

A G E N D A
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
August 8, 2017
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. CONSENT CALENDAR

1. Minutes Adoption - July 11, 2017 Regular Meeting
2. Formal Acceptance of Water and Sewer Systems - FY 17

D. PUBLIC HEARING(S)

E. BOARD CONSIDERATION(S)

F. BOARD REQUESTS AND DIRECTIVES

G. GENERAL MANAGER'S UPDATE

H. ADJOURNMENT

1. Adjourn until 5 p.m. on September 12, 2017 for the Regular Meeting

ITEM SUMMARY

DATE: 8/8/2017

TO: The Board of Directors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Minutes Adoption - July 11, 2017 Regular Meeting

ATTACHMENTS:

	Description	Type
▣	071117 BOD Minutes	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Economic Development Authority	Fellows, Teresa	Approved	7/31/2017 - 3:56 PM

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
July 11, 2017
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Roberts District
P. Sue Sadler, Vice Chairman, Stonehouse District
Michael J. Hipple, Powhatan District
Kevin D. Onizuk, Jamestown District
Ruth M. Larson, Chairman, Berkeley District

Adam R. Kinsman, County Attorney
Bryan J. Hill, County Administrator
M. Douglas Powell, General Manager of the JCSA

C. CONSENT CALENDAR

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

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

1. Minutes Adoption - June 13, 2017, Regular Meeting
2. Contract Award - Water Storage Tank Maintenance and Repair

D. PUBLIC HEARING(S)

E. BOARD CONSIDERATION(S)

1. Closed Session: Consideration of the disposition of publicly held property pursuant to Section 2.2-3711 (A)(3) of the Code of Virginia

A motion to Enter a Closed Session was made by John McGlennon and the motion result was Passed.

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

Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

At 10:36 p.m., the Board entered into Closed Session.

2. Certification of Closed Session

A motion to Certify the Closed Session was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

At 10:44 p.m., the Board re-entered Open Session.

F. BOARD REQUESTS AND DIRECTIVES

None at this time.

G. GENERAL MANAGER'S UPDATE

Mr. Powell advised the Board that the Eastern Virginia Groundwater Management Advisory Committee, of which Mr. Hill is a member, held their final meeting on Friday, July 7. Their final report will be issued to the Director of Environmental Quality by August 1. The report contains nothing that is detrimental to James City County. In fact, Mr. Powell stated that he and Mr. Hill believe there are some parts that will be helpful to the County. There will be more information after the report is issued.

H. ADJOURNMENT

1. Adjourn until 5 p.m. on August 8, 2017, for the Regular Meeting

A motion to Adjourn was made by Ruth Larson and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Larson, McGlennon, Onizuk, Sadler

At 10:45 p.m., Ms. Larson adjourned the Board.

Bryan J. Hill, County Administrator

ITEM SUMMARY

DATE: 8/8/2017

TO: The Board of Directors

FROM: M. Douglas Powell, General Manager

SUBJECT: Formal Acceptance of Water and Sewer Systems - FY 17

ATTACHMENTS:

	Description	Type
▣	Memo	Cover Memo
▣	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Powell, Doug	Approved	7/21/2017 - 9:51 AM
Publication Management	Colonna, Tina	Approved	7/21/2017 - 10:14 AM
Legal Review	Kinsman, Adam	Approved	7/21/2017 - 4:36 PM
Board Secretary	Fellows, Teresa	Approved	7/27/2017 - 9:18 AM
Board Secretary	Purse, Jason	Approved	7/28/2017 - 2:03 PM
Board Secretary	Fellows, Teresa	Approved	7/31/2017 - 9:17 AM

MEMORANDUM

DATE: August 8, 2017

TO: The Board of Directors

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

SUBJECT: Formal Acceptance of Water and Sewer Systems - FY 17

Attached is a resolution formally accepting water and sewer systems constructed and contributed to the James City Service Authority (JCSA) by developers during FY 17. The resolution lists the value of the infrastructure at the time of completion. The total value of \$1,512,220 will be included in the net capital asset calculations for JCSA's FY 17 Comprehensive Annual Financial Report pending the Board's acceptance of the systems. JCSA had net capital assets totaling \$161,615,472 in the FY 16 Annual Report.

Staff recommends adoption of the attached resolution accepting the dedication of the infrastructure.

MDP/nb
WtrSwrSysAcpt-mem

Attachment

RESOLUTION

FORMAL ACCEPTANCE OF WATER AND SEWER SYSTEMS – FY 17

WHEREAS, certain water and sewer infrastructure has been constructed by developers and dedicated to the James City Service Authority (JCSA); and

WHEREAS, this water and sewer infrastructure has been constructed in accordance with technical requirements of JCSA.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby formally accepts the dedication of the water and sewer systems listed below, as of June 30, 2017:

<u>Water Dedications</u>	
<u>Development</u>	<u>Value</u>
New Town-Section 7, Phase 10	\$ 232,950
Westport-Section 1	641,850
Windsor Ridge-Section 3	8,000
Windsor Ridge-Section 4	116,400
5476 Mooretown Road	<u>1,000</u>
Total:	<u>\$1,000,200</u>

<u>Sewer Dedications</u>	
<u>Development</u>	<u>Value</u>
New Town-Section 7, Phase 10	\$261,860
Windsor Ridge-Section 3	49,735
Windsor Ridge-Section 4	196,675
5476 Mooretown Road	<u>3,750</u>
Total:	<u>\$512,020</u>
Water and Sewer Total:	<u>\$1,512,220</u>

Ruth M. Larson
Chairman, Board of Directors

ATTEST:

Bryan J. Hill
Secretary to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____
ONIZUK	_____	_____	_____
LARSON	_____	_____	_____

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 8th day of August, 2017.

WtrSwrSysAccept-res

AGENDA ITEM NO. H.1.

ITEM SUMMARY

DATE: 8/8/2017

TO: The Board of Directors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Adjourn until 5 p.m. on September 12, 2017 for the Regular Meeting

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	8/1/2017 - 12:36 PM