

AGENDA
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

May 12, 2026

5:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PRESENTATION(S)

D. PUBLIC COMMENT

E. CONSENT CALENDAR

1. Minutes Adoption

F. PUBLIC HEARING(S)

G. BOARD CONSIDERATION(S)

1. Changes to the Regulations Governing Utility Service and Resolution of Appropriation for Fiscal Year 2027 Budget
2. Contract Award - \$332,682 - Five Forks Water Treatment Plant Degasifiers Replacement

H. BOARD REQUESTS AND DIRECTIVES

I. GENERAL MANAGER'S UPDATE

1. May 2026 Monthly Dashboard Report

J. ADJOURNMENT

1. Adjourn until 5 pm on June 9, 2026 for the Regular Meeting

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

April 14, 2026

5:00 PM

A. CALL TO ORDER

B. ROLL CALL

Tracy L. Wainwright, Vice Chair, Powhatan District
James O. Icenhour, Jr., Jamestown District
Ruth M. Larson, Berkeley District
John J. McGlennon, Roberts District
Barbara E. Null, Chair, Stonehouse District

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney
M. Douglas Powell, General Manager

C. PRESENTATION(S)

None.

D. PUBLIC COMMENT

None.

E. CONSENT CALENDAR

1. Contract Award - \$125,594 - Lift Station 6-2 Pump and Motor Package Replacement - Smith & Loveless, Inc.

A motion to Approve was made by John McGlennon, the motion result was Passed.

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

Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

2. 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: Icenhour Jr., Larson, McGlennon, Null, Wainwright

The minutes Approved for Adoption included the following meeting:

- March 10, 2026, Regular Meeting

F. PUBLIC HEARING(S)

1. Public Hearing on Fiscal Year 2027 James City Service Authority Budget

Mr. Powell addressed the Board to discuss the James City Service Authority's (JCSA) Proposed Fiscal Year (FY) 2027 Budget. He stated that JCSA was the water and wastewater collection provider for James City County. Mr. Powell advised that JCSA relied solely on the fees and charges paid by its customers for revenue. He noted that FY 2027 was the first year of a two-year budget. Mr. Powell stated that JCSA was an independent organization governed by a Board of Directors, comprised of the members of the Board of Supervisors. Mr. Powell highlighted the Board-adopted February 2026 five-year Strategic Plan, noting that the proposed budget aligned with its five core goals: 1) overcoming water supply constraints; 2) ensuring wastewater system adaptability; 3) enhancing customer experience; 4) investing in talent; and 5) finalizing the transition to independence. He noted that JCSA's budget was divided into two funds, the Water Fund and the Sewer Fund. Mr. Powell provided an overview of JCSA's Proposed Budget for FY 2027 on the PowerPoint presentation equating to approximately \$29.4 million. He noted that JCSA's workforce comprised 107 full-time employees and one part-time employee. Mr. Powell discussed the revenue and expense figures shown in the PowerPoint presentation. He highlighted budget initiatives supporting the Strategic Plan's five core goals. Mr. Powell stated that to address water supply constraints, he detailed the \$7.5 million Kingspoint Project, which would replace 20,000 feet of 1960s water lines, alongside a proposed study for a new elevated storage tank. Additionally, he noted that the "Time Your Tap" campaign and the Smart Irrigation Controller Rebate aimed to reduce the irrigation demand, which accounted for 25% of JCSA's total usage. Mr. Powell stated that to manage system growth and comply with a consent order, JCSA was maintaining infrastructure via annual budget allocations and targeted capital projects. Key initiatives included purchasing a \$500,000 replacement camera van, executing targeted annual upgrades on select pump stations, and using grant funding to replace 3,200 feet of aging clay pipe on Church Lane, School Lane, and Chesapeake Avenue. He advised that the budget included continued funding for the Advanced Metering Infrastructure Project and the Rate Stabilization Fund, which aimed to prioritize the customer experience. Mr. Powell highlighted the proposed budget supporting the established step pay system, featuring a 2.7% Cost of Living Adjustment (July 1, 2026), a 1.5% step increase (January 1, 2027), and 5% annual increases for employees during their first four years. Mr. Powell stated that the transition to independence included taking over the Purchasing and Accounts Payable functions, along with the Tewning Road Master Plan, following the departure of General Services. He outlined the upcoming rate adjustments for FY 2027-2030, which utilized a tiered pricing model for water usage, meter-size-based charges, and usage-based sewer rates, as shown in the PowerPoint presentation. Mr. Powell stated that the average single-family combined water and sewer bill would increase from \$55.11 (FY 2026) to \$59.67 (FY 2027) equating to an approximate \$4.56 (8.3% increase). He advised that if the proposed rates were approved, JCSA would remain the third lowest rate for a combined water and sewer bill among the region. Mr. Powell concluded his remarks and welcomed any questions the Board might have.

The Board had no questions.

Ms. Null opened the Public Hearing.

Ms. Null closed the Public Hearing as there were no public speakers.

Ms. Null indicated there would be no Board action required on Public Hearing Item No. 1 this evening.

2. Abandonment and Conveyance of Easement - 112 The Colony and 132 The Colony

A motion to Approve was made by John McGlennon, the motion result was Passed.

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

Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

Mr. Powell addressed the Board noting that JCSA currently owned an easement along the property line between 112 The Colony and 132 The Colony. He explained that the easement, created in the mid-1970s for a dual grinder pump wastewater system, was part of an ongoing JCSA effort to resolve the legal and logistical issues associated with such systems. Mr. Powell stated that this abandonment would address those issues at this particular site. He noted staff's recommendation to approve the resolution, which would vacate the easement and empower him to convey the residual property rights to the owner of 112 The Colony.

Ms. Larson asked Mr. Powell if he had spoken to the property owners.

Mr. Powell confirmed that he had spoken with the owner of 112 The Colony and had tried to reach the owner of 132 The Colony via certified letter and email, but received no response.

Ms. Larson thanked Mr. Powell.

Ms. Null opened the Public Hearing.

Ms. Null closed the Public Hearing as there were no public speakers.

G. BOARD CONSIDERATION(S)

None.

H. BOARD REQUESTS AND DIRECTIVES

None.

I. GENERAL MANAGER'S UPDATE

1. April 2026 Dashboard Report

Mr. Powell noted he had no further update.

J. ADJOURNMENT

1. Adjourn until 1 pm on April 28, 2026 for the Budget Business Meeting

A motion to Adjourn was made by Ruth Larson, the motion result was Passed.

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

Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

At approximately 5:31 p.m., Ms. Null adjourned the Board of Directors.

MINUTES
JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS
REGULAR MEETING
COUNTY GOVERNMENT CENTER BOARD ROOM
101 MOUNTS BAY ROAD, WILLIAMSBURG, VA 23185

April 28, 2026

1:00 PM

A. CALL TO ORDER

B. ROLL CALL

Tracy L. Wainwright, Vice Chair, Powhatan District
James O. Icenhour, Jr., Jamestown District
Ruth M. Larson, Berkeley District
John J. McGlennon, Roberts District
Barbara E. Null, Chair, Stonehouse District

Scott A. Stevens, County Administrator
Adam R. Kinsman, County Attorney
M. Douglas Powell, General Manager

C. BOARD DISCUSSION(S)

1. Proposed FY 2027 Budget

Mr. Powell informed the Board that the proposed Fiscal Year 2027 rates, based on the five-year rate study, would increase the average 5,000-gallon user's bill by \$4.56 per month. He noted that he had no formal presentation and opened the floor for questions.

Ms. Null asked if the Board had questions.

Mr. Icenhour highlighted a significant decrease in consumption, with the per-person average falling to approximately 57 gallons. He requested clarification regarding the City of Williamsburg's water rates, pointing out a discrepancy between his belief that rates had increased and data showing lower rates.

Mr. Powell noted that the James City Service Authority offered the third-lowest rates in the region. While he confirmed that the City of Williamsburg raised its water rates, he clarified that because the City of Williamsburg did not charge for sewer services, the City of Williamsburg actually had lower rates.

Mr. McGlennon expressed his support for Mr. Powell's plan, characterizing it as a prudent approach to the current infrastructure challenges.

D. ADJOURNMENT

1. Adjourn until 5 pm on May 12, 2026 for the Regular Meeting

A motion to Adjourn was made by John McGlennon, the motion result was Passed.

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

Ayes: Icenhour Jr., Larson, McGlennon, Null, Wainwright

At approximately 8:49 p.m., Ms. Null adjourned the Board of Directors.

MEMORANDUM

DATE: May 12, 2026

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 2027 Budget

Attached are resolutions approving changes to the Regulations Governing Utility Service and appropriating the Fiscal Year (FY) 2027 Budget. At its February 10, 2026, meeting, the Board approved setting a public hearing on the proposed changes. The public hearing was subsequently held on April 14, 2026.

The changes to the Regulations Governing Utility Service and the FY 27 Budget would become effective July 1, 2026.

Staff recommends approval of both resolutions.

MDP/ap
FY27RegGovUtilServ-mem

Attachments

RESOLUTION

CHANGES TO THE REGULATIONS GOVERNING UTILITY SERVICE

FOR FISCAL YEAR 2027 BUDGET

WHEREAS, the Board of Directors of the James City Service Authority conducted a public hearing on April 14, 2026, 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 dated on or after July 1, 2026.

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

Barbara E. Null
Chair, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

	VOTES			
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
WAINWRIGHT	_____	_____	_____	_____
ICENHOUR	_____	_____	_____	_____
LARSON	_____	_____	_____	_____
MCGLENNON	_____	_____	_____	_____
NULL	_____	_____	_____	_____

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 12th day of May, 2026.

FY27RegGovUtilServ-res

SECTION 17. GENERAL RATE POLICY AND RATE SCHEDULE

General rate policy. Rates for water and sanitary sewer service shall be established by the Board of Directors pursuant to the Virginia Water and Waste Authorities Act (Va. Code § 15.2-5100 et seq.).

A. Wastewater charges.

1. System facilities charge. A system facility charge for wastewater collection service to be furnished through each new separate service connection which is to be made to the Authority's Sanitary Sewer System shall be paid by each applicant for service prior to the installation of wastewater service connections, as follows:

(a) Metered water service

Meter Size	Wastewater System Facilities Fee
5/8"	\$ 3,810 3,710
3/4"	\$ 5,716 5,566
1"	\$ 9,526 9,276
1 1/2"	\$ 19,051 18,550
2"	\$ 30,481 29,680
3"	\$ 66,679 64,926
4"	\$ 114,518 111,507
6"	\$ 257,186 250,425
8"	\$ 304,814 296,800
10"	\$ 438,170 426,650

The system facilities charge for compound meters shall be based on the largest meter size unless the Authority determines, at its sole discretion, the charge shall be based on a smaller meter size fee as supported by project specific data and sound engineering judgement.

