

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
April 12, 2022
5:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATIONS

D. PUBLIC COMMENT

E. CONSENT CALENDAR

1. Minutes Adoption
2. Resolution to Increase Employee Salaries

F. PUBLIC HEARING(S)

1. Public Hearing on Fiscal Year 2023 James City Service Authority Budget

G. BOARD CONSIDERATION(S)

1. Contract Award - \$102,607 - Grounds Maintenance Service for Lift Stations and Wells
2. Contract Award - Closed Circuit Television Inspection of Cross Country Gravity Sanitary Sewer Pipes
3. Contract Award - \$270,267 - Lift Station 2-4 Pump and Motor Package Replacement - Commonwealth Engineering & Sales, Inc.

H. BOARD REQUESTS AND DIRECTIVES

I. GENERAL MANAGER'S UPDATE

1. April Dashboard Report

J. ADJOURNMENT

1. Adjourn until 1 pm on April 26, 2022 for the Budget Business Meeting

ITEM SUMMARY

DATE: 4/12/2022

TO: The Board of Directors

FROM: Teresa J. Saeed, Deputy Secretary

SUBJECT: Minutes Adoption

ATTACHMENTS:

	Description	Type
	March 8, 2022 Regular Meeting	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Saeed, Teresa	Approved	4/5/2022 - 7:55 AM

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 8, 2022
5:00 PM

A. CALL TO ORDER

Ms. Larson called the meeting to order at approximately 7:01 p.m. following the James City County Board of Supervisors Regular Meeting.

B. ROLL CALL

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

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

C. PRESENTATIONS

None.

D. PUBLIC COMMENT

None.

E. CONSENT CALENDAR

1. Minutes Adoption

A motion to Approve 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

The Minutes Approved for Adoption included the following:

-February 8, 2022, Regular Meeting

2. Appointment of Officer for Deferred Compensation Investments

A motion to Approve 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

F. PUBLIC HEARING(S)

None.

G. BOARD CONSIDERATION(S)

A motion to Enter a Closed Session 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

At approximately 7:02 p.m., the Board of Directors entered a Closed Session.

At approximately 7:08 p.m., the Board re-entered Open Session.

A motion to Certify the Board only spoke about those matters 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

1. CLOSED SESSION: Discussion or consideration of the disposition of publicly held real property interests at 4921 Burnley Drive, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Board of Directors pursuant to Virginia Code § 2.2-3711(A)(3).

H. BOARD REQUESTS AND DIRECTIVES

None.

I. GENERAL MANAGER'S UPDATE

1. Dashboard Report - March 2022

Mr. Powell noted he had one item. He further noted the dashboard reflected a substantial reduction in residential delinquencies for the month as a result of American Rescue Plan Act (ARPA) funds. Mr. Powell stated the ARPA funds were being administered in the current billing cycle, adding the entire \$240,000 funds were administered. He noted Hampton Roads Sanitation District (HRSD) contributed \$5,000-\$6,000 in additional funding for customers. Mr. Powell further noted all of both the Coronavirus Aid, Relief, and Economic Security (CARES) Act and ARPA funds had been applied on behalf of the eligible customers who had applied for assistance. He added disconnection for non-payment would resume since the CARES Act and ARPA funds had been used. Mr. Powell noted there had been no disconnection for non-payment over the past two years. He further noted the Board had authorized disconnections for non-payment several months earlier, but the James City Service Authority (JCSA) had delayed that action until the funds were administered. Mr. Powell stated JCSA was one of the last, if not the last, regional public utility to do so with disconnections.

Mr. McGlennon asked how many customers were in arrears on payments and if some people had not taken advantage of the assistance program.

Mr. Powell noted with the latest opportunity, a formula had been applied to all eligible customers. He further noted no application process had been implemented during that phase. Mr. Powell stated the number of customers in arrears was listed on the dashboard report. He added the \$240,000 had assisted over 1,100 customers.

Ms. Larson and Mr. McGlennon noted that was great news.

Ms. Larson stated the payment options of PayPal and Venmo on the latest bill. She noted the

options available for customer payment. Ms. Larson thanked Mr. Powell for the update.

J. ADJOURNMENT

1. Adjourn until 5 pm on April 12, 2022 for the Regular Meeting

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 7:10 p.m., Ms. Larson adjourned the Board of Directors.

ITEM SUMMARY

DATE: 4/12/2022

TO: The Board of Directors

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

SUBJECT: Resolution to Increase Employee Salaries

ATTACHMENTS:

	Description	Type
📎	Memorandum	Cover Memo
📎	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Saeed, Teresa	Approved	4/5/2022 - 8:12 AM

MEMORANDUM

DATE: April 12, 2022

TO: The Board of Directors

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

SUBJECT: Increase Employee Salaries

Current economic conditions have resulted in difficulty in recruiting and retaining employees. An increase in employee salaries is both warranted and necessary.

The attached resolution authorizes a salary increase of five percent (5%) plus \$1,500 for employees, in accordance with guidance issued by the County Administrator, to be effective April 16, 2022. I recommend approval of the resolution.

MDP/ap
IncrJCSAEmpSal-mem

Attachment

RESOLUTION

INCREASE EMPLOYEE SALARIES

WHEREAS, the unprecedented employment conditions in the United States and the Commonwealth of Virginia have resulted in extreme difficulty in hiring and retaining employees qualified to provide the exemplary service expected of an employee of the James City Service Authority (JCSA); and

WHEREAS, due to the employment market and recent adjustments made by nearby localities, the JCSA's pay ranges are no longer competitive; and

WHEREAS, the Board of Directors of the JCSA desires to adjust JCSA employee salaries to be more competitive in recruiting, hiring, and retaining qualified employees; and

WHEREAS, the General Manager of JCSA recommends implementing a salary increase of five percent (5%) plus \$1,500 for employees, in accordance with guidance issued by the County Administrator, to be effective April 16, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby approves the compensation adjustments recommended by the General Manager of JCSA to be effective April 16, 2022.

Ruth M. Larson
Chairman, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

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HIPPLE
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SADLER
LARSON

VOTES

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Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 12th day of April, 2022.

IncrJCSAEmpSal-res

ITEM SUMMARY

DATE: 4/12/2022

TO: The Board of Directors

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

SUBJECT: Public Hearing on Fiscal Year 2023 James City Service Authority Budget

The purpose of the Public Hearing is to invite public comment on any aspect of the proposed Fiscal Year 2023 Budget.

ATTACHMENTS:

	Description	Type
□	Memo	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Luton, Stephanie	Approved	3/25/2022 - 9:05 AM
Publication Management	Daniel, Martha	Approved	3/25/2022 - 9:07 AM
Legal Review	Kinsman, Adam	Approved	3/25/2022 - 9:49 AM
Board Secretary	Saeed, Teresa	Approved	3/30/2022 - 8:05 AM
Board Secretary	Rinehimer, Bradley	Approved	3/30/2022 - 8:28 AM
Board Secretary	Saeed, Teresa	Approved	3/31/2022 - 8:54 AM

MEMORANDUM

DATE: April 12, 2022

TO: The Board of Directors

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

SUBJECT: Public Hearing on Fiscal Year 2023 James City Service Authority Budget

The purpose of the Public Hearing is to invite public comment on any aspect of the proposed Fiscal Year 2023 Budget.

Any public comments received could become part of the agenda for the upcoming budget work sessions at the direction of the Board of Directors. The budget work session is scheduled for April 26, 2022. Staff expects to ask the Board to adopt the budget, as amended during the work session, at its meeting on May 10, 2022.

No action is requested of the Board at this meeting.

MDP/ap
PH-FY23JCSABudgt-mem

ITEM SUMMARY

DATE: 4/12/2022

TO: The Board of Directors

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

SUBJECT: Contract Award - \$102,607 - Grounds Maintenance Service for Lift Stations and Wells

A Request for Proposals (RFP) for Grounds Maintenance Service for Lift Stations and Wells was publicly advertised.

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Luton, Stephanie	Approved	3/25/2022 - 9:23 AM
Publication Management	Daniel, Martha	Approved	3/25/2022 - 9:29 AM
Legal Review	Kinsman, Adam	Approved	3/25/2022 - 9:48 AM
Board Secretary	Saeed, Teresa	Approved	3/30/2022 - 8:04 AM
Board Secretary	Rinehimer, Bradley	Approved	3/30/2022 - 8:07 AM
Board Secretary	Saeed, Teresa	Approved	3/31/2022 - 8:54 AM

MEMORANDUM

DATE: April 12, 2022

TO: The Board of Directors

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

SUBJECT: Contract Award - \$102,607 - Grounds Maintenance Service for Lift Stations and Wells

A Request for Proposals (RFP) for Grounds Maintenance Service for Lift Stations and Wells was publicly advertised. Four firms responded to the RFP by describing their qualifications, experience in performing similar work, available equipment, and proposed pricing. A team of staff members representing the James City Service Authority (JCSA) and the James City County Purchasing Division evaluated the proposals. Based on the criteria listed in the RFP, the Evaluation Committee selected RSG Landscaping, LLC, as the most fully qualified firm that best met JCSA's needs as defined in the RFP. RSG Landscaping, LLC, has successfully completed similar work for other government entities including the City of Charlottesville Department of Public Utilities and the City of Lynchburg Public Works.

An initial one-year contract term was negotiated with RSG Landscaping, LLC, for \$102,607. The contract has an initial term of one year and contains the option for five additional one-year renewal periods upon mutual agreement of both parties.

Staff recommends the Board approve the attached resolution authorizing award of the contract for Grounds Maintenance Service for Lift Stations and Wells to RSG Landscaping, LLC, for \$102,607.

MDP/md
CA-\$102,607GrdMaintLSW-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$102,607

GROUNDS MAINTENANCE SERVICE FOR LIFT STATIONS AND WELLS

WHEREAS, a Request for Proposals (RFP) has been advertised and evaluated for Grounds Maintenance Service for Lift Stations and Wells; and

WHEREAS, four firms submitted proposals and RSG Landscaping, LLC, was determined to be the most fully qualified firm that best met James City Service Authority's needs as defined in the RFP; and

WHEREAS, an initial one-year contract term was negotiated with RSG Landscaping, LLC, for \$102,607 with the option for five additional one-year renewal periods upon mutual agreement of both parties.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby awards the Grounds Maintenance Service for Lift Stations and Wells contract to RSG Landscaping, LLC, in the amount of \$102,607.

