



Bedford
Regional
Water Authority

BOARD OF DIRECTORS

March 17th, 2020

BEDFORD REGIONAL WATER AUTHORITY

Providing quality service to everyone.



1723 Falling Creek Road, Bedford, VA 24523-3137



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MEETING NOTES

To: BRWA Board of Directors
From: Brian M. Key, PE; Executive Director
Date: March 11, 2020
Re: Notes for the March 17, 2020 Board of Directors Meeting



Below are a few notes related to the corresponding agenda items.

- 5.b. As you can see in the reports, our financials are looking good for the year to date.
- 7.a. We received some good press on the sale of the t-shirts to support the emergency responders to the old Bedford Middle School fire. Unfortunately, the newspaper got our name wrong in two different ways in the same article.
- 8.a. We received reports from three of our design consultants this month; it has been a few months since we have gotten such reports from them.
- 8.b. **Resolution 2020-03.01:** The health insurance renewal resolution is included in the packets for your consideration; this is the annual resolution if we wish to proceed with our current health insurance provider.
- 10. The Personnel Committee requested a closed session to review employee compensation as it relates to the budget; they would also like to complete my evaluation, if possible, in this closed session.

If you have any questions about any of the information contained in your board packets, please feel free to contact me prior to the board meeting. Also, please let me know if you will not be able to attend this St. Patrick's day meeting.

AGENDA

NOTICE AND AGENDA

To: Board of Directors
From: Brian Key – Executive Director
Date: March 10, 2020
Re: Notice of Board Meeting and Agenda

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Authority”) will be held on **Tuesday, March 17, 2020 at 7:00 p.m.** in the **Board Meeting Room** of the Authority located in the **Annex** building at **1723 Falling Creek Road in Bedford County**. The following Agenda is proposed for discussion:

1. Call to Order
 - a. Pledge of Allegiance
 - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: February 18, 2020 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
 - a. Customer Service Summary Report
 - b. Financial Statements through month end February 2020
6. Operations Report: Presented by Nathan Carroll
 - a. Work Order Summary
7. Administration Report: Presented by Megan Aubrey
 - a. Public Relations Information
8. Executive Director’s Report: Presented by Brian Key
 - a. Projects Summary
 - b. Resolution 2020-03.01: Health Insurance Renewal
9. Legal Counsel Report
10. Closed Session pursuant to Section 2.2-3711 A.1 of the Code of Virginia, 1950, as amended, to discuss personnel matters; this includes employee compensation and the annual evaluation of the Executive Director. Board action is not anticipated upon the conclusion of the closed session.
11. Other business not covered on the above agenda
12. Motion to Adjourn

MINUTES

**Bedford Regional Water Authority – Board of Directors
Regular Board Meeting – Minutes
February 18, 2020**

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Bedford Water”) was held on Tuesday, February 18, 2020 in the Board Meeting Room in Bedford Water’s Annex building located at 1723 Falling Creek Road in Bedford County.

Members Present:..... Bob Flynn, Chair
Michael Moldenhauer, Vice Chair
Cynthia Gunnoe
Elmer Hodge
Thomas Segroves
Walter Siehien
Carl Wells

Members Absent: None

Staff & Counsel Present: . Brian Key – Executive Director
Jill Underwood – Director of Finance
Megan Aubrey – Director of Administration
Sam Darby – Legal Counsel, GFD&G

1. Call to Order

The meeting was called to order by the Chair at approximately 7:00pm. The Pledge of Allegiance and a moment of silence were conducted.

2. Review of Agenda

The following agenda was reviewed as shown below.

1. Call to Order
 - a. Pledge of Allegiance
 - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: January 21, 2020 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
 - a. Finance Committee Meeting Summary – February 11, 2020
 - b. Resolution 2020-02.01: Advertise Rates
 - c. Customer Service Summary Report
 - d. Financial Statements through month end January 2020
6. Operations Report: Presented by Nathan Carroll
 - a. Work Order Summary
7. Administration Report: Presented by Megan Aubrey
 - a. Public Relations Information
8. Executive Director’s Report: Presented by Brian Key
 - a. Projects Summary
 - b. Resolution 2020-02.02: Bylaws Policy
9. Legal Counsel Report
10. Other business not covered on the above agenda

11. Motion to Adjourn

3. Public Comments

There were no public comments.

4. Approval of Minutes: January 21, 2020 Regular Board Meeting

The regular Board Meeting Minutes from January 21, 2020 were reviewed.

Ms. Gunnoe made a revision stating that she was listed as Vice Chair instead of Mike Moldenhauer.