Additional system facility charges shall apply for additions to existing structures requiring an increase in meter size. The additional charge shall consist of the incremental increase from the original meter size to the new meter size. No credit shall be granted for a decrease in meter size.

(b) Non-metered water service.

Where water is provided by an unmetered source, the charges shall be assessed as follows:

Non-metered single family residential connections shall pay the 5/8" meter size wastewater system facilities fee.

Non-metered commercial and non-metered non-single-family residential connections shall pay the wastewater system facilities fee based on the water meter size that would be required for the facility to be served if water service was available. The applicant shall provide the Authority with the plumbing fixtures associated with the facility and the Authority will determine the appropriate meter size as follows:

1. Peak water demand will be calculated from fixture unit load valves based on Table E103.3 (2) from the 2003 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~~ **\$1,867** 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 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 ~~\$500.00~~ ~~\$475.00~~ 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.
- (c) Existing grinder pump service agreements, contracts, or grandfathered grinder pump maintenance agreements between the property owner and the Authority are not transferable or assignable by the property owner and automatically terminate upon transfer of title or ownership of the property.

4. Retail service charge. 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. Wastewater service charges shall be as follows:

(a) Metered water source.

Charge for all collection 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 monthly fixed charge chart below. This fixed charge is for expenses associated with operating and maintaining the wastewater collection system.

Meter Size	Monthly Fixed Charge
5/8"	\$ 6.01 4.51
3/4"	\$ 9.02 6.76
1"	\$ 15.03 11.25
1-1/2"	\$ 30.05 22.49
2"	\$ 48.08 35.99
3"	\$ 105.18 78.93
4"	\$ 180.90 135.30
6"	\$ 405.68 304.43
8"	\$ 480.80 359.83
10"	\$ 691.15 517.26

- (2) Volumetric Charge - The wastewater service charge shall be based upon a volumetric consumption (of water) charged as follows:

<u>Volume</u>	<u>Collection</u>
Per 1,000 gallons of water consumed	\$3.14
Per 100 cubic feet of water consumed	\$2.35

Wastewater volumetric charges may be reduced by a sub-metered reading if an irrigation sub-meter is registered with the Authority. Sub-meter reading adjustments will only be allowed up to the consumption in the current billing period and must be submitted by the required due date.

All single-family residential wastewater collection bills dated February 1, 2024, and later shall be capped at a maximum consumption of 8,000 gallons per monthly billing period and shall not be subject to reduction by a sub-metered reading. The February 1, 2024, effective date may be extended at the General Manager's discretion.

- (b) Unmetered water source.

Where no meter exists or where meter readings are not made available by the water supplier to the Authority, then the following estimated charges shall be assessed:

<u>Activity, use</u>	<u>Unit</u>	<u>Collection-Monthly</u>
Single-family residences	Each	\$ 15.04 14.00
Single-family mobile homes	Each	\$ 15.04 14.00
Mobile homes in parks	Each lot	\$ 13.34 12.42
Duplex, apartments and townhouses	Each	\$ 13.34 12.42
Manufacturing	1,000 square feet	\$ 3.97 3.70
Minimum		\$ 20.00 18.62
Warehouses	1,000 square feet	\$ 2.66 2.48
Minimum		\$ 16.65 15.50
Restaurants	Seat	\$ 1.77 1.65
Minimum		\$ 20.00 18.62
Commercial	1,000 square feet	\$ 6.64 6.18
Minimum		\$ 20.00 18.62
Churches	Each	\$ 14.55 13.55

Commercial condensate discharged to the sanitary sewer system, when approved by HRSD and the Authority, shall be billed at the current wastewater collection volumetric rate. The bill shall be based on an estimated condensate volume prepared in accordance with HRSD's criteria and shall be agreed upon by HRSD and the Authority.

The purpose of the retail service charge is to defray all costs associated with operation and maintenance, and capital improvement for providing wastewater collection for domestic, commercial, and industrial uses including replacement, renewals, and extensions, and the repayment of money borrowed to acquire or construct the wastewater collection and transmission system.

B. Water charges.

1. System facilities charge. A system facilities charge for water service to be furnished through each new separate service connection which is to be made to the Authority's water system shall be paid by each applicant for service prior to the installation of the water service connection, as follows:

Meter Size	Water System Facilities Fee
5/8"	\$ 4,259 4,147
3/4"	\$ 6,389 6,221
1"	\$ 10,648 10,368
1 1/2"	\$ 21,296 20,736
2"	\$ 34,073 33,177
3"	\$ 74,535 72,575
4"	\$ 128,010 124,645
6"	\$ 287,488 279,930
8"	\$ 340,726 331,768
10"	\$ 489,794 476,917

Designated Fire Protection Connection Size	Designated Fire Protection Connection Fee
5/8"	\$ 1,107 1,078
3/4"	\$ 1,661 1,617
1"	\$ 2,768 2,696
1 1/2"	\$ 5,537 5,391
2"	\$ 8,859 8,626
3"	\$ 19,379 18,870
4"	\$ 33,283 32,408
6"	\$ 74,747 72,782
8"	\$ 88,589 86,260
10"	\$ 127,346 123,998

- (a) The system facilities charge for compound meters shall be based on the largest meter size.
- (b) The system facilities charge for a designated fire protection connection as shown above shall be based on the connection size rather than the meter size.
- (c) A meter installation charge of \$50, plus the meter cost if the meter is provided by the Authority, shall be paid by each applicant for each new service connection and meter installation prior to the connection being made.
- (d) Additional system facility charges shall apply for additions to existing structures requiring an increase in meter size. The additional charge shall consist of the incremental increase from the original meter size to the new meter size. No credit shall be granted for a decrease in meter size.

- (e) System Facilities Charge Exemption. Any lots created after August 10, 2004, which are to be served by an Independent Water System, shall be exempt from the Water System Facilities Charge.

The purpose of the system facilities charge is to defray in part the cost of providing major supply, transmission main, booster pumping, distribution storage tanks, and distribution system. The charge shall be paid prior to the issuance of a plumbing permit from Building Safety and Permits.

- 2. Water service connection fee. A water service connection fee of ~~\$1,475~~ ~~\$1,436~~ for each separate connection to the Authority's water 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 water 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 water service connections where applicable.

- 4. 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 monthly fixed charge chart below. This fixed charge is for expenses associated with operating and maintaining the water distribution system.

Meter Size	Monthly Fixed Charge
5/8"	\$ 10.52 9.02
3/4"	\$ 15.78 13.53
1"	\$ 26.30 22.53
1-1/2"	\$ 52.60 45.09
2"	\$ 84.16 72.15
3"	\$ 184.10 157.83
4"	\$ 316.65 270.55
6"	\$ 710.10 608.77
8"	\$ 841.60 721.52
10"	\$ 1,209.80 1,037.16

- (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			
\$4.72 \$4.45	\$8.56 \$8.08	\$17.12 \$16.15	\$26.54 \$25.04

Multi-Family Residential and Non-Residential	
<u>All Meter Sizes</u>	<u>All Use</u>
Rate Per 1,000 Gallons	\$ 7.45 7.03

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, and distribution for domestic, commercial, and industrial uses and for firefighting purposes, including replacement, renewals, and extensions, and the repayment of money borrowed to acquire or construct the water treatment, transmission, and distribution system.

- D. Independent Water Systems Connection Fee. The developer of any subdivision that requires an Independent Water System to comply with the County Subdivision Ordinance, shall be required to pay to the Authority a connection fee as follows:

1. An independent water system approved by the County and the Authority prior to April 26, 2011, shall pay a fee of \$4,000 per lot or residential unit. Payment shall be made prior to final approval of a subdivision plat.
2. An independent water system approved by the County and the Authority after April 26, 2011, shall pay a fee of \$8,000 per lot or residential unit. Payment shall be made prior to the acceptance by the Authority of the independent water production and treatment facility.

The monies collected shall be placed in a dedicated account; the proceeds and investment returns will be used to offset the costs of operating the Independent Water Systems created

RESOLUTION

JAMES CITY SERVICE AUTHORITY FISCAL YEAR 2027 BUDGET

WHEREAS, the General Manager has prepared a proposed budget for the fiscal year beginning July 1, 2026; 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	\$15,900,000
Facility Charges	1,175,000
Interest Income	800,000
Miscellaneous	<u>345,000</u>
	<u>\$18,220,000</u>

Water Fund - Expenses

Operating-Personnel	\$6,565,665
Operating-Non-personnel	5,547,666
Operating-Capital Outlay	202,200
Debt Service-Principal	1,483,000
Debt Service-Interest	590,462
Capital Projects	3,206,213
Reserves	<u>624,794</u>
	<u>\$18,220,000</u>

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

Sewer Fund - Revenues

Service Charges	\$7,840,000
Facility Charges	900,000
Grinder Pump Charges	145,000
Interest Income	800,000
Miscellaneous	213,783
Unrestricted Net Position	<u>1,297,403</u>
	<u>\$11,196,186</u>

Sewer Fund - Expenses

Operating-Personnel	\$5,814,795
Operating-Non-personnel	2,870,791
Operating-Capital Outlay	195,600
Operating-Grinder Pump	200,000
Capital Projects	<u>2,115,000</u>
	<u>\$11,196,186</u>

Barbara E. Null
Chair, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

WAINWRIGHT
ICENHOUR
LARSON
MCGLENNON
NULL

VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 12th day of May, 2026.

FY27BdgtApprop-res

MEMORANDUM

DATE: May 12, 2026

TO: The Board of Directors

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

SUBJECT: Contract Award - \$332,682 - Five Forks Water Treatment Plant Degasifiers Replacement

Two degasifiers at the Five Forks Water Treatment Plant that remove waste products such as carbon dioxide as part of the reverse osmosis water treatment process are 20 years old and have reached the end of their service lives. Replacement in-kind is necessary to maintain required water quality levels.

This is a sole source purchase from DeLoach Industries, Inc. of Sarasota, Florida, the manufacturer of the original degasifiers and the only source practicably available to provide replacement degasifiers compatible with existing equipment. Three options were considered to determine the best value: on-site repair of the existing degasifiers, off-site repair and reinstallation of the existing degasifiers, and complete replacement with new units. Complete replacement provides the best combination of price and future service life.

The price includes furnishing and installing two new degasifiers and related fittings at \$273,326 and furnishing and installing three replacement 30-inch control dampers at \$59,356 to improve system serviceability. The total price of \$332,682 is considered fair and reasonable compared to budget estimates.

Staff recommends approval of the attached resolution authorizing the \$332,682 sole source purchase of the replacement degasifiers from DeLoach Industries, Inc.