Ruth M. Larson
Chairman, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

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Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 12th day of April, 2022.

CA-\$102,607GrdMaintLSW-res

ITEM SUMMARY

DATE: 4/12/2022

TO: The Board of Directors

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

SUBJECT: Contract Award - Closed Circuit Television Inspection of Cross Country Gravity Sanitary Sewer Pipes

A Request for Proposals (RFP) was publicly advertised for qualified and experienced firms to perform the inspection work.

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Luton, Stephanie	Approved	3/25/2022 - 9:28 AM
Publication Management	Daniel, Martha	Approved	3/25/2022 - 9:31 AM
Legal Review	Kinsman, Adam	Approved	3/25/2022 - 9:48 AM
Board Secretary	Saeed, Teresa	Approved	3/30/2022 - 8:05 AM
Board Secretary	Rinehimer, Bradley	Approved	3/30/2022 - 8:27 AM
Board Secretary	Saeed, Teresa	Approved	3/31/2022 - 8:54 AM

MEMORANDUM

DATE: April 12, 2022

TO: The Board of Directors

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

SUBJECT: Contract Award - Closed Circuit Television Inspection of Cross Country Gravity Sanitary Sewer Pipes

The James City Service Authority (JCSA) has approximately 132 miles of 8- to 18-inch “cross country” gravity sanitary sewer pipes located in easements without public or private roads for vehicular traffic. JCSA’s Virginia Department of Environmental Quality Consent Order Management, Operation and Maintenance program requires regular internal television inspection for these pipes at least every 15 years to identify blocked and damaged areas that require repairs.

A Request for Proposals (RFP) was publicly advertised for qualified and experienced firms to perform the inspection work. Six firms responded to the RFP by describing their qualifications, experience in performing similar work, equipment, and proposed pricing. A team of staff members representing JCSA and the James City County Purchasing Division evaluated the proposals. Based on the criteria listed in the RFP, the Evaluation Committee selected East Coast Infrastructure, Inc., McKim & Creed, Inc., and Tri-State Utilities as the most fully qualified firms that best met JCSA’s needs as defined in the RFP. East Coast Infrastructure, Inc. and Tri-State Utilities have completed satisfactory work for JCSA and McKim & Creed, Inc. have successfully completed similar work for other government entities including Fort Eustis.

The initial contract term is two years with the option of four additional one-year renewals upon mutual consent of the parties. Individual project assignments will consist of inspecting quantities of approximately 30,000 linear feet. A purchase order will be issued for each individual project assignment and will reference the contract terms and conditions. Job costs will be calculated using the negotiated linear foot and cleaning prices listed in the table below.

Item	Unit Price East Coast Infrastructure, Inc.	Unit Price McKim & Creed, Inc.	Unit Price Tri-State Utilities
Inspection of 8-12” pipe	\$1.80 per linear foot	\$1.60 per linear foot	\$1.45 per linear foot
Inspection of 15-18” pipe	\$1.60 per linear foot	\$1.60 per linear foot	\$1.65 per linear foot
Light Cleaning (up to 3 passes)	\$340 per hour	\$195 per hour	\$250 per hour
Heavy Cleaning (unlimited passes and root or grease cutting)	\$340 per hour	\$255 per hour	\$250 per hour

Funds are available in JCSA’s approved Capital Improvements Program budget.

Staff recommends adoption of the attached resolution authorizing award of the Closed Circuit Television Inspection of Cross Country Gravity Sanitary Sewer Pipes contracts to East Coast Infrastructure, Inc., McKim & Creed, Inc., and Tri-State Utilities.

MDP/ap
CA-CCTVInsp22-mem

Attachment

RESOLUTION

CONTRACT AWARD - CLOSED CIRCUIT TELEVISION INSPECTION OF

CROSS COUNTRY GRAVITY SANITARY SEWER PIPES

WHEREAS, a Request for Proposals (RFP) has been advertised and evaluated for Closed Circuit Television Inspection of Cross Country Gravity Sanitary Sewer Pipes; and

WHEREAS, six firms submitted proposals and East Coast Infrastructure, Inc., McKim & Creed, Inc., and Tri-State Utilities were determined to be the most fully qualified firms that best met the James City Service Authority's needs as defined in the RFP.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby awards the Closed Circuit Television Inspection of Cross Country Gravity Sanitary Sewer Pipes contracts to East Coast Infrastructure, Inc., McKim & Creed, Inc., and Tri-State Utilities.

Ruth M. Larson
Chairman, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

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SADLER
LARSON

VOTES

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Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 12th day of April, 2022.

CA-CCTVInsp22-res

ITEM SUMMARY

DATE: 4/12/2022

TO: The Board of Directors

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

SUBJECT: Contract Award - \$270,267 - Lift Station 2-4 Pump and Motor Package Replacement
- Commonwealth Engineering & Sales, Inc.

Lift Station 2-4, located at 75 Jan Rae Circle, serves the Windy Hills Mobile Home Park, the Virginia Peninsula Regional Jail, and the Merrimac Juvenile Detention Center, and has the third highest wastewater flows in the James City Service Authority's (JCSA) wastewater collection system of 77 lift stations. Many of the station's building systems and equipment are at the end of their service lives and require replacement to maintain service levels, mechanical efficiency, and safety.

Scheduled rehabilitation work consists of upgrading the electrical system including the generator and the variable frequency drive (VFD), the hardware and software package that controls electric motor speed and power in pump and motor assemblies; replacing the original pump and motor package; replacing all the suction and discharge piping; and installing a new bar screen vault.

Due to the increasingly long lead times and material shortages associated with the global pandemic, Engineering staff determined directly purchasing the pump and motor package was the most efficient procurement method to guarantee availability due to the current lead time of 18 to 20 weeks. The remainder of the rehabilitation work will be competitively procured in the near future.

Engineering staff researched the limited number of pump and motor vendors able to supply the vacuum primed pumps required at Lift Station 2-4 that meet JCSA design standards. A sole source purchase of a Smith & Loveless series mounted vacuum primed pump and motor package consisting of four assemblies from Commonwealth Engineering & Sales, Inc. was determined to provide the best value and best meet JCSA's needs for this project.

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
James City Service Authority	Luton, Stephanie	Approved	3/25/2022 - 9:35 AM
Publication Management	Pobiak, Amanda	Approved	3/25/2022 - 9:48 AM
Legal Review	Kinsman, Adam	Approved	3/25/2022 - 9:48 AM

Board Secretary	Saeed, Teresa	Approved	3/30/2022 - 8:05 AM
Board Secretary	Rinehimer, Bradley	Approved	3/30/2022 - 8:26 AM
Board Secretary	Saeed, Teresa	Approved	3/31/2022 - 8:54 AM

MEMORANDUM

DATE: April 12, 2022

TO: The Board of Directors

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

SUBJECT: Contract Award - \$270,267 - Lift Station 2-4 Pump and Motor Package Replacement - Commonwealth Engineering & Sales, Inc.

Lift Station 2-4, located at 75 Jan Rae Circle, serves the Windy Hills Mobile Home Park, the Virginia Peninsula Regional Jail, and the Merrimac Juvenile Detention Center, and has the third highest wastewater flows in the James City Service Authority's (JCSA) wastewater collection system of 77 lift stations. Many of the station's building systems and equipment are at the end of their service lives and require replacement to maintain service levels, mechanical efficiency, and safety.

Scheduled rehabilitation work consists of upgrading the electrical system including the generator and the variable frequency drive (VFD), the hardware and software package that controls electric motor speed and power in pump and motor assemblies; replacing the original pump and motor package; replacing all the suction and discharge piping; and installing a new bar screen vault.

Due to the increasingly long lead times and material shortages associated with the global pandemic, Engineering staff determined directly purchasing the pump and motor package was the most efficient procurement method to guarantee availability due to the current lead time of 18 to 20 weeks. The remainder of the rehabilitation work will be competitively procured in the near future.

Engineering staff researched the limited number of pump and motor vendors able to supply the vacuum primed pumps required at Lift Station 2-4 that meet JCSA design standards. A sole source purchase of a Smith & Loveless series mounted vacuum primed pump and motor package consisting of four assemblies from Commonwealth Engineering & Sales, Inc. was determined to provide the best value and best meet JCSA's needs for this project. Commonwealth Engineering & Sales, Inc. is Smith & Loveless' authorized distributor in JCSA's geographic area and has successfully completed JCSA projects in the past.

Compared to other possible options, the Smith & Loveless package is more mechanically efficient, easier to access and maintain, less prone to mechanical failure because it contains fewer moving parts, safer for staff to service, able to accommodate above ground rather than underground piping, and occupies less space on the facility floor.

Staff negotiated a turnkey package of \$270,267 with Commonwealth Engineering & Sales, Inc. to provide all required material and equipment to furnish the replacement pump and motor package. To obtain the best value and ensure the negotiated package met all the Authority's needs, staff researched current technology, developed budget estimates, and conducted a site visit with the vendor. The price has been determined to be fair and reasonable through comparison with previous similar installations and budget estimates.

The current Capital Improvements Program budget contains funding to replace the pump and motor package. Staff recommends adoption of the attached resolution authorizing the \$270,267 sole source purchase from Commonwealth Engineering & Sales, Inc. to furnish the Lift Station 2-4 pump and motor package.

MDP/md
CA-\$270,267LS2-4PMtr-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$270,267 - LIFT STATION 2-4 PUMP AND MOTOR PACKAGE

REPLACEMENT - COMMONWEALTH ENGINEERING & SALES, INC.

