

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
May 11, 2021
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATIONS

D. PUBLIC COMMENT

E. CONSENT CALENDAR

1. Minutes Adoption

F. PUBLIC HEARING(S)

G. BOARD CONSIDERATION(S)

1. Initial Contract Award - Kingswood Water Main Replacement - \$280,555 and Authorization for General Manager to Execute Final Project Contract
2. Changes to the Regulations Governing Utility Service and Resolution of Appropriation for Fiscal Year 2022 Budget

H. BOARD REQUESTS AND DIRECTIVES

I. GENERAL MANAGER'S UPDATE

1. May 2021 Dashboard

J. ADJOURNMENT

1. Adjourn until 5 pm on June 8, 2021 for the Regular Meeting

ITEM SUMMARY

DATE: 5/11/2021
TO: The Board of Directors
FROM: Teresa J. Fellows, Deputy Secretary
SUBJECT: Minutes Adoption

ATTACHMENTS:

	Description	Type
☐	April 13, 2021 Regular Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	5/4/2021 - 10:58 AM

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
April 13, 2021
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

P. Sue Sadler, Stonehouse District
James O. Icenhour, Jr., Jamestown District
Michael J. Hipple, Powhatan District
John J. McGlennon, Vice Chairman, Roberts District
Ruth M. Larson, Chairman, Berkeley District

Scott A. Stevens, Secretary to the Board
Adam R. Kinsman, County Attorney
M. Douglas Powell, General Manager

Ms. Larson asked Mr. Powell about two additional Agenda items.

Mr. Powell recommended the addition of two items to the Agenda. He noted one was for the Emergency Contract Award for the Route 5 water main replacement. He further noted the second item was for a Closed Session. Mr. Powell noted per Board policy, a vote was needed for the Agenda change.

A motion to Amend the Agenda was made by John McGlennon, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

C. PRESENTATIONS

None.

D. PUBLIC COMMENT

None.

E. CONSENT CALENDAR

1. Minutes Adoption

A motion to Approve was made by Michael Hipple, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

The minutes Approved for Adoption included the following minutes:

-March 9, 2021, Regular Meeting

F. PUBLIC HEARING(S)

1. Public Hearing on Fiscal Year 2022 James City Service Authority Budget

Mr. Powell presented the Fiscal Year (FY) 2022 Proposed Budget and Capital Improvement Program (CIP) for the James City Service Authority (JCSA). He noted this was the first year JCSA had presented its budget as a separate entity from the County's budget. He further noted JCSA's budget relied solely on user fees and received no funding from the County. Mr. Powell noted JCSA's budget consisted of two funds: Water Fund and Sewer Fund. He further noted the four main issues of the budget's focus were: 1) sustainable long-term water supply, 2) modernizing aging infrastructure facilities and technologies, 3) succession management and the recruitment of employees, and 4) regulatory compliance. Mr. Powell noted the FY21 Adopted Budget and FY22 Planned and Proposed Budget breakdowns in a PowerPoint presentation. He further noted the major changes from FY21 to the proposed FY22 budget included the bond funding for the two neighborhood improvement projects was a major part of the increase FY21 budget. Mr. Powell continued the PowerPoint addressing the other major changes which included rate changes and a recruitment and retention study. He noted the study recommended four new positions which included a Water Quality Specialist and Water Production Maintenance Mechanic to address regulatory requirements on public water providers. Mr. Powell further noted the other positions included a Building Technician for the 108 JCSA-owned facilities and a Human Resources (HR) Analyst to assist in HR activities. He noted an expected decrease in some revenue areas, adding JCSA had received Coronavirus Aid, Relief, and Economic Security (CARES) Act funding to assist delinquent customers experiencing COVID-19 hardships. Mr. Powell further noted those funds would not be available this year. He continued the PowerPoint presentation highlighting JCSA's revenue and expenses with personnel as the highest expense followed by debt service and Capital Projects. Mr. Powell noted the decrease in water use over time and JCSA's support of water conservation showed the decline as a positive trend.

Mr. McGlennon asked if the data represented a monthly household.

Mr. Powell noted it was a total amount with annual fees for system production. He further noted the decline and the timeline on the trend. Mr. Powell noted the use of smart appliances was a factor in the decline in combination with other factors such as rate structuring.

Discussion ensued on the decline and the County's growth.

Mr. Powell continued the PowerPoint presentation addressing the proposed budget increase of a 3.5% water rate in each of the four tiers. He noted there was no recommended change to the sewer rates for FY22. He further noted the tier breakdown in the presentation. Mr. Powell noted if the charges were adopted, JCSA would still have the lowest water bill and the third lowest combined sewer and water bill in the Hampton Roads region for the typical 5,000 gallon a month user. He further noted budget actions to address the four areas in the presentation. Mr. Powell noted JCSA's budget calendar was the same as the County's calendar.

Ms. Larson opened the Public Hearing.

Ms. Larson closed the Public Hearing as there were no speakers. She thanked Mr. Powell for the presentation, adding no action was required at this time.

G. BOARD CONSIDERATION(S)

1. Contract Award - Lift Station 3-3 Pipe Bridge Upgrade - \$386,317

A motion to Approve was made by Michael Hipple, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. Powell addressed the Board regarding the specifics of the sewer pipe and pipe bridge upgrade. He noted the contract was awarded to Henry S. Branscome, LLC, adding the company had successfully completed work for JCSA previously. He further noted staff's recommendation of the Board's approval.

Mr. McGlennon asked if the award amount was within the expected budget amount.

Mr. Powell confirmed yes.

2. Contract Award - Annual Services for Installation and Removal of Submersible Well Pump Assemblies and Related Work

A motion to Approve was made by Michael Hipple, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. Powell addressed the Board regarding the memorandum and resolution in the Agenda Packet. He noted the contract was awarded to A.C. Schultes, adding the company had successfully completed work for JCSA previously. He further noted staff's recommendation of the Board's approval.

Mr. Icenhour noted this was a contract award. He asked if a well replacement exceeded a certain monetary amount, this item would come before the Board.

Mr. Powell confirmed yes.

3. Contract Award - Custodial Services

A motion to Approve was made by Sue Sadler, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. Powell addressed the Board regarding the memorandum and resolution in the Agenda Packet. He noted the contract was awarded to Rock Solid Janitorial, LLC, adding the company had successfully completed work for JCSA previously. He further noted staff's recommendation of the Board's approval.

4. Emergency Purchase Contract Award - Route 5 Water Main Replacement- \$582,500

A motion to Approve was made by Michael Hipple, the motion result was Passed.
AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

Mr. Powell addressed the Board regarding the 18-inch broken water main along Route 5 which broke in March 2021. He noted the details and the affected areas in the County with an estimated three-month completion timeline. Mr. Powell noted Mr. McGlennon had asked about redundancy, adding the use of a pipe bridge would make future repairs easier and remove the redundancy concerns. The contract was awarded to Henry S. Branscome, LLC, adding the company had successfully completed work for JCSA previously. He further noted

staff's recommendation of the Board's approval.

5. CLOSED SESSION: Discussion or consideration of the investment of public funds related to a water supply agreement with the City of Newport News where competition or bargaining is involved, where, if made public initially, the financial interest of the JCSA would be adversely affected, pursuant to Section 2.2-3711(A)(6) of the Code of Virginia.

A motion to Enter a Closed Session was made by Sue Sadler, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 7:32 p.m., the Board entered Closed Session.

At approximately 7:55 p.m., the Board re-entered Open Session.

A motion to Certify the Board only spoke about those items indicated that it would speak about in Closed Session was made by John McGlennon, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

H. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon asked for an update on the CARES Act relief funding. He noted Mr. Powell could provide that information later.

Mr. Powell noted he would send that information. He further noted approximately 40% of the allocation had been used. Mr. Powell noted additional work was needed to get information out to citizens. He further noted a later discussion with the Board on regional level utility companies and the possibility of water cut off for non-payment.

Mr. McGlennon asked about the funding deadline.

Mr. Powell noted December 31, 2021.

I. GENERAL MANAGER'S UPDATE

1. April Dashboard Report

Mr. Powell noted he had no additional comments to add to the dashboard.

J. ADJOURNMENT

1. Adjourn until 1 pm on April 27, 2021 for the Budget Work Session

A motion to Adjourn was made by Sue Sadler, the motion result was Passed.

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

Ayes: Hipple, Icenhour Jr, Larson, McGlennon, Sadler

At approximately 7:57 p.m., Ms. Larson adjourned the Board of Directors.

ITEM SUMMARY

DATE: 5/11/2021

TO: The Board of Directors

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

SUBJECT: Initial Contract Award - Kingswood Water Main Replacement - \$280,555 and Authorization for General Manager to Execute Final Project Contract

The Kingswood Water Main Replacement Project consists of replacing and upsizing approximately 15,100 feet of water main in the 1960-70s era neighborhood water distribution system primarily serving the Kingswood subdivision. The existing water mains are undersized by current standards and the area has exhibited an increased number of main breaks within the past several years.

