

AGENDA
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185
September 10, 2024
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENT

D. CONSENT CALENDAR

1. Contract Award - \$169,903 - Dump Truck Replacement
2. Minutes Adoption

E. PUBLIC HEARING(S)

1. Agreement to Amend New Town Wetland Restricted Area

F. BOARD CONSIDERATION(S)

1. Contract Award - \$1,050,997 - Five Forks Water Treatment Plant Building Expansion
2. Grinder Pump Service Agreement

G. BOARD REQUESTS AND DIRECTIVES

H. GENERAL MANAGER'S UPDATE

1. September 2024 Dashboard Report

I. ADJOURNMENT

1. Adjourn until 5 pm on October 8, 2024 for the Regular Meeting

MEMORANDUM

DATE: September 10, 2024

TO: The Board of Directors

FROM: M. Douglas Powell, General Manager, James City Service Authority

SUBJECT: Contract Award - \$169,903 - Dump Truck Replacement

The James City Service Authority's (JCSA) existing 2006 Sterling dump truck is nearing the end of its service life and is scheduled for replacement this fiscal year with a budget of \$225,000.

Delivery lead times for recent new heavy truck orders currently range from 10 to 18 months at best. Readily available new or used trucks meeting JCSA's detailed specifications are difficult to find. One example of these challenging specifications is the dump bed height cannot exceed the limits of equipment loading the truck.

County Fleet Division staff extensively researched purchase options and located a 2022 Freightliner dump truck with under 1,600 miles for \$169,903 at Truck Enterprises, Inc. in Richmond. JCSA and Fleet staff, including a mechanic, inspected and test drove the truck and recommend purchase since this vehicle meets JCSA specifications, is immediately available, and is \$55,097 under budget.

This is a sole source purchase as Truck Enterprises, Inc. is the only source practicably available for this vehicle. The price is considered fair and reasonable compared to similar new and used vehicles with related features and mileage.

Staff recommends approval of the attached resolution authorizing the \$169,903 sole source purchase of the 2022 Freightliner dump truck from Truck Enterprises, Inc.

MDP/md
CA-DumpTrkRepl-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$169,903 - DUMP TRUCK REPLACEMENT

WHEREAS, James City Service Authority’s (JCSA) 2006 Sterling dump truck is nearing the end of its life and requires replacement to maintain current levels of service; and

WHEREAS, after extensive research and inspection, County Fleet Division and JCSA staff determined a sole source purchase of a 2022 Freightliner dump truck for \$169,903 from Truck Enterprises, Inc. of Richmond was the most effective procurement method as the vehicle meets JCSA specifications, is immediately available, and is \$55,907 under budget; and

WHEREAS, Truck Enterprises, Inc. is the only source practicably available for this vehicle; and

WHEREAS, the price is considered fair and reasonable compared to similar new and used vehicles with related features and mileage.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby awards the contract for the sole source purchase of the replacement 2022 Freightliner dump truck to Truck Enterprises, Inc. in the amount of \$169,903.

Barbara E. Null
Chair, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

LARSON
ICENHOUR
MCGLENNON
HIPPLE
NULL

VOTES			
<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 10th day of September, 2024.

CA-DumpTrkRepl-res

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING

COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

July 9, 2024

5:00 PM

A. CALL TO ORDER

B. ROLL CALL

Michael J. Hipple, Powhatan District
John J. McGlennon, Vice Chair, Roberts District
James O. Icenhour, Jr., Jamestown District
Ruth M. Larson, Berkeley District
Barbara E. Null, Chair, Stonehouse District

Scott A. Stevens, Secretary to the Board
Adam R. Kinsman, County Attorney
M. Douglas Powell, General Manager

C. PRESENTATION(S)

None.

D. PUBLIC COMMENT

None.

E. CONSENT CALENDAR

1. Minutes Adoption

A motion to Approve was made by Michael Hipple, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Null

The minutes Approved for Adoption included the following minutes:

- o June 11, 2024, Regular Meeting

F. PUBLIC HEARING(S)

1. A resolution to lease space for the continued placement of a cellular array on the JCSEA-owned water tower situated on property located at 5900 Warhill Trail and further identified as JCC RE Tax Map No. 3210100012B

A motion to Approve was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Null

Mr. Powell addressed the Board noting New Cingular Wireless, PCS, LLC, had leased space on top of the James City Service Authority's (JCSA) water tower since 2000, adding the lease expired in 2025. He advised New Cingular Wireless, PCS, LLC, had requested that the JCSA renew the lease for an additional 15 years. He indicated the proposed lease extension would increase the yearly rent from \$42,000 per year to \$60,000 per year and included a 3% yearly increase in addition to a \$30,000 administrative fee to be paid to the JCSA upon ratification of the lease extension. Mr. Powell thanked the County Attorney for his efforts in renegotiating the agreement. He recommended approval of the attached resolution.

Ms. Null asked if any Board members had questions.

No Board members had questions.

Ms. Null opened the Public Hearing.

Ms. Null closed the Public Hearing as there were no speakers.

G. BOARD CONSIDERATION(S)

1. Formal Acceptance of Water and Sewer Systems - Fiscal Year 2024

A motion to Approve was made by Ruth Larson, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Null

Mr. Powell addressed the Board noting the resolution before the Board allowed acceptance of the water and sewer systems dedicated to the JCSA during Fiscal Year 2024. He noted staff recommended approval of the attached resolution.

Ms. Null asked if any Board members had questions.

No Board members had questions.

H. BOARD REQUESTS AND DIRECTIVES

None.

I. GENERAL MANAGER'S UPDATE

1. July 2024 Dashboard Report

Mr. Powell noted he sent correspondence to the Board regarding a significant increase in water demand during June, adding it had moderated some this month. He assured the Board that the JCSA had no issue meeting the demand.

Ms. Larson asked if increased watering was due to recent oppressive heat.

Mr. Powell confirmed yes.

Mr. McGlennon expressed his desire to make a statement regarding correspondence he received from a constituent. He indicated a number of residents in the Roberts District did not receive water from the JCSA but from Newport News Waterworks. Mr. McGlennon explained these residents were receiving three separate bills, one from Hampton Roads Sanitation District (HRSD) for sewer treatment, another from the JCSA for the conveyance of the wastewater to the treatment facilities, and the other from Newport News Waterworks for providing water to the residence.

Ms. Null mentioned she was not aware of the three bills.

Mr. McGlennon expressed the importance of public notification and clarification on the subject matter. He expressed his belief that there was a sense of concern that this would result in an increased cost. Mr. McGlennon mentioned if water usage was the same it should not result in an increased cost.

Mr. Powell remarked that most of the JCSA customers went from one bill to two bills, adding customers of Newport News Waterworks went from two bills to three bills.

J. ADJOURNMENT

1. Adjourn until 5 pm on September 10, 2024 for the Regular Meeting

A motion to Adjourn was made by John McGlennon, the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Null

At approximately 5:04 p.m., Ms. Null adjourned the Board of Directors.

MEMORANDUM

DATE: September 10, 2024

TO: The Board of Directors

FROM: Andrew Dean, Counsel to the James City Service Authority

SUBJECT: Agreement to Amend New Town Wetland Restricted Area

As part of the Development of New Town Sections 4, 7, 8, and 9, the Developers New Town Associates and AIG Baker were required to create various restrictive covenants on wetland areas located on developer-owned property. A portion of the impacted wetlands subject to the restrictive covenants extended onto the property that is now owned by the James City Service Authority (“JCSA”). In order to retrofit the existing Tewning Road Best Management Practices, a portion of the wetland restricted areas on JCSA property must be modified.

In order to amend the restricted wetlands area delineated on the relevant plat, we must amend the restrictive covenants and associated plat to show the new restricted wetland area. The Developer, the United States Army Corps of Engineers, and the Department of Environmental Quality have all approved the proposed amendment to the restrictive covenants.

I have attached a draft of the proposed amendment to the Declaration of Restrictions, New Town Wetlands Restricted Areas, and the proposed plat showing the revision of the relevant wetlands restricted area.

Attached is a resolution authorizing the General Manager of JCSA to execute the documents necessary to amend the New Town Wetlands Restricted Area.

Staff recommends adoption of the resolution.

AD/ap
NwTwnWtlnAgr-mem

Attachments:

1. Resolution
2. Draft of Proposed Third Amendment to Declaration of Restrictions, New Town Wetland Restricted Areas
3. AES Consulting Engineers Plat Showing Proposed Revision Wetland Restricted Area

RESOLUTION

AGREEMENT TO AMEND NEW TOWN WETLAND RESTRICTED AREA

WHEREAS, the James City Service Authority (“JCSA”) currently owns property delineated on the Development of New Town, Sections 4, 7, 8, and 9, James City County, Virginia as shown on that plat recorded in the land records for the City of Williamsburg and the County of James City at Instrument #190005897; and

WHEREAS, the JCSA desires to record a Third Amendment to the Declaration of Restrictions to the New Town Wetland Restricted Areas thereby amending the Wetland Restricted Area to facilitate the retrofit of the Tewning Road stormwater facility; and

WHEREAS, a public hearing was advertised and a hearing conducted on the proposed amendment to the New Town Wetland Restricted Area by the JCSA; and

WHEREAS, the Board of Directors of JCSA finds the Third Amendment to Declaration of Restrictions to the New Town Wetland Restricted Areas to be in the public interest and in the interest of the JCSA.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, that the General Manager is authorized to execute those documents necessary to sell effectuate the recordation of the Third Amendment to the Declaration of Restrictions, New Town Wetland Restricted Areas, James City County, Virginia.

Barbara E. Null
Chair, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

	VOTES			
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
LARSON	___	___	___	___
ICENHOUR	___	___	___	___
MCGLENNON	___	___	___	___
HIPPLE	___	___	___	___
NULL	___	___	___	___

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 10th day of September, 2024.

NwTwnWtlndAgr-res

Prepared by/Return To:
Andrew J. Dean # 88192
James City County Attorney's Office
P.O. Box 8784
Williamsburg, Virginia 23185

Tax Map Nos: (38-2)(1-4)

THIRD AMENDMENT TO DECLARATION OF RESTRICTIONS
NEW TOWN WETLAND RESTRICTED AREAS
JAMES CITY COUNTY, VIRGINIA

This Third Amendment to Declaration of Restrictions ("Third Amendment") is made as of the _____ day of _____, 20__ by New Town Associates, LLC, a Virginia limited liability company ("New Town") to be indexed as Grantor and provides as follows:

RECITALS

R-1. By Declaration of Restrictions (the "Declaration") dated June 20, 2007 of record in the Office of the Clerk of the Circuit Court for the City of Williamsburg and County of James City, Virginia ("Clerk's Office") as Instrument No. 070018087, New Town and AIG Baker Williamsburg, L.L.C. imposed certain restrictive covenants on wetland areas owned by them within the New Town development of James City County, Virginia, preserving wetland areas in a natural state in perpetuity in connection with US Army Corps of Engineers Permit No. NAO2006-06655/05-V2948.