WHEREAS, the Capital Improvements Program contains funds to replace the pump and motor package at Lift Station 2-4; and

WHEREAS, the original Lift Station 2-4 pump and motor package is at the end of its service life and requires replacement with a Smith & Loveless series mounted vacuum primed pump and motor package to maintain service levels, mechanical efficiency, and safety; and

WHEREAS, Commonwealth Engineering & Sales, Inc. is Smith & Loveless' sole distributor in the James City Service Authority's geographic area authorized to furnish the pump and motor package, and staff negotiated a price of \$270,267 with Commonwealth Engineering & Sales, Inc. to furnish the replacement package.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the sole source purchase from Commonwealth Engineering & Sales, Inc. to furnish the replacement pump and motor package at Lift Station 2-4.

Ruth M. Larson
Chairman, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

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VOTES

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Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 12th day of April, 2022.

CA-\$270,267LS2-4PMtr-res

ITEM SUMMARY

DATE: 4/12/2022

TO: The Board of Directors

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

SUBJECT: April Dashboard Report

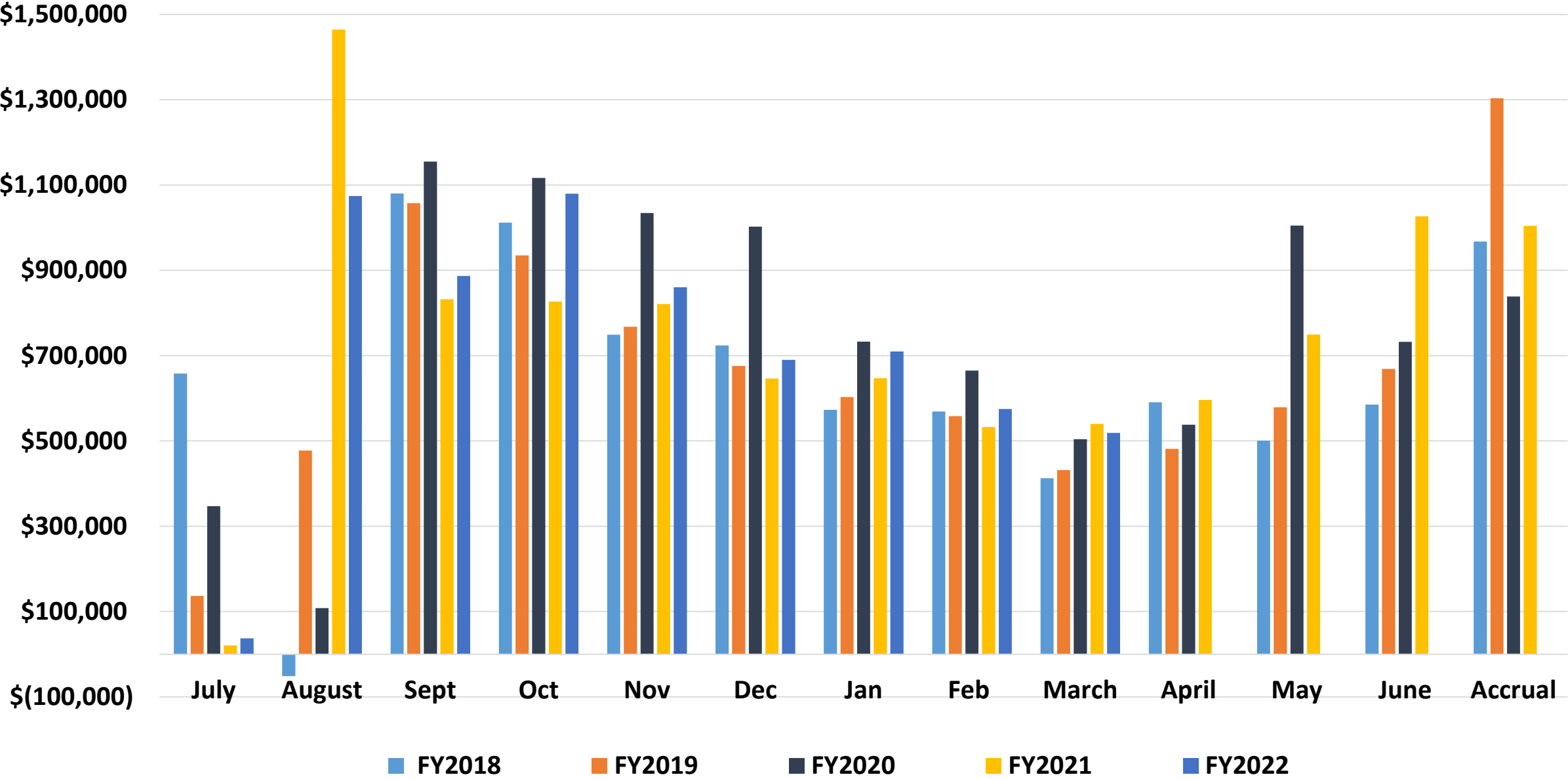
ATTACHMENTS:

	Description	Type
	Report	Exhibit

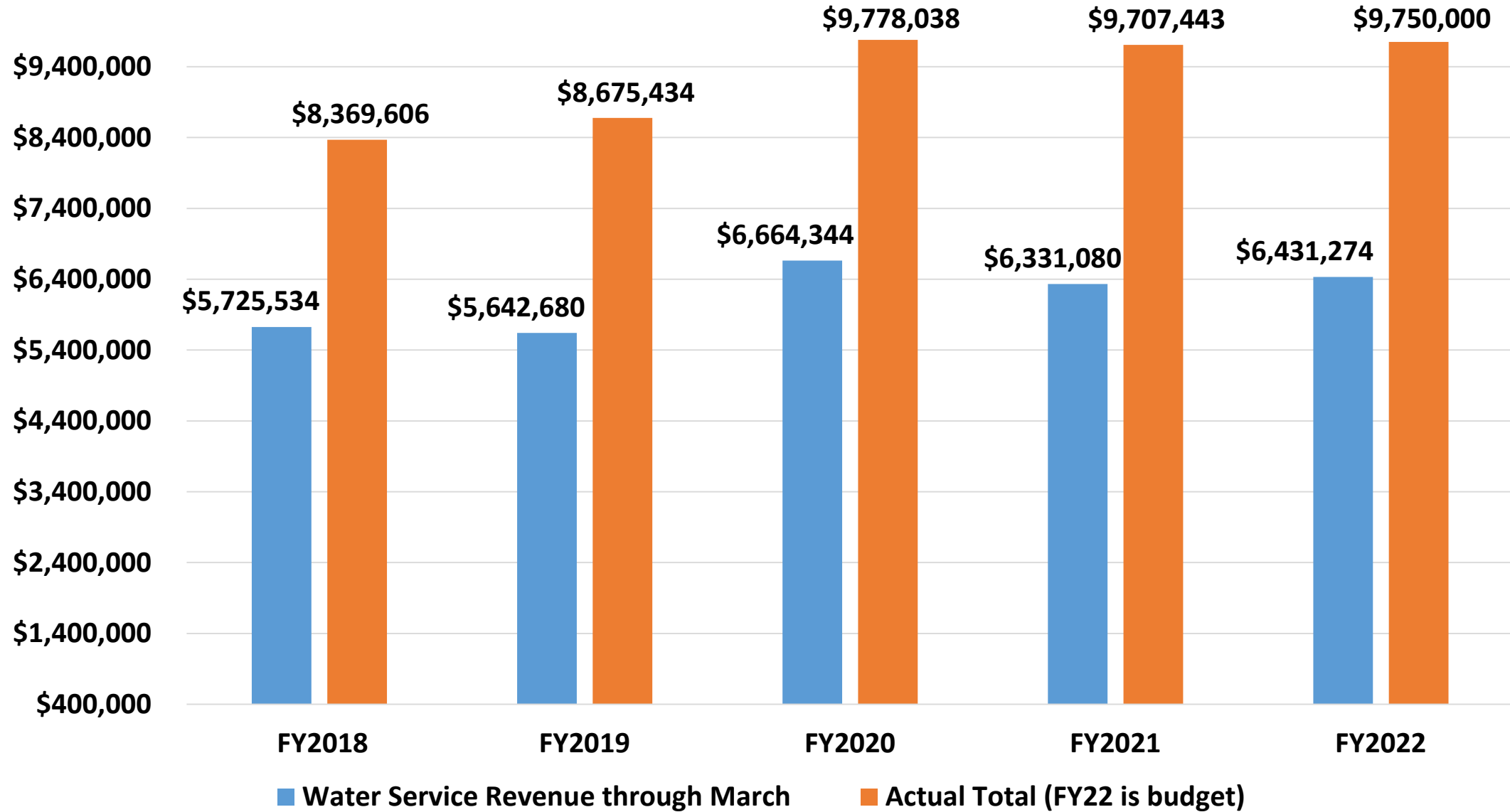
REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Saeed, Teresa	Approved	4/12/2022 - 11:47 AM