The replacement project will improve system reliability, minimize service disruptions, and provide increased fire flows. The scope of work includes the replacement of valves, fire hydrants, service lines, and meter boxes. All disturbed areas will be restored to existing conditions, which includes the repair and replacement of road surfaces. The majority of the new water mains will be 8 inches in diameter with 2-inch or 4-inch mains located in cul-de-sacs.

The fixed price design-build procurement method with a two-step competitive negotiation process was used to select the contractor in order to meet the project's expedited timeline due to bond requirements. For the first step, a Request for Qualifications was publicly advertised and seven firms submitted responses documenting their construction and design-build experience, proposed design-build team, and project understanding. An evaluation committee made up of James City Service Authority (JCSA) engineering, inspection and management staff, along with advisory members from James City County Purchasing and the County Attorney's Office, reviewed the qualifications. The three most qualified firms were selected to respond to the second step in the selection process consisting of a Request for Proposals (RFP).

Three proposals were received with each consisting of: 1) a Technical Proposal with conceptual engineering plans, project narrative, experience descriptions, and schedule; and 2) a Cost Proposal with proposed design fees and construction fees for a polyvinyl chloride (PVC) pipe option and a ductile iron pipe option. Toano Contractors, Inc., with Rummel, Klepper & Kahl, LLP providing design service, was selected as the most fully qualified design-build team that met JCSA's needs as defined in the RFP.

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Luton, Stephanie	Approved	4/21/2021 - 4:09 PM
Publication Management	Daniel, Martha	Approved	4/21/2021 - 4:29 PM
Board Secretary	Fellows, Teresa	Approved	4/29/2021 - 10:11 AM
Legal Review	Kinsman, Adam	Approved	4/21/2021 - 4:30 PM
Board Secretary	Rinehimer, Bradley	Approved	4/30/2021 - 7:25 AM
Board Secretary	Fellows, Teresa	Approved	5/4/2021 - 10:20 AM

MEMORANDUM

DATE: May 11, 2021

TO: The Board of Directors

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

SUBJECT: Initial Contract Award - Kingswood Water Main Replacement - \$280,555 and Authorization for General Manager to Execute Final Project Contract

The Kingswood Water Main Replacement Project consists of replacing and upsizing approximately 15,100 feet of water main in the 1960-70s era neighborhood water distribution system primarily serving the Kingswood subdivision. The existing water mains are undersized by current standards and the area has exhibited an increased number of main breaks within the past several years.

The replacement project will improve system reliability, minimize service disruptions, and provide increased fire flows. The scope of work includes the replacement of valves, fire hydrants, service lines, and meter boxes. All disturbed areas will be restored to existing conditions, which includes the repair and replacement of road surfaces. The majority of the new water mains will be 8 inches in diameter with 2-inch or 4-inch mains located in cul-de-sacs.

The fixed price design-build procurement method with a two-step competitive negotiation process was used to select the contractor in order to meet the project's expedited timeline due to bond requirements. For the first step, a Request for Qualifications was publicly advertised and seven firms submitted responses documenting their construction and design-build experience, proposed design-build team, and project understanding. An evaluation committee made up of James City Service Authority (JCSA) engineering, inspection and management staff, along with advisory members from James City County Purchasing and the County Attorney's Office, reviewed the qualifications. The three most qualified firms were selected to respond to the second step in the selection process consisting of a Request for Proposals (RFP).

Three proposals were received with each consisting of: 1) a Technical Proposal with conceptual engineering plans, project narrative, experience descriptions, and schedule; and 2) a Cost Proposal with proposed design fees and construction fees for a polyvinyl chloride (PVC) pipe option and a ductile iron pipe option. Toano Contractors, Inc., with Rummel, Klepper & Kahl, LLP providing design service, was selected as the most fully qualified design-build team that met JCSA's needs as defined in the RFP.

The initial contract award of \$280,555 consists of the design-builder fee from the Notice to Proceed to the 70% design stage. The remaining design-builder fees for 70% design to completion, construction administration, and construction shall be finalized through negotiation at the 70% design stage. Selection of either PVC pipe or ductile iron pipe shall also be made at the 70% design stage. The proposed fees are summarized below.

Initial Contract Award - Kingswood Water Main Replacement - \$280,555 and Authorization for General Manager to Execute Final Project Contract
May 11, 2021
Page 2

Item Description	Cost
Design-Builder fee - Notice to Proceed to 70% Design	\$ 280,555
Design-Builder fee - 70% Design to Design Completion	\$ 115,497
Design-Builder fee - Construction Administration	\$ 173,473
Design Total	\$ 569,525
Construction - PVC Pipe Option	\$3,552,049
Construction - Ductile Iron Pipe Option	\$3,734,150
Total Project Cost: Design + PVC Pipe	\$4,121,574
Total Project Cost: Design + Ductile Iron Pipe	\$4,303,675

The resolution authorizes the General Manager to execute the final project contract for the negotiated total project cost up to the budget amount of \$4,675,000. The 70% design stage is expected to be complete in the fall of 2021 and the entire project is expected to be complete in April 2023.

Toano Contractors, Inc. and Rummel, Klepper & Kahl, LLP have successfully completed work for JCSA in the past.

Staff recommends approval of the attached resolution authorizing: 1) the initial contract award of \$280,555 for the design-builder fee from the Notice to Proceed to 70% design stage to Toano Contractors, Inc. and 2) the General Manager executing the final contract with Toano Contractors, Inc. for the negotiated total project cost up to the budget amount of \$4,675,000.

MDP/md
ICA-Kingswood-mem

Attachment

RESOLUTION

INITIAL CONTRACT AWARD - KINGSWOOD WATER MAIN REPLACEMENT - \$280,555

AND AUTHORIZATION FOR GENERAL MANAGER TO EXECUTE

FINAL PROJECT CONTRACT

WHEREAS, a Request for Qualifications was publicly advertised for the Kingswood Water Main Replacement and seven firms submitted their qualifications; and

WHEREAS, three firms were selected to respond to the subsequent Request for Proposals (RFP) and Toano Contractors, Inc. was determined to be the most fully qualified design-build team that met the James City Service Authority's needs as defined in the RFP; and

WHEREAS, the initial contract award of \$280,555 consists of the design-builder fee from the Notice to Proceed to the 70% design stage; and

WHEREAS, the remaining design-builder fees for 70% design to completion, construction administration, and construction shall be finalized through negotiation at the 70% design stage; and

WHEREAS, the General Manager will execute the final project contract for the negotiated total project cost up to the budget amount of \$4,675,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority hereby awards the initial contract for the Kingswood Water Main Replacement to Toano Contractors, Inc. and authorizes the General Manager to execute a design-build contract with Toano Contractors, Inc. for the Notice to Proceed to the 70% design stage in an amount not to exceed \$280,555.

BE IT FURTHER RESOLVED that the Board of Directors of the James City Service Authority authorizes the General Manager to negotiate and execute those amendments to the design-build contract that are necessary to reach completion of the Kingswood Water Main Replacement Project from the 70% design stage, consistent with the RFP, in an amount not to exceed a total project cost of \$4,675,000.

Ruth M. Larson
Chairman, Board of Directors

ATTEST:

Teresa J. Fellows
Deputy Secretary to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
SADLER	___	___	___
ICENHOUR	___	___	___
HIPPLE	___	___	___
MCGLENNON	___	___	___
LARSON	___	___	___

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 11th day of May, 2021.

ICA-Kingswood-res

ITEM SUMMARY

DATE: 5/11/2021

TO: The Board of Directors

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

SUBJECT: Changes to the Regulations Governing Utility Service and Resolution of Appropriation for Fiscal Year 2022 Budget

Attached are resolutions approving changes to the Regulations Governing Utility Service and appropriating the Fiscal Year (FY) 2022 budget. At its February 9, 2021 meeting, the Board approved setting a public hearing on the proposed changes. The public hearing was subsequently held on April 13, 2021. The changes to the regulations and the FY22 budget were discussed during a work session and would become effective July 1, 2021.

ATTACHMENTS:

Description	Type
☐ Memo	Cover Memo
☐ Resolution of Appropriation	Resolution
☐ Resolution for Changes to Regulations	Resolution
☐ Attachment 1 JCSA FY22 Budget Changes to Regulations	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Luton, Stephanie	Approved	4/23/2021 - 8:40 AM
Publication Management	Daniel, Martha	Approved	4/23/2021 - 8:52 AM
Legal Review	Kinsman, Adam	Approved	4/23/2021 - 8:57 AM
Board Secretary	Fellows, Teresa	Approved	4/29/2021 - 10:11 AM
Board Secretary	Rinehimer, Bradley	Approved	4/30/2021 - 7:24 AM
Board Secretary	Fellows, Teresa	Approved	5/4/2021 - 10:20 AM

MEMORANDUM

DATE: May 11, 2021

TO: The Board of Directors

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

SUBJECT: Changes to the Regulations Governing Utility Service and Resolution of Appropriation for Fiscal Year 2022 Budget

Attached are resolutions approving changes to the Regulations Governing Utility Service and appropriating the Fiscal Year (FY) 2022 budget. At its February 9, 2021 meeting, the Board approved setting a public hearing on the proposed changes. The public hearing was subsequently held on April 13, 2021. The changes to the regulations and the FY22 budget were discussed during a work session and would become effective July 1, 2021.