R-2. By First Amendment dated August 26, 2009 of record in the Clerk's Office as Instrument No. 090029173 ("First Amendment"), New Town and AIG Baker Williamsburg, L.L.C. amended the Declaration thereby removing certain wetland areas from the restrictions imposed by the Declaration.

R-3. By Second Amendment dated March 14, 2019 of record in the Clerk's Office as Instrument No. 190005897 ("Second Amendment"), New Town amended the Declaration thereby subjecting additional wetland areas within the New Town development to the Declaration.

R-4. In connection with certain approved modifications of the regulatory agency permits referenced above, New Town now desires to further amend the Declaration by this Third Amendment, revising the plats recorded with the Declaration, First Amendment, and Second Amendment so as to remove certain wetlands areas from the restrictions imposed by the Declaration within the New Town development which are owned by the James City Service Authority.

Now therefore, this Third Amendment to Declaration of Restrictions provides that New Town does hereby declare, covenant and agree, as follows:

PROVISIONS

1. The Restricted Property described and defined in the Declaration (as amended by the First and Second Amendments) is hereby amended to be as shown on the attached plat ("Plat") entitled: "EXHIBIT A – EXHIBIT SHOWING REVISION OF WETLAND RESTRICTED AREA "K" LYING ON THE PROPERTY OF THE JAMES CITY SERVICE AUTHORITY" dated January 30, 2024 and is attached hereto as Exhibit 1 and incorporated herein by reference.

2. The Plat shows certain areas as "WETLAND RESTRICTED AREA LIMIT HEREBY VACATED" and such real estate is hereby released from and shall henceforth no longer be subject to the terms of the Declaration and/or the First Amendment and/or the Second Amendment.

3. The Plat amends portions of the attached plat entitled: "REVISED EXHIBIT A – PLAT SHOWING WETLAND RESTRICTED AREAS FOR NEW TOWN SECTION 7 & 8, AND 9 AND PORTION OF SECTION 4, BERKELEY DISTRICT, JAMES CITY COUNTY, VIRGINIA" dated March 26, 2007 last revised April 4, 2018 and recorded in the land records for City of Williamsburg & County of James City Circuit Court on April 24, 2019 as Instrument #190005897, made by AES Consulting Engineers which said plat is attached hereto as Exhibit 2 and incorporated herein by reference.

4. The Restricted Property is vacated as delineated in the Plat and is no longer Wetlands Restricted Area by virtue of this Third Amendment and the Plat is owned by the James City Service Authority. Lands now or formerly owned by New Town are unaffected by this instrument.

5. Except as otherwise set forth above, New Town confirms that the Declaration has not been modified or amended except as described herein, and is in full force and effect as of the date hereof. In the event of any conflict between the provisions of this Third Amendment and those of the Declaration or the First and Second Amendments, the provisions of this Third Amendment shall govern.

Witness the following signatures and seals:

Recorded herewith as # _____

NEW TOWN ASSOCIATES, LLC

By: _____

Name: _____

Title: _____

State of Virginia,
City/County of _____ to wit:

The foregoing instrument was acknowledged before this _____ day of _____, 20____
by _____ of New Town Associates, LLC in his capacity as _____.

Notary Public

My commission expires _____

My commission no. _____

JAMES CITY SERVICE AUTHORITY

By: _____

Name: _____

Title: _____

State of Virginia,
City/County of _____ to wit:

The foregoing instrument was acknowledged before this _____ day of _____, 20____
by _____ of James City Service Authority in his capacity as _____.

Notary Public

My commission expires _____

My commission no. _____

EXHIBIT 1

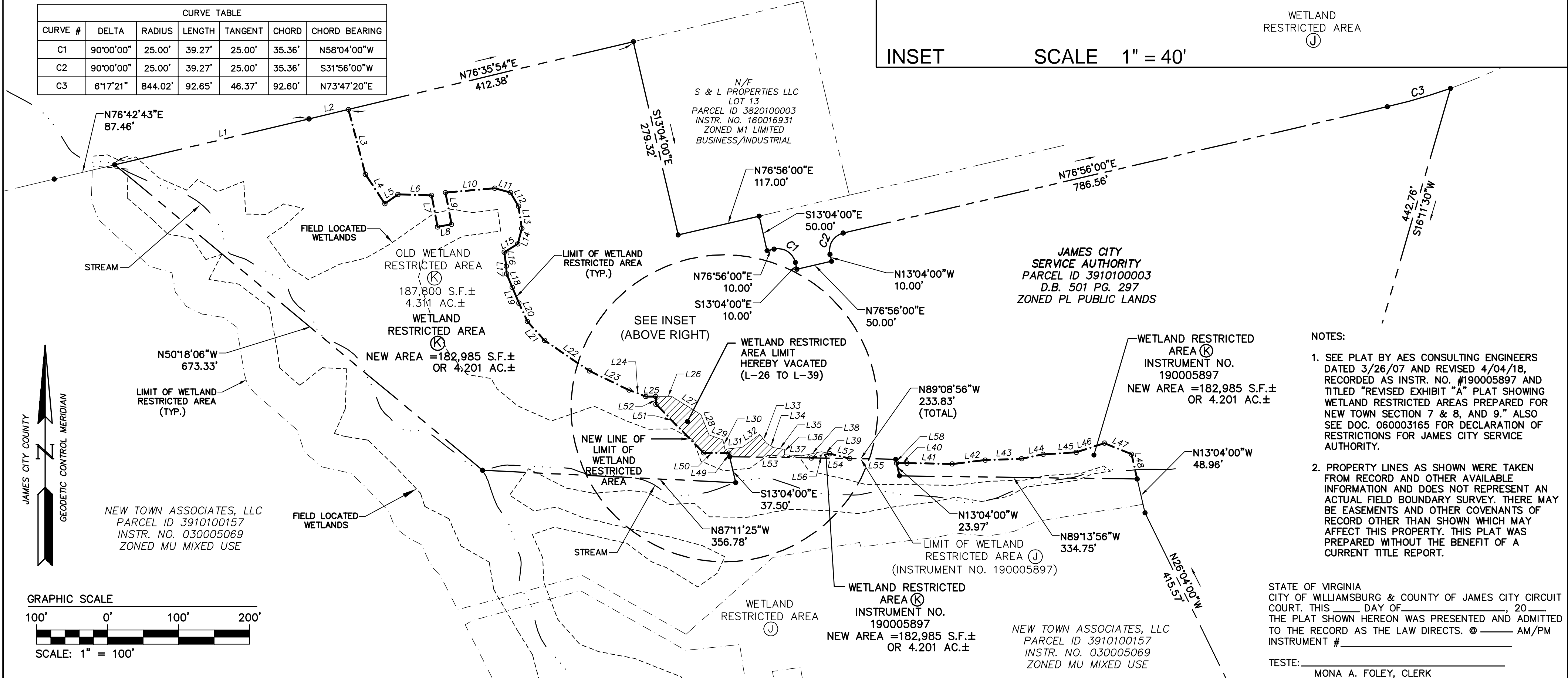
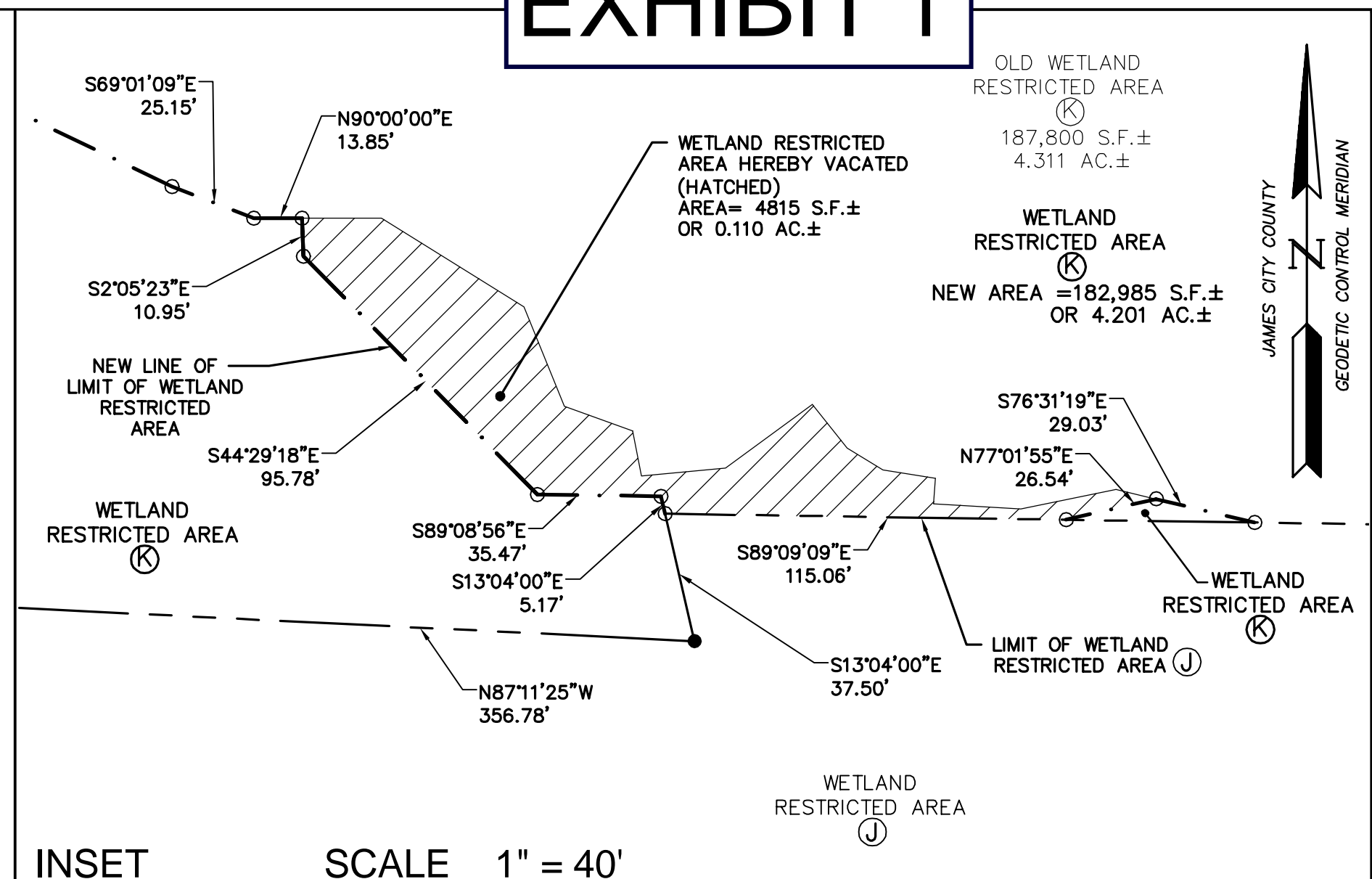
LINE	BEARING	LENGTH
L1	N76°42'43"E	281.15'
L2	N76°35'54"E	57.07'
L3	S14°40'36"E	94.39'
L4	S33°35'17"E	49.48'
L5	N55°05'05"E	22.57'
L6	S88°37'12"E	47.24'
L7	S10°40'01"E	45.32'
L8	N79°19'59"E	20.00'
L9	N10°40'01"W	45.41'
L10	N84°58'18"E	69.69'
L11	S74°32'17"E	22.82'
L12	S30°55'55"E	22.39'
L13	S8°13'02"E	31.75'
L14	S14°41'02"W	22.36'
L15	S58°23'11"W	22.36'

