

MEMORANDUM

DATE: November 25, 2003

TO: The Board of Supervisors

FROM: Larry M. Foster, General Manager, James City Service Authority
Frank M. Morton, III, County Attorney

SUBJECT: Riverview Plantation Sanitary District

The Board of Supervisors has agreed to create a Sanitary District ("District") to provide a means of collecting a \$5,000 contribution from property owners who are connected or who will connect to the Riverview Water System ("System") in the future. The contributions will be used to offset some of the estimated \$1.2 million in costs associated with assuming ownership and improving the water system.

The water system improvement concept includes upgrading the Wexford Hills well facility to increase capacity, extending a waterline approximately 8,000 feet along Riverview Road, and replacing the water distribution system in the Riverview Plantation development within six to eight years. A special use permit (SUP) is necessary because the waterline extension from Wexford Hills to Riverview Plantation is outside the Primary Service Area. Conditions will be recommended for the SUP limiting the number of connections to the waterline to one per existing parcel as of December 1, 2003.

A petition containing the signature of fifty qualified voters is necessary to begin the process for establishing the District. Prior to circulating the petition, the boundaries of the proposed District must be established.

It is proposed that the District include the following parcels:

1. Those currently served by the existing System. That would include approximately 80 homes.
2. Eleven vacant parcels in Riverview Plantation.
3. Approximately 12 homes that are within Riverview Plantation that obtains their water from private wells.
4. Eight parcels located along Riverview Road that can be served by the proposed waterline.

Once the District is established, the Board of Supervisors will need to establish the rules and regulations for the operation of the District, i.e., mandatory connections, fees, contractual arrangements, etc.

Staff recommends that the District be established to include all parcels along River Road between Wexford Hills and Riverview Plantation as depicted on the attached map. Once the District is established, staff will further recommend:

- The properties currently served by the System be assessed \$5,000.
- The fees be paid over five years at a 5 percent interest rate over the term of the payments.
- If the fee is not paid, a lien will be placed on the property.
- Payment arrangements must be made prior to the completion of the Wexford to Riverview waterline.
- A \$5,000 fee must be paid for any connection after the initial deadline.
- Any connection by a parcel included in the District other than those currently served by the System shall be assessed by a fee of \$5,000 adjusted annually based on the Consumer Price Index, with 5 percent interest rate on the outstanding balance.
- Fees must be paid in accordance with the JCSA regulations governing utility service.

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The Board's guidance on the above conditions that are proposed to be incorporated in the District regulations would be helpful. Once the conditions are defined, the petition requesting the establishment of the District can be circulated. Staff will work with neighborhood representatives in getting the appropriate number of signatures to proceed to establish the District, take over the water system, and make the necessary improvements.

Larry M. Foster

Frank M. Morton, III

LMF/FMMIII/gs
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Attachment