Staff recommends approval of both resolutions.

MDP/md
RegGovUtilServ22-mem

Attachment

RESOLUTION OF APPROPRIATION

JAMES CITY SERVICE AUTHORITY FISCAL YEAR 2022 BUDGET

WHEREAS, the General Manager has prepared a proposed budget for the fiscal year beginning July 1, 2021; and

WHEREAS, the Board of Directors has considered said budget and does now propose to adopt the budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby adopts and appropriates the following amounts for operations and activities as shown below:

1. The following amounts are hereby appropriated in the **Water Fund**:

Water Fund - Revenues

Service Charges	\$11,570,793
Facility Charges	1,415,000
Interest Income	100,000
Miscellaneous	193,975
Interfund Loan from Sewer Fund	<u>500,000</u>
	<u>\$13,779,768</u>

Water Fund - Expenses

Operating-Personnel	\$4,600,883
Operating-Non-personnel	3,873,546
Operating-Capital Outlay	110,000
Debt Service-Principal	1,010,000
Debt Service-Interest	913,256
Interfund Loan Reimbursement to Sewer Fund	250,000
Capital Projects	<u>3,022,083</u>
	<u>\$13,779,768</u>

2. The following amounts are hereby appropriated in the **Sewer Fund**:

Sewer Fund - Revenues

Service Charges	\$6,042,065
Facility Charges	1,200,000
Grinder Pump Charges	211,000
Interest Income	100,000
Miscellaneous	248,180
Unrestricted Net Position	1,656,554
Interfund Loan Reimbursement from Water Fund	<u>250,000</u>
	<u>\$9,707,799</u>

Sewer Fund - Expenses

Operating-Personnel	\$3,937,071
Operating-Non-personnel	2,434,962
Operating-Capital Outlay	134,000
Operating-Grinder Pump	286,700
Interfund Loan to Water Fund	500,000
Capital Projects	<u>2,415,066</u>
	<u>\$9,707,799</u>

Ruth M. Larson
Chairman, Board of Directors

ATTEST:

Teresa J. Fellows
Deputy Secretary to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
SADLER	___	___	___
ICENHOUR	___	___	___
HIPPLE	___	___	___
MCGLENNON	___	___	___
LARSON	___	___	___

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 11th day of May, 2021.

FY22BudgtApprop-res

RESOLUTION

CHANGES TO THE REGULATIONS GOVERNING UTILITY SERVICE AND

RESOLUTION OF APPROPRIATION FOR FISCAL YEAR 2022 BUDGET

WHEREAS, the Board of Directors of the James City Service Authority conducted a public hearing on April 13, 2021, for proposed changes to the Regulations Governing Utility Service.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby adopts the changes to Section 17, General Rate Policy and Rate Schedule, Regulations Governing Utility Service as summarized in the attachment, which will become effective for all bills mailed on or after July 1, 2021.

BE IT FURTHER RESOLVED that the attachment showing the proposed changes be made part of this resolution.

Ruth M. Larson
Chairman, Board of Directors

ATTEST:

Teresa J. Fellows
Deputy Secretary to the Board

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

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 11th day of May, 2021.

FY22BdgtReg-res

1. Peak water demand will be calculated from fixture unit load valves based on Table E103.3 from the current edition of the International Plumbing Code.
2. The meter size will then be selected from Table C.1.1.12 (AWWA Standard C700-77) assuming 80% safe operating capacity for the meter.

The purpose of the system facility charge is to defray in part the cost of providing force mains, pump stations, and collection systems. The charge shall be paid prior to the issuance of a plumbing permit from Building Safety and Permits.

2. Wastewater service connection fee. A wastewater service connection fee of \$1,818 for each separate connection to the Authority's sanitary sewer system shall be paid by each applicant upon approval of the application for service, and prior to the issuance of a plumbing permit by Building Safety and Permits, and making the connection.

If the service connection is required by the Authority, the wastewater service connection fee shall be paid and the Authority shall provide the service connection. Exceptions are as follows:

- a. If the service connection is not required by the Authority, the service connection fee shall be waived and the applicant shall be required to make the connection at their own expense.
- b. If a service connection previously installed by a developer exists to the applicant's property, the service connection fee is waived.
- c. Non-Residential properties are exempt from the service connection fee; however, the applicant must make the connection at their own expense.

The purpose of this charge is to defray in part the cost of installing wastewater service connections where applicable. The charge shall be paid prior to the issuance of a plumbing permit from Building Safety and Permits.

3. Grinder Pump Installation and Maintenance Charge.
 - (a) Maintenance of sanitary sewer grinder pumps is the responsibility of the property owner, unless a residential property owner applies for and enters into a grinder pump service agreement with the Authority subject to compliance with the Authority's current grinder pump policy. The Authority shall not maintain nonresidential grinder pumps or other commercial pump stations unless it is deemed to be in the best interest of the Authority.
 - (b) If a residential grinder pump service agreement is entered into, an annual grinder pump maintenance charge of ~~\$375.00~~ **\$350.00** shall be paid for each separate connection to a grinder pump. The payment for this charge will be prorated in equal amounts in the customers' utility service charge billing.

- a. If the service connection is not required by the Authority, the service connection fee shall be waived and the applicant shall be required to make the connection at their own expense.
- b. If a service connection previously installed by a developer exists to the applicant's property, the service connection fee is waived.
- c. Non-Residential properties are exempt from the service connection fee; however, the applicant must make the connection at their own expense.

The purpose of this charge is to defray in part the cost of installing water service connections where applicable.

- 3. Retail service charge. The water service charge shall be based on usage from a metered water source, as follows:

- (a) 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 fixed charge chart below. This is for expenses associated with operating and maintaining the water distribution system.

Water Meter Size	Monthly Fixed Charge
5/8"	\$5.41 \$5.23
3/4"	\$8.11 \$7.84
1"	\$13.52 \$13.06
1-1/2"	\$27.04 \$26.13
2"	\$43.27 \$41.81
3"	\$94.65 \$91.45
4"	\$162.26 \$156.77
6"	\$365.09 \$352.74
8"	\$432.70 \$418.07
10"	\$622.00 \$600.97

- (b) Volumetric Charge - Water service shall be based upon a volumetric consumption charge, as follows:

Single-Family Residential			
Tier 1	Tier 2	Tier 3	Tier 4
Monthly Use:	Monthly Use:	Monthly Use:	Monthly Use:
0-4,000 gallons	4,001-8,000 gallons	8,001-12,000 gallons	12,001+ gallons
Rate Per 1,000 Gallons			
\$3.75 \$3.62	\$6.81 \$6.58	\$13.62 \$13.16	\$21.11 \$20.40
Multi-Family Residential and Non-Residential			
All Meter Sizes		All Use	
Rate Per 1,000 Gallons		\$5.92 \$5.72	

The purpose of the retail service charge is to defray all costs associated with operation and maintenance, and capital improvement for providing water treatment , transmission,

ITEM SUMMARY

DATE: 5/11/2021
TO: The Board of Directors
FROM: M. Douglas Powell, JCSA General Manager
SUBJECT: May 2021 Dashboard

