

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 1ST DAY OF MAY, NINETEEN HUNDRED EIGHTY-NINE, AT 6:47 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Thomas K. Norment, Jr., Chairman
Jack D. Edwards, Vice-Chairman
Perry M. DePue (absent)
Thomas D. Mahone
Stewart U. Taylor

David B. Norman, Secretary
John E. McDonald, Treasurer
Frank M. Morton, III, County Attorney
Sanford B. Wanner, Business Manager

B. MINUTES - April 3, 1989 - Special Meeting
April 17, 1989 - Regular Meeting

Mr. Norment asked if there were corrections or additions to the minutes.

Mr. Mahone made a motion to approve the minutes as presented.

The motion was approved by a unanimous voice vote.

C. CONSENT CALENDAR - None

D. BOARD CONSIDERATIONS

Mr. DePue arrived at 6:50 p.m.

1. Appropriation Resolution, FY 90

Clarification was made that the FY 90 Budget was discussed at the public hearing on April 17, 1989, and changes were made accordingly.

Mr. Norment made a motion to approve the resolution.

The motion was approved by a unanimous voice vote.

R E S O L U T I O NRESOLUTION OF APPROPRIATIONJAMES CITY SERVICE AUTHORITY

WHEREAS, the Secretary has prepared a proposed budget for the fiscal year beginning July 1, 1989, and ending June 30, 1990; and

WHEREAS, the Board of Directors has considered said budget and does now propose to adopt the budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the following amounts are hereby adopted and appropriated for operations and activities in the amounts as shown below:

1. The following amounts are hereby appropriated in the General Fund for water activities:

General Fund - Water Revenues:

Service Charges	<u>\$1,908,672</u>
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General Fund - Water Expenditures:

James City Service Authority	
Administration, Operations and	
Maintenance	\$1,368,196
Capital Projects	516,976
Debt Service	<u>23,500</u>
	<u>\$1,908,672</u>

2. The following amounts are hereby appropriated in the General Fund for sewer activities:

General Fund - Sewer Revenues:

Service Charges	<u>\$2,243,240</u>
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General Fund - Sewer Expenditures:

James City Service Authority	
Administration, Operations and	
Maintenance	\$1,759,282
Debt Service	24,500
To Capital Projects	<u>459,458</u>
	<u>\$2,243,240</u>

3. That the following amounts are hereby appropriated for the funds as indicated below:

OPERATIONS/ADMINISTRATIVE

Revenues:

Allocated to James City Service Authority Funds	\$1,976,202
Capital Improvement Projects	<u>50,000</u>
	<u>\$2,026,202</u>

Expenditures:

Personnel Expenses	\$1,404,887
Operating Expenses	545,374
Capital Outlay	<u>75,941</u>
	<u>\$2,026,202</u>

UTILITY DEVELOPMENT CAPITAL PROJECTS

Revenues:

Water Fund	\$ 516,976
Sewer Fund	459,458
Facility Charge	1,980,000
Lakewood Contribution	<u>25,066</u>
	<u>\$2,981,500</u>

Expenditures:

Ware Creek Reservoir	\$1,105,000
Wells and Pressure Tanks	720,000
Water Distribution Upgrade	135,000
Facilities - Warehouse	271,500
Small System Acquisition	50,000
Water Transmission	85,000
Sewer Improvements	565,000
Capital Contingency	<u>50,000</u>

TOTAL \$2,981,500

2. Utility Policy Changes - Sewer Rates FY 90

Mr. Norment made a motion to approve the utility policy changes for sewer rates FY 90.

The motion was approved by a unanimous voice vote.

RESOLUTIONUTILITY POLICY CHANGES

WHEREAS, the Board of Directors of the James City Service Authority has held a public hearing on certain proposed changes to the Regulations Governing Utility Service.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors of the James City Service Authority, James City County, Virginia, hereby adopts the attached change to be effective for all bills mailed on or after July 1, 1989.

1. Set the retail service rate for sewage collection service at \$2.10 per 1,000 gallons of water consumed. Unmetered sources shall be billed on estimated usage.
2. Set system facility charges as follows:

<u>Meter Size</u>	<u>Charge</u>
5/8 inch	\$1,500 Min. - \$1,750 Max. (See note below)
3/4 inch	\$2,500
1 inch	\$4,000

Note: Residential bath with three fixtures minimum charge is \$1,500 and a charge of \$50 for each additional fixture to maximum of \$1,750.

