

AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 25TH DAY OF MAY 2010, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

**A. CALL TO ORDER**

**B. ROLL CALL**

Bruce C. Goodson, Chairman  
John J. McGlennon, Vice Chairman  
Mary Jones  
James O. Icenhour, Jr.  
James Kennedy

Doug Powell, Deputy Secretary  
Leo P. Rogers, County Attorney  
Larry Foster, General Manager

**C. CONSENT CALENDAR**

Mr. McGlennon made a motion to adopt the Consent Calendar.

The motion passed by a unanimous voice vote.

1. Minutes –
  - a. April 27, 2010, Regular Meeting
  - b. May 5, 2010, Budget Work Session
2. Bid Award – Stonehouse W-25 and W-26 Water Facility Improvements

**RESOLUTION**

**BID AWARD – STONEHOUSE W-25 AND W-26 WATER FACILITY IMPROVEMENTS**

WHEREAS, the plans and specifications for the Stonehouse W-25 and W-26 Water Facility Improvements have been publicly advertised and competitively bid with One (1) firm submitting a bid for \$211,919; and

WHEREAS, Systems East Inc. submitted the low bid and has been determined capable of completing the project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby awards the Stonehouse W-25 and W-26 Water Facility Improvements to Systems East Inc., for a bid of \$211,919.

3. Bid Award – Longhill Connector Road Water Main Extension

**RESOLUTION**

**BID AWARD – LONGHILL CONNECTOR ROAD WATER MAIN EXTENSION**

WHEREAS, plans and specifications for the Longhill Connector Road Water Main Extension were advertised and bids ranging from \$534,057 to \$836,932 were submitted by ten firms and publicly opened; and

WHEREAS, Jamestown Contracting, LLC, who submitted the low bid of \$534,057, has been determined capable of providing the services necessary for the successful completion of the projects; and

WHEREAS, the project bid is below the design engineer's estimate and funds are available in the James City Service Authority budget.

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 Longhill Road Connector Road Water Main Extension to Jamestown Contracting, LLC for a contract amount of \$534,057.

**D. BOARD CONSIDERATION**

1. Resolution of Appropriation – James City Service Authority – FY 2011

Mr. Foster stated that the resolution of appropriation adopted the budget discussed by the Board of Directors at two work sessions. He recommended approval of the resolution.

Mr. McGlennon made a motion to adopt the resolution.

The motion passed by a unanimous voice vote.

**RESOLUTION OF APPROPRIATION**

**JAMES CITY SERVICE AUTHORITY - FY 2011**

WHEREAS, the Assistant General Manager has prepared a proposed budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011; and

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

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

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

<u>Water Fund - Revenue:</u>	
Service Charges	<u>\$6,609,476</u>
<u>Water Fund - Expenditures:</u>	
Administration Fund Allocation	\$2,350,428
Operations and Maintenance	2,749,416
Capital Equipment Outlay	10,000
Debt Services Fund	1,384,632
PDA Operating Costs	<u>115,000</u>
	<u>\$6,609,476</u>

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

<u>Sewer Fund - Revenue:</u>	
Service Charges	<u>\$5,799,838</u>
<u>Sewer Fund - Expenditures:</u>	
Administration Fund Allocation	\$3,245,830
Operations and Maintenance	2,200,008
Grinder Pump Expenses	309,000
Capital Equipment Outlay	<u>45,000</u>
	<u>\$5,799,838</u>

3. That the following amounts are hereby appropriated for the funds as indicated below:

**ADMINISTRATIVE FUND**

<u>Revenues:</u>	
Allocated to Water Fund	\$2,350,428
Allocated to Sewer Fund	<u>3,245,830</u>
	<u>\$5,596,258</u>
<u>Expenditures:</u>	
Personnel Expenses	\$4,060,947
Operating Expenses	1,508,311
Capital Outlay	<u>27,000</u>
	<u>\$5,596,258</u>

**CAPITAL IMPROVEMENTS PROGRAM**

<u>Revenues:</u>	
Water Facility Charges	\$1,843,000
Sewer Facility Charges	<u>1,276,800</u>
	<u>\$3,119,800</u>
<u>Expenditures:</u>	
Water Supply	\$1,646,000
Sewer System Improvements	983,800
Other Projects	<u>490,000</u>
	<u>\$3,119,800</u>

**DEBT SERVICE FUND**

Revenues:

Water Fund Contribution	\$1,384,632
Capital Improvements Program Contribution	<u>1,646,000</u>
	<u>\$3,030,632</u>

Expenditures:

Revenue Bonds, Series 2003	\$1,384,632
Revenue Bonds, Series 2008	<u>1,646,000</u>
	<u>\$3,030,632</u>

**E. BOARD REQUESTS AND DIRECTIVES**

Mr. McGlennon asked about progress on addressing water use of large families.

Mr. Foster stated that a letter was drafted for the Board based on staff level discussion with two options. He stated consideration of a rate change would require a 60-day notification period, which would mean it would come before the Board in September 2010.

**F. ADJOURNMENT to June 22, 2010, at 7 p.m.**

Mr. Icenhour made a motion to adjourn until 7 p.m. on June 22, 2010.

The motion passed by a unanimous voice vote.

At 8:41 p.m., Mr. Goodson recessed the Board of Directors.



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Doug Powell  
Deputy Secretary to the Board