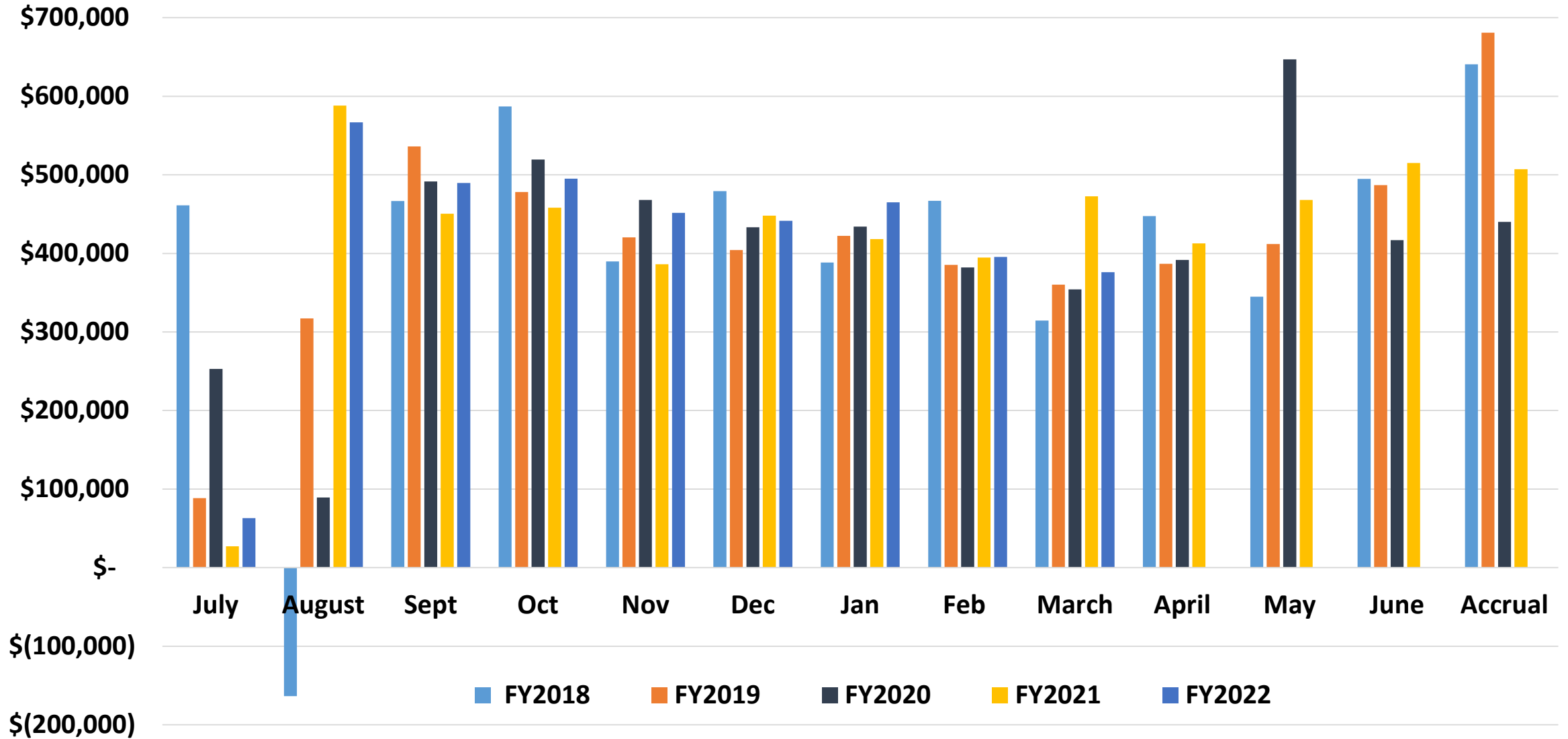
Water Service Revenue



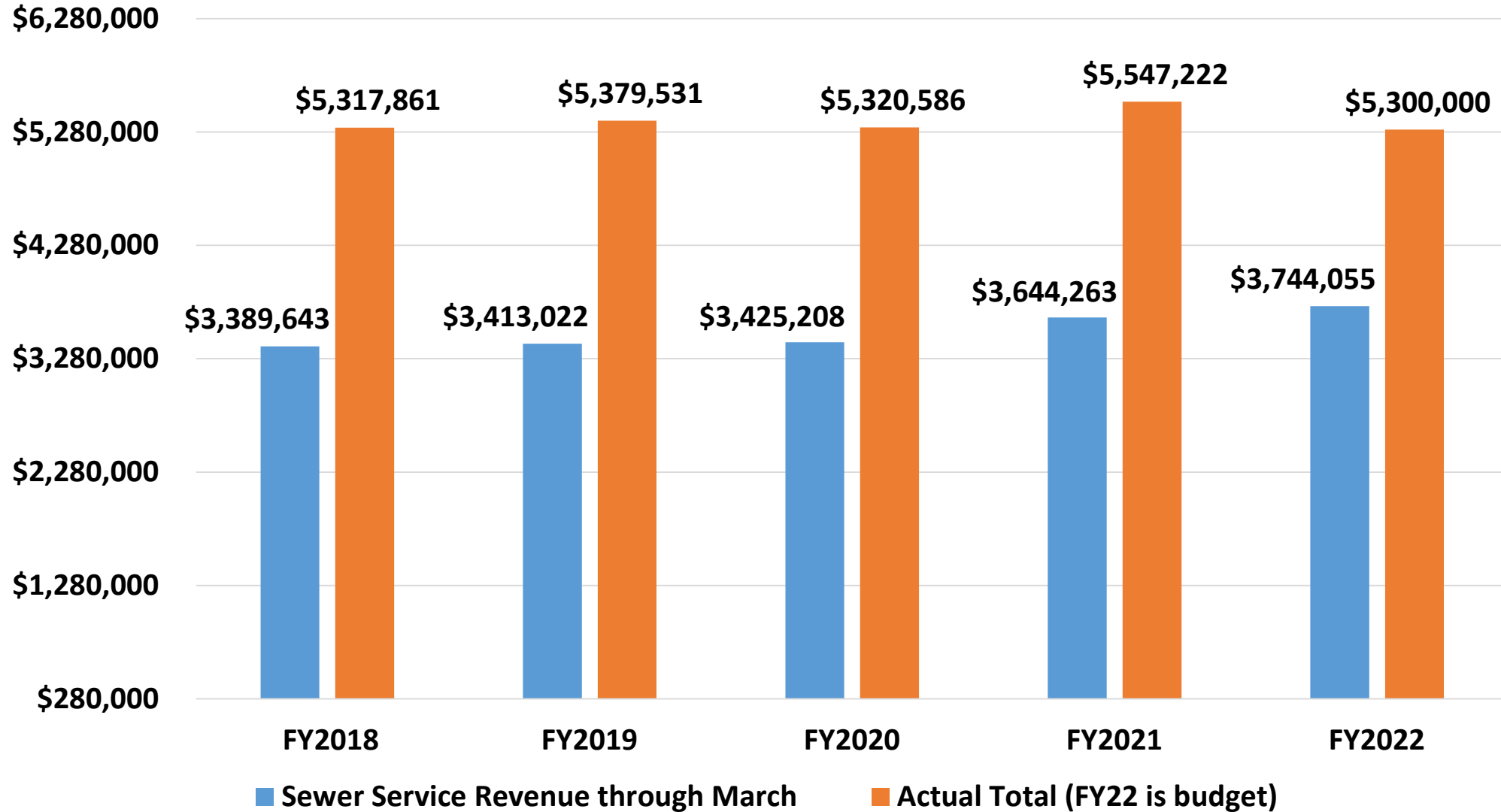
Water Service Revenue through March



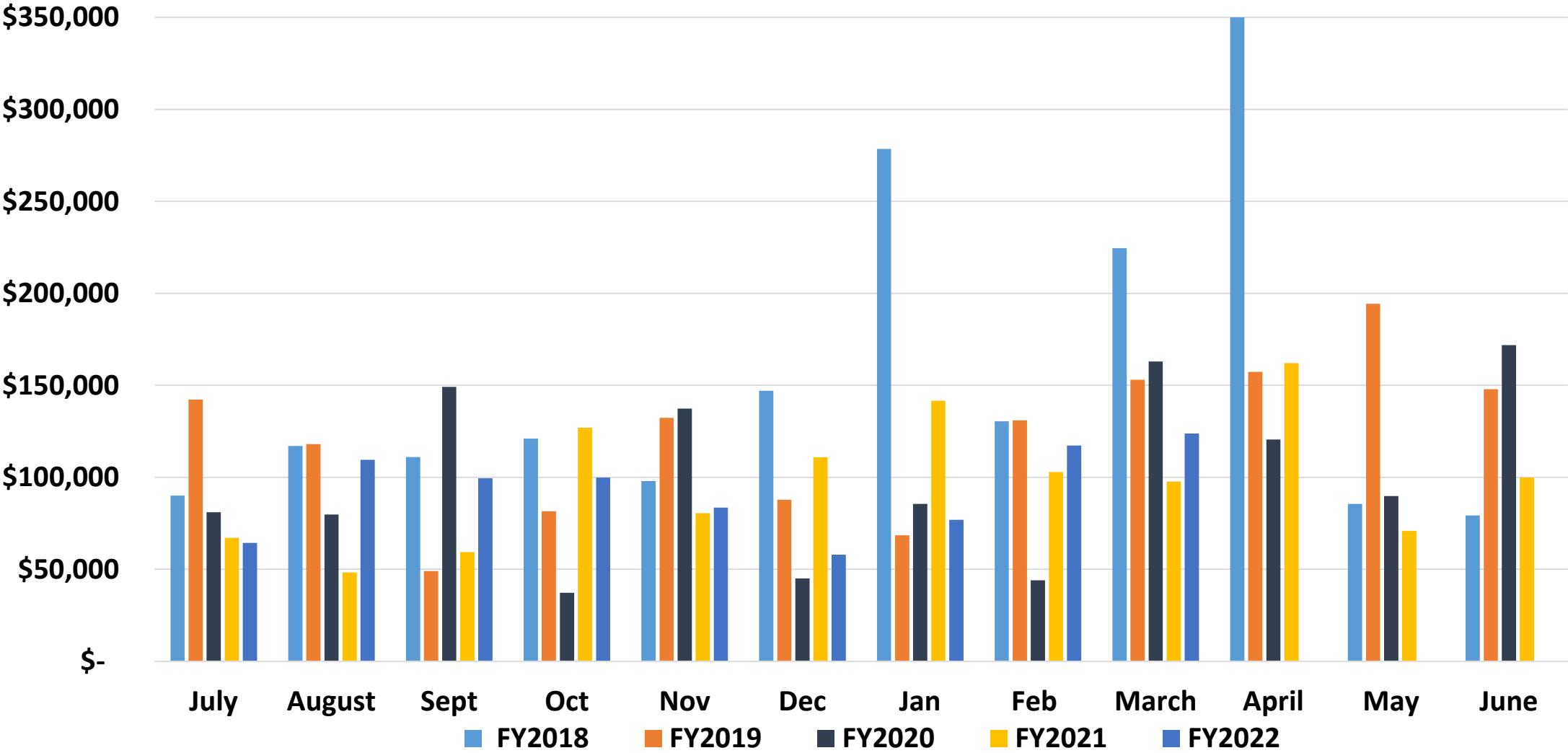
Sewer Service Revenue



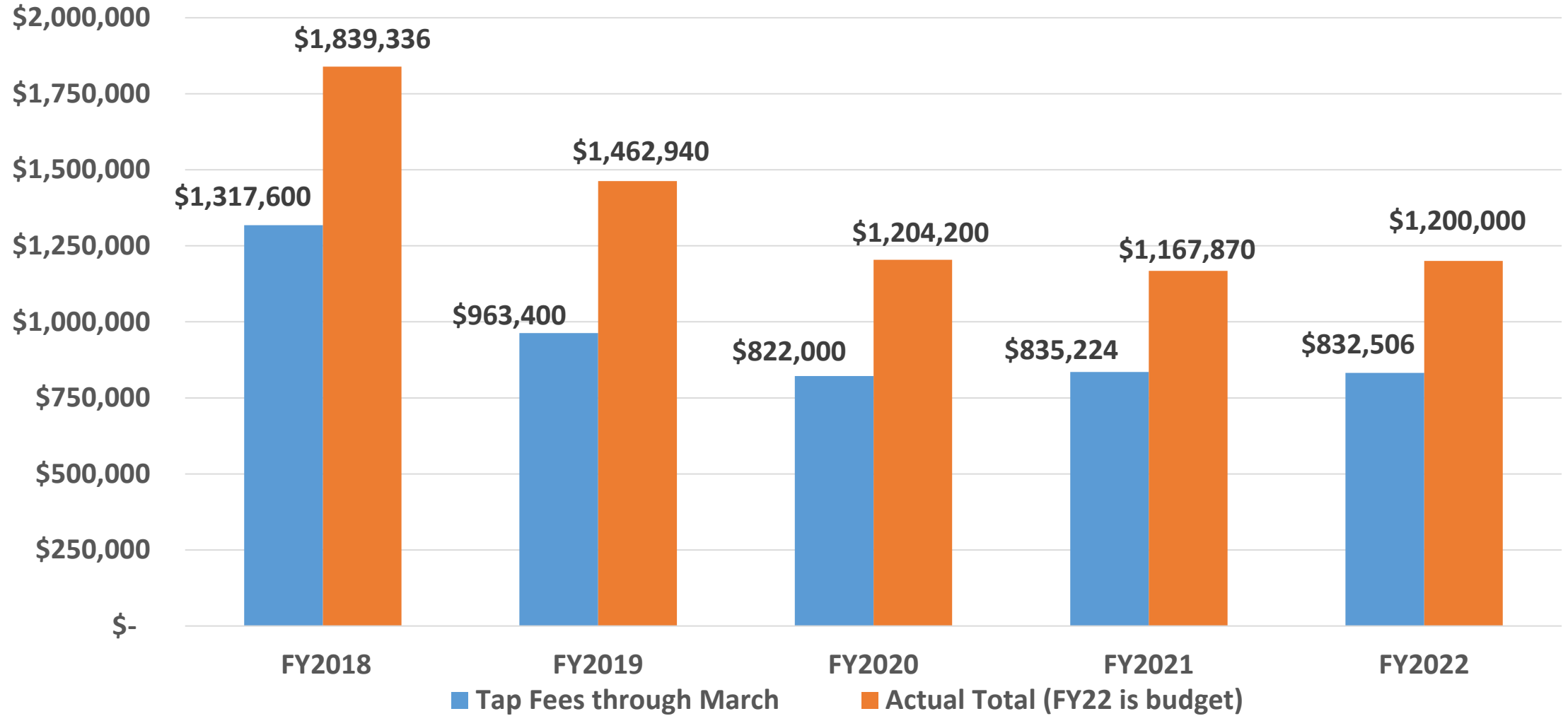
Sewer Service Revenue through March