LINE	BEARING	LENGTH
L16	S8°14'12"E	19.73'
L17	S2°23'33"E	11.03'
L18	S22°52'45"E	20.68'
L19	S22°52'45"E	23.93'
L20	S24°56'14"E	28.47'
L21	S42°10'37"E	36.02'
L22	S55°47'39"E	76.34'
L23	S64°11'41"E	62.15'
L24	S69°01'09"E	25.15'
L25	N90°00'00"E	13.85'
L26	N90°00'00"E	22.82'
L27	S58°04'40"E	48.11'
L28	S22°08'20"E	30.84'
L29	S70°14'04"E	20.83'
L30	S10°38'54"E	13.21'

LINE	BEARING	LENGTH
L31	N84°39'20"E	24.34'
L32	N53°44'11"E	30.90'
L33	S38°26'45"E	15.91'
L34	S58°45'08"E	12.12'
L35	S81°04'56"E	15.13'
L36	S3°17'21"W	7.41'
L37	S86°42'39"E	25.04'
L38	N78°23'17"E	27.84'
L39	S76°31'19"E	11.88'
L40	S89°47'00"E	14.63'
L41	S88°57'03"E	63.65'
L42	N83°19'48"E	46.86'
L43	N87°46'14"E	51.35'
L44	N78°36'14"E	30.89'
L45	N86°30'02"E	46.63'

LINE	BEARING	LENGTH
L46	N72°04'28"E	41.88'
L47	S67°44'10"E	41.03'
L48	S13°04'00"E	35.84'
L49	S13°04'00"E	5.17'
L50	S89°08'56"E	35.47'
L51	S44°29'18"E	95.78'
L52	S2°05'23"E	10.95'
L53	S89°09'09"E	115.06'
L54	S89°08'29"E	54.10'
L55	S89°08'56"E	64.67'
L56	S77°01'55"W	26.54'
L57	S76°31'19"E	29.03'
L58	S13°04'00"E	5.58'

CURVE #	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CHORD BEARING
C1	90°00'00"	25.00'	39.27'	25.00'	35.36'	N58°04'00"W
C2	90°00'00"	25.00'	39.27'	25.00'	35.36'	S31°56'00"W
C3	6°17'21"	844.02'	92.65'	46.37'	92.60'	N73°47'20"E

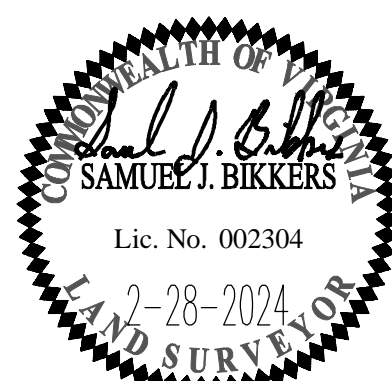


NOTES:

- SEE PLAT BY AES CONSULTING ENGINEERS DATED 3/26/07 AND REVISED 4/04/18, RECORDED AS INSTR. NO. #190005897 AND TITLED "REVISED EXHIBIT "A" PLAT SHOWING WETLAND RESTRICTED AREAS PREPARED FOR NEW TOWN SECTION 7 & 8, AND 9." ALSO SEE DOC. 060003165 FOR DECLARATION OF RESTRICTIONS FOR JAMES CITY SERVICE AUTHORITY.
- PROPERTY LINES AS SHOWN WERE TAKEN FROM RECORD AND OTHER AVAILABLE INFORMATION AND DOES NOT REPRESENT AN ACTUAL FIELD BOUNDARY SURVEY. THERE MAY BE EASEMENTS AND OTHER COVENANTS OF RECORD OTHER THAN SHOWN WHICH MAY AFFECT THIS PROPERTY. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT.

STATE OF VIRGINIA
CITY OF WILLIAMSBURG & COUNTY OF JAMES CITY CIRCUIT COURT. THIS _____ DAY OF _____ 20____
THE PLAT SHOWN HEREON WAS PRESENTED AND ADMITTED TO THE RECORD AS THE LAW DIRECTS. @ _____ AM/PM
INSTRUMENT # _____
TESTE: _____
MONA A. FOLEY, CLERK

Rev.	Date	Description	Revised By
2	2-28-24	REVISED WETLAND RESTRICTED AREA	JFS
1	2-22-24	REVISED TO SHOW MODIFIED WETLAND RESTRICTED AREA "K"	JFS



AES
CONSULTING ENGINEERS
5248 Olde Towne Road, Suite 1
Williamsburg, Virginia 23188
Phone: (757) 253-0040
www.aesva.com
Hampton Roads | Central Virginia | Middle Peninsula

EXHIBIT "A"
EXHIBIT SHOWING REVISION OF
WETLAND RESTRICTED AREA "K"
LYING ON THE PROPERTY OF
THE JAMES CITY SERVICE AUTHORITY
BERKELEY DISTRICT COUNTY OF JAMES CITY VIRGINIA

Project Contacts:	SJB/JFS
Project Number:	W10648 S1
Scale:	NOTED
Date:	1-30-2024
Sheet Number	1 OF 1

MEMORANDUM

DATE: September 10, 2024
TO: The Board of Directors
FROM: M. Douglas Powell, General Manager, James City Service Authority
SUBJECT: Contract Award - \$1,050,997 - Five Forks Water Treatment Plant Building Expansion

The Five Forks Water Treatment Plant (FFWTP), originally constructed in 2005, requires expansion to store chemicals used in the reverse osmosis water production and corrosion inhibitor processes. The 1,890-square-foot addition includes chemical storage bays, chemical containment, a shop, and associated HVAC, plumbing, and electrical work. Site work includes expansion of the existing asphalt truck turnaround and parking area.

An Invitation for Bids for the FFWTP expansion was publicly advertised. One firm submitted a bid and was considered for award as listed below.

<u>Firm</u>	<u>Amount</u>
Henderson, Inc.	\$1,096,685

Henderson, Inc. was determined to be the lowest responsive and responsible bidder. Since the bid price exceeded the project budget, negotiations were conducted with Henderson, Inc. as permitted by the Virginia Public Procurement Act. Material substitution of wood roof trusses for steel and alternate sourcing for HVAC materials was negotiated resulting in a final bid price of \$1,050,997.

Henderson, Inc. has successfully completed work for the James City Service Authority in the past.

Staff recommends approval of the attached resolution awarding the Five Forks Water Treatment Plant Building Expansion contract to Henderson, Inc.

MDP/md
CA-FFWTPBldgExp-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$1,050,997 - FIVE FORKS WATER TREATMENT PLANT

BUILDING EXPANSION

WHEREAS, an Invitation for Bids for the Five Forks Water Treatment Plant Building Expansion was publicly advertised and one bid was received and considered for award; and

WHEREAS, Henderson, Inc. was determined to be the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby awards the contract for the Five Forks Water Treatment Plant Building Expansion to Henderson, Inc. in the amount of \$1,050,997.

Barbara E. Null
Chair, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

LARSON
ICENHOUR
MCGLENNON
HIPPLE
NULL

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 10th day of September, 2024.

CA-FFWTPBldgExp-res

MEMORANDUM

DATE: September 10, 2024

TO: The Board of Directors

FROM: M. Douglas Powell, General Manager, James City Service Authority

SUBJECT: Grinder Pump Service Agreement

In July of 2023, the James City Service Authority notified customers that the grinder pump service agreement program was being discontinued effective August of 2028. Customers were also notified that coverage would only apply to the pump and motor, and that coverage would be limited to two replacements of the pump and motor in the remaining five years of the program. In addition, customers who were grandfathered were notified that they would be required to begin paying for their agreement. The Board approved the changes to the program for the traditional customers who had been paying for their agreement, but deferred action on the grandfathered customers. In November of 2023, the Board hosted an informational meeting and received public input from grandfathered customers.

Based on input, staff has developed a revised proposal for grandfathered customers. Under this proposal, grandfathered customers who are the original property owner associated with the grinder pump service agreement would continue to be covered under the program at no charge until the program ends on August 31, 2028. Coverage would be limited to the pump and motor only, and a maximum of two replacements would be allowed until the program ends in 2028. Under this proposal, a total of 26 of the remaining 105 customers would remain grandfathered.

Customers who are not the original property owner associated with the grinder pump service agreement will no longer be grandfathered, but will have the option to pay a fee to continue coverage. Coverage would be limited to the pump and motor only, and a maximum of two replacements would be allowed until the program ends on August 31, 2028. The current annual fee is \$450.

Staff recommends approval of the revisions to the grandfathered grinder pump service agreement. Should the Board approve the changes, staff recommends that the changes become effective January 1, 2025.

MDP/md
GrindrPmpGrfthr-mem

Attachment

RESOLUTION

GRINDER PUMP SERVICE AGREEMENT

WHEREAS, the James City Service Authority is terminating the Grinder Pump Service Agreement Program effective August 31, 2028; and

WHEREAS, 105 customers in the program are currently grandfathered and not paying for their agreement; and

WHEREAS, the Board of Directors wishes to improve the equity of the Grinder Pump Service Agreement Program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, adopts the following changes to the Grinder Pump Service Agreement Program:

- Only grandfathered customers who are the original property owner associated with the grinder pump service agreement will continue to be covered under the program at no charge until the program ends on August 31, 2028.
- Customers who are not the original property owner associated with the agreement will no longer be grandfathered, but will have the option to pay a fee to continue coverage until the program ends on August 31, 2028.
- For both grandfathered and non-grandfathered customers, coverage is limited to pump and motor only, and a maximum of two replacements will be allowed until the program ends on August 31, 2028.

BE IT FURTHER RESOLVED that these changes to the Grinder Pump Service Agreement Program will be effective January 1, 2025.

