

A G E N D A

JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS

County Government Center Board Room

February 27, 2007

7:00 P.M.

A. CALL TO ORDER

B. ROLL CALL

C. CONSENT CALENDAR

1. Minutes - January 23, 2007, Organizational Meeting and Regular Meeting

D. PUBLIC HEARING

1. Easement Release - Villas at Five Forks

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 23RD DAY OF JANUARY 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

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

Sanford B. Wanner, Secretary
Adam R. Kinsman, Assistant County Attorney
Robert H. Smith, Acting General Manager

C. ORGANIZATIONAL MEETING

Mr. Goodson nominated Mr. Harrison for JCSA Chairman for 2007.

There being no other nominations, Mr. McGlennon requested a roll call vote to elect Mr. Harrison as Chairman.

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

Mr. Harrison asked for a nomination for a Vice Chairman for 2007.

Mr. McGlennon nominated Mr. Goodson for JCSA Vice Chairman for 2007.

There being no other nominations the motion passed by unanimous voice vote.

Mr. Bradshaw made a motion to adopt the resolution setting the rules of order for the James City Service Authority.

The motion passed by a unanimous voice vote.

D. CONSENT CALENDAR

Mr. Smith gave an overview of the Consent Calendar.

Mr. McGlennon made a motion to adopt the items on the Consent Calendar.

The motion passed by a unanimous voice vote.

1. Minutes – December 12, 2006, Regular Meeting
2. Approval of Bridge Maintenance and Cost Sharing Agreement – New Town Commercial Association

RESOLUTION

APPROVAL OF BRIDGE MAINTENANCE AND COST SHARING AGREEMENT -

NEW TOWN COMMERCIAL ASSOCIATION

WHEREAS, New Town Commercial Association is developing Oxford Crescent Townhomes in James City County and the townhomes will have numerous walking trails and other recreational amenities; and

WHEREAS, the James City Service Authority will provide public sewer service to the development and one of the planned sewer lines will require a bridge lending itself to dual use as the support structure for a walking trail bridge; and

WHEREAS, James City Service Authority staff, in conjunction with representatives of New Town Commercial Association have developed an agreement providing the terms for joint use of the sewer/walking trail bridge.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the Acting General Manager of the James City Service Authority to sign the agreement defining the terms for the joint use of the sewer walking trail bridge.

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

E. BOARD CONSIDERATION

1. Setting a Public Hearing – FY 2008 Utility Rates

Mr. Smith stated that a work session was held on July 25, 2006, to present an overview of future water supply costs and staff made a recommendation to raise the Water System Facilities Charge (WSFC). The Board suggested establishing a Lawn Irrigation (LI) connection fee to offset the proposed WSFC increase. Mr. Smith requested the Board set a public hearing for April 10, 2007, for the Setting of Rates for Water System Facility Charges from \$300 to \$500 per bathroom fixture and establishing a LI fee of \$900-\$1,400, effective July 1, 2007.

Mr. McGlennon asked for clarification that the request was to advertise a fee of \$500 per bathroom fixture and recommended setting a fee of \$1,400 for LI to provide for future flexibility.

Mr. Smith stated this was correct.

Mr. McGlennon asked for clarification that we are setting a public hearing, not acting on the fees.

Mr. Smith stated this was correct.

Mr. Goodson stated he would like to hear reasoning for both fees, and would concur with advertising the higher rate.

Mr. McGlennon made a motion to adopt the resolution.

Mr. Bradshaw noted the amendment to the resolution to advertise \$1,400 for the LI fee rather than \$900.

The motion passed by a unanimous vote.