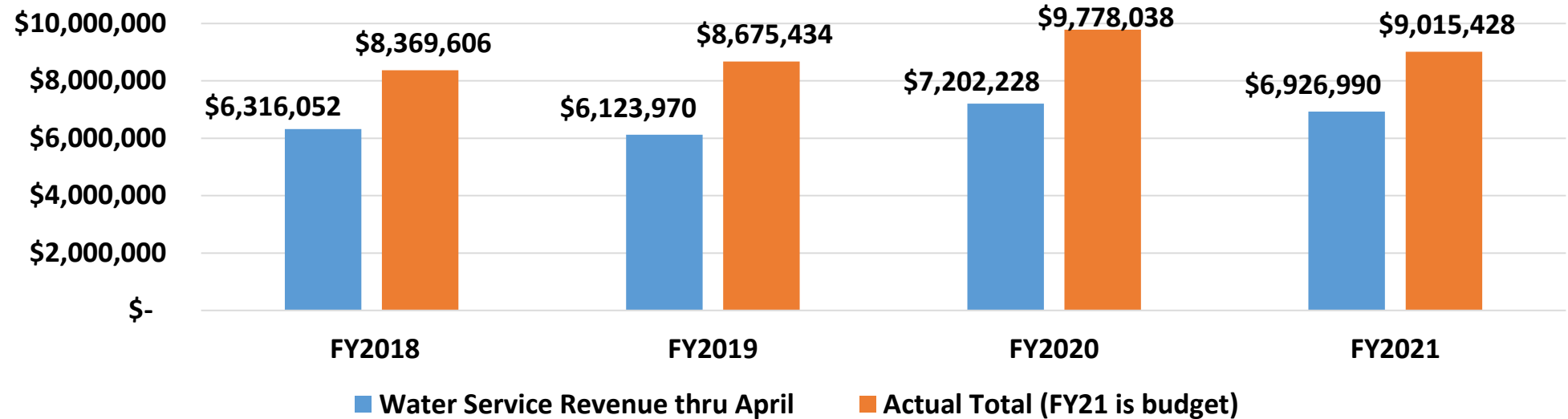
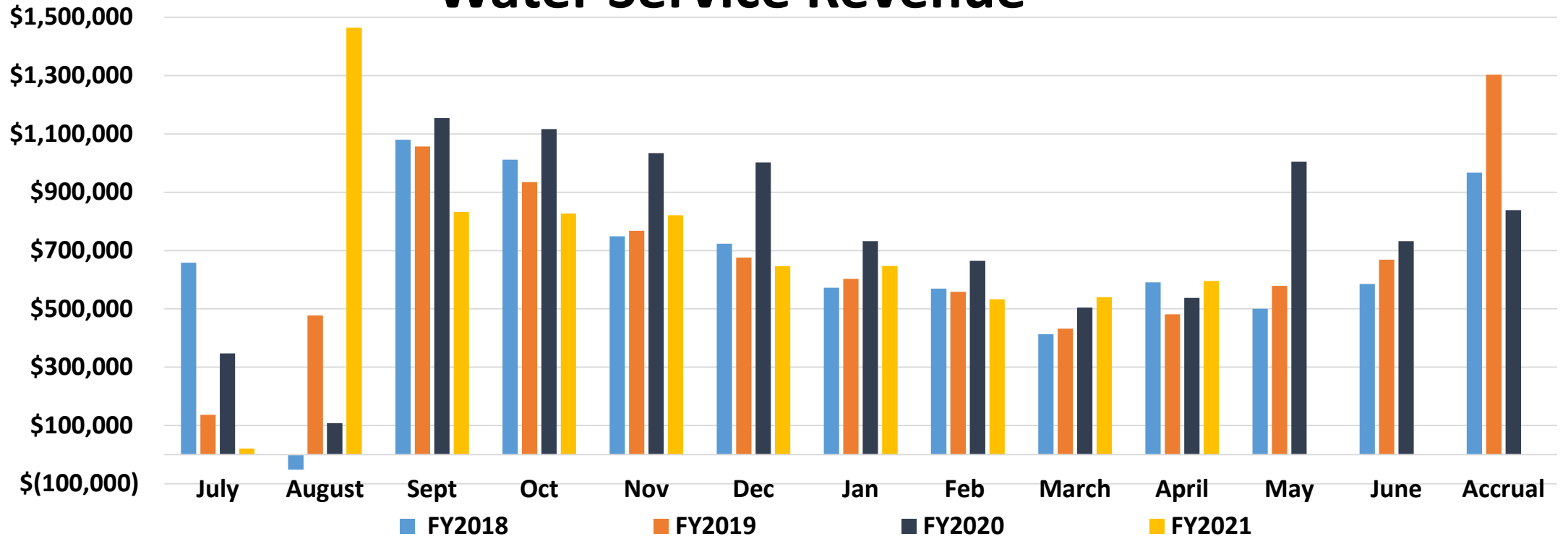
ATTACHMENTS:

	Description	Type
📎	Dashboard Report	Exhibit

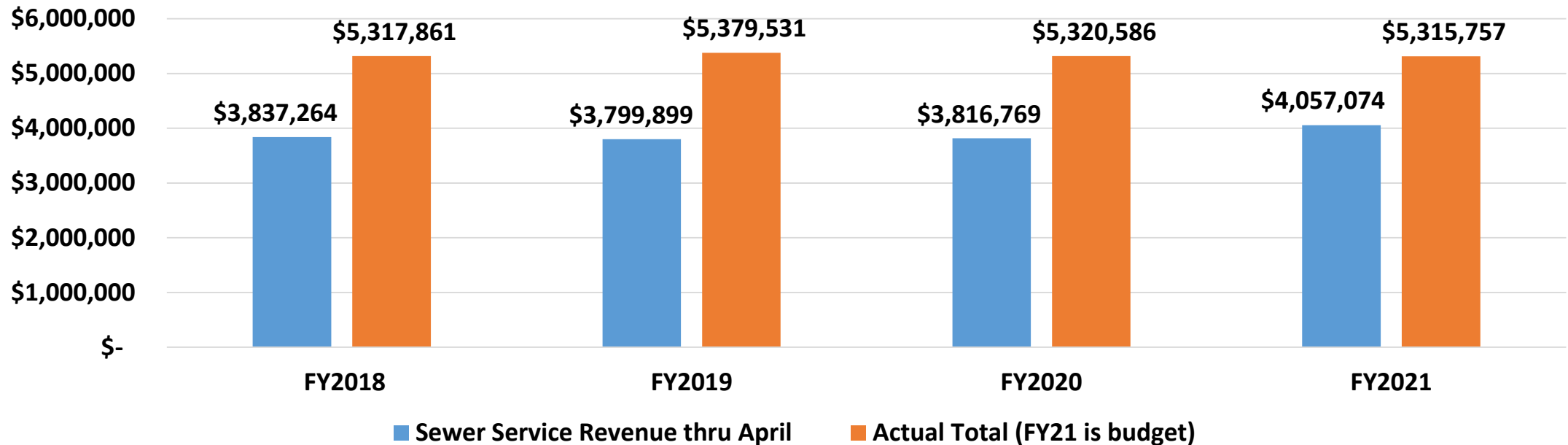
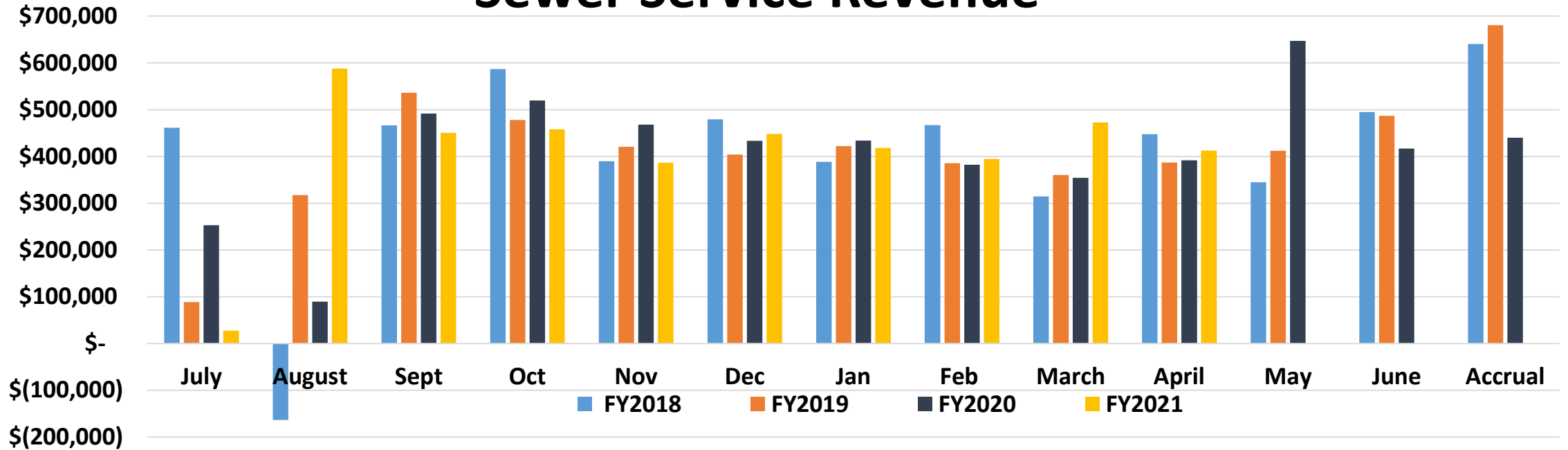
REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	5/11/2021 - 8:53 AM