Barbara E. Null
Chair, Board of Directors

ATTEST:

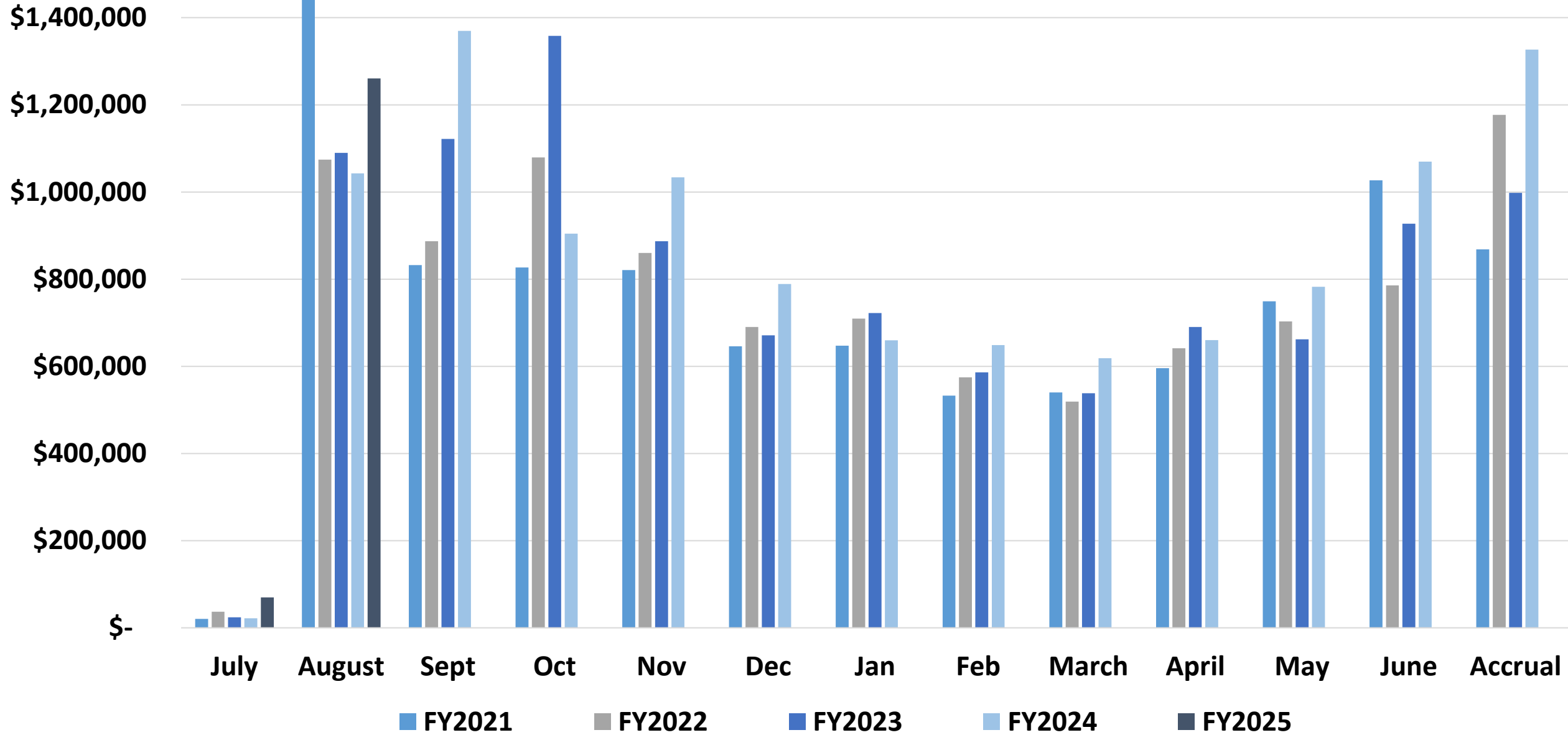
Teresa J. Saeed
Deputy Secretary to the Board

LARSON
ICENHOUR
MCGLENNON
HIPPLE
NULL

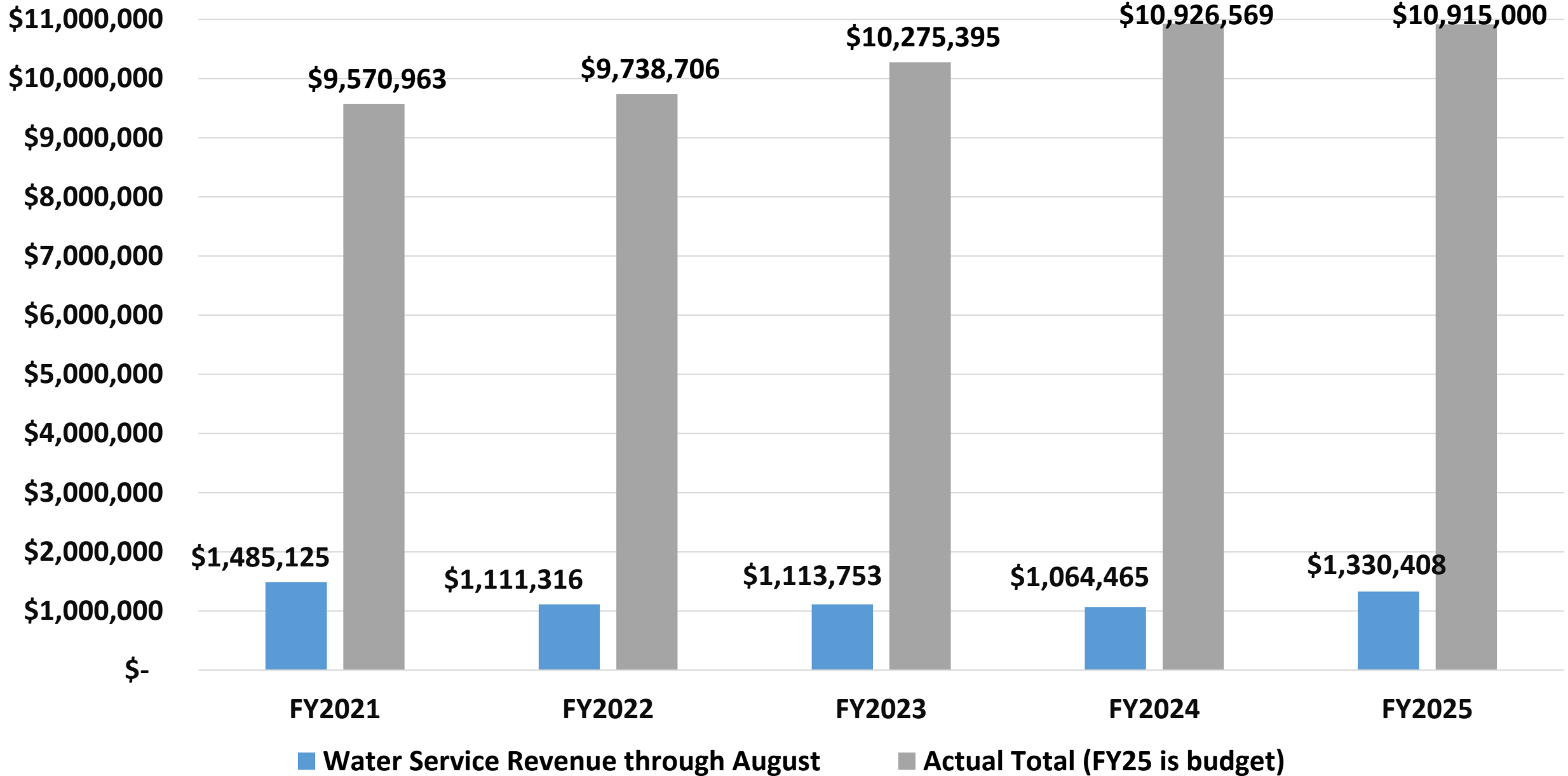
VOTES			
<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 10th day of September, 2024.

