

AT A WORK SESSION PRECEDING A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 4TH DAY OF NOVEMBER NINETEEN HUNDRED EIGHTY-FIVE AT 5:40 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

#### ROLL CALL

William F. Brown, Chairman, Roberts District  
Perry M. DePue, Vice-Chairman, Powhatan District  
Jack D. Edwards, Berkeley District  
Thomas D. Mahone, Jamestown District

James B. Oliver, Jr., Secretary  
John E. McDonald, Treasurer  
Frank M. Morton, III, County Attorney  
Sanford B. Wanner, Business Manager

It was noted that Stewart U. Taylor was recovering from surgery.

Mr. Sanford Wanner introduced the staff members of the Service Authority to the Board. Mr. Wanner then presented an overview of the Service Authority operation. The presentation included goals of the Authority, workload indicators that illustrated growth, development data, customer data, utility operations programs, future personnel and equipment needs, and capital project expenses.

The presentation emphasized growth and the importance of operating and maintaining the existing equipment and property.

Mr. DePue asked for an explanation of Inflow and Infiltration (I&I). Mr. Travis Quesenberry, Service Authority Engineer, explained the differences and noted that inflow is the Authority's greatest problem.

Mr. DePue discussed the capital projects expenses, re-appropriation procedures and connection fees.

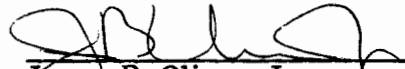
Mr. Brown discussed the grease problems and utility rates. He stated that maintenance of the facilities was a priority issue.

Mr. Edwards stressed good maintenance of the facilities.

Mr. Mahone addressed the requirements to bring the equipment and property up to a proper condition and to maintain the facilities.

Mr. Brown requested Mr. Wanner to prepare a five-year revenue and expenditure report, additional personnel and equipment requests for this year and a review of capital expenses for discussion at a second work session late in November.

The Board of Directors recessed at 6:20 p.m.



James B. Oliver, Jr.  
Secretary to the Board