MDP/tm
CA-FFWTP_DegasRplc-mem

Attachment

RESOLUTION

CONTRACT AWARD - \$332,682 - FIVE FORKS WATER TREATMENT PLANT

DEGASIFIERS REPLACEMENT

WHEREAS, two degasifiers at the Five Forks Water Treatment Plant that remove waste products such as carbon dioxide as part of the reverse osmosis water treatment process are 20 years old and have reached the end of their service lives, and need replacement to maintain required water quality levels; and

WHEREAS, staff determined after researching three options that complete replacement provides the best combination of price and future service life; and

WHEREAS, the total negotiated price of \$332,682 includes furnishing and installing two new degasifiers and related fittings at \$273,326 and furnishing and installing three replacement 30-inch control dampers at \$59,356 to improve system serviceability; and

WHEREAS, DeLoach Industries, Inc. is the only source practicably available for this equipment; and

WHEREAS, the price is considered fair and reasonable compared to budget estimates.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby awards the contract for the sole source purchase of the replacement degasifiers to DeLoach Industries, Inc. in the amount of \$332,682.

Barbara E. Null
Chair, Board of Directors

ATTEST:

Teresa J. Saeed
Deputy Secretary to the Board

WAINWRIGHT
ICENHOUR
LARSON
MCGLENNON
NULL

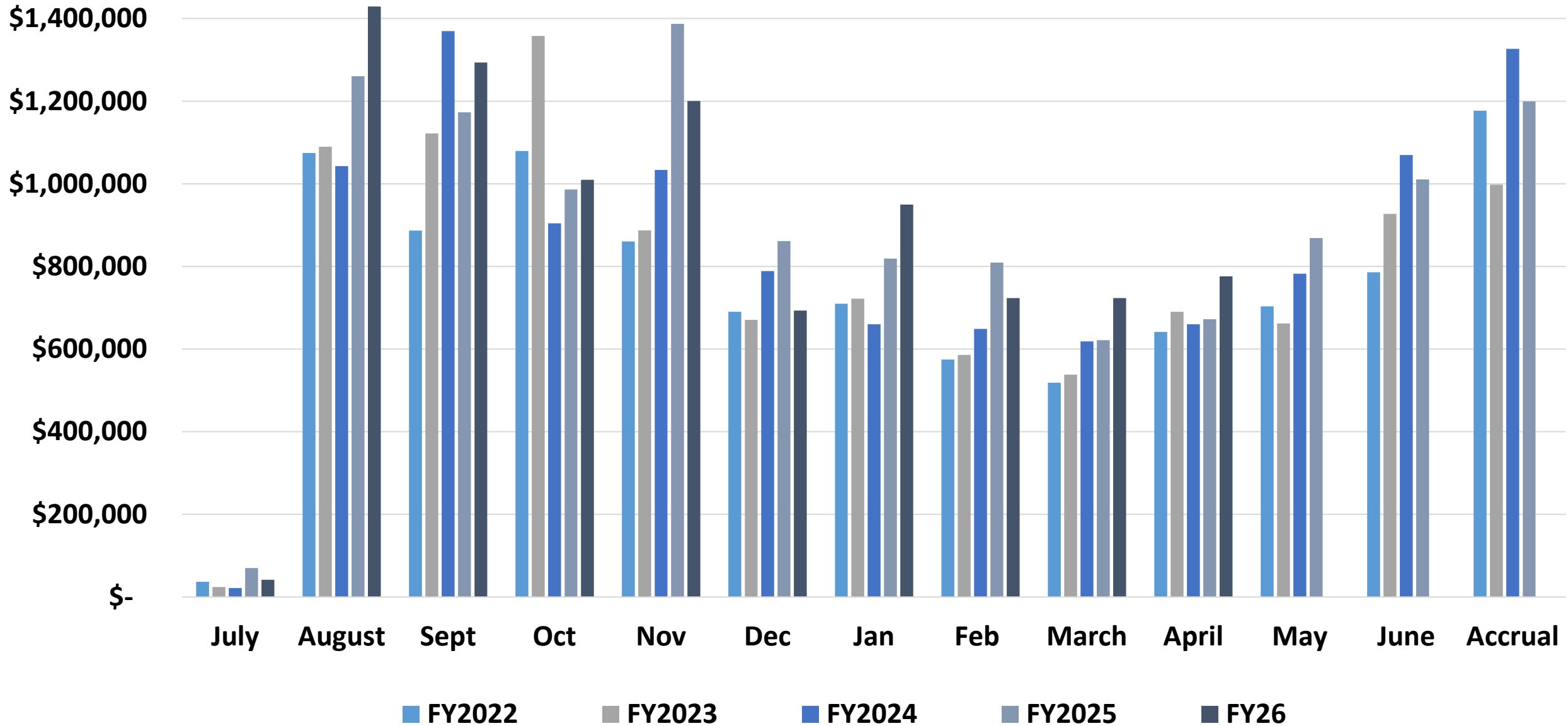
VOTES

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
_____	_____	_____	_____
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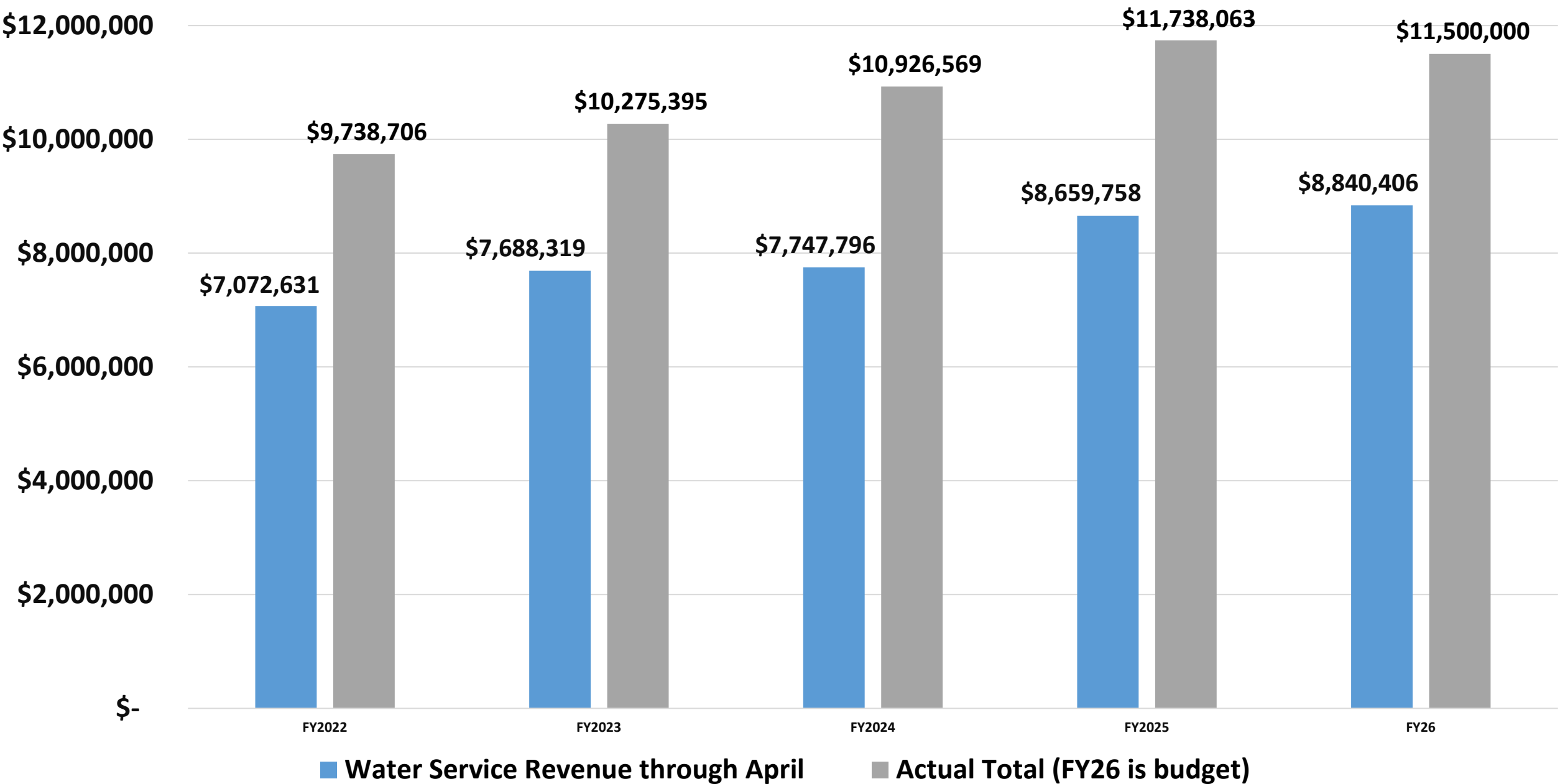
Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 12th day of May, 2026.

