

A G E N D A

JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS

County Government Center Board Room

September 23, 2014

7:00 P.M.

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. CONSENT CALENDAR**
 - 1. Minutes –
 - a. August 12, 2014, Regular Meeting
 - 2. Bank Resolution Amendment
- D. PUBLIC HEARING**
- E. BOARD CONSIDERATIONS**
- F. BOARD REQUESTS AND DIRECTIVES**
- G. ADJOURNMENT** – to 7 p.m. on October 28, 2014

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AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 12TH DAY OF AUGUST 2014, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. CALL TO ORDER

B. ROLL CALL

James G. Kennedy, Chairman
 Mary K. Jones
 John J. McGlennon
 Michael J. Hipple
 Kevin D. Onizuk

M. Douglas Powell, General Manager and Secretary to the Board
 Leo P. Rogers, County Attorney

C. CONSENT CALENDAR

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

The motion passed by a unanimous voice vote.

1. Minutes –
 - a. July 22, 2014, Regular Meeting
2. Formal Acceptance of Water and Sewer Systems – FY 2014

RESOLUTION

FORMAL ACCEPTANCE OF WATER AND SEWER SYSTEMS – FY 2014

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 the JCSA.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, does hereby formally accept the dedication of the water and sewer systems listed below, as of June 30, 2014:

Water Dedications

<u>Development</u>	<u>Value</u>
Colonial Heritage-Phase 4, Section 1	\$ 335,375
New Town-Section 7, Phase 9	180,625
New Town-Section 7, Phase 11	53,500
Settlement at Powhatan Creek, Phase 1	459,400
Stonehouse-Tract 12, Phase 2	89,850
Walmart at New Town	68,800
Williamsburg Pottery	217,350
Windsor Ridge-Section 2B	<u>166,200</u>
Total:	<u>\$1,571,100</u>

Sewer Dedications

<u>Development</u>	<u>Value</u>
Colonial Heritage-Phase 4, Section 1	\$ 417,800
New Town-Section 7, Phase 9	217,895
New Town-Section 7, Phase 11	70,015
Settlement at Powhatan Creek, Phase 1	639,235
Stonehouse-Tract 12, Phase 2	176,250
Walmart at New Town	31,965
Williamsburg Pottery	84,045
Windsor Ridge-Section 2B	<u>184,320</u>
Total:	<u>\$1,821,525</u>

Water and Sewer Total: \$3,392,625

D. PUBLIC HEARING1. Building E and JCSA Operations Building Lease Agreements with James City County

Mr. Powell addressed the Board giving a summary of the memorandum included in the Agenda Packet.

As there were no questions for staff, Mr. Kennedy opened the Public Hearing.

As no one wished to speak, Mr. Kennedy closed the Public Hearing.

Mr. Onizuk made a motion to approve the resolution.

On a roll call vote, the vote was: AYE: Mr. Kennedy, Mr. Hipple, Mr. McGlennon, Mr. Onizuk, Ms. Jones (5). NAY: (0).

RESOLUTION

LEASE AGREEMENTS WITH JAMES CITY COUNTY

WHEREAS, the James City Service Authority (JCSA) is the owner of certain real property identified as Building E of the Government Complex, 101 Mounts Bay Road, further identified as a portion of James City County Real Estate Tax Map No. 5010100009, and in the JCSA Operations Building, 107 Tewning Road, further identified as a portion of James City County Real Estate Tax Map No. 3910100003; and

WHEREAS, James City County (the “County”) wishes to lease space in Building E and in the JCSA Operations Building at 107 Tewning Road; and

WHEREAS, the County has agreed to pay \$2 per square foot, which is acceptable to JCSA staff; and

WHEREAS, every five years the Lease payment shall be increased by the percentage change in the Consumer Price Index (CPI); and

WHEREAS, the JCSA must enter into a lease agreement in order to protect its interests in Building E and the JCSA Operations Building; and

WHEREAS, the Board of Directors of the JCSA is of the opinion that it is in the public interest to execute the lease agreement.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes and directs the General Manager to execute any and all documents necessary to amend the deed restrictions and enter into the lease agreements with the County.

E. BOARD CONSIDERATIONS – None

F. BOARD REQUESTS AND DIRECTIVES

G. ADJOURNMENT – until 7 p.m. on September 23, 2014, for the Regular Meeting

Ms. Jones made a motion to adjourn.

The motion passed by a unanimous voice vote.

At 8:49 p.m. Mr. Kennedy adjourned the Board.

Bryan J. Hill
Secretary to the Board

MEMORANDUM

DATE: September 23, 2014
TO: The Board of Directors
FROM: M. Douglas Powell, General Manager, James City Service Authority
SUBJECT: Bank Resolution Amendment

The James City Service Authority (JCSA) bank resolution needs to be updated to change the General Manager and add the James City County Administrator.

The attached resolution amending the JCSA bank resolution to include M. Douglas Powell and Bryan J. Hill as authorized signers of checks is recommended for approval.


M. Douglas Powell

MDP/tlc
BankRes14-mem

Attachment

RESOLUTION

BANK RESOLUTION AMENDMENT

BE IT RESOLVED that James City Service Authority (JCSA) has multiple financial institutions designated as depositories for the JCSA funds and that funds so deposited may be withdrawn upon a check, draft, note, or order of the Board of Directors; and

BE IT FURTHER RESOLVED that all checks, drafts, notes, or orders drawn against said accounts be signed by two of the following:

M. Douglas Powell	OR	General Manager
Stephanie Luton	OR	Treasurer
Tara Woodruff	OR	Assistant Treasurer
Bryan J. Hill		Secretary

whose signatures shall be duly certified to these financial institutions and that no checks, drafts, notes, or orders drawn against these financial institutions shall be valid unless so signed.

BE IT FURTHER RESOLVED, that these financial institutions are hereby authorized and directed to honor and pay any checks, drafts, notes or orders so drawn, whether such checks, drafts, notes or orders be payable to the order of any such persons signing and/or countersigning said checks, drafts, notes or orders, or any of such persons in their individual capacities or not, and whether such checks, drafts, notes or orders are deposited to the individual credit of the person so signing and/or countersigning said checks, drafts, notes or orders, or the individual credit of any of the other officers or not. For cash investment purposes, the institution is also authorized and directed to honor requests for the transfer of money from savings to checking, checking to savings, and transfers from checking or savings to purchase Certificates of Deposit, repurchase agreements or to make other lawful investments when requested by Stephanie Luton, Treasurer, or Tara Woodruff, Assistant Treasurer. This resolution shall continue in force and these financial institutions may consider the facts concerning the holders of said offices, respectively, and their signatures to be and continue as set forth in the Certificate of the Secretary, accompanying a copy of this resolution when delivered to these financial institutions or in any similar subsequent certificate, until written notice to the contrary is duly served on these financial institutions.

James G. Kennedy
Chairman, Board of Directors

ATTEST:

Bryan J. Hill
Secretary to the Board

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
KENNEDY	_____	_____	_____
JONES	_____	_____	_____
MCGLENNON	_____	_____	_____
ONIZUK	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 23rd day of September, 2014.

BankRes14-res