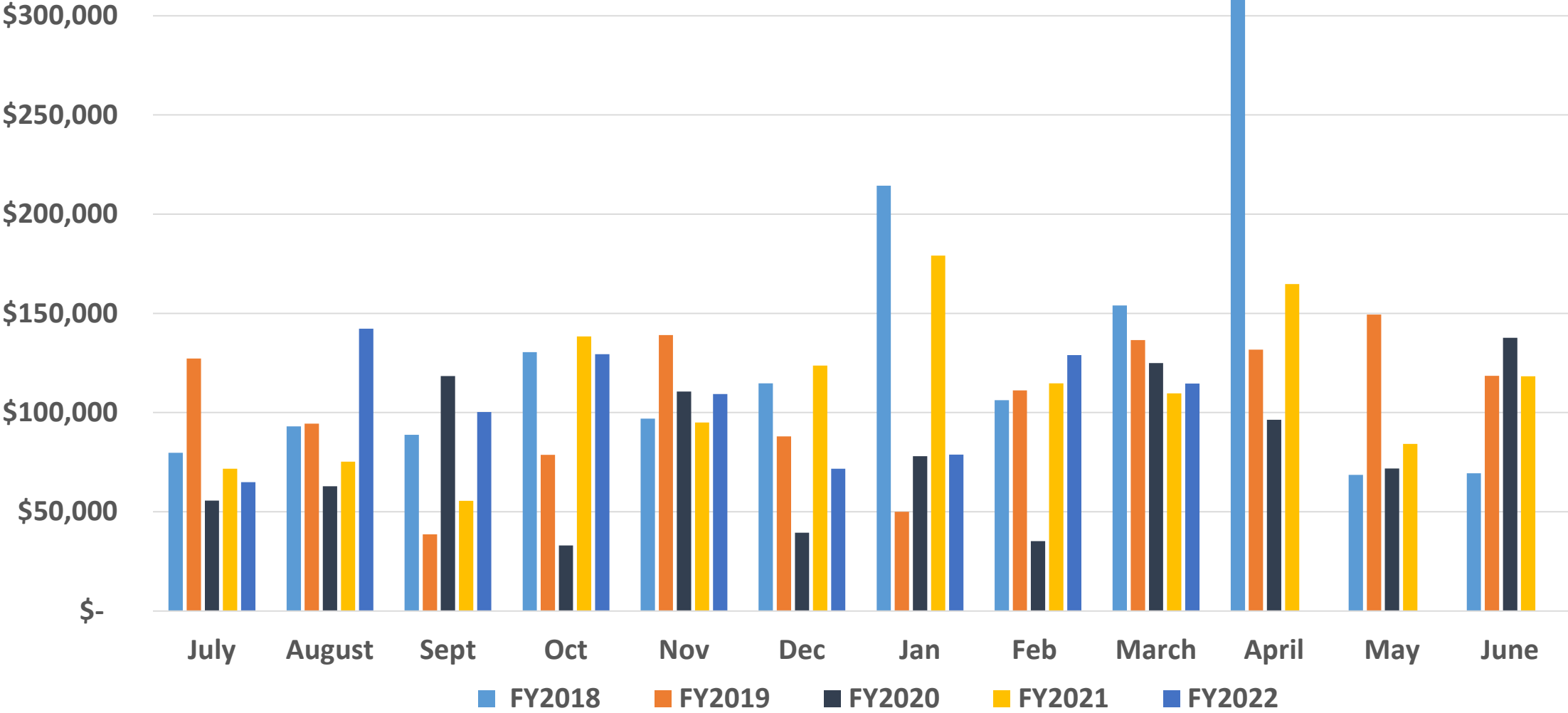
Water Tap Fees



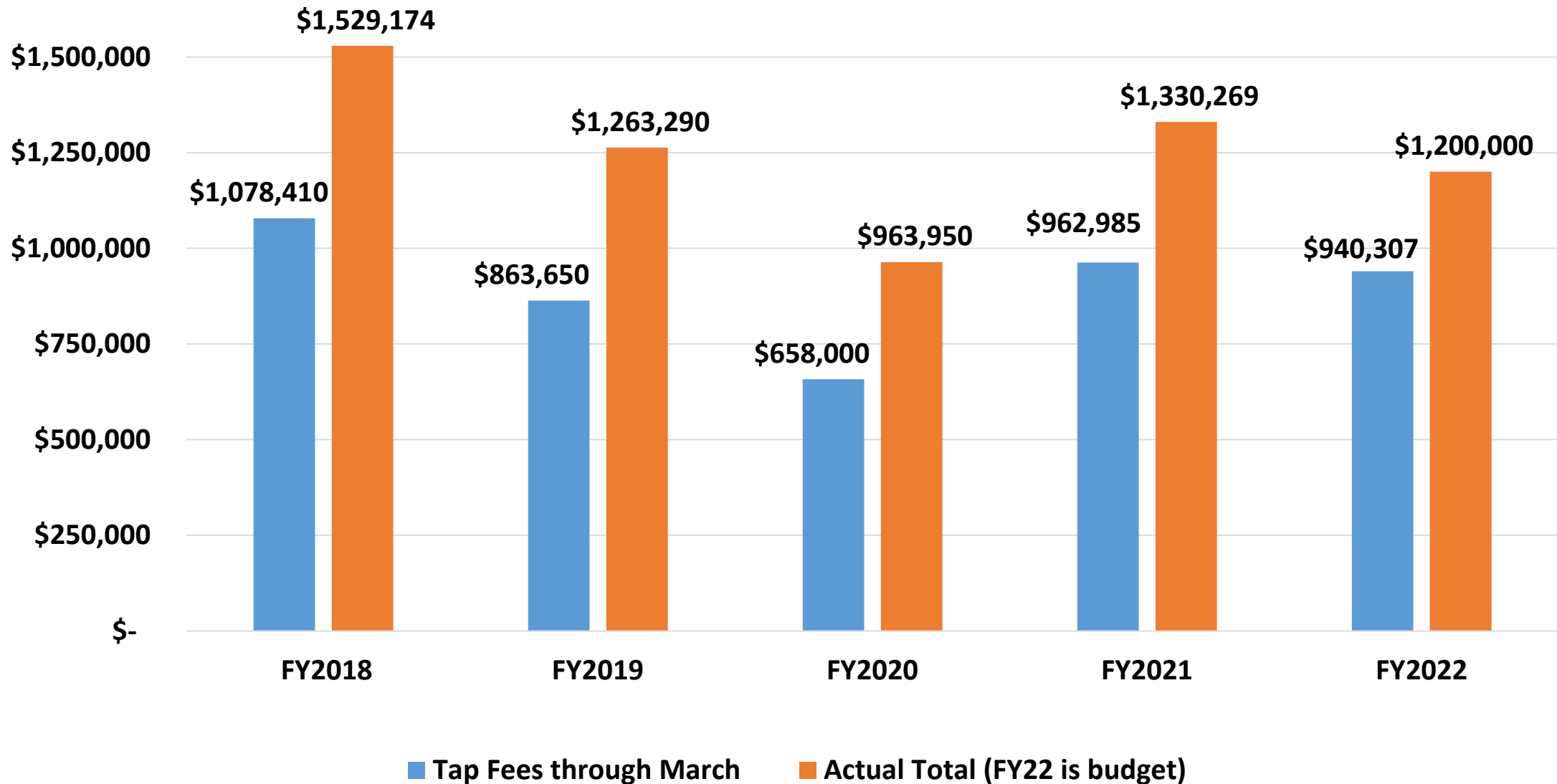
Water Tap Fees through March



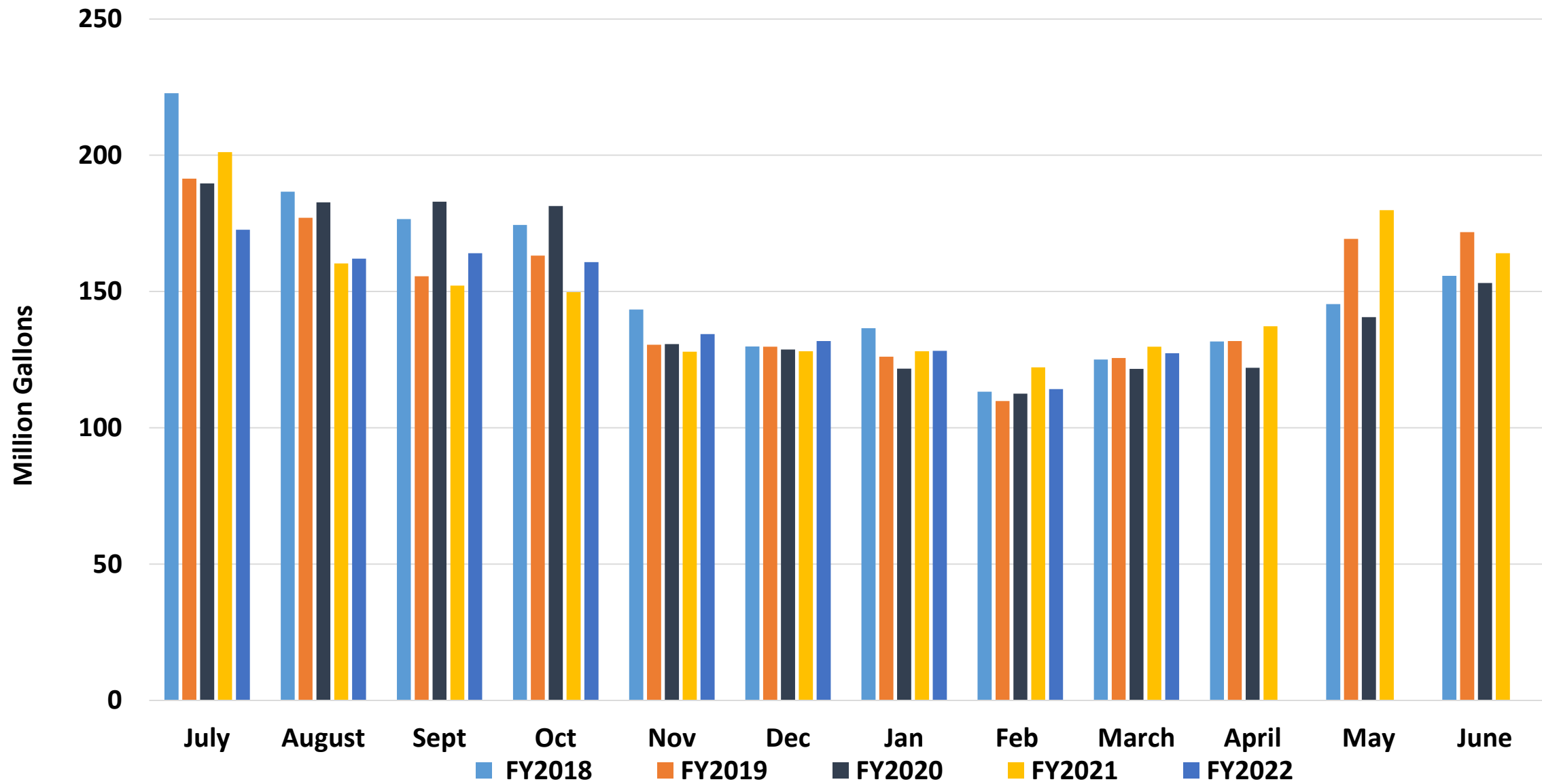
Sewer Tap Fees



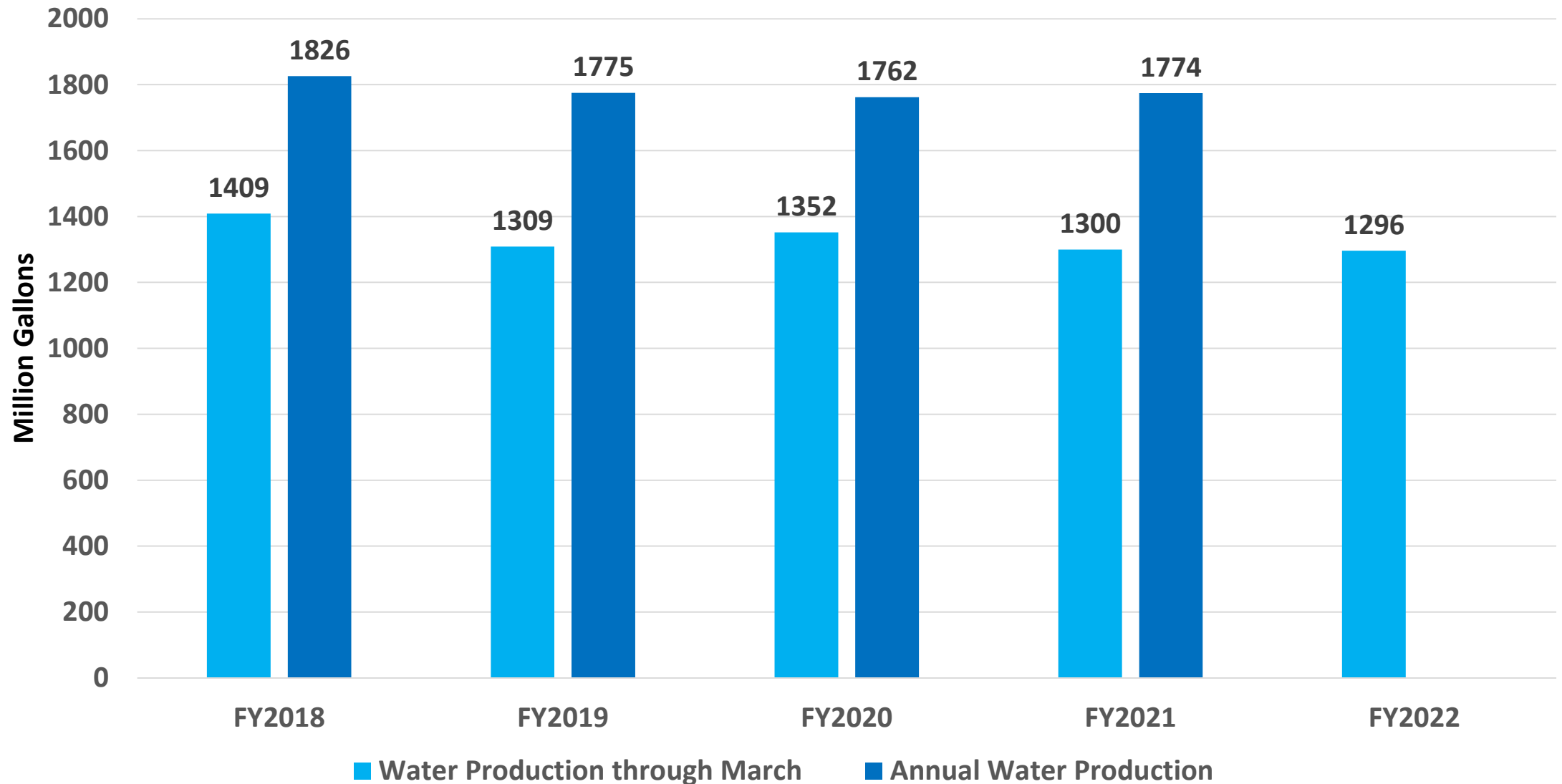
Sewer Tap Fees through March