BE IT FURTHER RESOLVED that

1. Discontinue grinder pump maintenance (GPM) charge of \$300.00 and maintenance service for installations after July 1, 1989.
2. Discontinue GPM for customers that did not pay \$300.00 charge and were not included in the subdivisions where grinder pump systems were dedicated to the Service Authority.
3. Utility Policy Changes - Water Rates FY 90

Mr. Norment made a motion to approve the utility policy changes for water rates FY 90.

By voice, the vote was: AYE: Norment, Edwards, Mahone, DePue (4).
NAY: Taylor (1).

R E S O L U T I O N
UTILITY POLICY CHANGES

WHEREAS, the Board of Directors of the James City Service Authority has held a public hearing on certain proposed changes to the Regulations Governing Utility Service.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby adopts the attached changes to be effective for all bills mailed on or after July 1, 1989.

1. Set the retail service rate for water service at \$2.30 per thousand gallons (\$1.725 per hundred cubic feet).
2. Establish a summer conservation surcharge of \$.25 per 1,000 gallons of water consumed for the period May 1 through October 31. The purpose of the summer conservation surcharge is to install a higher price level for water consumed during high peak use periods (summer) than for low peak use periods (winter).
3. Set system facility charges as follows:

<u>Meter Size</u>	<u>Charge</u>
5/8 inch	\$1,500 Min. - \$1,750 Max. (See note below)
3/4 inch	\$2,500
1 inch	\$4,000

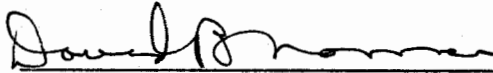
Note: Residential bath with three fixtures minimum charge is \$1,500 and a charge of \$50 for each additional fixture to maximum of \$1,750.

E. BOARD REQUESTS AND DIRECTIVES - None

Mr. Taylor made a motion to adjourn.

The motion was approved by a unanimous voice vote.

The Board of Directors adjourned at 6:55 p.m.



David B. Norman
Secretary

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 15TH DAY OF MAY, NINETEEN HUNDRED EIGHTY-NINE, AT 1:45 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. ROLL CALL

Thomas K. Norment, Jr., Chairman
Jack D. Edwards, Vice-Chairman
Perry M. DePue
Thomas D. Mahone
Stewart U. Taylor

David B. Norman, Secretary
John E. McDonald, Treasurer
Frank M. Morton, III, County Attorney
Sanford B. Wanner, General Manager

B. MINUTES - May 1, 1989

Mr. Norment asked if there were corrections or additions to the minutes.

Mr. Mahone made a motion to approve the minutes as presented.

The motion was approved by a unanimous voice vote.

C. CONSENT CALENDAR

Mr. Norment asked if any Board member wished to remove any item from the Consent Calendar.

Mr. Norment made a motion to approve the Consent Calendar.

The motion was approved by a unanimous voice vote.

1. Right-of-Way for Virginia Power Company

R E S O L U T I O NVIRGINIA POWER EASEMENT AT W-18

WHEREAS, the Virginia Power Company, a Virginia Corporation, has requested a 15 foot wide by 130 foot long easement across the James City Service Authority's property, identified as James City County Tax Map Parcel (47-3)(5-6A); and

WHEREAS, the granting of this easement will not interfere with the operation and maintenance of the well facilities located on the parcel.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the James City Service Authority, James City County, Virginia, that the Chairman is hereby authorized and directed to execute a right-of-way agreement conveying a 15 foot by 130 foot easement to the Virginia Power Company across James City County Tax Map Parcel (47-3)(5-6A).

2. Water Extension Agreement for the City of Newport News - Graves' Ordinary

R E S O L U T I O NCITY OF NEWPORT NEWS WATER EXTENSION AGREEMENT

WHEREAS, Busch Properties, Inc., has prepared plans for Graves' Ordinary, a development in Kingsmill; and

WHEREAS, the City of Newport News has prepared a water extension agreement with extension of city water mains to serve this development; and

WHEREAS, all testing fees and inspection fees have been paid by Busch Properties, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, does hereby authorize and direct the Chairman and Secretary to execute the Newport News Water Extension Agreement on behalf of the Service Authority.

D. BOARD CONSIDERATIONS

1. Award of Contract - Waterworks Facilities, Phase II, Ford's Colony

Mr. Norment stated that this award of contract was for construction of a new well and pumping facility.

Mr. Norment made a motion to approve the resolution.

Mr. Mahone voiced concern about developing a well which would affect groundwater available for individual wells in the area.

The motion was approved by a unanimous voice vote.