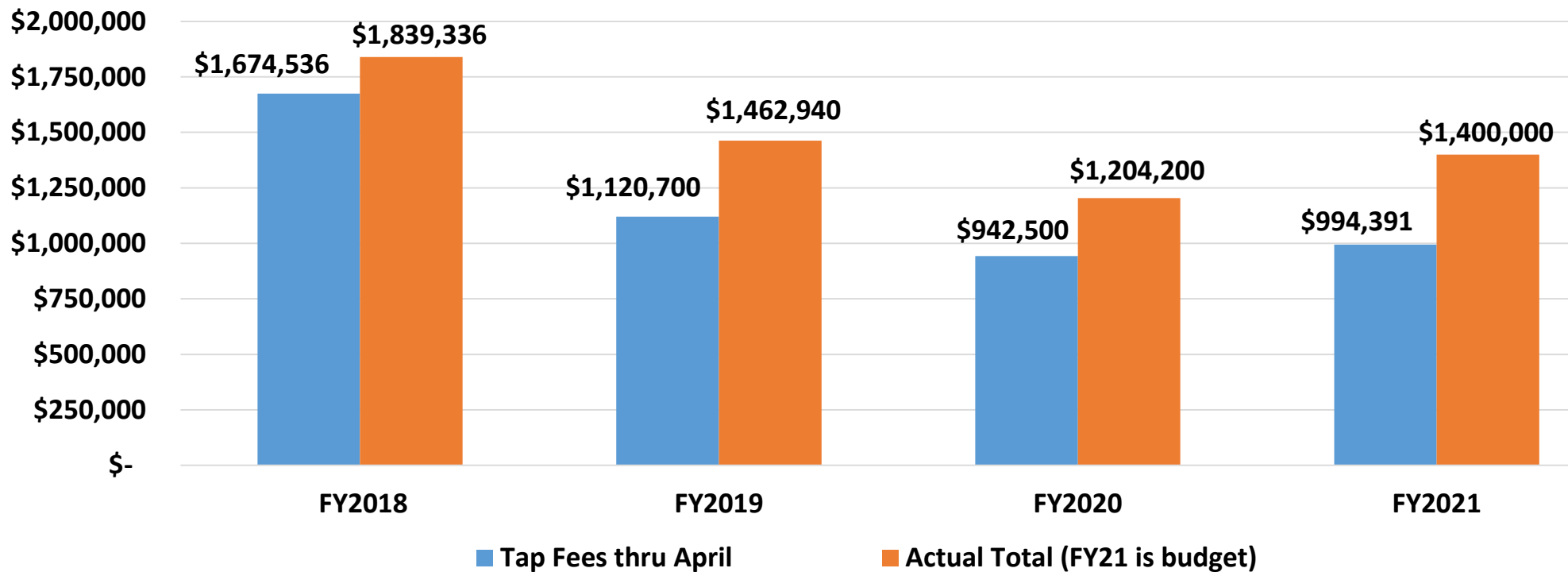
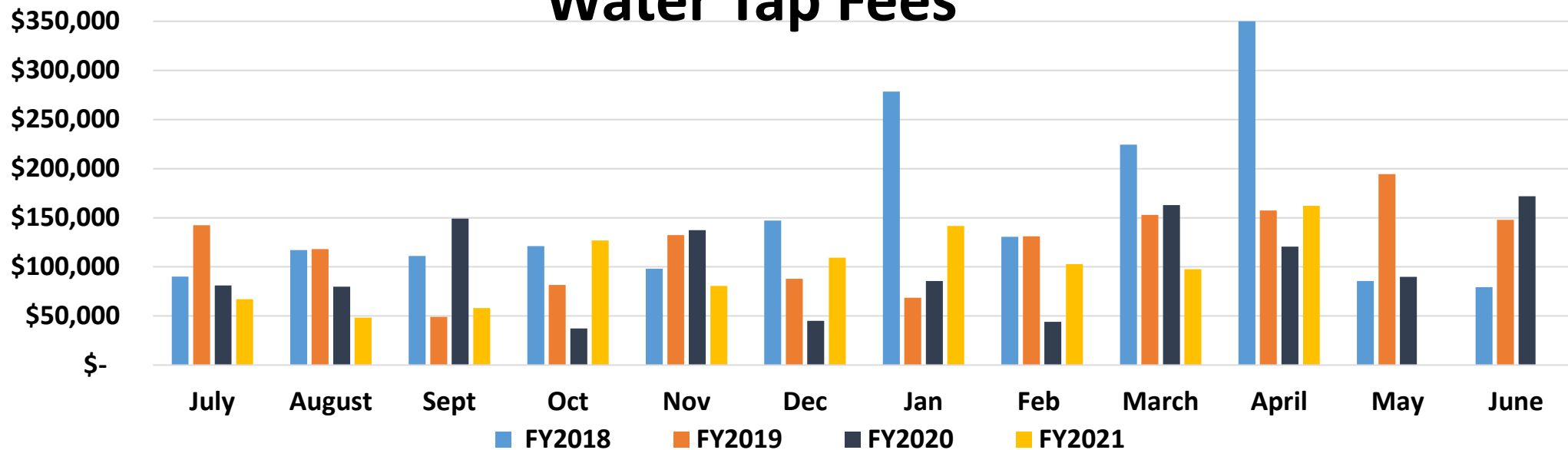
Water Service Revenue



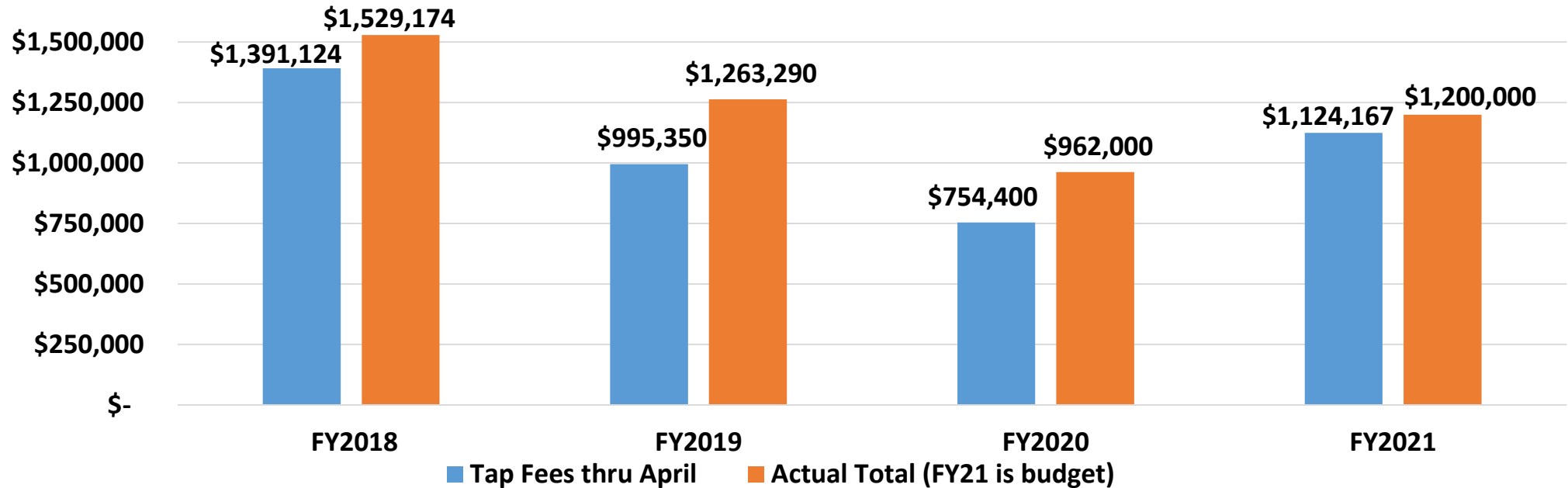
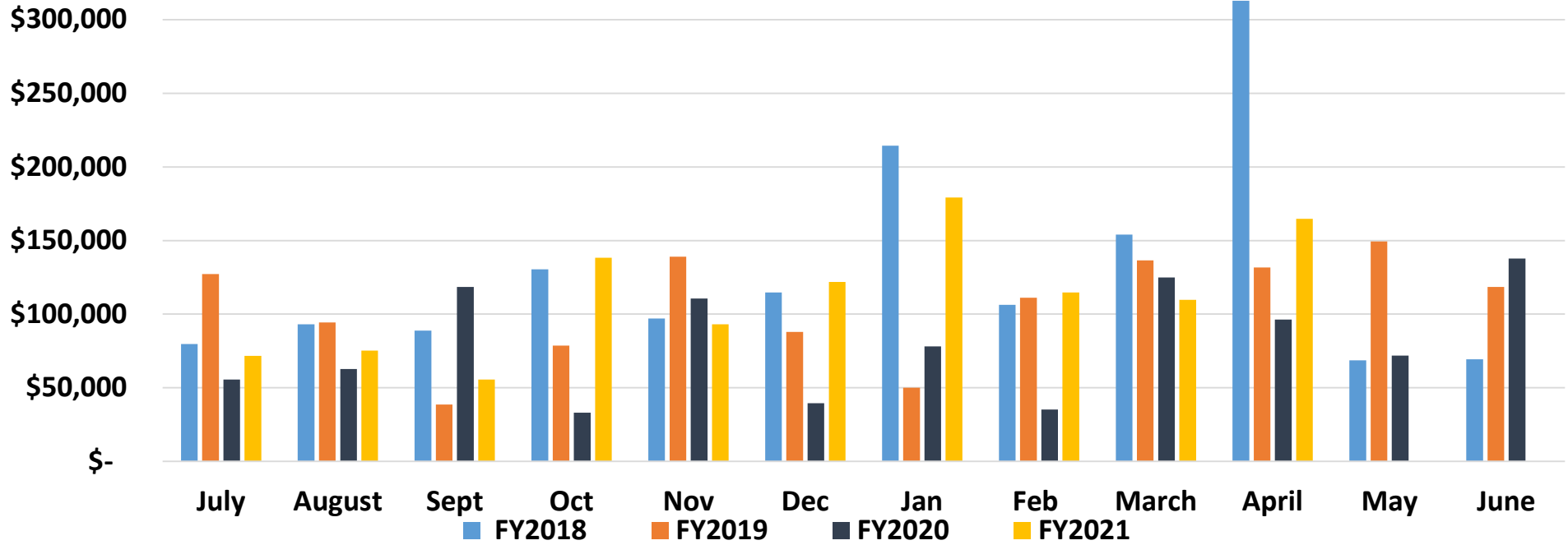
Sewer Service Revenue