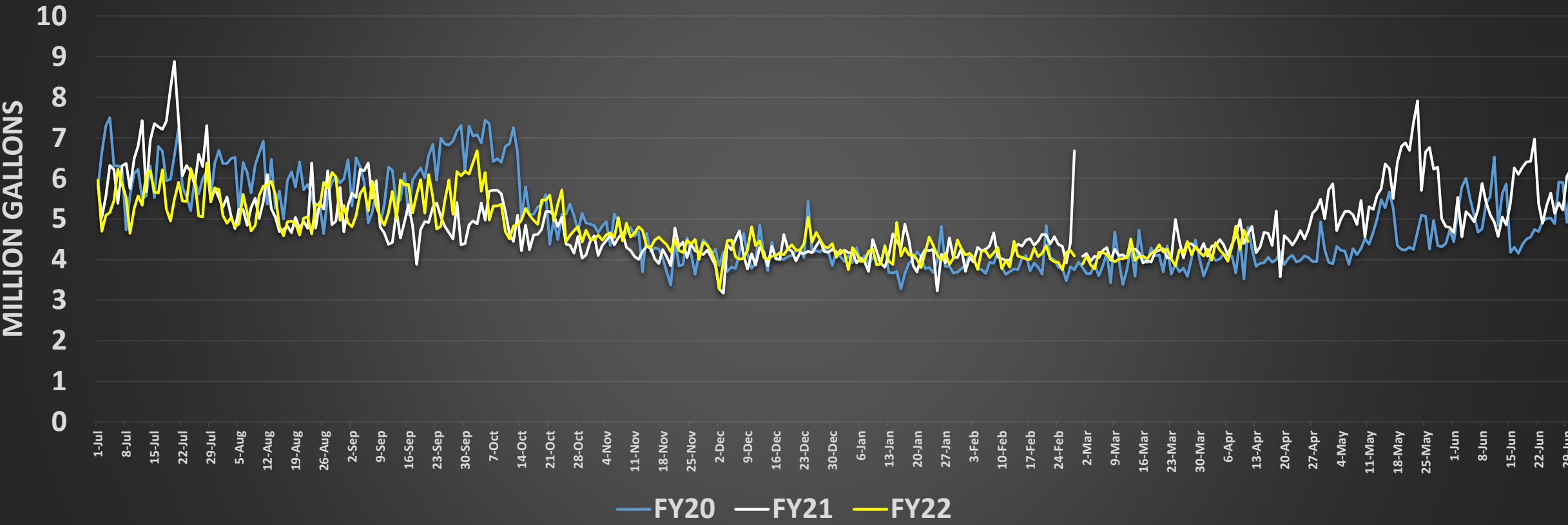
Monthly Water Production



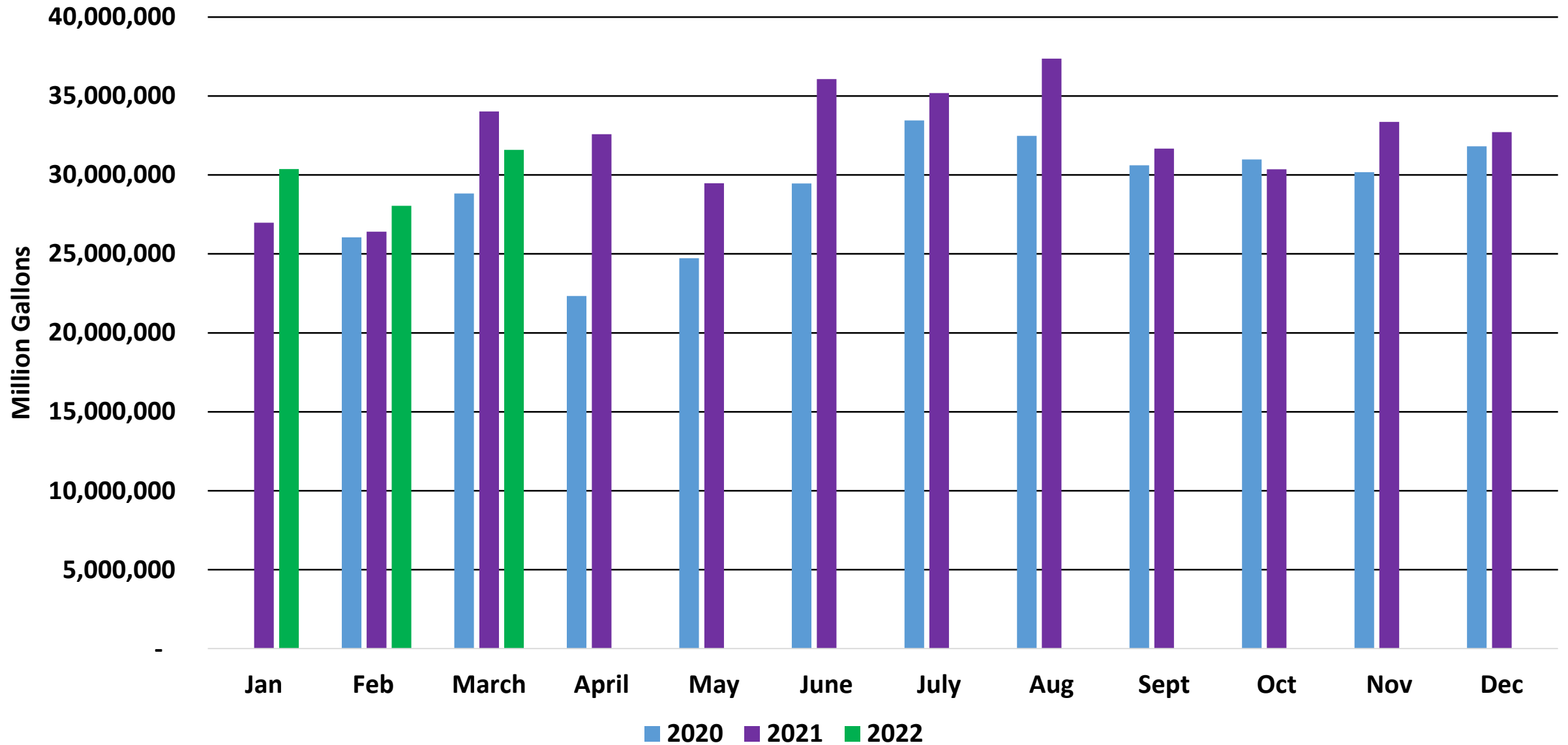
Water Production through March



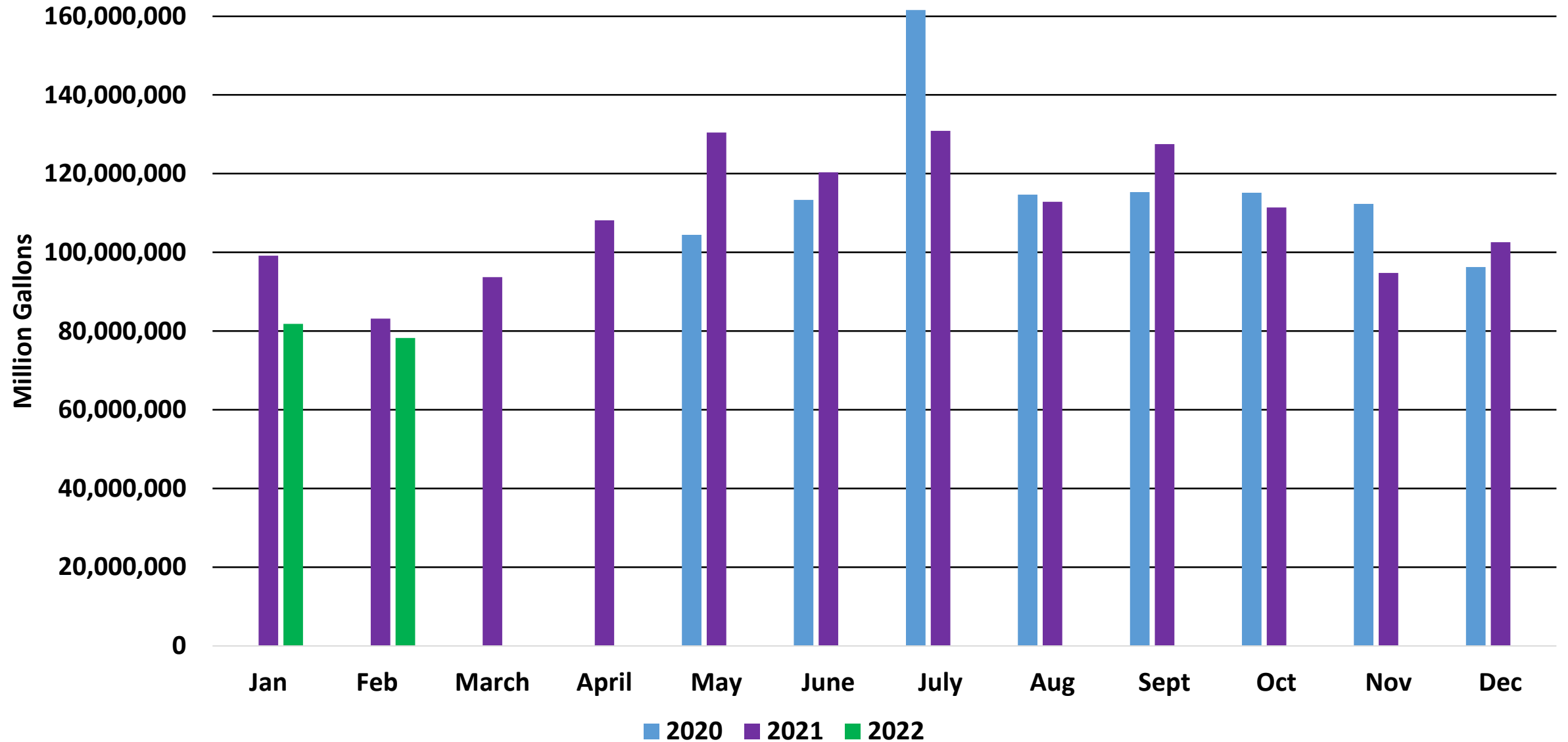
Daily Water Production



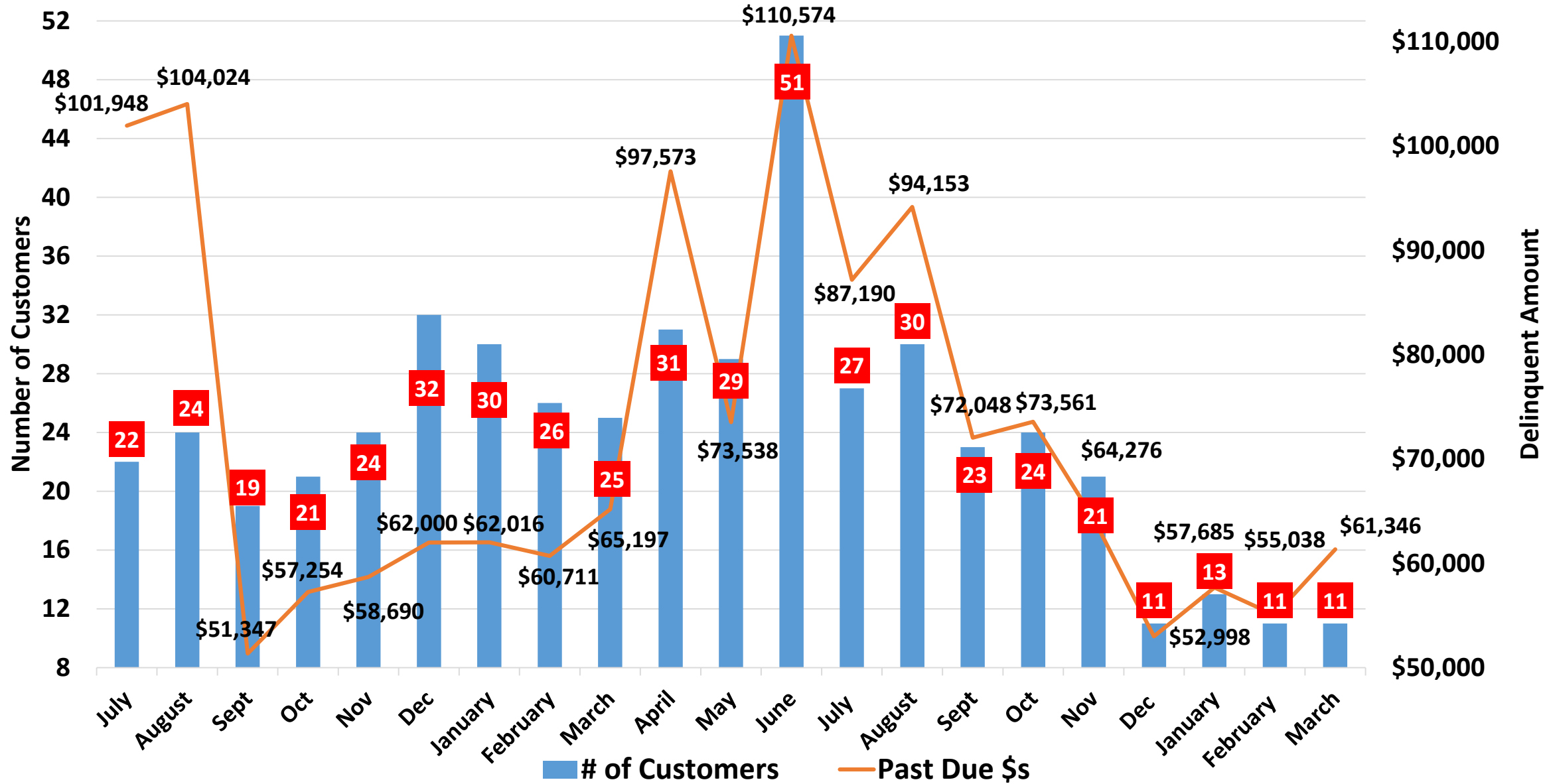
Commercial Consumption