R E S O L U T I O N

CONTRACT FOR CONSTRUCTION OF

WATERWORKS FACILITIES, PHASE II, FORD'S COLONY

WHEREAS, the James City Service Authority publicly opened bids for the Waterworks Facilities, Phase II, Ford's Colony project on May 2, 1989; and

WHEREAS, it has been determined that the lowest responsive and responsible bid of \$247,474.00 was that submitted by Ferguson Construction Co., Inc.; and

WHEREAS, funds are available in the James City Service Authority Capital Budget for this project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority hereby approves the award of a contract for the construction of the Waterworks Facilities, Phase II, Ford's Colony project to Ferguson Construction Co., Inc., on the basis of their bid of \$247,474 and authorizes and directs the Secretary to the Board to execute a contract for this work.

E. BOARD REQUESTS AND DIRECTIVES

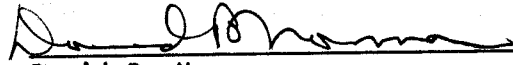
Mr. Sanford Wanner, General Manager, James City Service Authority, stated that he and Mr. Taylor would attend a Pamunkey River Study Group meeting and that a public hearing conducted by the State Water Control Board on establishing a Groundwater Management Area was scheduled for Tuesday, May 16, 2:00 p.m. in Building C Board Room.

Mr. Mahone thanked Travis Quesenberry, Terri Salnoske, and Bob Smith for their assistance in helping Ms. Holmes with her water connection.

Mr. Taylor made a motion to adjourn.

The motion was approved by a unanimous voice vote.

The Board of Directors adjourned at 1:55 p.m.



David B. Norman
Secretary

1008w

Extension Agreement No. 144-FY89
Location: Graves' Ordinary Condominiums
Roberts District
James City County, Virginia

CITY OF NEWPORT NEWS, VIRGINIA
DEPARTMENT OF PUBLIC UTILITIES
AGREEMENT TO EXTEND WATER MAIN
BY CONTRACTOR

This Agreement, made this 25 day of May,
1989, by and between the City of Newport News, a Municipal
Corporation of the Commonwealth of Virginia, hereinafter referred
to as "City", and James City Service Authority, hereinafter
referred to as "Applicant".

WHEREAS, the Applicant has applied to the City for permission
to connect to its system and extend the water main or mains to
serve the premises, constructed or intended to be constructed, on
the tract or plot of land as shown on the development map or plot
plan attached hereto and made a part hereof, known as Graves'
Ordinary Condominiums, and marked Exhibit "A"; and,

WHEREAS, the City is willing to permit connection to its
system and provide retail water service to the aforementioned
development.

NOW, THEREFORE, for and in consideration of the premises, and
the mutual covenants and agreements herein contained the parties
hereto agree as follows:

1. The Applicant agrees:

a. At his own sole cost and expense, to furnish all labor, tools, materials and services to install, disinfect, and tie-in water mains and appurtenances in accordance with the layout shown on Exhibit "A", and to conform to the Distribution Standards. Construction Drawings will be furnished by the City after execution of this Agreement and water pipeline work will not begin without these drawings.

b. At his own cost and expense and before final tie-in, to furnish complete "as-built" drawings, a one year maintenance bond (see Exhibit "D"), manufacturer's affidavits, construction materials, and a breakdown of the total cost of the water pipeline as paid by the Applicant.

c. To pay the City upon execution and delivery of this Agreement, the sum of Eighteen Thousand Seven Hundred Fifty Dollars, (\$18,750.00), the estimated cost of meters, service pipes, laboratory fees, easement recordation, fire hydrant rental, supervision and inspection, as shown on Exhibit "B", attached hereto. Upon completion of this project if it is found that actual cost exceeds the estimated costs shown on Exhibit "B", then the Applicant will pay the amount over the actual cost and if the actual cost is less, then the City will refund any excess of amount paid by the Applicant.

* plus System Development Charge
when due (see para 1d)

d. To pay the current System Development Charge as established by ordinance in effect at the time of request for installation of each meter assembly when such installation is "made-ready-for" and requested by the Applicant (Estimated cost of System Development Charges are shown on Exhibit "B").

e. Will pay as required by James City County to the City the established rental charge per annum for each fire hydrant installed in the development for five years after the date of installation of all fire hydrants in the subject project.

f. To furnish, at no cost to the City, all necessary plats and easements for water mains and service laterals, reflecting the locations as installed and prepared in compliance with the standard form attached (see Exhibit "C") prior to acceptance of the water system to the existing system.

g. To furnish plat showing location of meters and provide a marker on site indicating location for meter installation on each lot or building as required. Site markers will be placed before the request for meter installation and before road surface material is placed on streets.