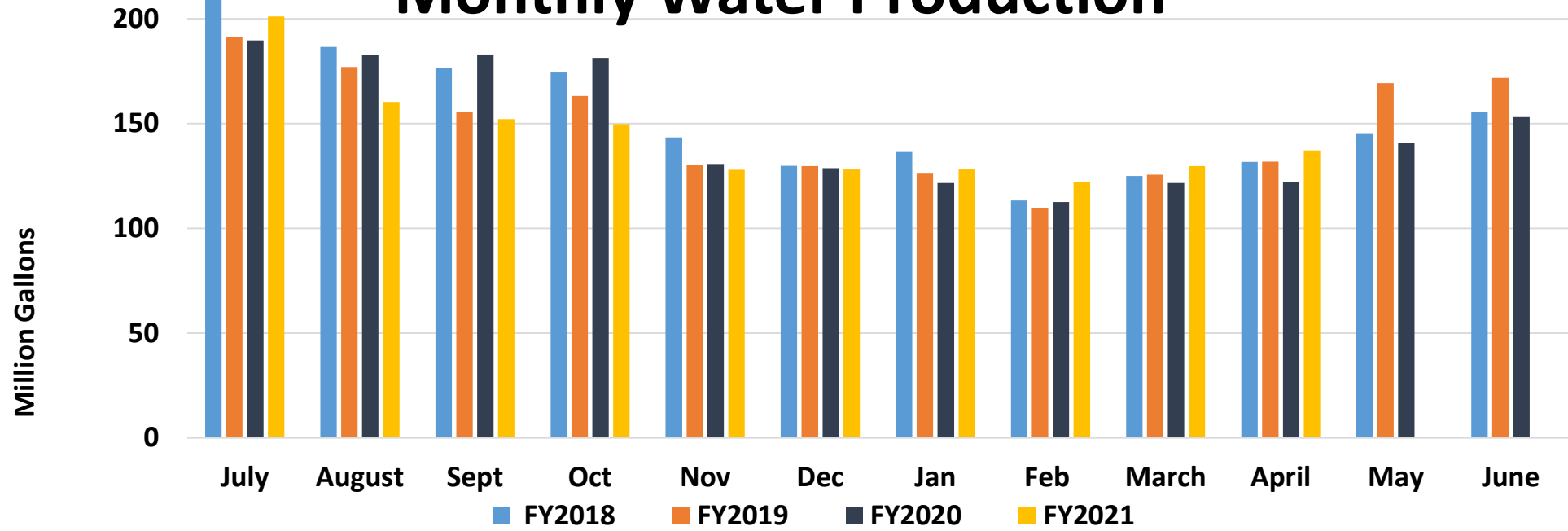
Water Tap Fees



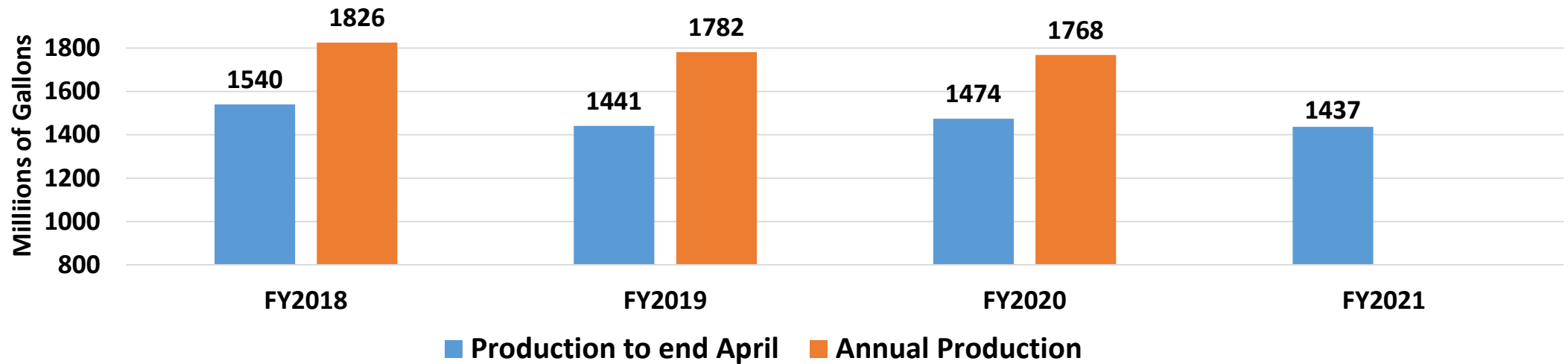
Sewer Tap Fees



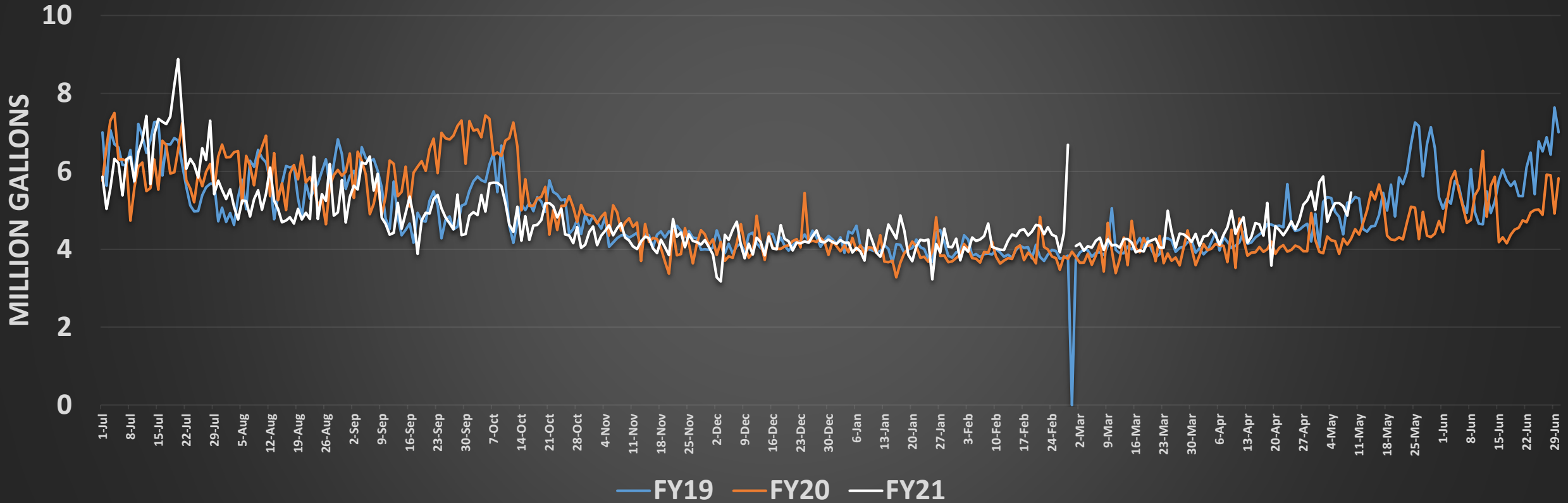
Monthly Water Production



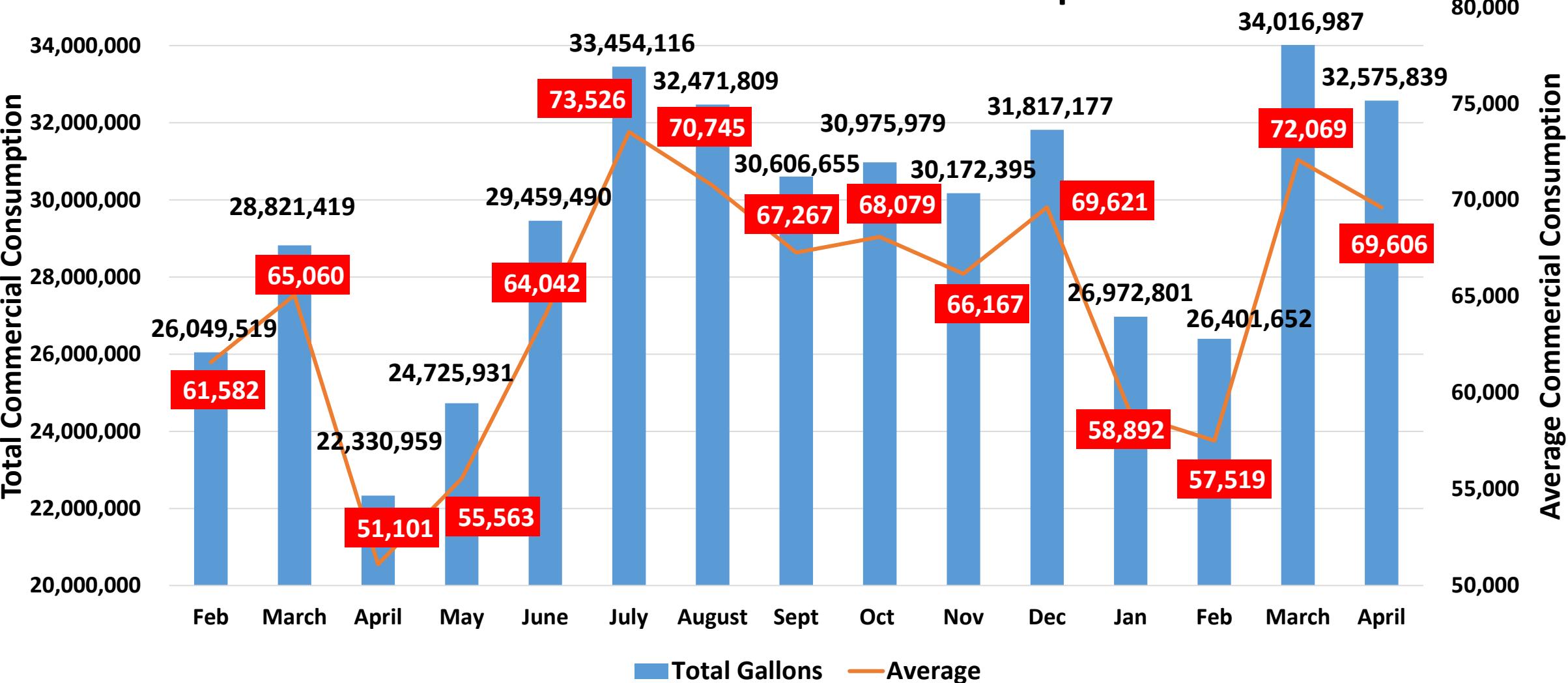
Annual Production



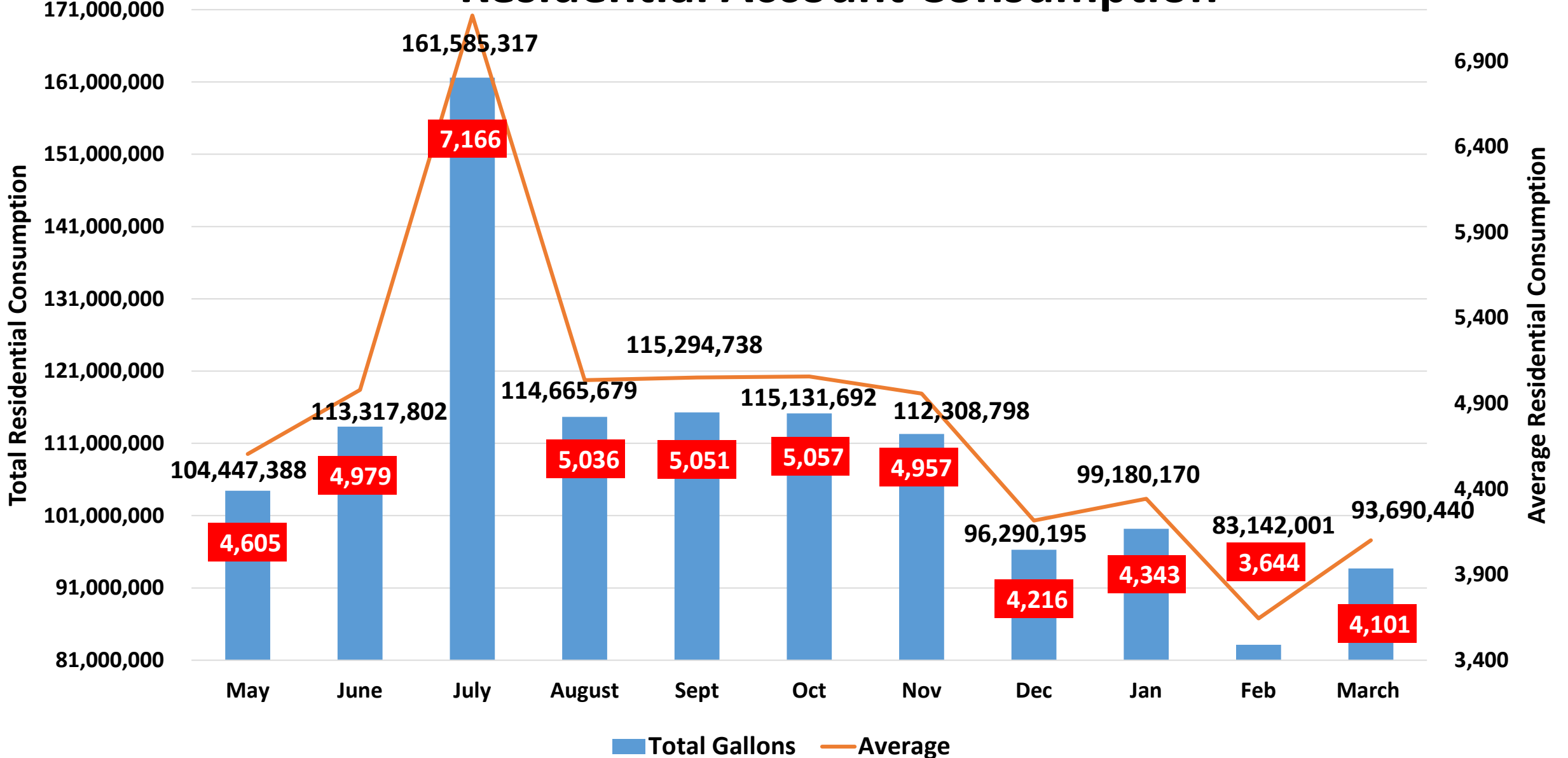
Daily Water Production