RESOLUTION

SETTING A PUBLIC HEARING - FY 2008 UTILITY RATES

WHEREAS, the Board of Directors of the James City Service Authority desires to set a public hearing for proposed utility rate changes to the Regulations Governing Utility Service.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the Board of Directors will hold a Public Hearing on April 10, 2007, and request staff to review Section 32, General Rate Policy and Rate Schedule, Regulations Governing Utility Service, and make changes to the rates, fees, and charges that are summarized below, which will become effective July 1, 2007, if adopted:

1. Increase the Water System Facilities Charge:
 - A. Residential 5/8-inch meter - ~~\$300~~ \$500 per bathroom fixture
 - B. Mixed-use structures such as apartments, townhouses, timeshares, and residential condominium projects:
 1. Individually meter each unit - ~~\$300~~ \$500 per bathroom fixture; and
 2. Meter each building in multibuilding projects - ~~\$300~~ \$500 per bathroom fixture; or
 3. Master meter the entire project - ~~\$225~~ \$300 per bathroom fixture.
2. Establish a Lawn Irrigation (LI) connection fee of \$1,400.

BE IT FURTHER RESOLVED, that the proposed amendments be made part of this resolution.

F. BOARD REQUESTS AND DIRECTIVES

Mr. Bradshaw stated his concerns with the capacity charge, including fees for infrastructure including the reservoir, \$4,000 for other connection fees, and \$900 or \$1,400 for LI. He stated during the summer months, half or more of the water is used for irrigation. He concurs that the LI fee should be higher because even with the inverted rate the County was subsidizing water for irrigation in many ways. He also stated that if irrigation was put in and sub-metered, the County should charge a fee for the disposal, because even though the runoff does not go through the sanitary system, the water still took herbicides, pesticides, nitrogen, and phosphorus into streams and watersheds. He stated the cost of this impact should be mitigated.

Mr. Icenhour asked that staff examine the enforceability of the fees.

Mr. Smith stated staff would be looking closely at the enforcement aspect before the budget meeting.

The motion passed by a unanimous vote.

Mr. Goodson stated these were permits for construction of LI systems, and asked if there was any way to match construction up with a list of the sub-meters. He asked if staff could require permits to be issued in arrears with an amnesty period where homeowners without a permit could buy one.

Mr. Smith stated that staff should have the documentation to do that.

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

G. ADJOURNMENT

Mr. Goodson made a motion to adjourn.

The motion passed by a unanimous voice vote.

Sanford B. Wanner
Secretary to the Board

MEMORANDUM

DATE: February 27, 2007
TO: The Board of Directors
FROM: Robert H. Smith, Acting General Manager, James City Service Authority
SUBJECT: Easement Release - Villas at Five Forks

Villa Development, LLC (“Applicant”), has submitted site plans proposing to reroute a portion of an existing James City Service Authority (“JCSA”) sanitary sewer main located on James City County Real Estate Tax Map No. (46-2)(1-5) (“Parcel”), as part of the Villas at Five Forks development project (“Villa Project”). Approximately 1,490 linear feet of the existing JCSA sanitary sewer line will be rerouted as part of the Villa Project and the Applicant will replace the sanitary sewer line to serve the development. The Applicant has submitted a plat proposing to extinguish approximately 470 linear feet of the JCSA sewer easement (“Easement”) associated with the pipe removal located on the Parcel.

Staff recommends approval of the attached resolution authorizing the General Manager to sign the appropriate documents extinguishing and conveying any JCSA interest in the Easement to the Applicant. A drawing identifying the Easement to be extinguished is attached.

Robert H. Smith

RHS/gs
villa5forks.mem

Attachments

RESOLUTION

EASEMENT RELEASE - VILLAS AT FIVE FORKS

WHEREAS, the James City Service Authority (“JCSA”) has an easement on James City County Real Estate Tax Map No. (46-2)(1-15) (“Parcel”), for an existing sanitary sewer line; and

WHEREAS, Villa Development, LLC, Villas at Five Forks (“Villas”), has provided site plans to reroute a portion of the existing sanitary sewer line; and

WHEREAS, approximately 470 linear feet (“Easement Area”) of the JCSA easement is no longer necessary due to the Villas rerouting of a portion of the existing sanitary sewer line.

NOW, THEREFORE, BE IT RESOLVED, following a public hearing, that the Board of Directors of the James City Service Authority, James City County, Virginia, authorizes the General Manager of the James City Service Authority to sign the appropriate documents providing for the extinguishment of the Easement Area and conveyance of any JCSA interest in the Easement Area to the Villas at Five Forks.

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 27th day of February, 2007.

villa5forks.res

Easement Release - Villas at Five Forks

