

A G E N D A

JAMES CITY SERVICE AUTHORITY

County Government Center Board Room

March 27, 2001

7:00 P.M.

A. ROLL CALL

B. PRESENTATION

1. Overview of Water Conservation Efforts

C. CONSENT CALENDAR

1. Minutes
 - a. January 9, 2001, Regular Meeting
 - b. February 27, 2001, Regular Meeting

D. BOARD REQUESTS AND DIRECTIVES

MEMORANDUM

DATE: March 27, 2001
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Overview of Water Conservation Efforts

The following information is provided for you:

1. An overview of "Let's Be Water Smart," James City Service Authority's (JCSA) new water conservation public education campaign.
2. Water Smart Campaign time line.
3. Brief update on:
 - A) Hampton Roads Water Efficiency Team;
 - B) Bayscape for Building E; and
 - C) Commercial Conservation Workshops.

Lisa Meddin, Water Conservation Coordinator, will make a brief presentation on the "Let's Be Water Smart" program at the March 27, 2001, meeting.

Larry M. Foster

LMF/gb
outwatering.mem

Attachment

“Let’s Be Water Smart” Campaign Overview

After March 31, 2001, most programs coming from the James City Service Authority (JCSA) Water Conservation Office will be branded with the Water Smart logo and will be presented as a Water Smart program. The message we will send to our customers is a positive **“Let’s Be Water Smart.”**

Our most immediate task is to reduce peak water consumption during hot dry periods. To do that, we are offering local landscapers, nurseries, irrigation contractors, developers, and builders the opportunity to become “Water Smart” partners. The partnerships will benefit JCSA because it will help landscape industry professionals become “Water Smart” experts by using materials and training we provide. The landscape community will use our program to educate their clientele, improve their business, and hopefully make conservation “fashionable” to our customers. To become a Water Smart partner, a business needs to attend a kickoff briefing or meet with Lisa Meddin, the Water Conservation Coordinator, to learn about the program. Once a business is a partner, their business can use the Water Smart marketing opportunities, promotional materials, and education materials to promote their business as a participant of the “Water Smart” program.

Participating businesses will benefit through:

- # Free and low-cost marketing opportunities, including print ads, use of Water Smart logo in ads, signage, stickers, and Water Smart educational materials provided by JCSA;
- # Exposure on Water Smart Web site. The Web site serves as an educational and informative site on water conservation in our area;
- # Opportunities to publish articles in neighborhood association newsletters, promoting business expertise;
- # Free Water Smart Lawn and Garden workshops that can be used to draw in customers. (Example: local nurseries can use our materials to hold lawn and gardening workshops during the summer); and
- # Residents who attend the workshops will receive Water Smart yard flags and educational information for free.

Campaign Time Line “Let’s Be Water Smart”

	Date	Time	Place
Landscape Industry Breakfast	03/21/01	7:00 a.m.	Holiday Inn 1776
Water Conservation Committee Briefing	03/22/01	3:30 p.m.	Building E, JCSA
Board of Directors Briefing	03/27/01	7:00 p.m.	Building C, County Complex
CLAS Briefing	03/28/01	8:00 a.m.	Building C, County Complex
Press Announcement - “Let’s Be Water Smart” program	04/19/01 (tentative)	10:00 a.m.	Resident's home - Governor’s Land

	Date	Time	Place
BayScape Residential Award	By 04/30	tbd	Resident's home - Cardinal Acres
Bayscape Announcement (Drinking Water Week kickoff)	By 04/18	10 a.m.	Building E, JCSA
Water Smart garden workshops	May - October	Saturdays	Various nurseries
BayScape video airs on County Cable	Two weeks in mid-summer		

Update on Conservation Programs

A) HRWET

We will continue to participate in the Hampton Road Water Efficiency Team (HRWET), a regional water conservation program. HRWET sponsors annual television and radio ads to encourage water conservation. In addition, HRWET has developed lesson plans that incorporate the Standards of Learning (SOLs) and educate students on water conservation. The HRWET program will be used, where appropriate, to compliment our local program.

B) BayScape

The JCSA will be landscaping Building E as a “BayScape” following the guidelines established by the Alliance for the Chesapeake Bay and the York Watershed Council. Building E BayScape is designed to be an educational landscape to show developers, builders, home, and business owners what a Water Smart landscape looks like using native plants, trees, shrubs, and vines and will feature individual plant identification signage and a large informative sign.

