

AG E N D A
JAMES CITY COUNTY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
April 26, 2016
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. CONSENT CALENDAR

1. Minutes Adoption - March 22, 2016 Regular Meeting

D. PUBLIC HEARING(S)

1. Public Hearing on FY 17-18 James City Service Authority Budget and Utility Rates

E. BOARD CONSIDERATION(S)

1. Closed Session - Consultation with legal counsel pertaining to actual or probable litigation, pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia
2. Closed Session Certification

F. BOARD REQUESTS AND DIRECTIVES

G. GENERAL MANAGER'S UPDATE

H. ADJOURNMENT

1. Adjourn until 6:30 pm on May 10, 2016

ITEM SUMMARY

DATE: 4/26/2016
TO: The Board of Directors
FROM: Teresa J. Fellows, Administrative Coordinator
SUBJECT: Minutes Adoption - March 22, 2016 Regular Meeting

ATTACHMENTS:

	Description	Type
▣	032216 BOD Minutes	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/13/2016 - 3:21 PM

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 22, 2016
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

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

M. Douglas Powell, General Manager
Bryan J. Hill, Secretary to the Board

C. CONSENT CALENDAR

1. Minutes Adoption - February 23, 2016 Regular Meeting
2. Resolution Appointing Wilmington Trust, N. A. and Removing U. S. National Bank Association, as Trustee Under Master Indenture
3. Ratification of Series 2016 Bond Documents

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

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: McGlennon, Larson, Sadler, Onizuk
Absent: Hipple

D. PUBLIC HEARING(S)

E. BOARD CONSIDERATION(S)

F. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon thanked Mr. Powell for his efforts, along with the other members of staff, in achieving an increase in the JCSA's bond rating. He also thanked him for the very informative work session held earlier this afternoon.

Mr. Onizuk announced that the JCSA recently attained an AAA bond rating from Standard & Poor's rating agency. He stated that it is a testament to the strong financial practices in place at the JCSA and thanked Mr. Powell and the rest of staff for their efforts.

G. GENERAL MANAGER'S UPDATE

1. Mr. Powell announced that the Board needed to amend its calendar to move the April 12 meeting date to May 10, so that the JCSA's budget could be adopted in conjunction with the County's budget on May 10.

A motion to Amend the adopted Calendar and move the April 12, 2016 meeting to May 10, 2016, was made by Ms. Sadler and the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: McGlennon, Larson, Sadler, Onizuk
Absent: Hipple

H. ADJOURNMENT

1. Adjourn until 6:30 p.m. on April 26, 2016, for the Regular Meeting

A motion to Adjourn was made by Mr. McGlennon and the motion result was Passed.

AYES: 4 NAYS: 0 ABSTAIN: 0 ABSENT: 1
Ayes: McGlennon, Larson, Sadler, Onizuk
Absent: Hipple

At 7:31 p.m., Mr. Onizuk adjourned the Board.

Bryan J. Hill
Secretary to the Board

ITEM SUMMARY

DATE: 4/26/2016

TO: The Board of Directors

FROM: M. Douglas Powell, General Manager

SUBJECT: Public Hearing on FY 17-18 James City Service Authority Budget and Utility Rates

ATTACHMENTS:

	Description	Type
▣	Memo	Cover Memo
▣	Advertisement	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Powell, Doug	Approved	4/7/2016 - 10:42 AM
Publication Management	Burcham, Nan	Approved	4/7/2016 - 10:44 AM
Legal Review	Kinsman, Adam	Approved	4/12/2016 - 11:42 AM
Board Secretary	Fellows, Teresa	Approved	4/12/2016 - 12:36 PM
Board Secretary	Purse, Jason	Approved	4/14/2016 - 11:44 AM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 8:26 AM

MEMORANDUM

DATE: April 26, 2016
TO: The Board of Directors
FROM: M. Douglas Powell, General Manager, James City Service Authority
SUBJECT: Public Hearing on FY 17-18 James City Service Authority Budget and Utility Rates

At the February 23, 2016 meeting, the Board approved the scheduling of a Public Hearing on April 26, 2016, on the proposed changes to Section 32, General Rate Policy and Rate Schedule, of the Regulations Governing Utility Service. The purpose of the Public Hearing is to invite public comment on those proposed changes and any aspect of the FY 17-18 Budget. The proposed changes are described in the attached Public Hearing advertisement.