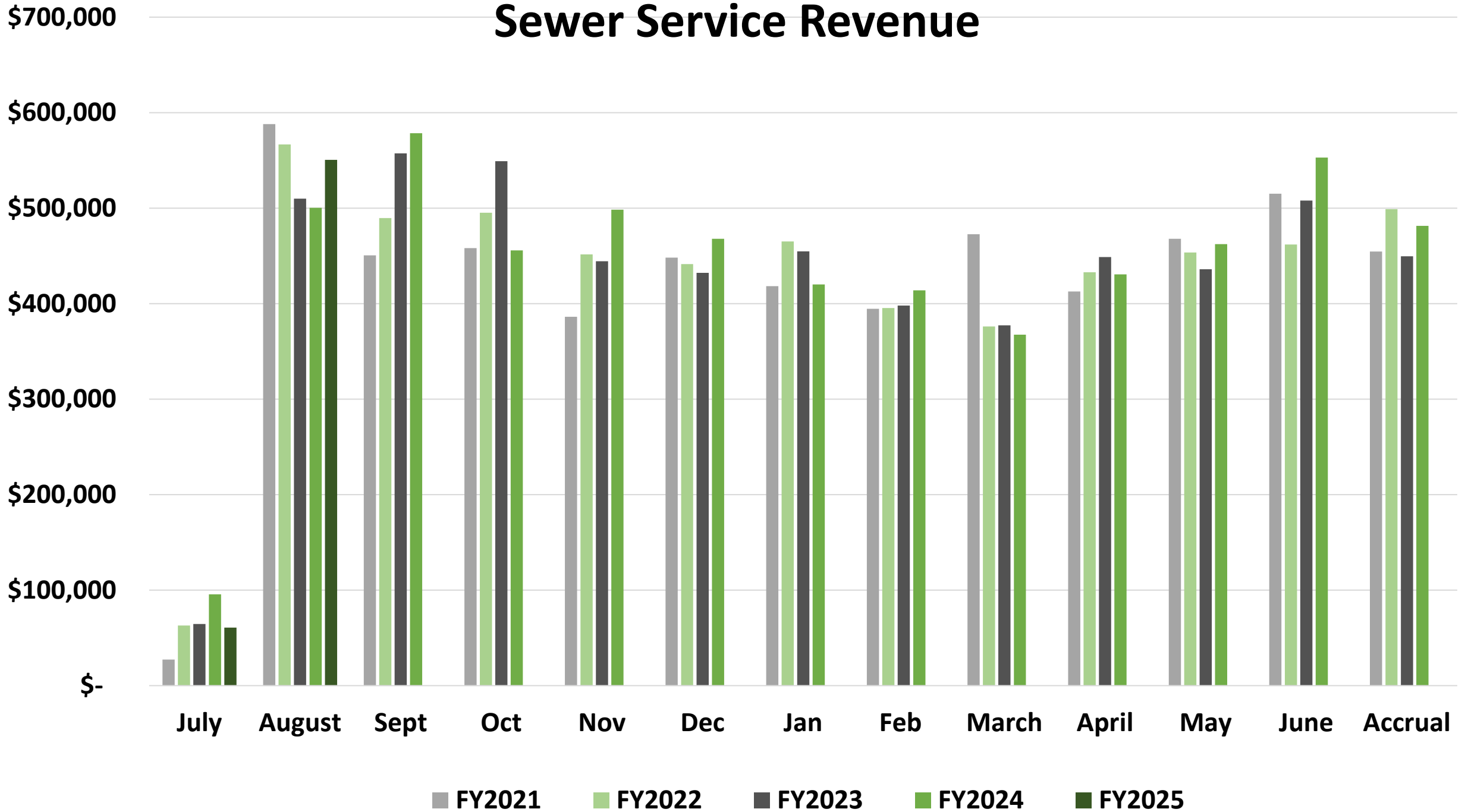
Water Service Revenue



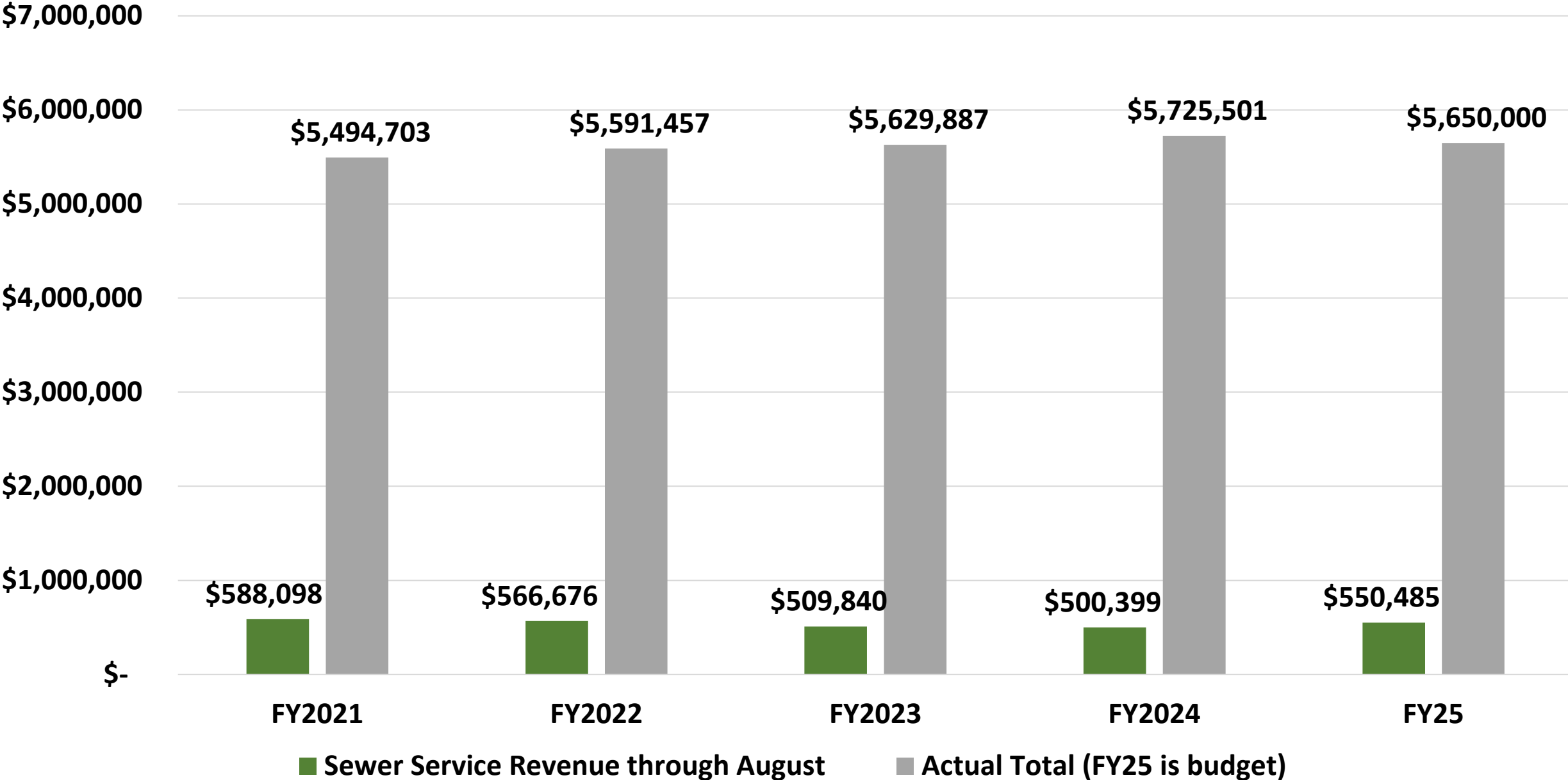
Water Service Revenue through August



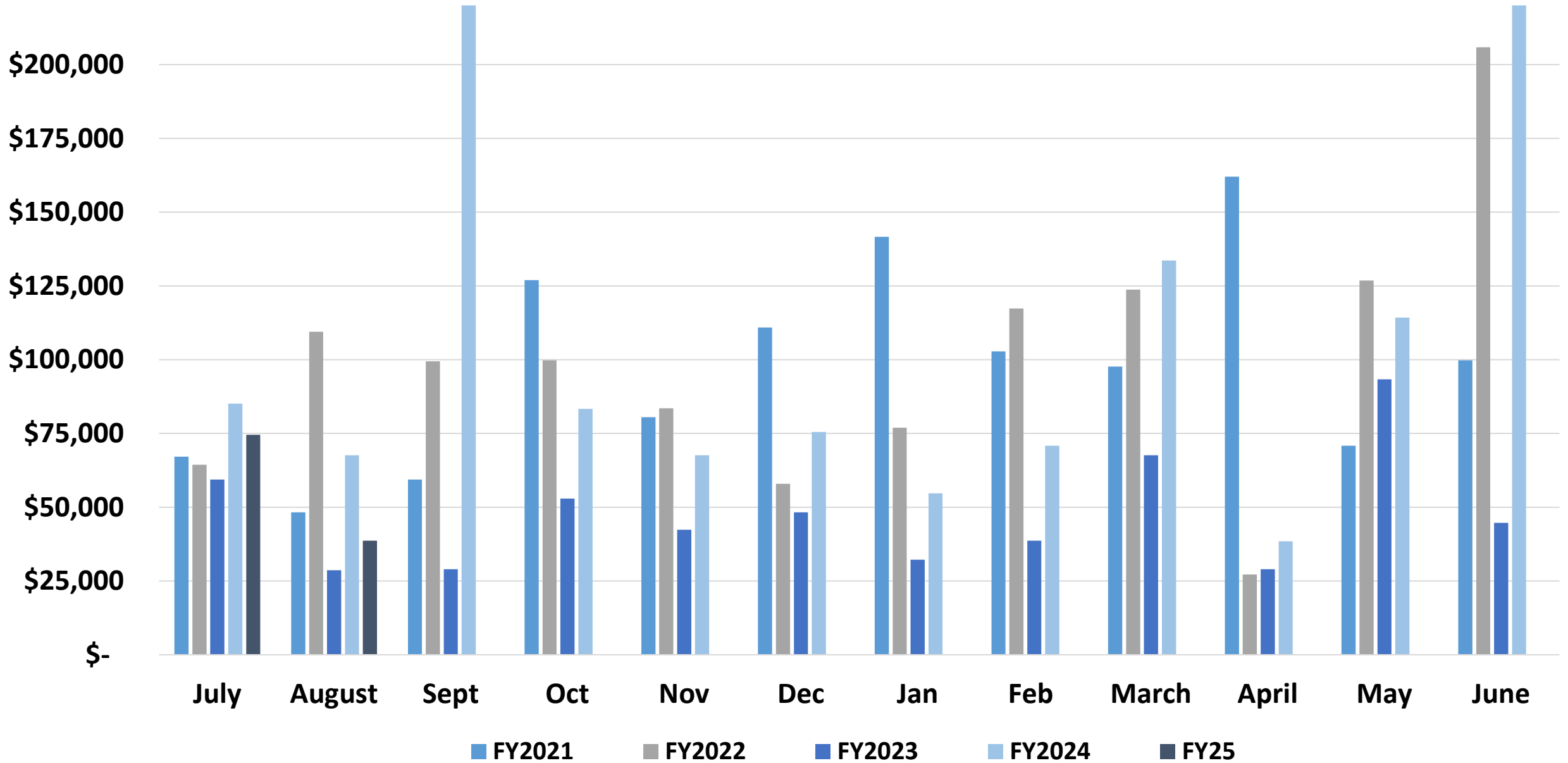
Sewer Service Revenue



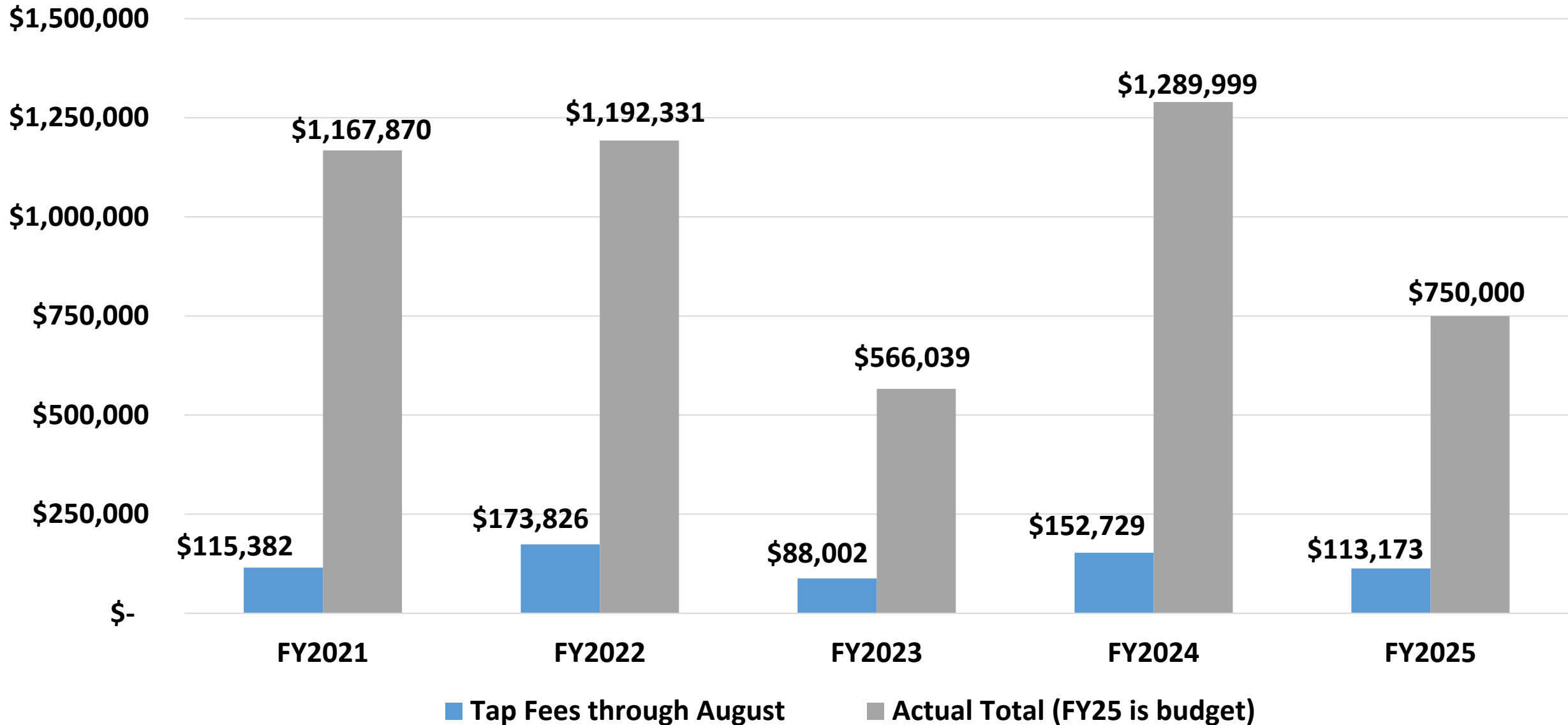