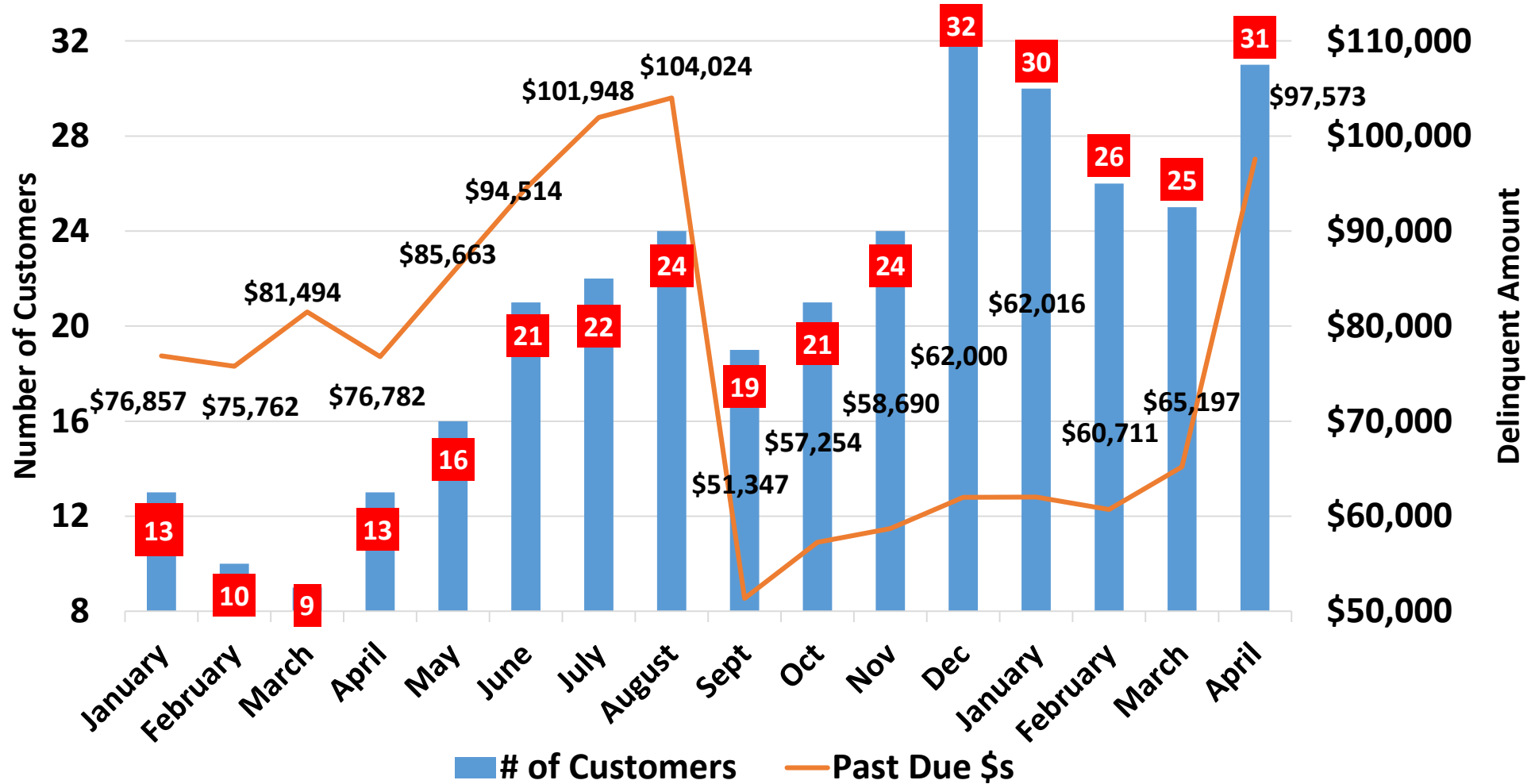
JCSA Commercial Account Consumption



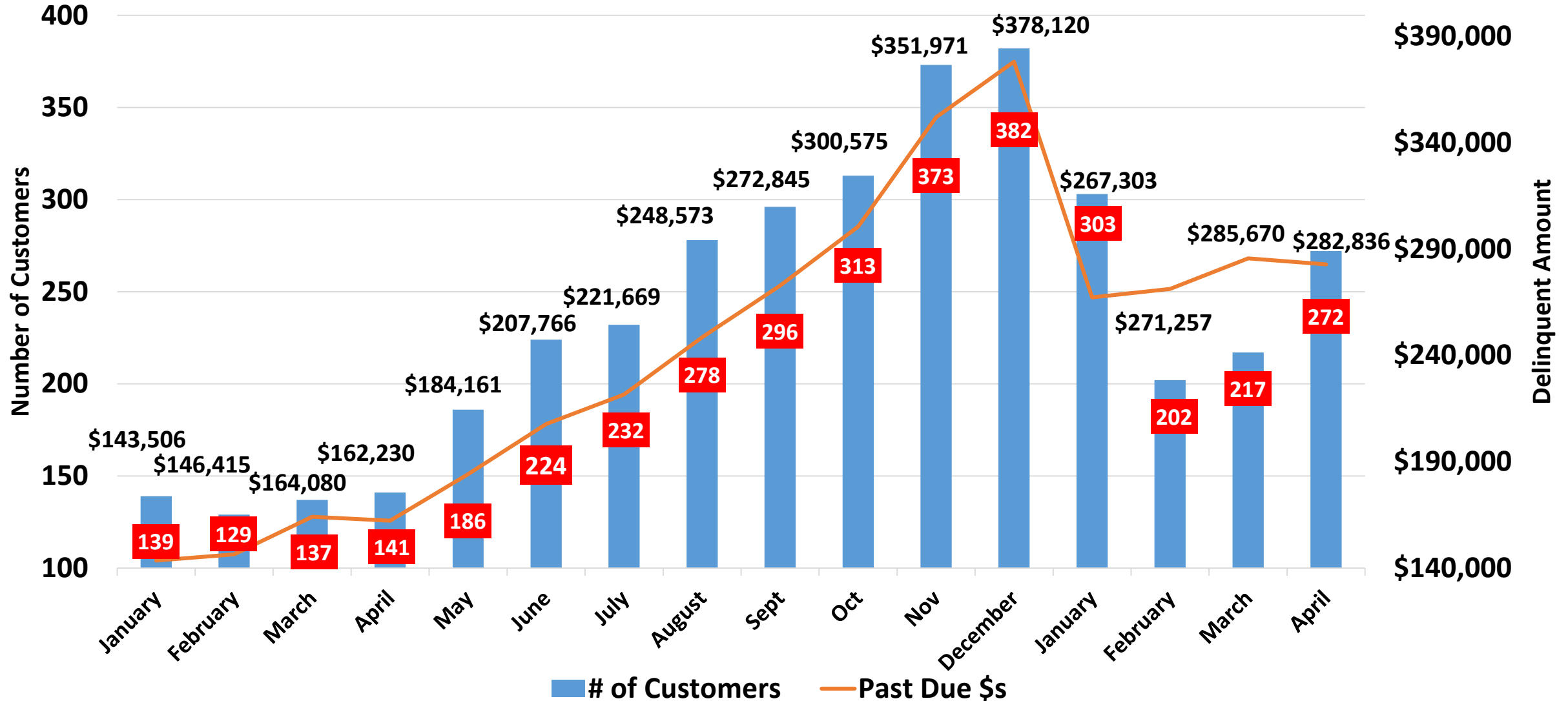
Residential Account Consumption



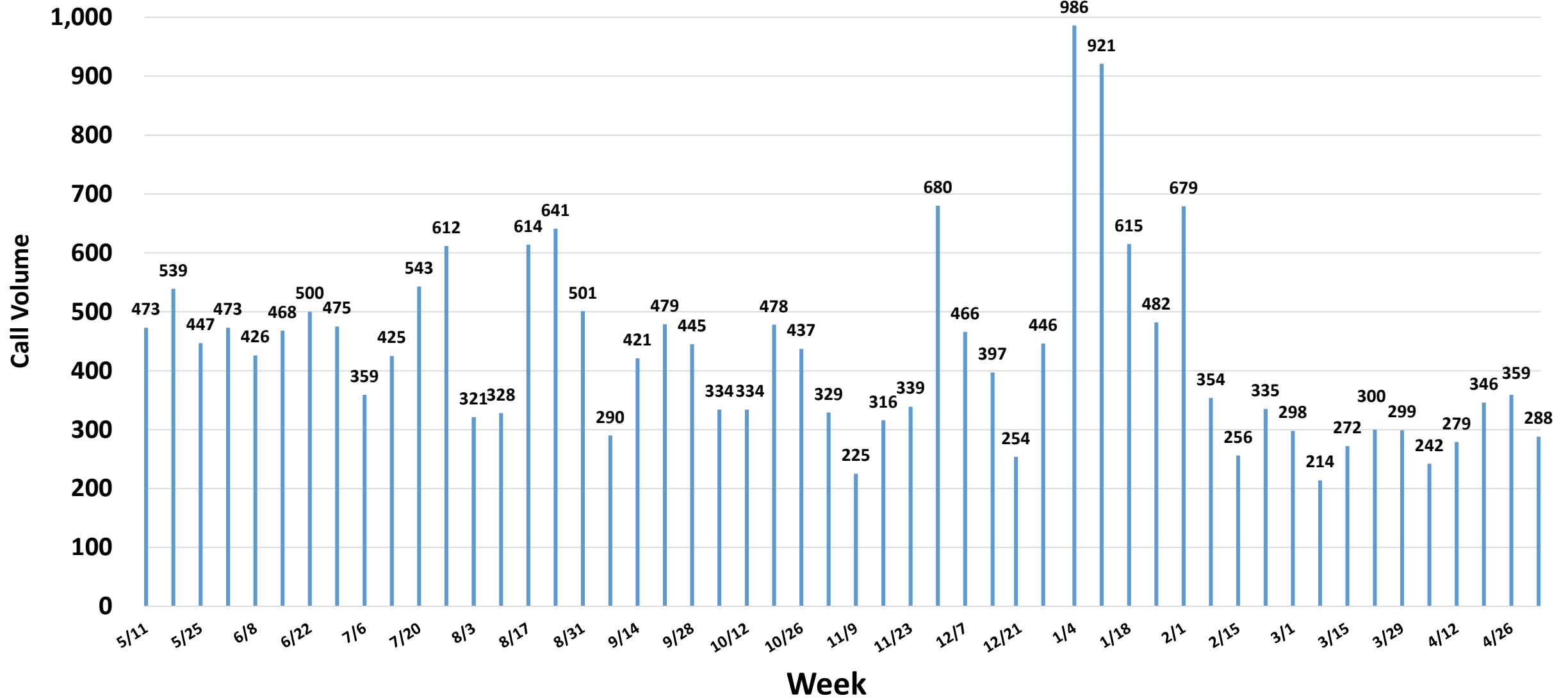
Delinquent Commercial Accounts Over \$500 and Over 90 Days



Delinquent Residential Accounts Over \$300 and Over 90 Days



Customer Service Call Volume



ITEM SUMMARY

DATE: 5/11/2021
TO: The Board of Directors
FROM: Teresa J. Fellows, Deputy Secretary
SUBJECT: Adjourn until 5 pm on June 8, 2021 for the Regular Meeting

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	5/4/2021 - 3:04 PM