



November 12, 2012

Albemarle County School Board
401 McIntire Road
Charlottesville, Virginia 22902

Re: Albemarle High School Water Meter Relocation Project

Dear School Board:

The Albemarle County Service Authority is currently designing the relocation of your water meter which presents maintenance issues and is in conflict with our construction specifications. The existing water meter is currently located within the high school building. We would appreciate your providing us with the easement for relocation of your water meter to an approved vault outside of the building.

Attached with this letter, plat and copy of the plan is a Deed of Easement for your review. As you review these documents, please feel free to give me a call at 977-4511, Ext. 116 to discuss the easement. If you do not have any questions, please execute the Deed of Easement and return it to our office by December 14, 2012. There is a Notary Public available at our office for your convenience. Please call ahead to ensure the Notary will be in our office for your visit should you choose this option.

Thanks again for your cooperation. If you have any questions or comments, please contact me anytime.

Sincerely,

Alexander J. Morrison, EIT
Civil Engineer

AJM/dbh

Attachments: Deed of Easement
Easement Plat

050504AlbemarleHighSchoolEasementLtr111212