2. The City agrees, upon completion of the installation by the Applicant and compliance with the other terms of this Agreement:

a. Install metered services subject to current ordinance requirements as follows:

(1) Water service connection or tap must be installed for the Applicant within a period of three (3) years after the application. If, through no fault of the Department of Public Utilities, installation is not made within three (3) years from the date of application, the fees paid in connection therewith shall be forfeited.

(2) For (5/8"), (3/4") and (1") meter connections: a minimum of (10) service connections must be installed as a group to qualify for project service connection fee rates, all others are charged as individual service connections. For (1-1/2") and (2") meter connections: a minimum of three (3) service connections must be installed as a group to qualify for project service connection fee rates, all others are charged as individual service connections. Also, charges for required permits and street repair costs shall be made in addition to the service connection, if required.

b. Maintain and operate the system.

c. Refund \$300.00 for each fire hydrant installed by the Applicant in accordance with Exhibit "A".

d. Refund to Applicant such amount as provided in the City Water Policy in existence on the date of this contract.

3. The Applicant and City agree:

a. That no work shall be started until this Agreement has been executed by the Applicant, approved by the City, and all streets and sidewalks have been brought to final subgrade with curb and gutter in place and after construction drawings have been issued by the Department of Public Utilities.

b. That the City assumes no responsibility for pavement repair if services must be installed after streets are paved.

c. That the City assumes no responsibility for the settlement of the trenches for water mains after the installations are completed.

d. That the City shall have the right to make further extension of this water main extension after its completion.

e. That this Agreement shall be binding upon the respective parties, their successors and assigns.

f. That the facilities installed under this Agreement shall be the property of the City, its successors and assigns.

END OF PAGE 5

Continued on Page 6

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the date first above written.

CITY OF NEWPORT NEWS

BY: *[Signature]*
Director, Department
of Public Utilities

(Name of Applicant)

BY: *Thomas R. Powell*
Chairman (name & title)
Board of Directors

ATTEST:

(to be used only when corporation is Applicant)

If corporation, must be signed by officer having authority to execute contracts and attested and seal affixed by secretary of corporation.

PIPELINE SCHEDULING INFORMATION *A*

Project Scheduled In Service Date *A*

Pipeline Contractor for Project _____

*Not provided at signing
eoo 5/25/89*

EXHIBIT "B"

Estimated quantities of the water facilities to serve your property known as Graves' Ordinary Condominiums, as shown on plat attached and total estimated cost for the meters, service pipes, laboratory fees, easement recordation, fire hydrant rental, supervision and inspection.

PROJECT ESTIMATED PIPELINE QUANTITIES

- 450 feet of 8" Ductile Iron Pipe (Class 52)
- 18 feet of 6" Ductile Iron Pipe (Class 52)
- 560 feet of 4" Ductile Iron Pipe (Class 52)
- 1 fire hydrant
- 1 tie-in
- 2 blow-offs

PIPELINE, TIE-IN AND ABANDONMENT OF EXISTING 8" PIPELINE TO BE COMPLETED BY THE APPLICANT IN ACCORDANCE WITH DISTRIBUTION STANDARDS

CITY'S ESTIMATED SERVICE AND CHARGES

2 - 2" Sprinkler Services @ \$2,250.00	\$ 4,500.00
34 - 5/8" Meters @ \$150.00	5,100.00
34 - Service Pipes for 5/8" Meters @ \$230.00	7,820.00
1 - Fire Hydrant Rental @ \$160.00	160.00
12 - Laboratory Sample Fees @ \$11.00	132.00
1 - Easement Recording @ \$10.00	10.00
Supervision & Inspection	<u>1,028.00</u>

APPLICANT'S ESTIMATED CITY COST \$18,750.00

** plus System Development Charge when due (see para 1 d) @ @ 5/5/19*

ESTIMATED SYSTEM DEVELOPMENT CHARGE

These charges are based on the present System Development Charge. Actual charges will be based on current System Development Charge at time of request, which will be payable at the time of each request for meter installation. (See paragraph 1.d. of Agreement).

34 - 5/8" Meters @ \$555.00 \$18,870.00

A maintenance bond or letter of credit in the amount of \$2,500.00 is to be posted prior to acceptance and placing the water system in service which shall be in effect for one year beginning at date of pressure test.

The Applicant will place wooden stakes with the letter "W" to indicate locations for the water services. Also, the Applicant will place wooden stakes with the letters "DC" to indicate location for the detector checks. Work will not be scheduled until these stakes have been placed.

In the event that meters and service pipes may be covered with concrete driveways or walks, then such meters and service pipes will be relocated at the expense of the Applicant or Owner.