



AMHERST COUNTY SERVICE AUTHORITY BOARD

MINUTES

A G E N D A
September 5, 2017

ADMINISTRATION BUILDING - 153 WASHINGTON STREET - PUBLIC MEETING ROOM
11:00 A.M.

- I. Call to Order
- II. Approval of Agenda
- III. Citizen Comment
- IV. Approval of Minutes
 - A. August 1, 2017
- V. Monthly Financial Report
 - A. July 2017
- VI. OTMH Grant Application Matching Funds
- VII. Zurlippe parcel purchase
- VIII. FF Associates parcel purchase
- IX. Proposed 2018 ACSA Utility Rate Ordinance and Ad
- X. ACSA Bond/Loan refinancing presentation by Davenport & Company
- XI. Matters from the Members of the Service Authority Board
- XII. Adjournment

MINUTES

At a Regular Meeting of the Amherst County Service Authority Board and held at the Amherst County Administration building thereof on Tuesday, the 5th day of September 2017, at 11:00 a.m., the following members were present:

SERVICE AUTHORITY BOARD:

PRESENT: Claudia D. Tucker, Chair
David W. Pugh, Jr., Vice-Chair
L. J. Ayers, III, Supervisor
Kenneth M. Campbell, Supervisor

ABSENT: None

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John A. Marks, Jr., Supervisor

STAFF PRESENT: Authority Secretary Dean C. Rodgers; Authority Deputy Secretary David R. Proffitt; Director of Public Utilities Robert A. Hopkins; Operations Manager of Public Utilities Glenn Micklem; Interim County Attorney Michael W. S. Lockaby; and Executive Administrative Assistant Regina M. Rice

OTHERS PRESENT: R. T. Taylor, Davenport & Company

I. Call to Order

Chair Tucker called the Amherst Service Authority meeting to order at 11:00 a.m.

II. Approval of Agenda

By motion of Supervisor Ayers and with the following vote, the Board approved the Agenda for September 5, 2017.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
 NAY: None
 ABSTAIN: None

III. Citizen Comment

There was no public comment.

IV. Approval of Minutes

A. August 1, 2017

By motion of Supervisor Ayers and with the following vote, the Board approved the Minutes for August 1, 2017.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
 NAY: None
 ABSTAIN: None

V. Monthly Financial Report

A. July 2017

Director of Public Utilities Robert Hopkins provided the Board with an overview of the July 2017 monthly financial report.

VI. OTMH Grant Application Matching Funds

Director of Public Utilities Robert Hopkins addressed the Board and advised that at a previous Board meeting a resolution was presented regarding a grant for the Old Town Madison Heights sanitary sewer rehabilitation project and the need for a \$250,000 matching funds contribution from ACSA reserves to increase the possibility of grant approval by the VA Dept. of Housing and Community Development (DHCD).

Mr. Hopkins requested that the Board approve \$250,000 from ACSA reserves as match funds for a \$500,000 grant application to DHCD to rehabilitate the sewer system along Main Street in Old Town Madison Heights.

By motion of Supervisor Marks and with the following vote, the Board approved \$250,000 from ACSA reserves as match funds for a \$500,000 grant application to the DHCD for the Old Town Madison Heights sanitary sewer rehabilitation projects and to send this request on to the Board of

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Supervisors.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
 NAY: None
 ABSTAIN: None

VII. Zurlippe parcel purchase

Director of Public Utilities Robert Hopkins addressed the Board, advising that he now has a signed agreement for the Zurlippe parcel purchase and requesting approval for \$150,000 from ACSA reserves to complete the purchase.

Mr. Hopkins stated that there will be additional costs to have the title report completed, as well as costs for insurance and for Hurt & Proffitt to monument the property. These expenses will be taken out of the ACSA budget.

By motion of Supervisor Marks and with the following vote, the Board approved the use of \$150,000 from ACSA reserves to complete the Board direction to ACSA staff to pursue the referenced acquisition.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
 NAY: None
 ABSTAIN: None

VIII. FF Associates parcel purchase

Director of Public Utilities Robert Hopkins advised the Board that this will complete the acquisition of real estate for the stabilization project along the James River to protect the Madison Heights trunk sanitary sewer, sewage force main to the City wastewater plant, and the County bike trail from continued riverbank erosion.

Mr. Hopkins explained that the US Army Corps of Engineers will not proceed until all properties are on land owned or in perpetual easements owned by the County or ACSA.

By motion of Supervisor Marks and with the following vote, the Board approved the use of \$27,000 from ACSA reserves to complete Board direction to ACSA staff to pursue the referenced acquisition.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
 NAY: None
 ABSTAIN: None

IX. Proposed 2018 ACSA Utility Rate Ordinance and Ad

Director of Public Utilities Robert Hopkins reported that at the August 1, 2017 ACSA meeting, Davenport & Company presented ProForma Case No. 2 and that the Board gave direction to proceed with Case No. 2. He advised that a draft ordinance and advertisement for the required public hearing have been prepared regarding the utility rate increase. The ordinance will be presented to the Board of Supervisors on October 3, 2017 as a first reading and then on October 17, 2017 for a public hearing.

By motion of Supervisor Campbell and with the following vote, the Board directed ACSA staff to proceed with having read at the next two Board of Supervisors meetings a proposed ordinance revising ACSA water and sewer rates in accordance with ProForma Case No. 2, and having published in the local newspaper two advertisements for a public hearing on October 17, 2017 regarding this matter.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks

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NAY: None
 ABSTAIN: None

X. ACSA Bond/Loan refinancing presentation by Davenport & Company

Mr. R. T. Taylor of Davenport & Company presented to the Board the bonds refunding analysis, comparing the Virginia Resources Authority (VRA) refunding option with the bank refinancing options and explanation of two proposals received in response to its request for proposals from banks: one from BB&T and the second from Capital One.

Mr. Taylor provided an overview of the bank RFP results which restated the purpose behind the 2012 bonds, and noted that a portion of that loan with VRA was not eligible for refinancing on a tax exempt basis. He compared the proposals from BB&T and Capital One with each other and with the VRA alternative, recommended the BB&T refinancing option, and requested guidance from the Board on how to proceed. Mr. Taylor further stated the bank loan does require a final resolution by October 3rd and has an October 20th date to close.

By motion of Supervisor Marks and with the following vote, the Board directed Davenport & Company to move forward with the bank loan from BB&T at the interest rate of 2.89%.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
 NAY: None
 ABSTAIN: None

XI. Matters from the Members of the Service Authority Board

Supervisor Marks had no matter to discuss.

Supervisor Campbell had no matter to discuss.

Supervisor Ayers had no matter to discuss.

Vice-Chair Pugh had no matter to discuss.

Chair Tucker had no matter to discuss.

XII. Adjournment

By motion of Supervisor Marks and with the following vote, the Board adjourned at 11:35 a.m.

AYE: Mrs. Tucker, Mr. Pugh, Mr. Ayers, Mr. Campbell and Mr. Marks
 NAY: None
 ABSTAIN: None

Claudia D. Tucker, Chair
 Amherst County Service Authority Board

Dean C. Rodgers, Secretary