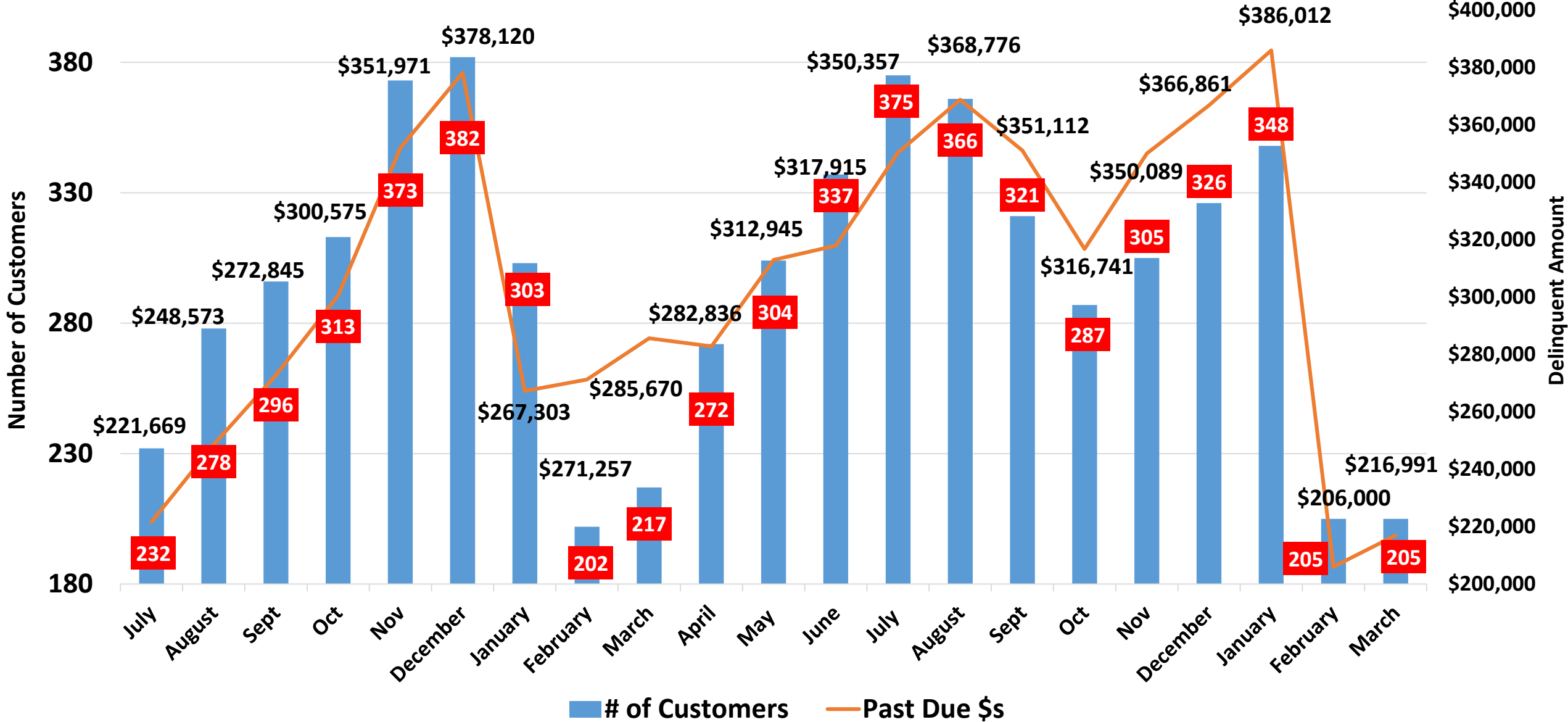
Residential Consumption



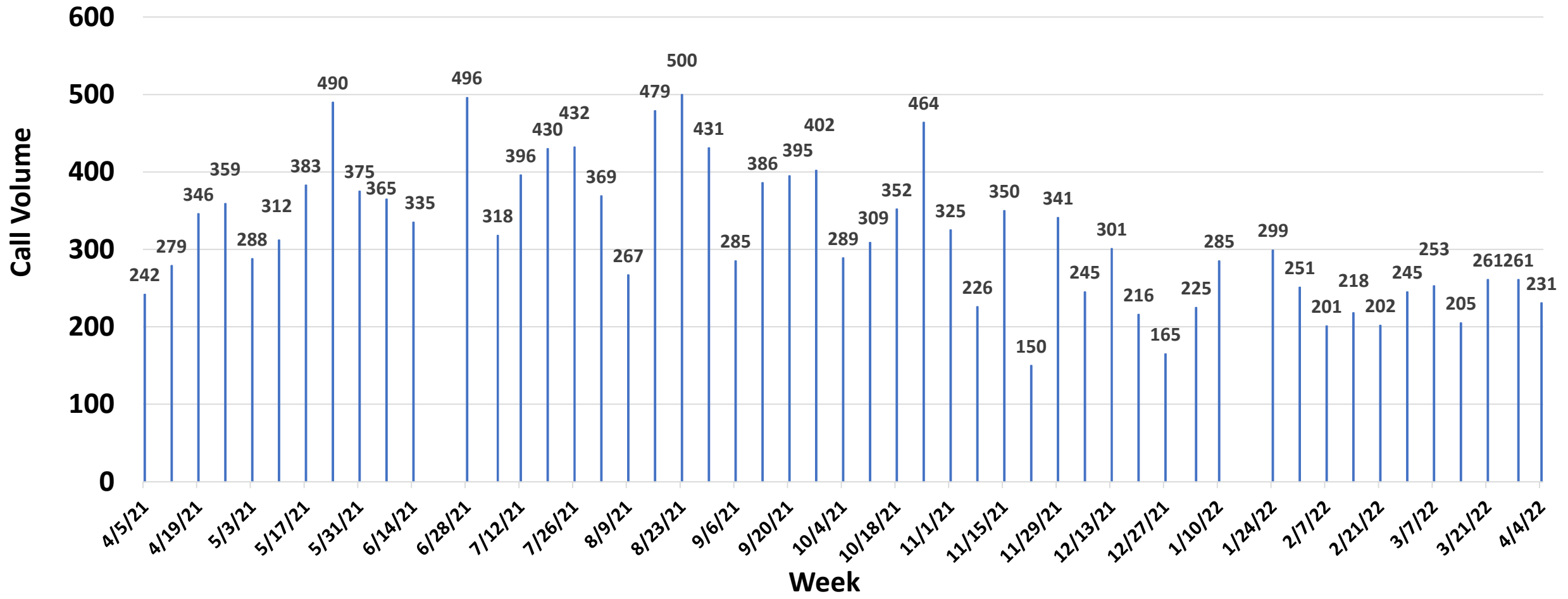
Delinquent Commercial Accounts Over \$500 and Over 90 Days



Delinquent Residential Accounts Over \$300 and Over 90 Days



Customer Service Call Volume



ITEM SUMMARY

DATE: 4/12/2022

TO: The Board of Directors

FROM: Teresa J. Saeed, Deputy Secretary

SUBJECT: Adjourn until 1 pm on April 26, 2022 for the Budget Business Meeting

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Saeed, Teresa	Approved	4/5/2022 - 7:56 AM