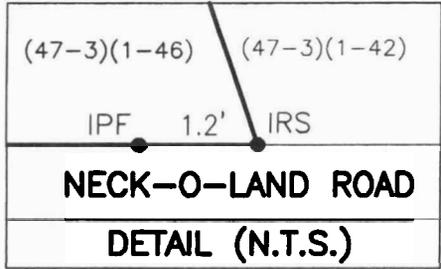
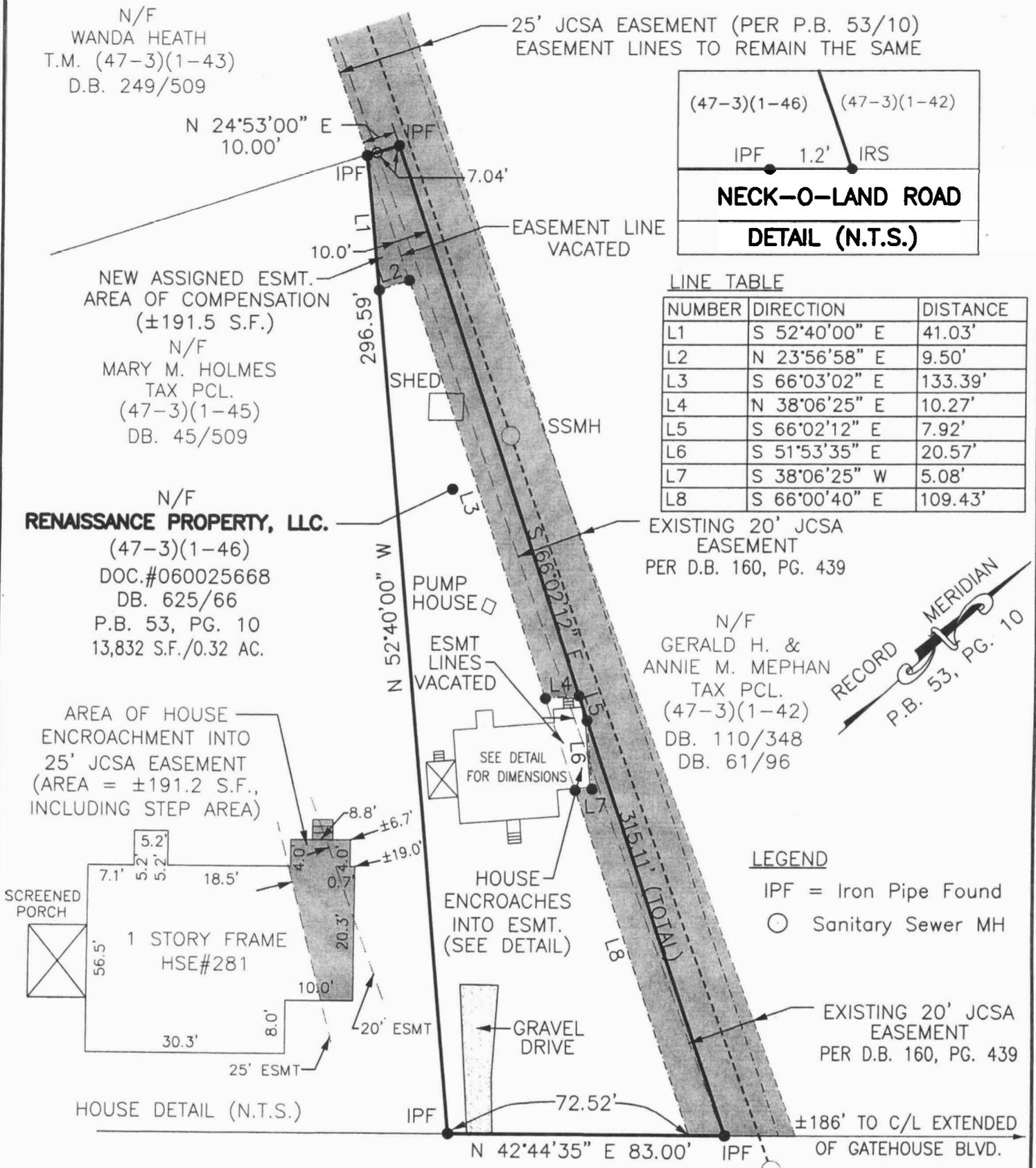
Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 14th day of August 2007.

VacatEsmtNkOLnd.res

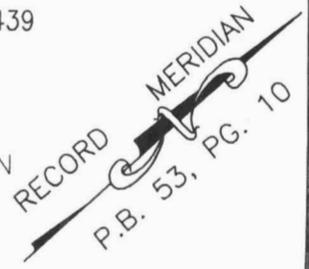
NOTE:

1. THIS PLAT WAS PRODUCED WITHOUT THE BENEFIT OF A TITLE REPORT AND REFLECTS ONLY THOSE ENCUMBRANCES, EASEMENTS AND SETBACKS AS SHOWN IN P.B. 53, PG. 10.
2. THIS FIRM IS NOT RESPONSIBLE FOR THE LOCATION OF ANY STRUCTURE, MANHOLE, VALVE, ETC., HIDDEN OR OBSTRUCTED AT THE TIME THE FIELD SURVEY WAS PERFORMED.
3. IMPROVEMENTS, ABOVE GROUND & OVERHEAD UTILITIES EXIST BUT ARE NOT SHOWN ON THIS PLAT IN ORDER TO MAINTAIN CLARITY.



LINE TABLE

NUMBER	DIRECTION	DISTANCE
L1	S 52°40'00" E	41.03'
L2	N 23°56'58" E	9.50'
L3	S 66°03'02" E	133.39'
L4	N 38°06'25" E	10.27'
L5	S 66°02'12" E	7.92'
L6	S 51°53'35" E	20.57'
L7	S 38°06'25" W	5.08'
L8	S 66°00'40" E	109.43'

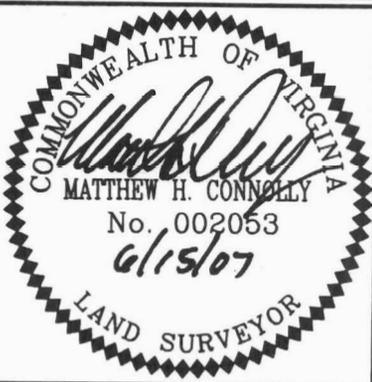


LEGEND

- IPF = Iron Pipe Found
- Sanitary Sewer MH

ADDRESS:
281 NECK-O-LAND RD.
JAMES CITY COUNTY, VIRGINIA

NECK-O-LAND ROAD
(STATE ROUTE # 628 - 50' R/W)



REFERENCES:
P.B. 53, PG 10

DATE: 02/22/07
SCALE: 1"=40'
JOB# 06-405
CAD File
06-405.dwg

PLAT SHOWING 20' JCSA EASEMENT MODIFICATION ON PROPERTY LOCATED AT 281 NECK-O-LAND ROAD
STANDING IN THE NAME OF:
RENAISSANCE PROPERTY, LLC.
James City County, Virginia

LandTech Resources, Inc.
Surveying • GPS • Engineering
5810-F Mooretown Road, Williamsburg, Virginia 23188
Telephone: 757-565-1677 Fax: 757-565-0782
Web: landtechresources.com