

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)

1. Proposed Sale of Property - 105 Tewning Road - \$153,000

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
WtrSwrSysAccept-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: \$1,512,220

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.

ITEM SUMMARY

DATE: 8/8/2017
TO: The Board of Directors
FROM: M. Douglas Powell, General Manager
SUBJECT: Proposed Sale of Property - 105 Tewning Road - \$153,000

ATTACHMENTS:

	Description	Type
▣	Memo	Cover Memo
▣	res	Resolution
▣	Map	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Powell, Doug	Approved	7/21/2017 - 3:26 PM
Publication Management	Burcham, Nan	Approved	7/21/2017 - 3:47 PM
Legal Review	Kinsman, Adam	Approved	7/21/2017 - 4:34 PM
Board Secretary	Fellows, Teresa	Approved	7/27/2017 - 9:23 AM
Board Secretary	Purse, Jason	Approved	7/28/2017 - 2:05 PM
Board Secretary	Fellows, Teresa	Approved	7/31/2017 - 9:20 AM

MEMORANDUM

DATE: August 8, 2017
TO: The Board of Directors
FROM: M. Douglas Powell, General Manager, James City Service Authority
SUBJECT: Proposed Sale of Property – 105 Tewning Road – \$153,000

The owner of 152 Tewning Road, S & L Properties, LLC, has expressed an interest in purchasing 1.25 acres of adjacent property (105 Tewning Road) owned by the James City Service Authority (JCSA). The owner of S & L Properties has an approved plan to construct a warehouse and storage complex, and desires the additional property to expand the amount of warehouse space and increase parking. The owner's proposed expansion would require site plan approval.

Staff does not foresee a future need for the property for JCSA or the County. In addition, the topography of the parcel is relatively steep. Staff believes the property only has value to the adjacent property owner.

David L. Hertzler, II, completed an appraisal for the property and concluded the value to be \$153,000. The adjacent property owner appears to be willing to purchase the property for this amount, contingent upon site plan approval.

Staff recommends the Board authorize the sale of this property to S & L Properties for \$153,000.

MDP/gt
PrpsdSale-105Tewning-mem

Attachment

RESOLUTION

PROPOSED SALE OF PROPERTY - 105 TEWNING ROAD - \$153,000

WHEREAS, the owner of 152 Tewning Road has expressed an interest in purchasing 1.25 acres of adjacent property, known as 105 Tewning Road and owned by the James City Service Authority (JCSA); and

WHEREAS, JCSA does not foresee a future need for the property; and

WHEREAS, JCSA commissioned an appraisal that concluded the property's value to be \$153,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the General Manager to execute the necessary documents to sell 1.25 acres of 105 Tewning Road for the appraised value of \$153,000.

Ruth M. Larson
Chairman, Board of Directors

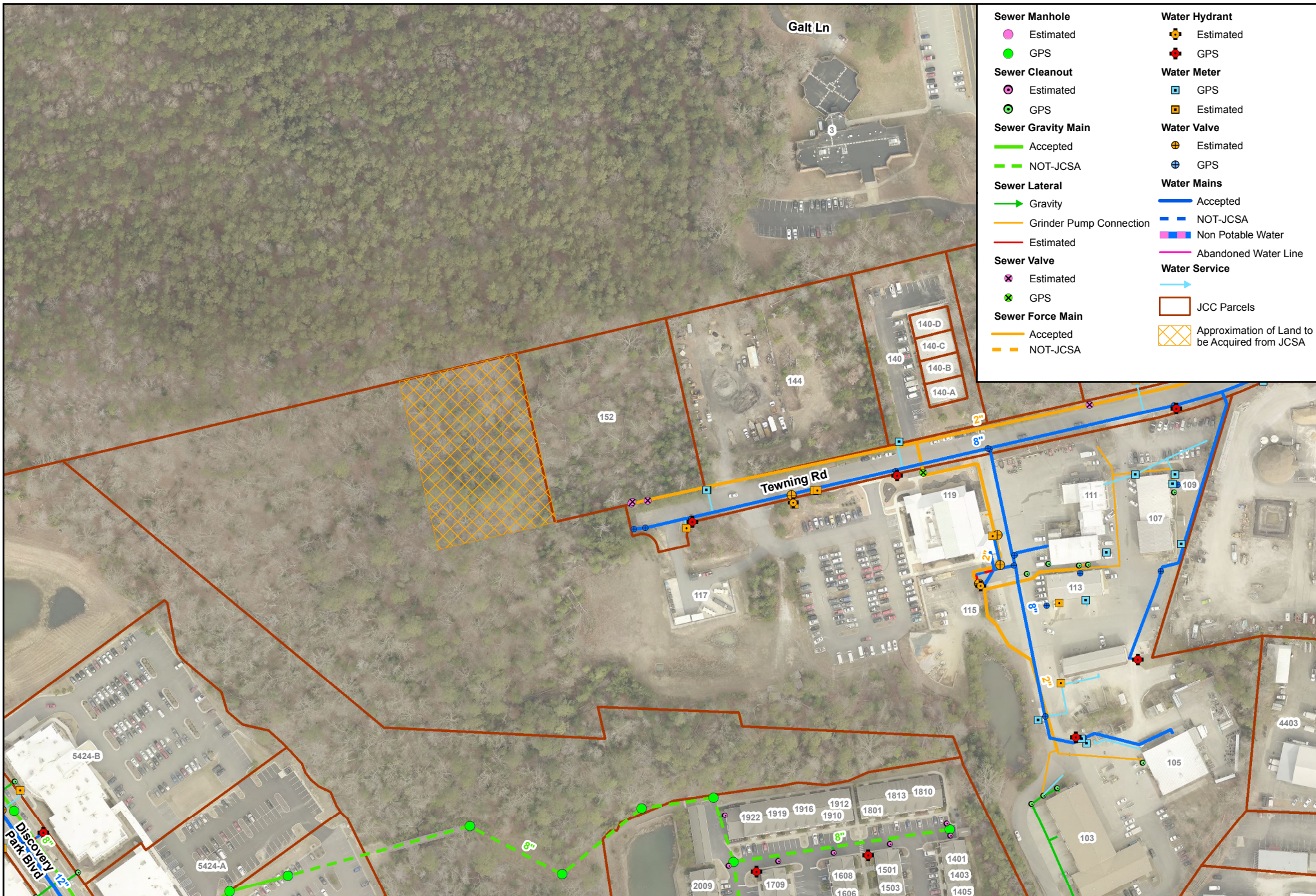
ATTEST:

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.

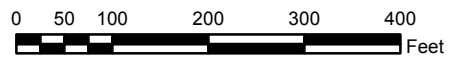
PrpsdSale-105Tewning-bod-res



Sewer Manhole		Water Hydrant	
Estimated		Estimated	
GPS		GPS	
Sewer Cleanout		Water Meter	
Estimated		GPS	
GPS		Estimated	
Sewer Gravity Main		Water Valve	
Accepted		Estimated	
NOT-JCSA		GPS	
Sewer Lateral		Water Mains	
Gravity		Accepted	
Grinder Pump Connection		NOT-JCSA	
Estimated		Non Potable Water	
Sewer Valve		Abandoned Water Line	
Estimated		Water Service	
GPS			
Sewer Force Main		JCC Parcels	
Accepted		Approximation of Land to be Acquired from JCSA	
NOT-JCSA			

This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. James City Service Authority is not responsible for its accuracy or how current it may be.

119 Tewning Rd



1 inch = 200 feet



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