C) Commercial Workshops

To address water conservation in the tourist and multifamily community, the JCSA and the City of Williamsburg, in cooperation with the Chamber and Hotel/Motel Association, sponsored training seminars in January 2001 on how to identify and address conservation opportunities. The seminars were well attended with 26 hotels and 13 multifamily facilities represented.

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 9TH DAY OF JANUARY 2001, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

James G. Kennedy, Chairman
Jay T. Harrison, Sr., Vice Chairman
John J. McGlennon
Ronald A. Nervitt
Bruce C. Goodson

Sanford B. Wanner, Secretary
Robert H. Smith, Treasurer
Frank M. Morton, III, County Attorney
Larry M. Foster, General Manager

B. PUBLIC HEARING

1. Utility Policy Changes (Continued from November 28, 2000)

Mr. Richard Costello, Chairman of the Water Conservation Committee, gave a brief review of the proposed changes in the Regulations Governing Utility Service.

The Board, staff, and Mr. Costello discussed the three-tier water rate structure, the proposed restrictions, alternative day restrictions, peak demands on the water supplies, and enforcement issues.

Mr. Kennedy reopened the public hearing.

1. Mr. Garrett F. Duncan, 104 Windstar, expressed his concerns that the restrictions discriminate against those not utilizing an irrigation system, against those working 2nd and 3rd shifts, the brown-spot fungi infesting lawns with the proposed evening watering, concern for the elderly watering in the dark, and enforcement.

2. Ms. Emily Martin, 4947 Burnley Drive, expressed her concerns that mornings are more conducive to planting and watering plants and the restrictions will not permit these activities, discrimination against those not using irrigation systems, golf course watering, and the increase in development within the County seems to countermand the desire to conserve water.

3. Mr. Ed Oyer, 139 Indian Circle, inquired if only customers of the James City Service Authority would be affected by the restrictions and encouraged the County to contact Virginia Beach to gain insight from them regarding the implementation of its water restrictions.

Mr. Foster clarified the restrictions would only affect the James City Service Authority customers.

The Board voiced its desire to see the results of the three-tier water rate change implemented on October 1, 2000, prior to approving another restriction and encouraged the committee and staff to continue to develop and implement educational programs for water conservation.

Mr. Kennedy closed the Public Hearing as no one else wished to speak.

The Board recessed at 8:47 p.m.

Mr. Kennedy reconvened the Board at 8:57 p.m.

C. ORGANIZATIONAL MEETING

Mr. Kennedy asked for nominations for Chairman for 2001.

Mr. McGlennon nominated Mr. Nervitt as Chairman 2001.

Mr. Goodson nominated Mr. Harrison as Chairman 2001.

Mr. Nervitt withdrew as a nominee for Chairman 2001.

Mr. Kennedy requested a roll call vote to elect Mr. Harrison as Chairman.

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

Mr. Harrison asked for nominations for Vice Chairman.

Mr. Goodson nominated Mr. Nervitt.

Mr. Nervitt withdrew as a nominee.

Mr. McGlennon nominated Mr. Kennedy as Vice Chairman.

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

D. CONSENT CALENDAR

Mr. Foster introduced the items on the Consent Calendar for adoption.

Mr. Foster stated that there is a delay in the results of the groundwater withdrawal application as the Department of Environmental Quality did not feel they have adequate information to act on the application until they have results from the pump test associated with the wells.

The property the wells will be drilled is immediately behind Clara Byrd Baker Elementary School and owned by the County.

The Board and staff discussed the number of wells to be drilled, what type of wells will be drilled, and the disposal of brine into the James River.

Mr. Nervitt made a motion to approve the items on the consent calendar.

The motion passed by a unanimous voice vote.

1. Minutes, December 19, 2000, Regular Meeting
2. Award of Bid – Brackish Groundwater Development, Production, and Observation Wells

RESOLUTION

AWARD OF BID - BRACKISH GROUNDWATER DEVELOPMENT,

PRODUCTION AND OBSERVATION WELLS

WHEREAS, the plans and specifications for the Brackish Groundwater Development Project, Part 1, Production and Observation Wells, were advertised for competitive bids with Sydnor Hydro, Inc., submitting the low responsive bid of \$527,750; and

WHEREAS, the cost is within the engineer's estimate and budget allocation and the contractor is capable of performing the scope of work required by the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, awards the contract for the Brackish Groundwater Development Project, Part 1, Production and Observation Wells to Sydnor Hydro, Inc., for a contract amount of \$527,750.

Mr. Goodson made a motion to adopt the Organizational Meeting of the Board of Directors Resolution.

The motion passed by a unanimous voice vote.