Sewer Service Revenue through August



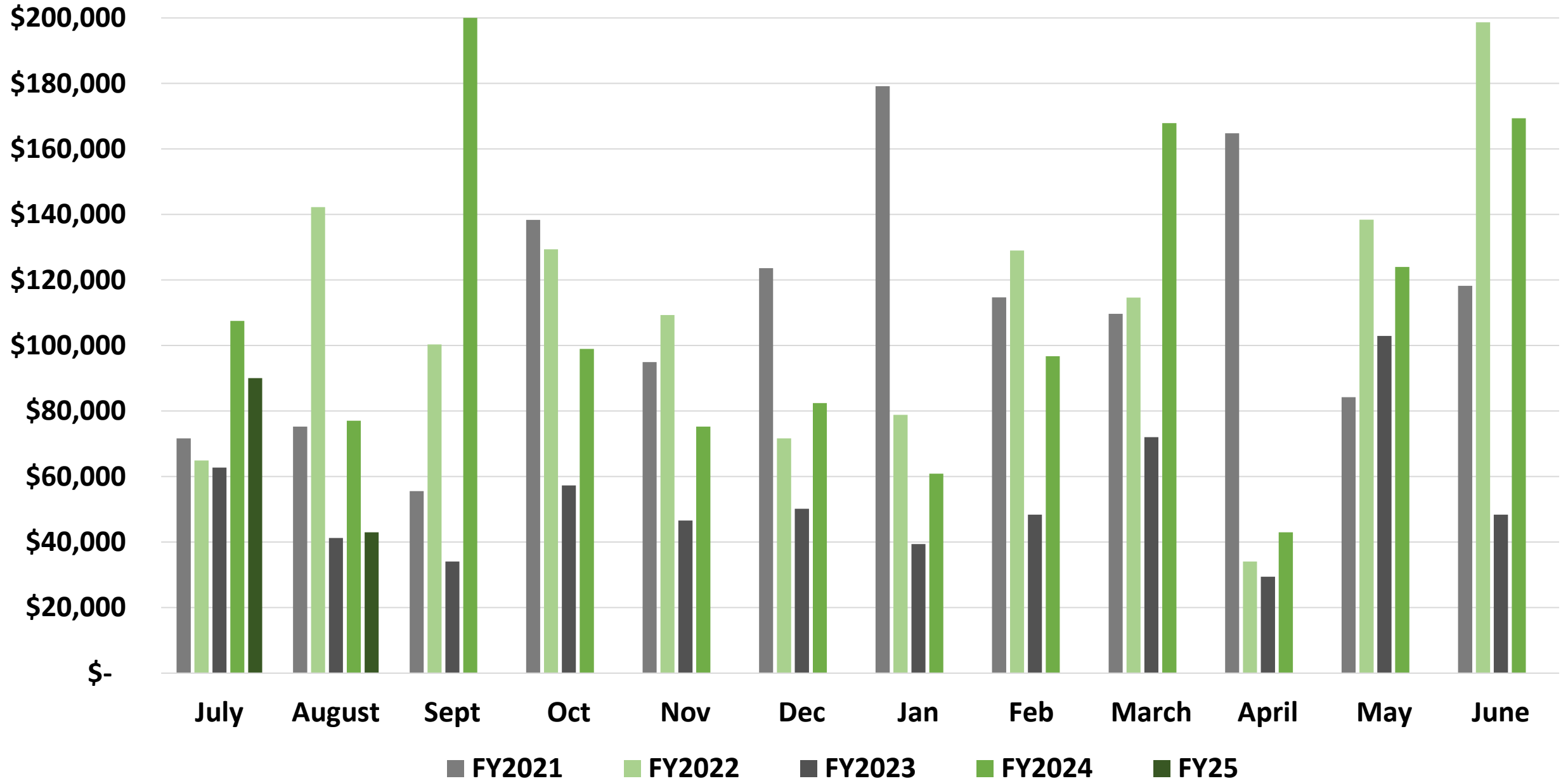
Water Tap Fees



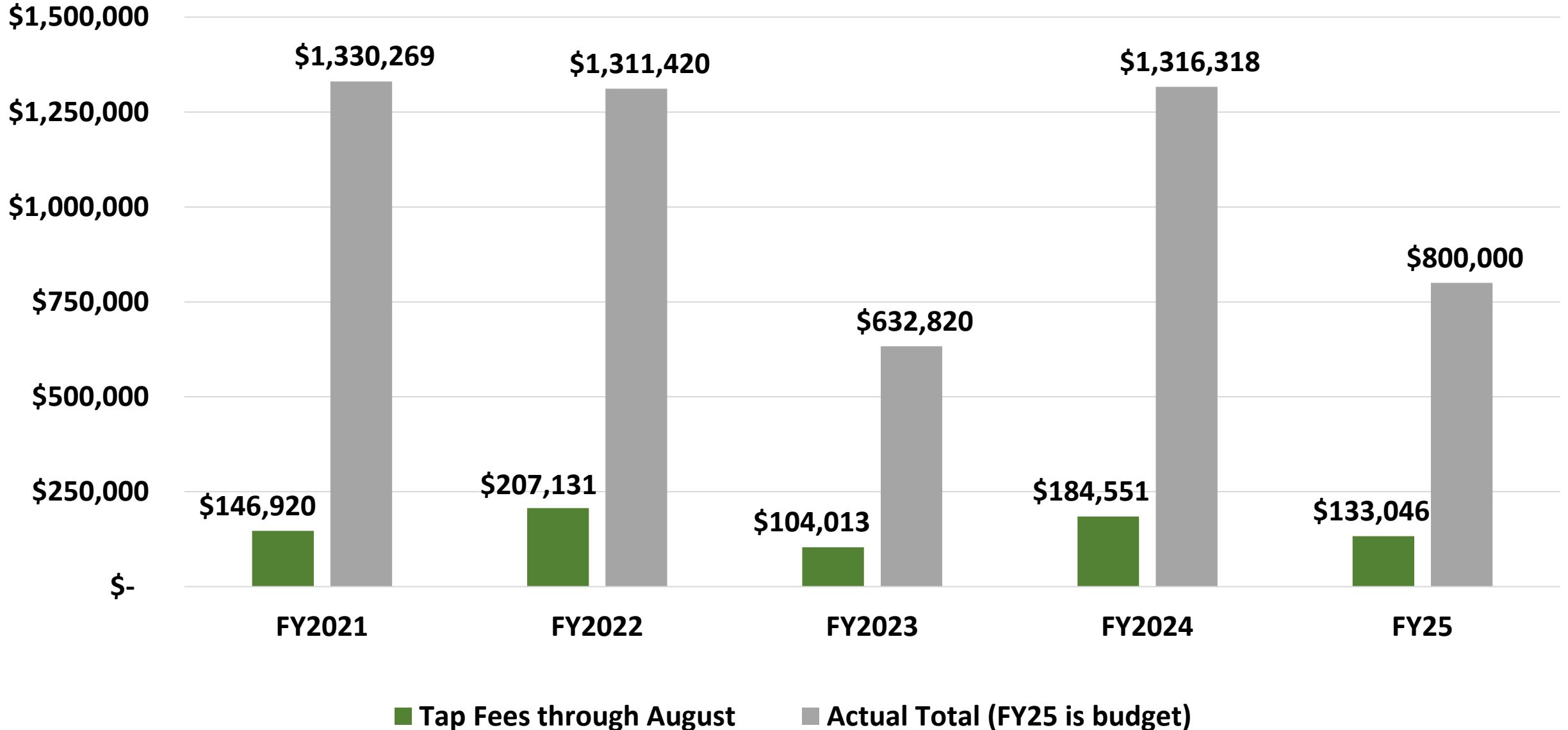
Water Tap Fees through August



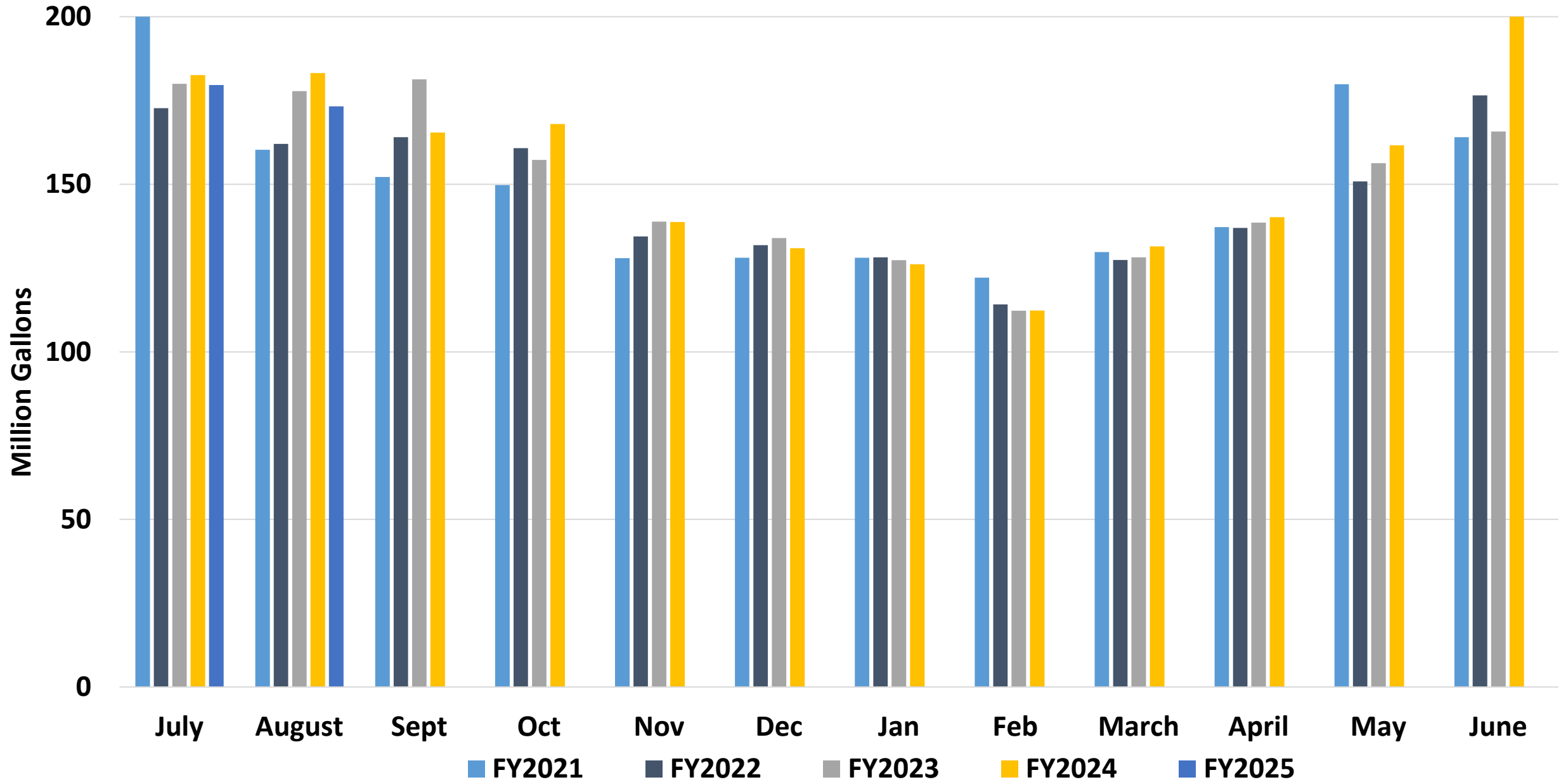
Sewer Tap Fees



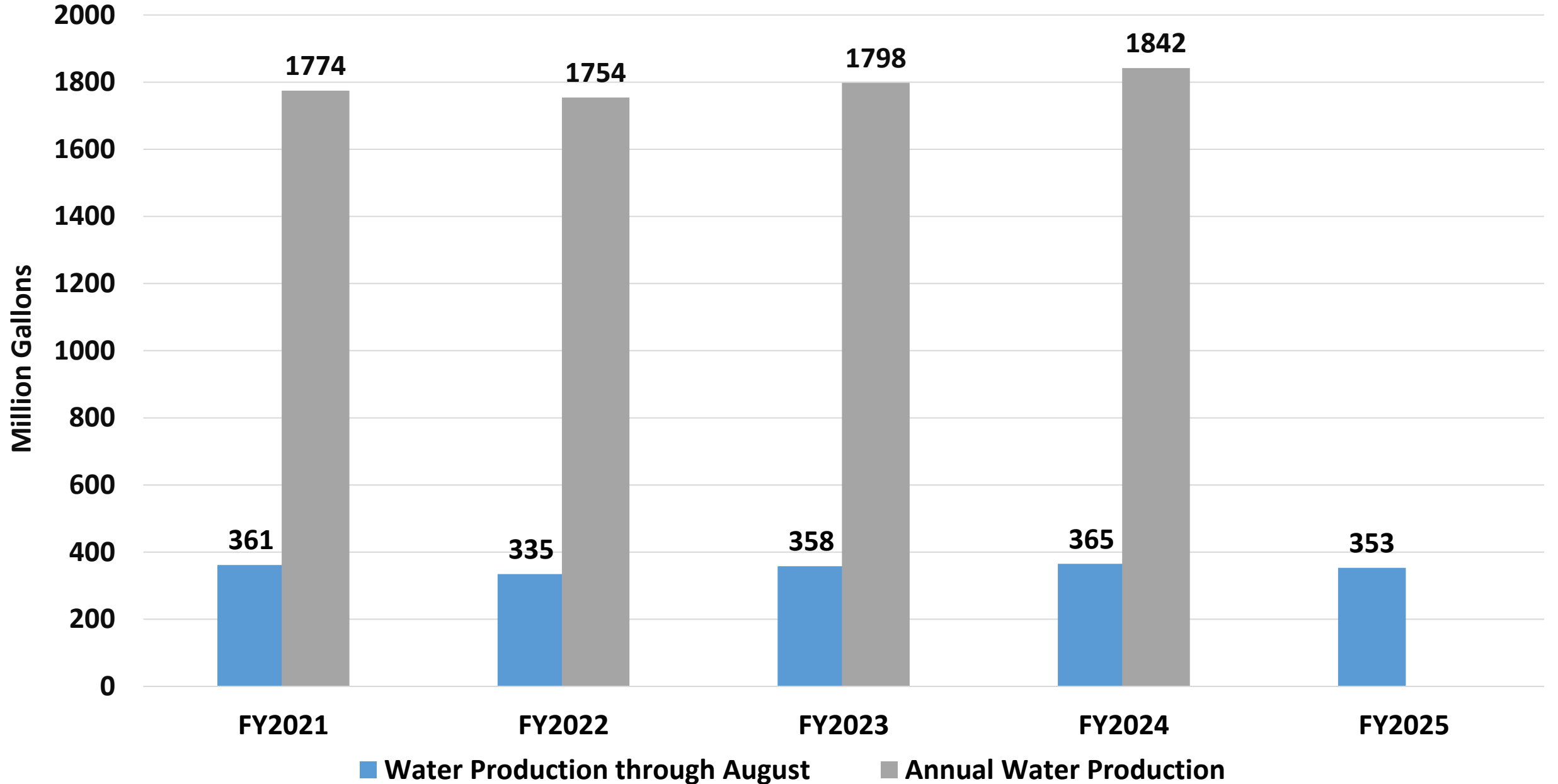