CA-FFWTP_DegasRplc-res

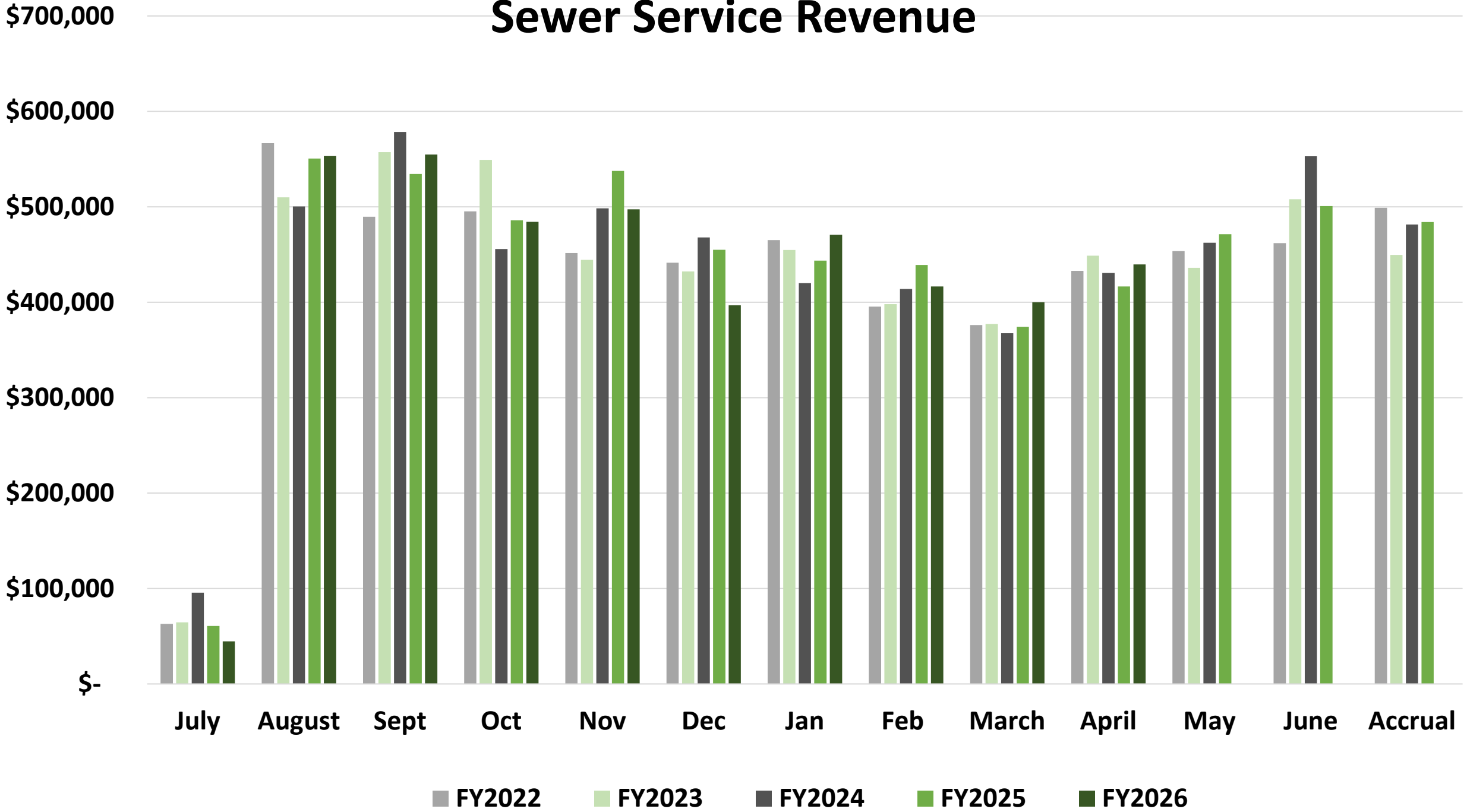
Water Service Revenue



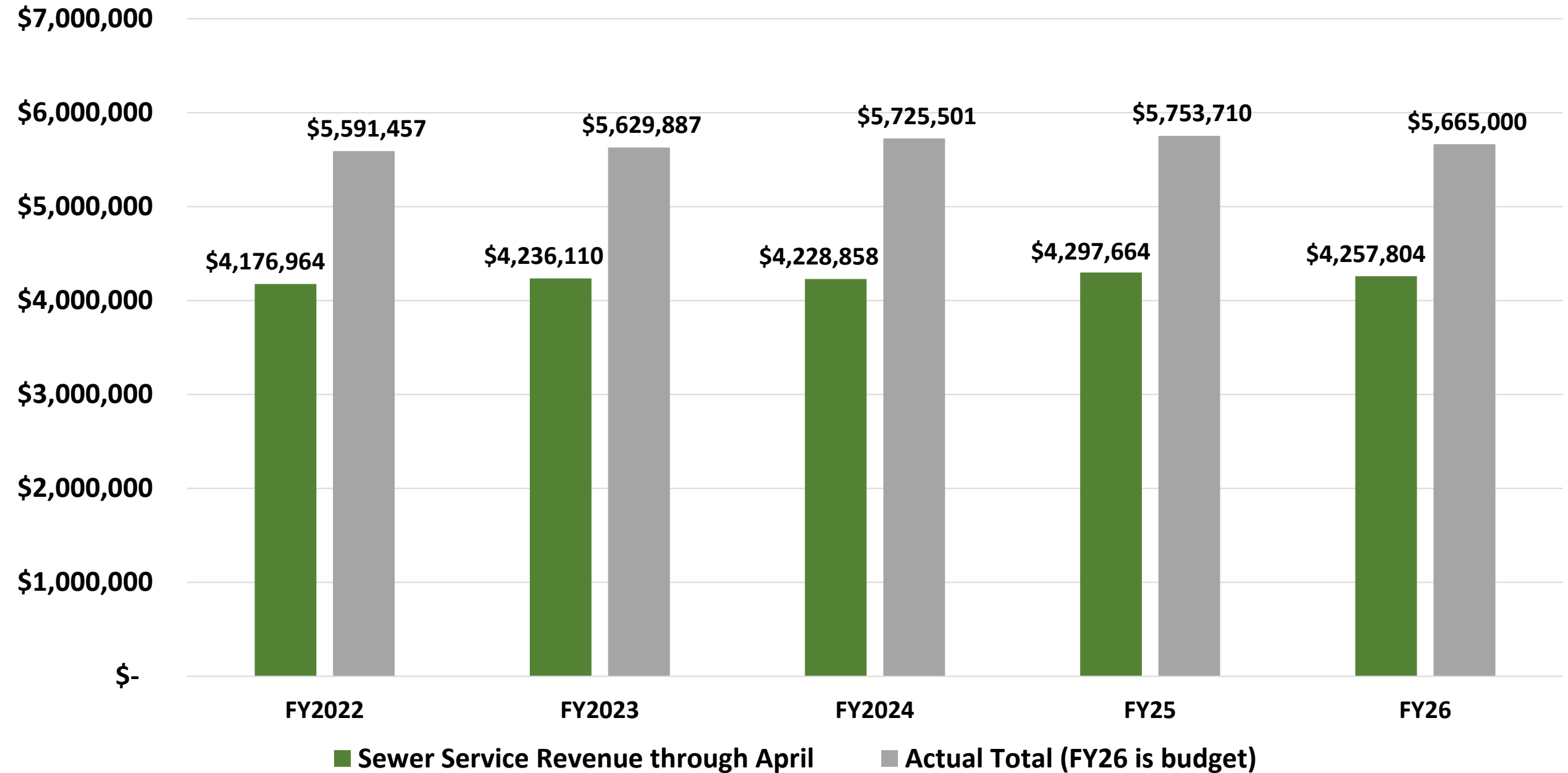
Water Service Revenue through April



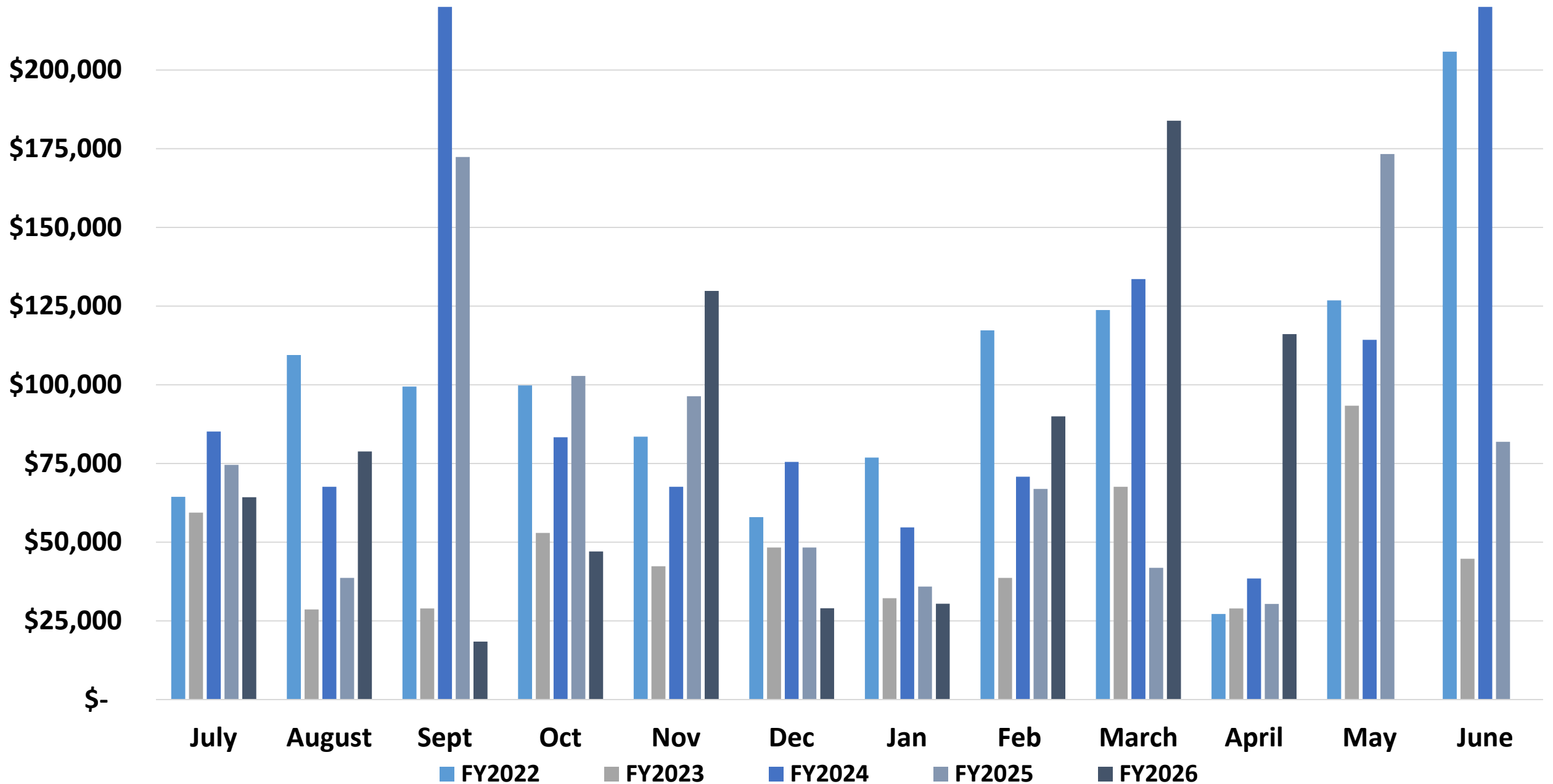
Sewer Service Revenue



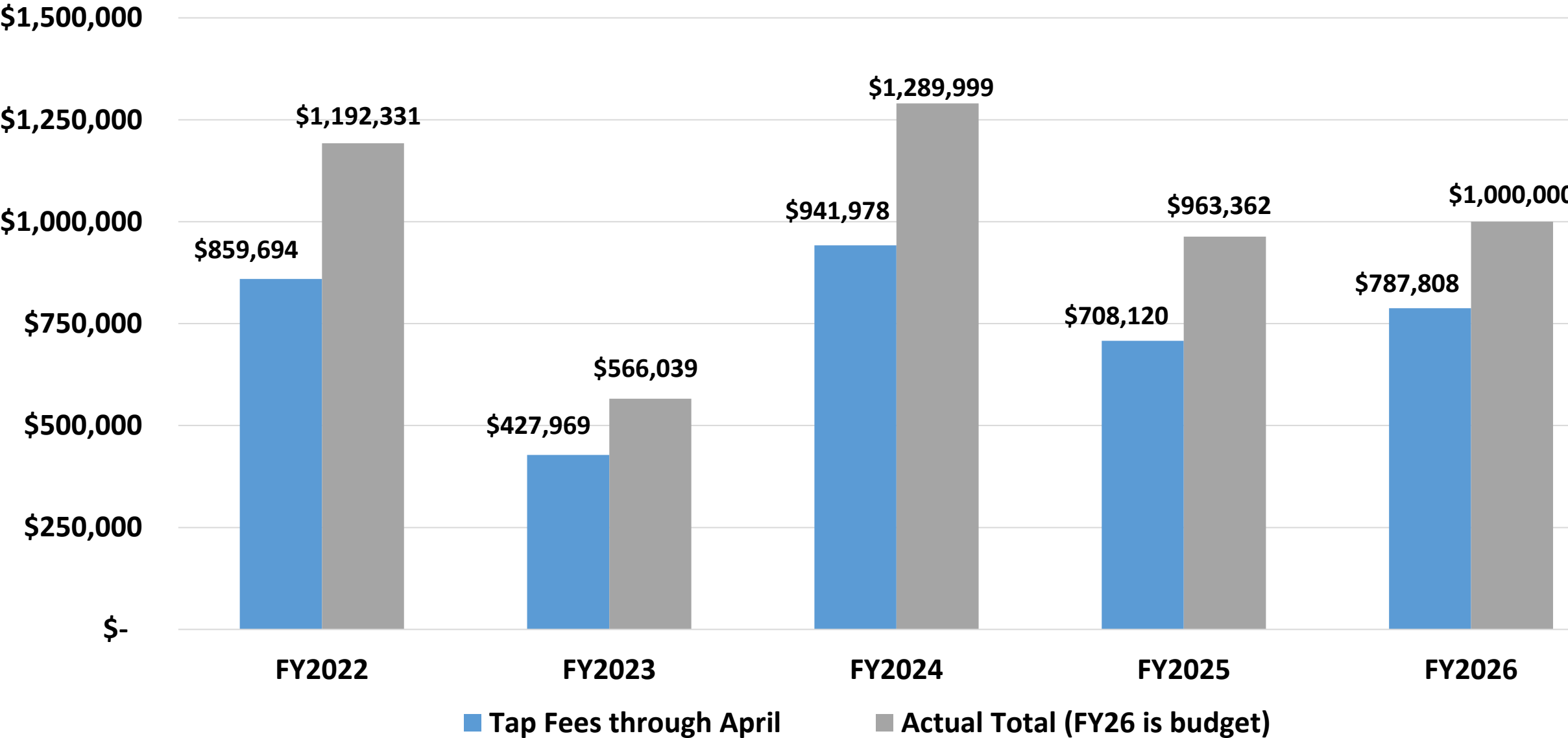
Sewer Service Revenue through April



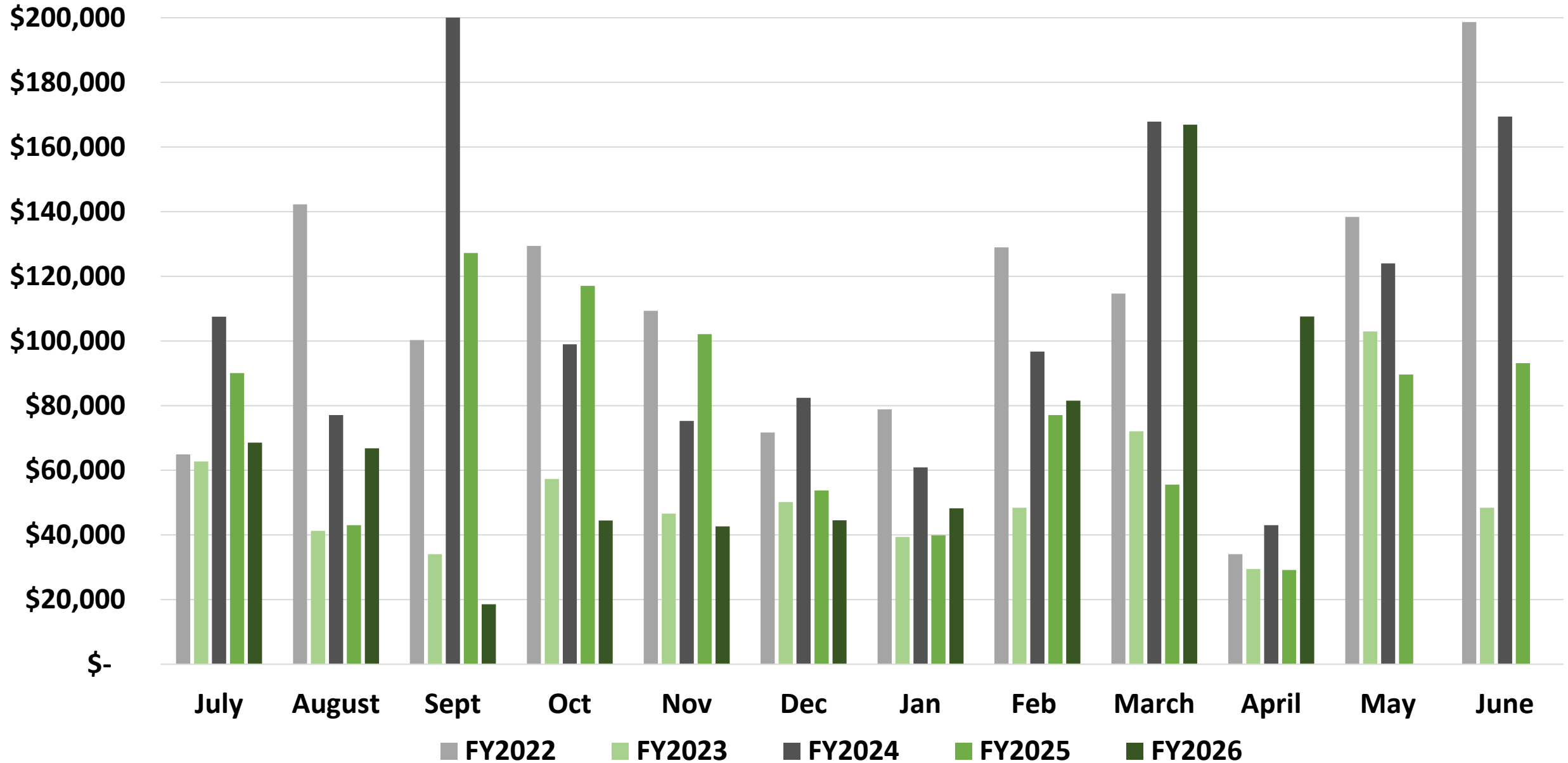
Water Tap Fees



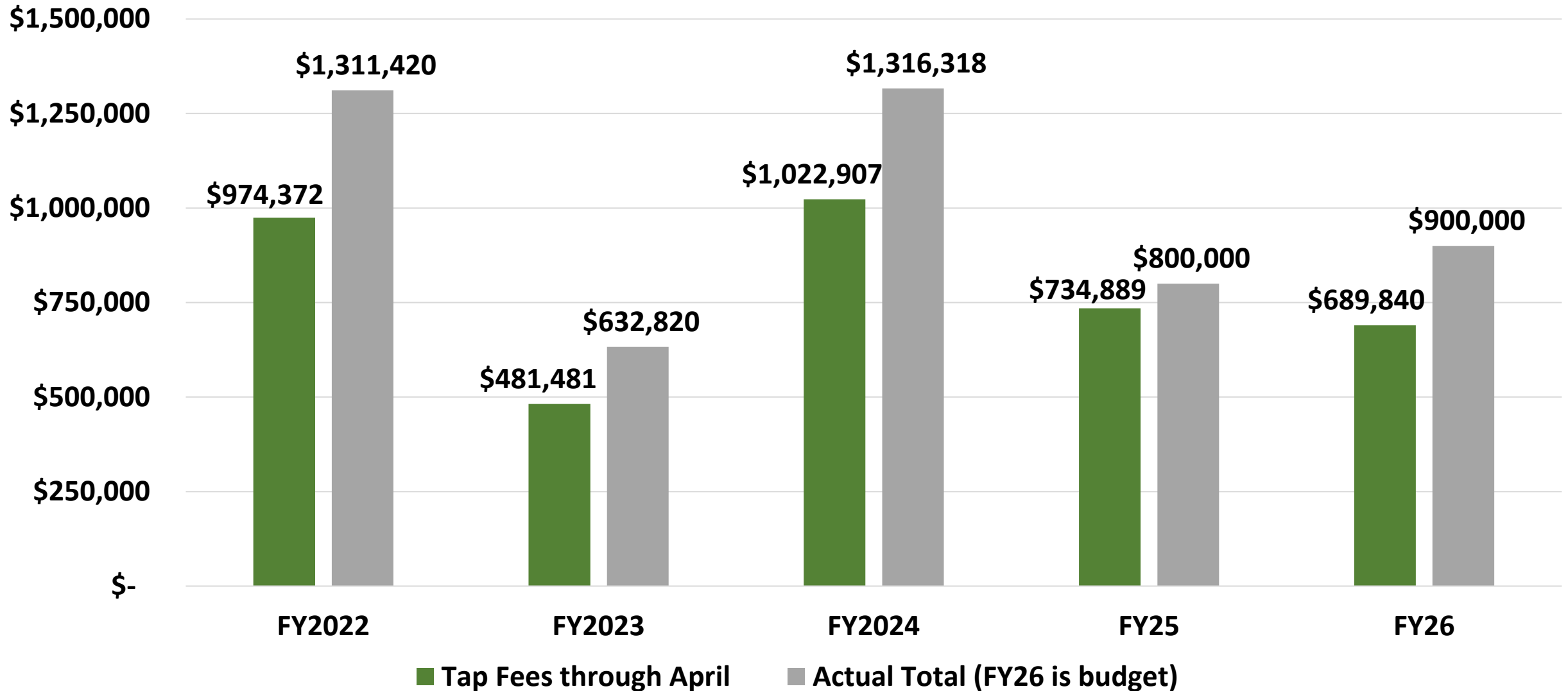
Water Tap Fees through April



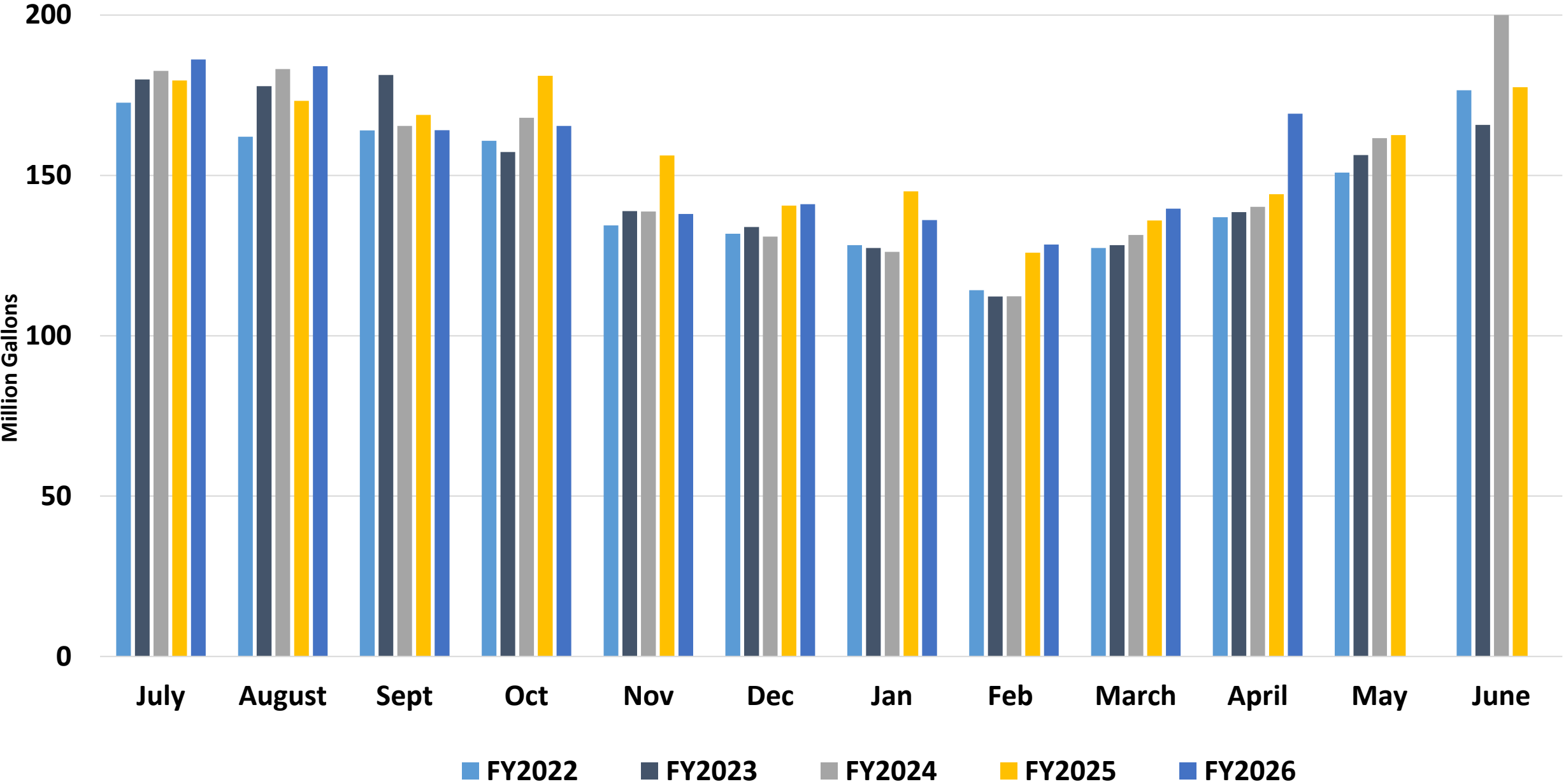
Sewer Tap Fees



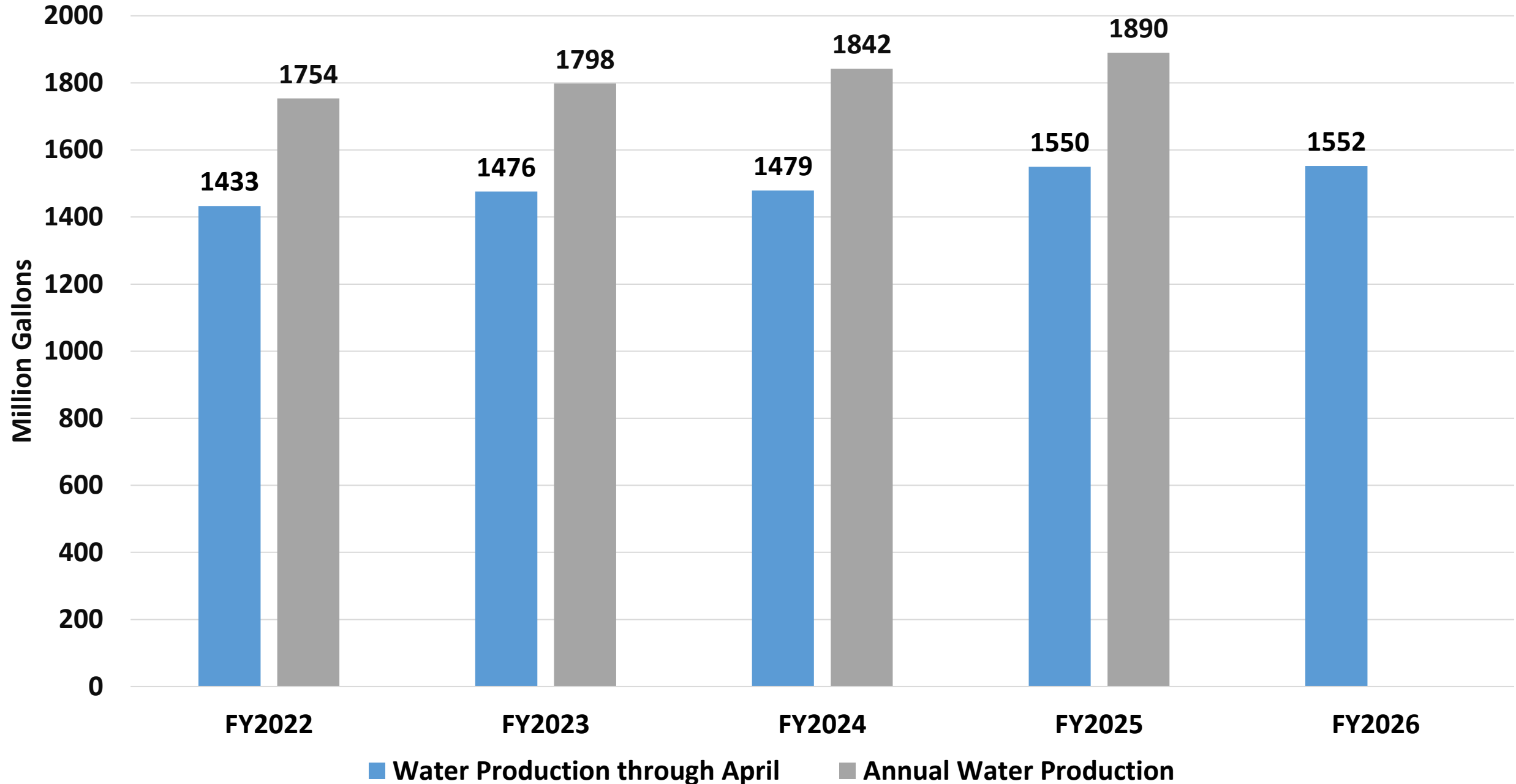
Sewer Tap Fees through April



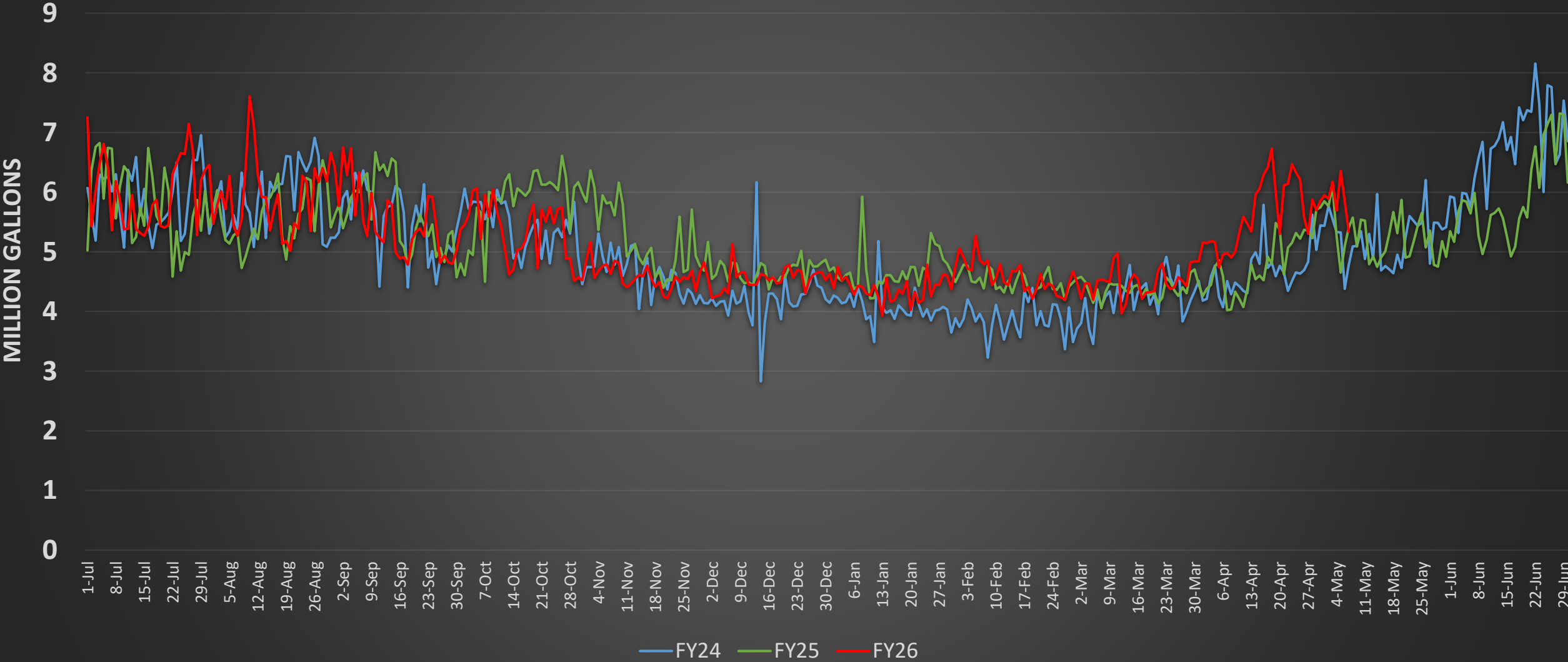
Monthly Water Production



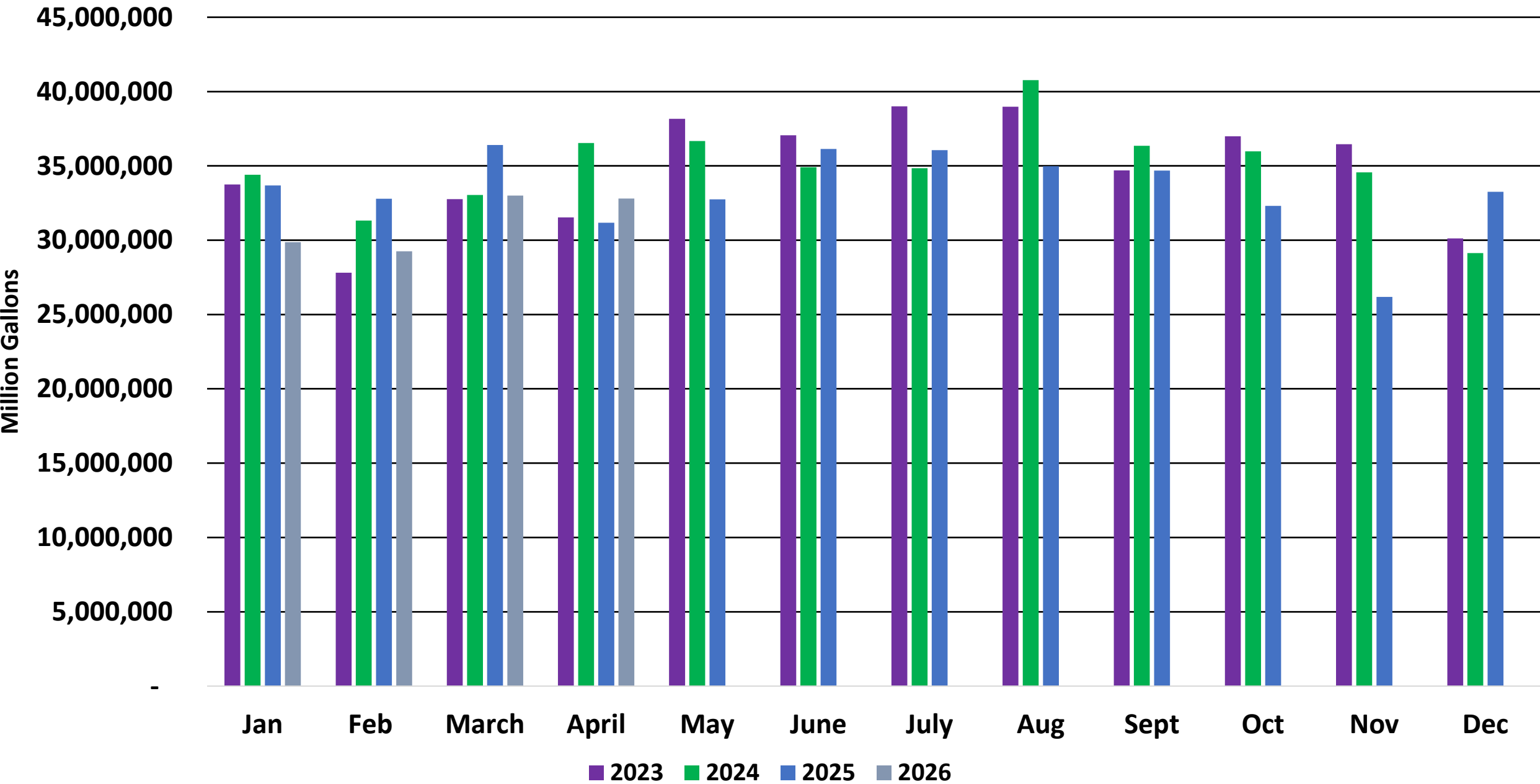
Water Production through April



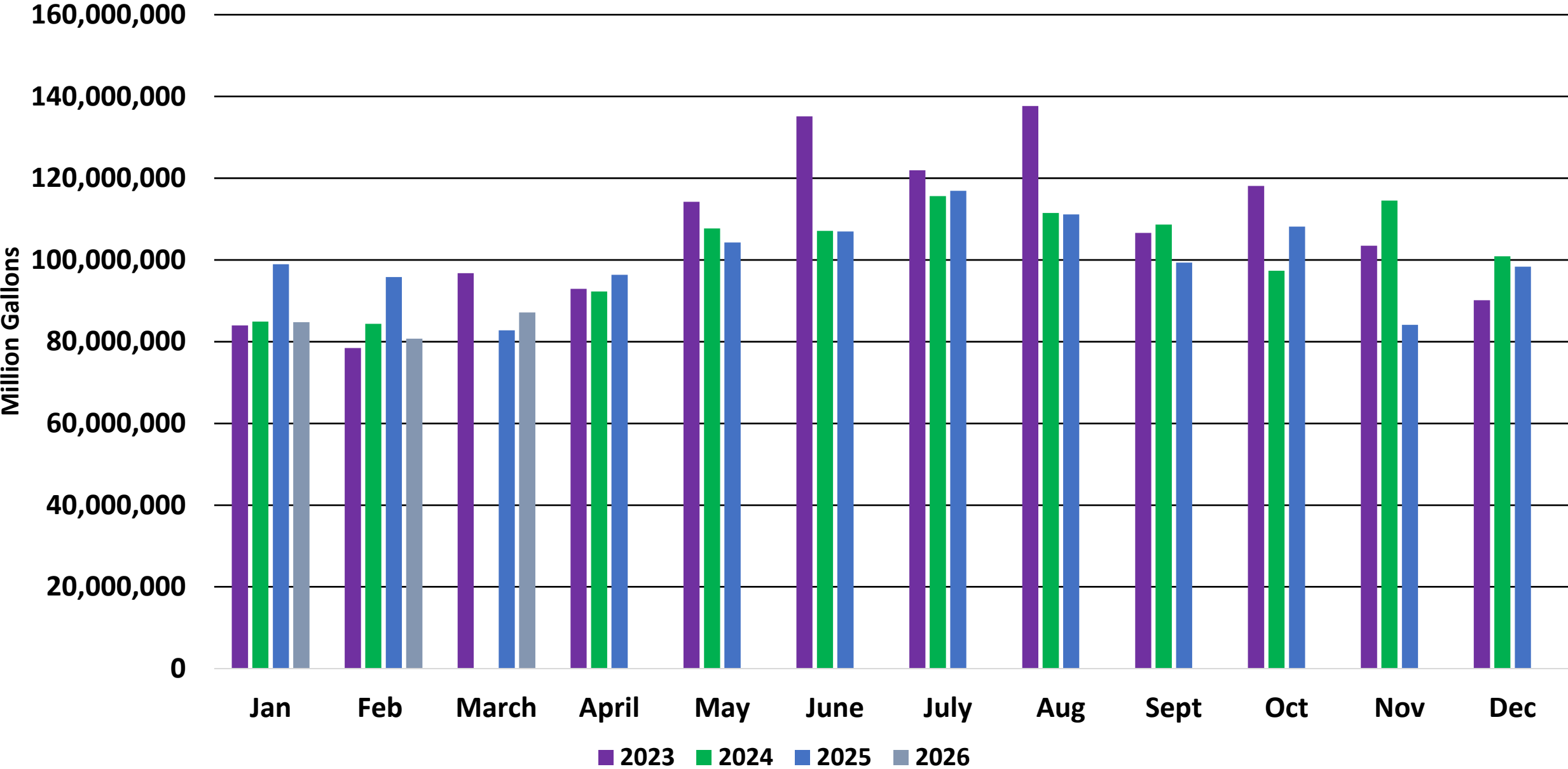
Daily Water Production



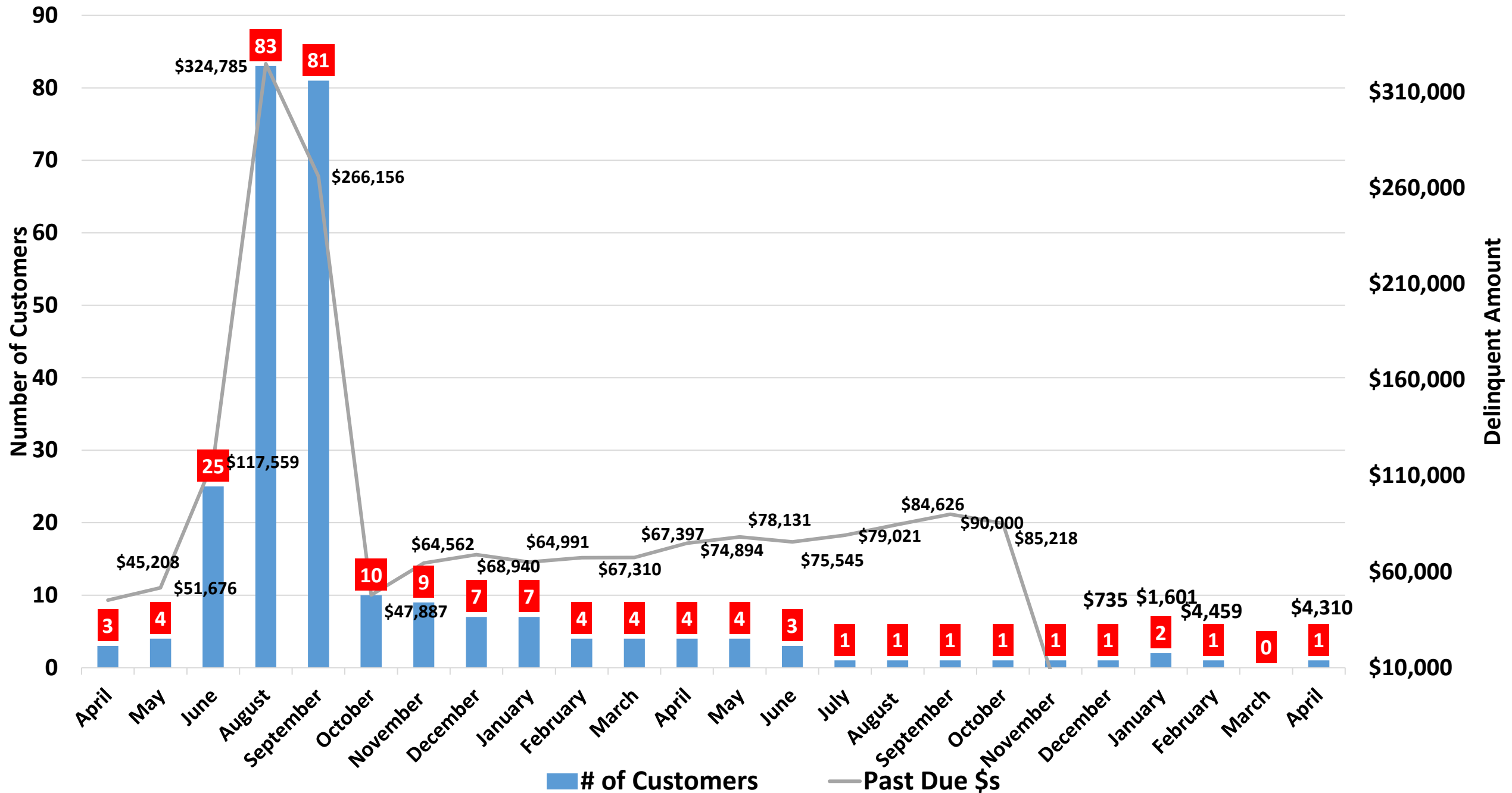