RESOLUTION

ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS

WHEREAS, the Board of Directors of the James City Service Authority, James City County, Virginia, is desirous of establishing rules for the conducting of its business for the year of 2001.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the following rules shall apply for the year 2001.

1. Regular meetings of the Board shall be held following the second Board of Supervisors' meetings each month. The meetings shall be held following the 7:00 p.m. Board of Supervisors' meeting.

2. The Board shall, for parliamentary purposes, follow Robert's Rules of Order and more specifically those provisions which pertain to the conduct of Business in Boards, Newly Revised, 1981 at p. 404 as follows:
 - a. Members are not required to obtain the floor before making motions or speaking, which they can do while seated.
 - b. Motions need not be seconded.
 - c. There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.
 - d. Informal discussion of a subject is permitted while no motion is pending.
 - e. The Chairman can speak in discussion without leaving the chair; and can make motions and votes on all questions.

E. BOARD REQUESTS AND DIRECTIVES – none

Mr. McGlennon made a motion to adjourn at 9:07 p.m.

The motion passed by a unanimous voice vote.

Sanford B. Wanner
Secretary to the Board

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 27TH DAY OF FEBRUARY 2001, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Jay T. Harrison, Sr., Chairman
James G. Kennedy, Vice Chairman
John J. McGlennon
Ronald A. Nervitt
Bruce C. Goodson (Absent)

Sanford B. Wanner, Secretary
Robert H. Smith, Treasurer
Frank M. Morton, III, County Attorney
Larry M. Foster, General Manager

B. CONSENT CALENDAR

1. Sale of Surplus Property - removed from agenda, no action required.
2. Water Purchase Agreement - Newport News Waterworks and James City Service Authority

Mr. Foster stated the Board of Directors at its October 24, 2000, meeting, endorsed the elements of an agreement to purchase water from Newport News Waterworks. These elements were translated into this agreement.

Mr. McGlennon stated that the Board received a thorough explanation last fall regarding this matter.

Mr. Kennedy stated that the agreement was a good cooperative move for regionalism. Mr. Kennedy made a motion to approve the resolution.

Mr. Nervitt inquired if this agreement would slow down or stop the County's plan to build a desalination plant or its efforts to develop the King William Reservoir.

Mr. Foster explained that the agreement would not slow down or stop progress on the desalination plant and that the agreement is an interim step to ensure adequate water supply until the desalination plant comes online.

Mr. Nervitt inquired about phasing the extension of Newport News water out to Route 5, James Terrace, New Town, Governor's Land, and the projected time lines to extend lines.

Mr. Foster explained how the Service Authority plans the extensions and how they can be done economically and meet the JCSA's water demands.

Mr. Nervitt asked if the agreement provides a discount on the more water purchased.

Mr. Foster explained there is no discount and that the \$1.65 per 1,000 gallons is a fair price.

Mr. Nervitt asked how purchasing water fits in with the desal plant that comes online in four years.

Mr. Foster answered the Service Authority only needs to purchase water for three to four years.

Mr. Harrison stated that Brookhaven residents were concerned about rumors of a water tank across from their property.

Mr. Nervitt said staff did a great job working with the citizens in Kristiansand to place a water tank in that community. Everyone worked together and was satisfied with the outcome.

Mr. Wanner stated the Board can be assured staff will work with the Brookhaven residents for a similar result.

Mr. Kennedy made a motion to approve the resolution.

On a voice vote, the vote was: AYE: McGlennon, Nervitt, Kennedy, Harrison (4). Nay: (0). Absent: Goodson.

RESOLUTION

WATER PURCHASE AGREEMENT BETWEEN

NEWPORT NEWS WATERWORKS AND THE JAMES CITY SERVICE AUTHORITY

WHEREAS, the James City Service Authority (JCSA) has identified the need for an additional water supply to meet projected demands until a permanent water supply can be finalized; and

WHEREAS, the JCSA and the City of Newport News (NNWW) have evaluated available water supplies within the region and determined that additional water supply is available in the NNWW systems; and

WHEREAS, the water can be made available through a relatively inexpensive interconnection of the two public water systems; and

WHEREAS, an agreement providing the terms for purchasing water from the City of Newport News has been developed.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes its Chairman to sign the Water Purchase Agreement with the City of Newport News.

Mr. Harrison made a motion to adjourn until March 27, 2001.

On a voice vote, the vote was: AYE: McGlennon, Nervitt, Kennedy, Harrison (4). Nay: (0). Absent: Goodson.

The Board adjourned at 9:24 p.m.

Sanford B. Wanner
Secretary to the Board