Sewer Tap Fees through August



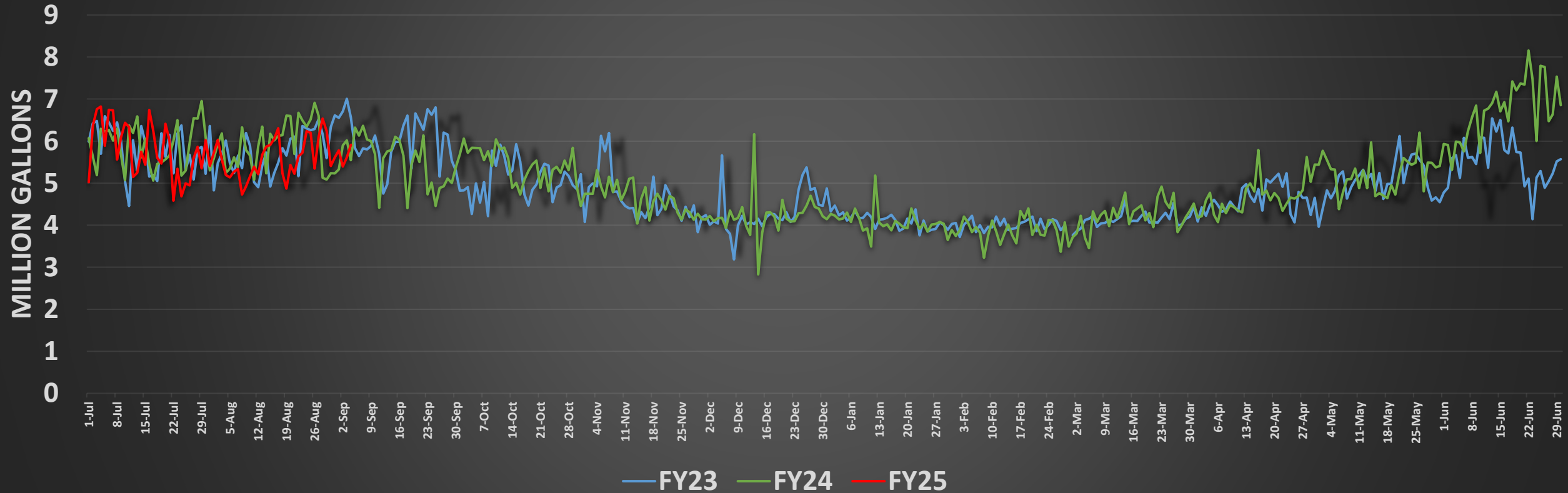
Monthly Water Production



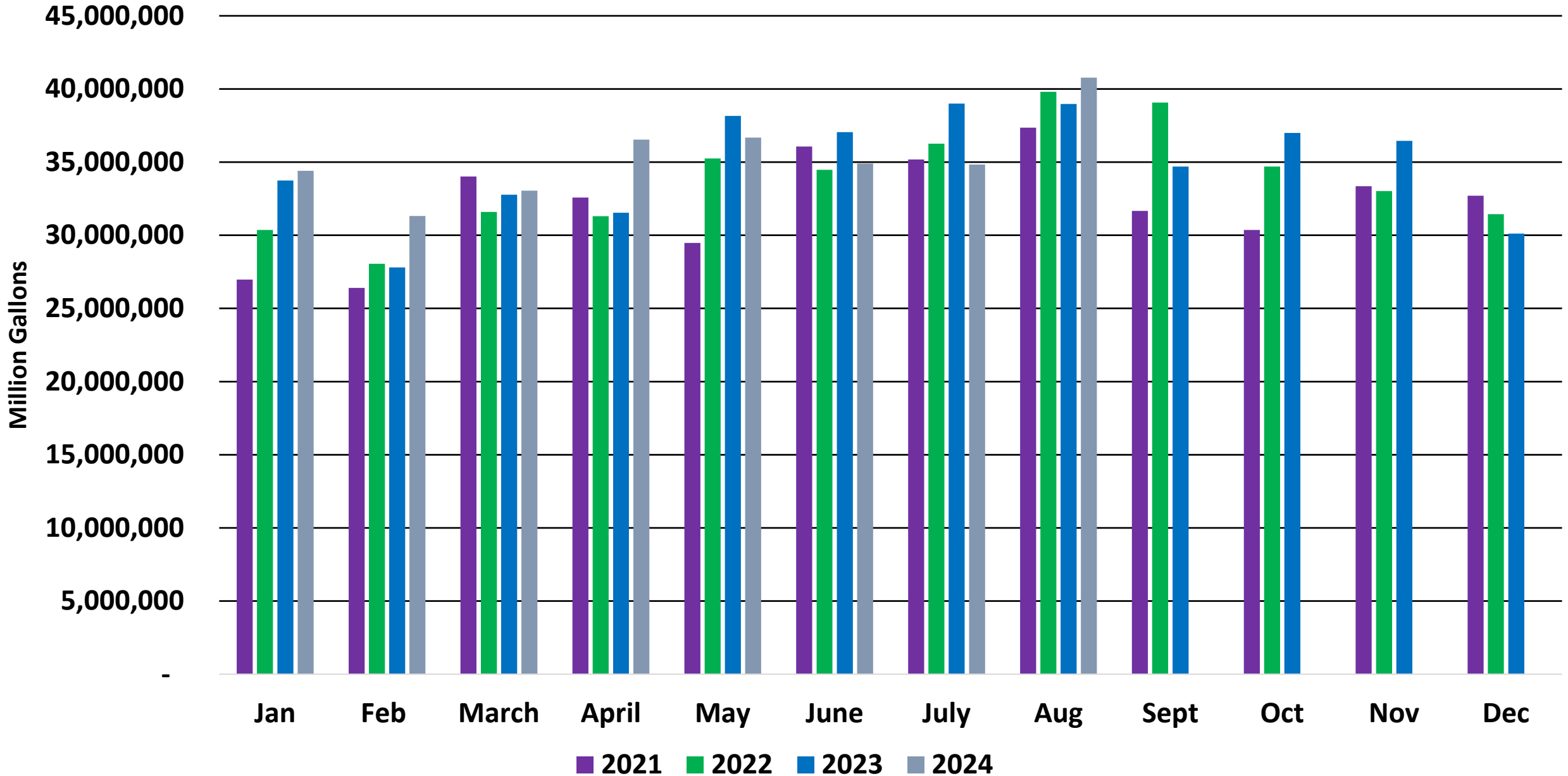
Water Production through August



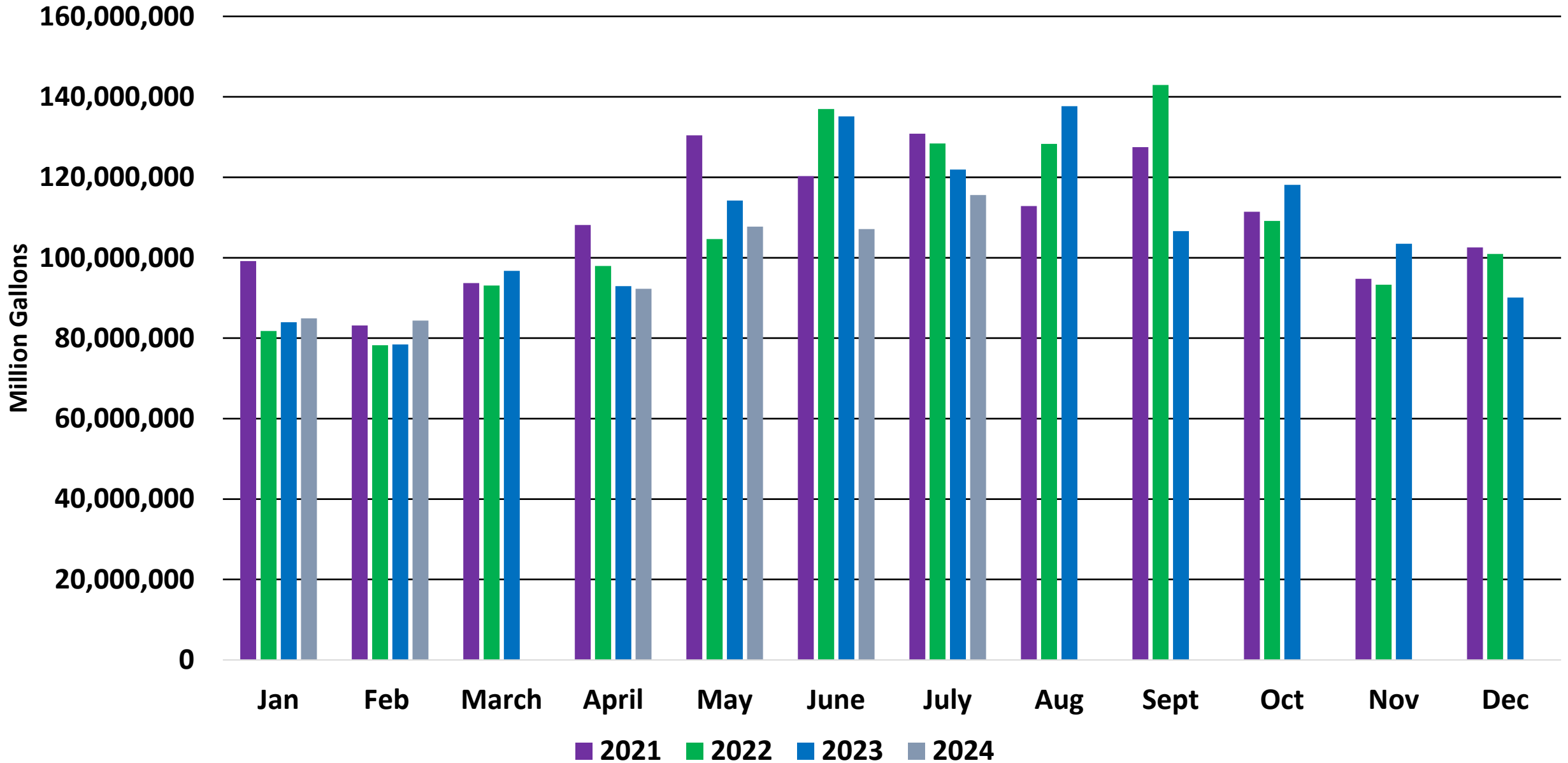
Daily Water Production



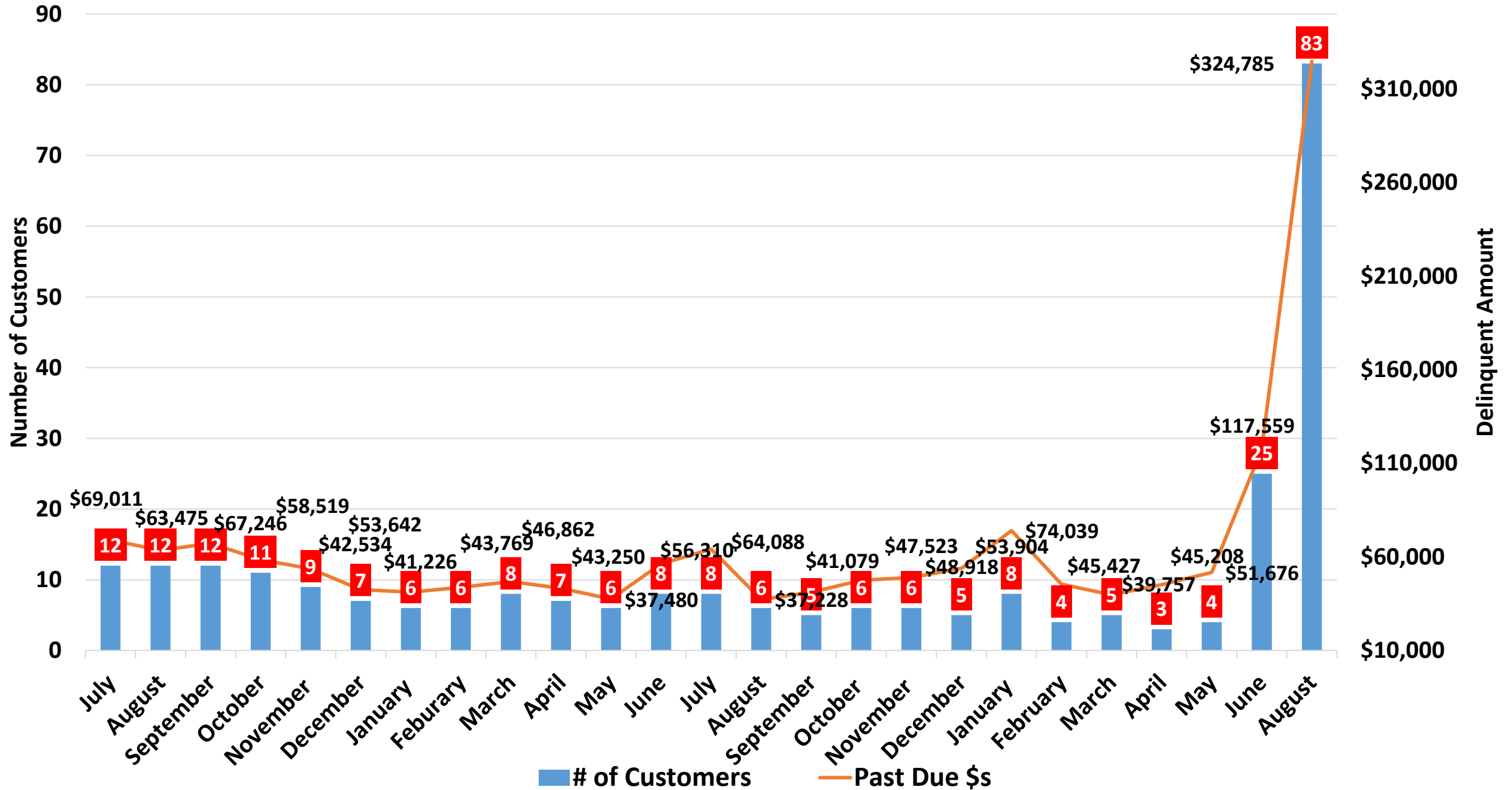