Any comments received could become part of the agenda for the upcoming budget work sessions at the direction of the Board. Staff expects to ask the Board to adopt the budget, as amended during the work sessions, at its meeting on May 10, 2016.

No action is requested of the Board on this item at this meeting.

MDP/nb
FY17-18BudgetPH-mem

Attachment

JAMES CITY SERVICE AUTHORITY NOTICE OF PUBLIC HEARING WATER AND SEWER SERVICE RATE

The Board of Directors of the James City Service Authority will hold a Public Hearing on April 26, 2016, at 7 p.m., in the Building F Board Room, County Government Center, 101-F Mounts Bay Road, James City County, Virginia, to consider the following proposed changes to Section 32, General Rate Policy and Rate Schedule, Regulations Governing Utility Service.

B. Wastewater Charges

5. Retail service rates. The wastewater service charge shall be based on usage from a metered water source where available. For wastewater service on an unmetered water source a meter size equivalent shall be used, based upon an estimated charge.

(a) Metered water source.

Charge for all collection and treatment of wastewater

(1) Fixed Charge- Each customer bill shall include a Fixed Charge based upon the size of the meter serving the customer. The Fixed Charge for each billing cycle shall be calculated based on the quarterly fixed charge chart below. This Fixed Charge is for expenses associated with operating and maintaining the wastewater collection system.

Meter Size	Current Quarterly Fixed Charge	FY 17 Proposed Quarterly Fixed Charge
5/8"	\$ 5.66	\$ 5.77
3/4"	\$ 8.49	\$ 8.66
1"	\$ 14.15	\$ 14.43
1 1/2"	\$ 28.30	\$ 28.85
2"	\$ 45.28	\$ 46.16
3"	\$ 90.56	\$ 92.32
4"	\$141.50	\$144.25
6"	\$283.00	\$288.50
8"	\$452.80	\$461.60
10"	\$650.90	\$663.55

	Current Rate Collection	FY 17 Proposed Rate Collection
(2) Volume		
Per 1,000 gallons of water consumed	\$2.93	\$2.99
Per 100 cubic feet of water consumed	\$2.20	\$2.24

ITEM SUMMARY

DATE: 4/26/2016

TO: The Board of Directors

FROM: M. Douglas Powell, General Manager

SUBJECT: Closed Session - Consultation with legal counsel pertaining to actual or probable litigation, pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/14/2016 - 11:33 AM

ITEM SUMMARY

DATE: 4/26/2016
TO: The Board of Directors
FROM: Teresa J. Fellows, Administrative Coordinator
SUBJECT: Closed Session Certification

ATTACHMENTS:

	Description	Type
▣	041416 CS Certification	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/14/2016 - 11:35 AM

RESOLUTION

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Board of Directors of James City County, Virginia, (Board) has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby certifies that, to the best of each member's knowledge: i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and ii) only such public business matters were heard, discussed, or considered by the Board as were identified in the motion, Section 2.2-3711(A)(7), consultation with legal counsel pertaining to actual or probable litigation.

Kevin D. Onizuk
Chairman, Board of Directors

ATTEST:

Bryan J. Hill
Secretary to the Board

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

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 26th day of April, 2016.

042616-bod-ex-res

ITEM SUMMARY

DATE: 5/10/2016
TO: The Board of Directors
FROM: Teresa J. Fellows, Administrative Coordinator
SUBJECT: Adjourn until 6:30 pm on May 10, 2016

At the March 22, 2016 Regular Meeting, the Board of Directors amended their calendar to add a meeting on May 10, 2016 to adopt the JCSA budget in conjunction with the adoption of the County budget.

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 8:26 AM