Commercial Consumption



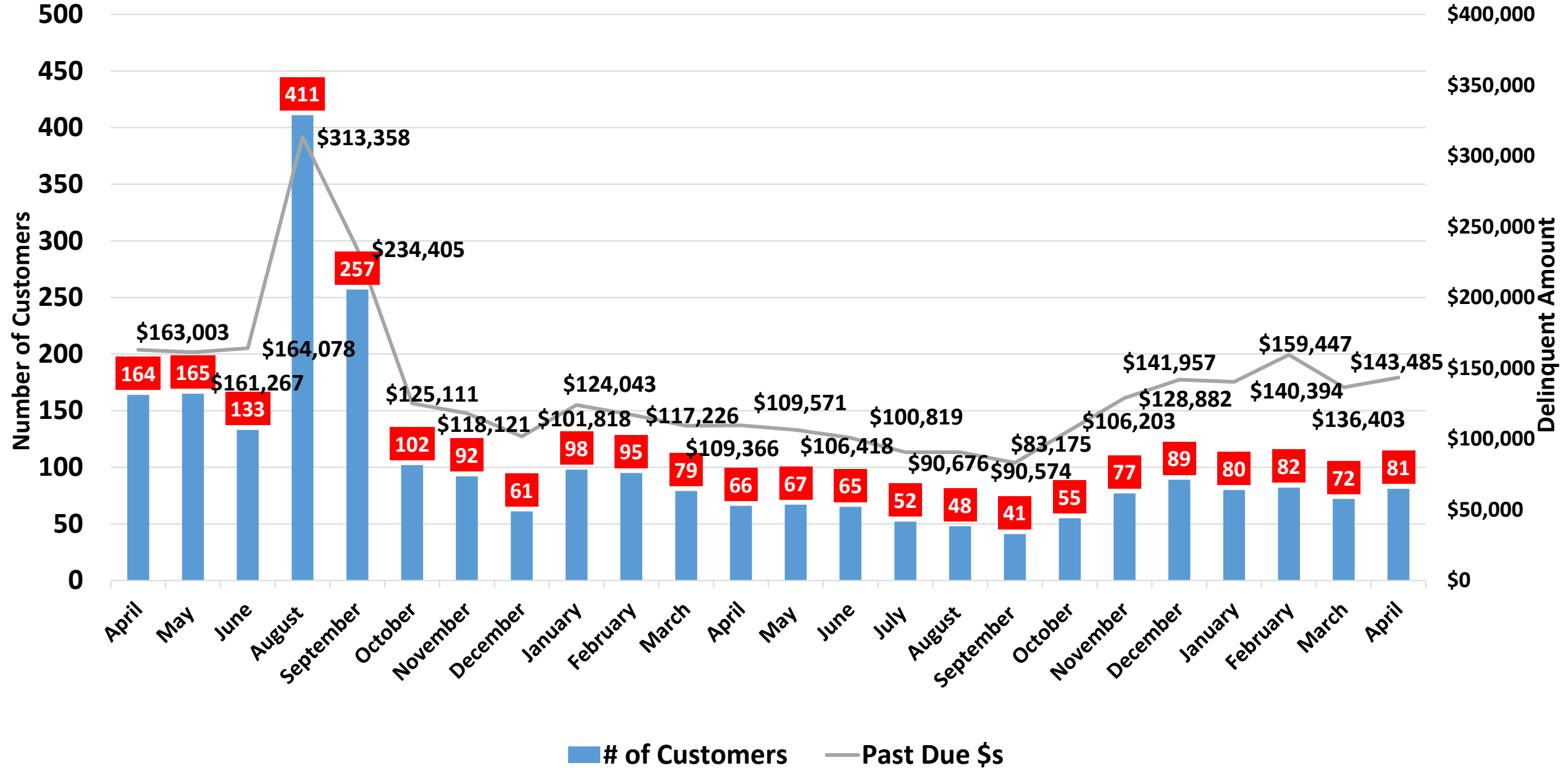
Residential Consumption



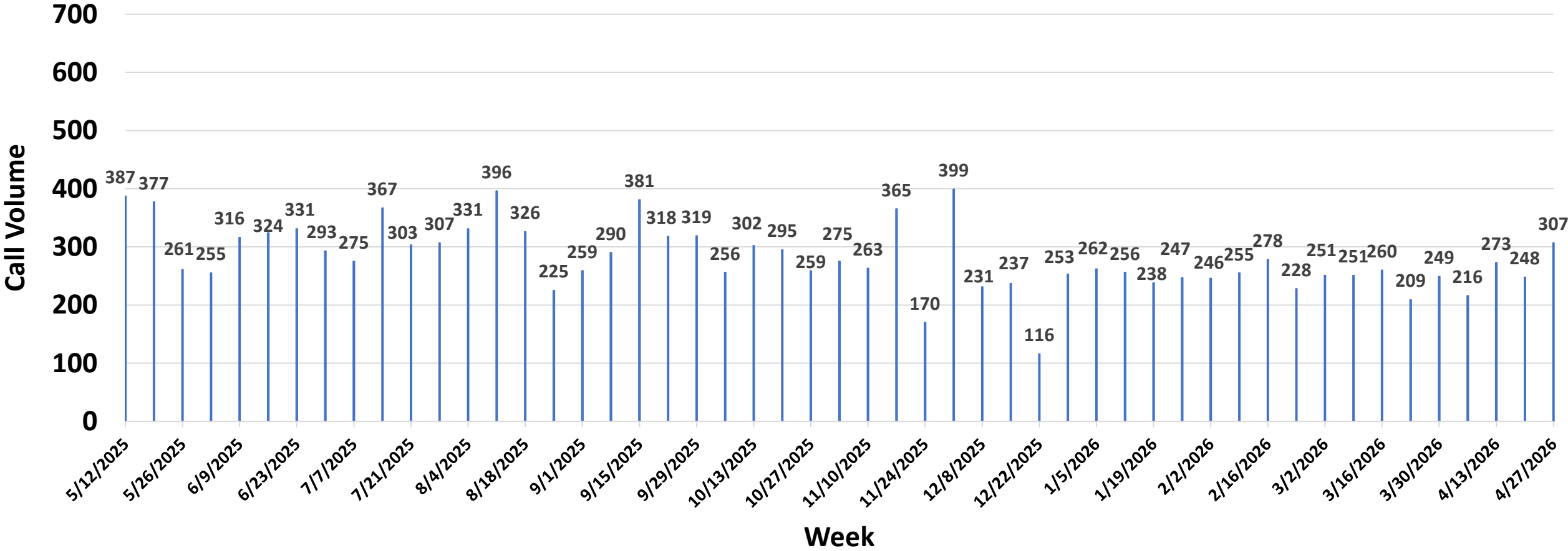
Delinquent Commercial Accounts Over \$500 and Over 90 Days

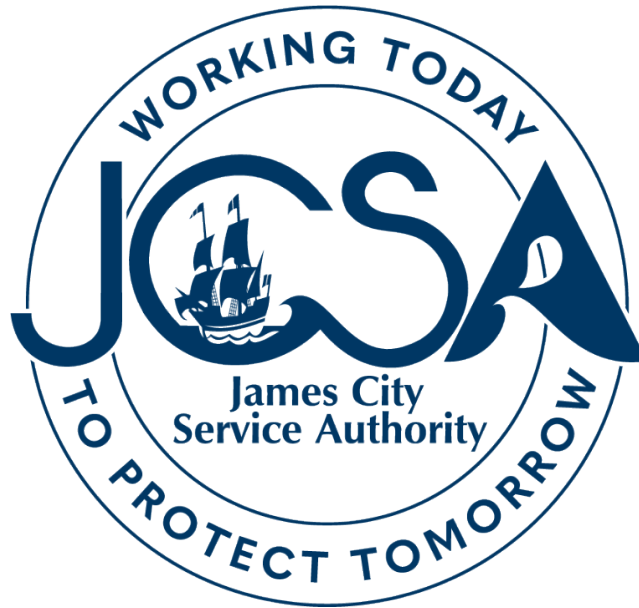


Delinquent Residential Accounts Over \$300 and Over 90 Days



Customer Service Call Volume





MONTHLY REPORT

MAY 2026

Administration

- The second data collector for the Advanced Metering Infrastructure (AMI) project has been installed at Elevated Storage Tank 1 (Stonehouse) and is operating. The third data collector is scheduled for installation mid-summer at Elevated Storage Tank 2 (Warhill).
- Working with Spry Point to implement the software that makes AMI reads available to the customers directly through the Spry Engage customer portal.