Commercial Consumption



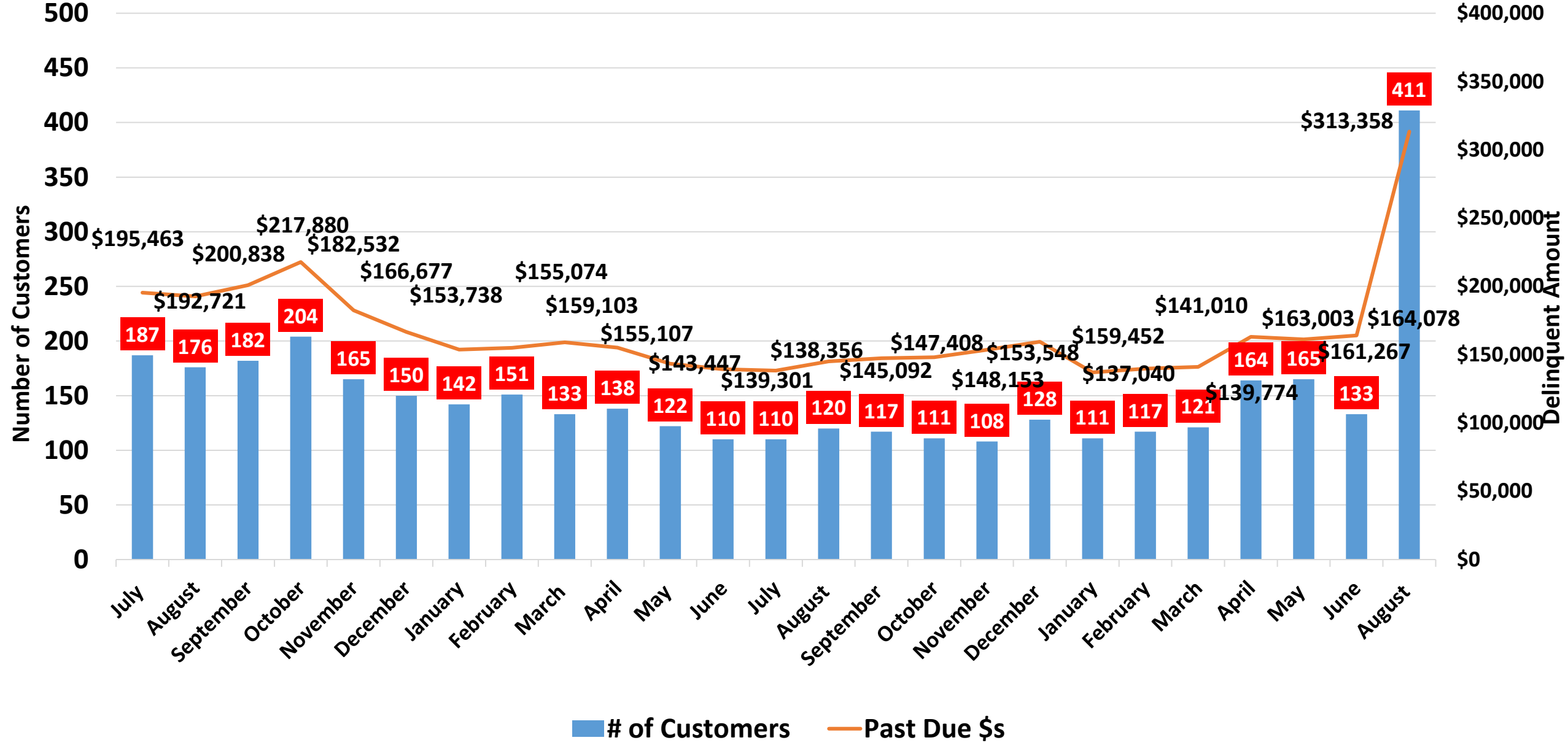
Residential Consumption



Delinquent Commercial Accounts Over \$500 and Over 90 Days



Delinquent Residential Accounts Over \$300 and Over 90 Days



Customer Service Call Volume