- Onboarding with the new insurance carrier VRSA is scheduled for May 12.
- Purchasing and Accounts Payable migration is on schedule for the transition 7/1/26. JCSA Purchasing Policy will go to the June BOD meeting for adoption.
- Met with James City County's Video Production staff to begin planning for a video on water conservation. The script is complete.
- Hosted two students as part of the WJCC Schools Leadership Connect program.
- Issued a call for voluntary water conservation because of the Drought Warning Advisory declared by the State. We delivered 19,999 messages and 14,659 were opened.
- Sent emails for the Time Your Tap Campaign. We delivered 24,335 messages and 15,818 were opened.

Water

- Staff installed 200 feet of new 8-inch ductile iron water main to replace existing PVC pipe subject to frequent failures.
- Staff installed 50 feet of new 6-inch ductile iron water main to complete the loop on Redbud Lane.

- Completed/received the water system improvement funded by \$2.49M EPA grant for Toano Water and Sewer Improvement projects. The sewer component of the project is in the design phase.
- Completed design kickoff meeting for Kingspoint water main replacement project. Survey work has begun.
- Accepted water/sewer facilities in several sections of Stonehouse development.
- Completed the first round of newly required PFAS & PFO sampling.
- Received Virginia Department of Health approval of revised bacteriological and corrosion control monitoring plans associated with connecting Liberty Ridge and Westport to the central system.
- Completed the replacement of the well pump and motor for middle Potomac Well #2 at Five Forks Water Treatment Plant.
- Completed fence installation projects at 4 facilities including the Ironbound Storage Facility.

Wastewater

- Reviewing first set of plans for the Toano Sewer replacement project funded by the \$2.49M EPA grant.
- Completed Lift station 1-1 (1861 Jamestown Rd) dry well repairs and replacement of sidewalk around building.
- Lift Station 10-6 (Stonehouse Tract S Pump Station) Pump down test performed. The next step involves creating a final punch list of items necessary for the official takeover of the station.
- All the infrastructure is in for the Kingsmill parallel force main project. We are preparing to tie into existing infrastructure May 6th.

- The contractor completed the wet well rehabilitation at Lift Station 2-8 (102 Abigail Ln).