Member Moldenhauer made a motion to approve the minutes.

Member Wells seconded the motion.

- Board member votes: 7 Aye; 0 Nay; 0 Abstain. The motion carried.

5. Financial Report: Presented by Jill Underwood

a. Finance Committee Meeting Summary – February 11, 2020

Mrs. Underwood summarized the Finance Committee meeting where they reviewed the proposed water and sewer rate changes and the dollar value impact on different customer types. The rate study model prepared by Draper Aden is being followed, with rates being equalized in FY 24.

The committee reviewed the draft budget, where operating revenue overall is projected to have a 4% increase. Other revenue and contributions is projected to have a 1% increase; together, these constitute an anticipated increase in total revenue of 3.3%. The Committee asked that the increase in projected revenue from water capital recovery fees be revisited and, potentially, reduced. Total operating expenditures are proposed to increase 2.9% overall. The Committee reviewed the capital reserve set-asides and agrees with the methodology of incrementally adjusting these amounts annually.

The total available for capital projects in the draft CIP is \$954,532. The total of FY 2021 CIP requests is \$1,145,600. The Committee would like to spend the funds available on capital this year, since there is a need, and not increase the debt coverage percentage. There are some accounts that need to be reviewed in further detail, as well as the recommendations from the Personnel Committee. The next Finance Committee meeting is scheduled for March 12, 2020 at 3:00pm.

Mr. Flynn asked the board to begin thinking about what to do at the end of the ten-year rate equalization. Mr. Segroves said it would be a shift how the budget is constructed. Ms. Gunnoe suggested to start an analysis of next steps for the rates at year eight or nine. Mr. Hodge suggested to identify the significant initiatives prior to the debt drop off since that will affect rates. Mr. Moldenhauer stated that it will be harder to justify rate changes after the equalization. Mr. Key added that the BRWA utilizes the rate model prepared by Draper Aden when creating the budget document each year and could continue using that analysis, as it is a good tool that provides relatively accurate results

b. Resolution 2020-02.01: Advertise Rates

At a regular meeting of the Bedford Regional Water Authority ("Authority") Board of Directors, held in the Board Meeting Room at the Authority's Annex Building on the 18th day of February 2020, beginning at 7:00 p.m.:

WHEREAS, the Authority is required to advertise and hold a public hearing prior to the approval of any rate changes; and,

WHEREAS, the Consolidation Agreement dated October 31, 2012 stated "Within ten (10) years of the Closing, the water and wastewater treatment rates of the Localities are expected to be substantially equalized, provided that equalization only occur through realized cost

efficiencies and economies and will not be done through disproportionate increases on Bedford customers.”; and,

WHEREAS, the Authority is in the process of preparing a draft budget for the Fiscal Year 2020-2021, and the rates necessary for the proposed revenues to exceed the proposed expenditures are included in the rates being proposed for advertisement; and,

WHEREAS, the Authority intends to post notice of the proposed rates on February 26, 2020 and March 11, 2020 in a newspaper of general circulation, to send copy of the notice to the governing bodies of Bedford County and the Town of Bedford, and to hold a public hearing on the new rates on April 21, 2020; now,

THEREFORE, BE IT RESOLVED, that the Board of Directors of the Authority does hereby authorize the Executive Director to post notice of the changes to the rates as shown on the attached document.

On behalf of the Finance Committee, Member Gunnoe made a motion to approve this resolution. Being a motion from a committee, a second motion was not needed.

- Board Member Votes: 7 Aye; 0 Nay; 0 Abstain. The motion carried.

c. Customer Service Summary Report

Line 20 shows the number of repeated disconnects; for January there were 55 cutoffs (9 repeat: 4 in Town, 1 at Smith Mountain Lake, and 4 in Forest). Ms. Underwood explained that the customer service department has been working with Liberty Station on a consistent basis for an ongoing leak that they are experiencing.

d. Financial Statements through month end January 2020

Ms. Underwood reviewed some of the details pertaining to the financial reports for the period ending January 2020. The targeted budget goal for January was 58%; operating revenues were 56%, and operating expenditures were 50%. Capital recovery fees received are 65% of the total budgeted amount, with water at 49% and sewer at 118%.

In preparing the draft budget, it appears some transactions were posted to incorrect accounts, resulting in some accounts being over budget. These accounts will be reviewed and corrected.

On the CIP report, progress has been made buying supplies for the Mariners Landing Waterline Connection as well as design work on various projects.

6. Operations Report: Presented by Brian Key

a. Work Order Summary

A large portion of the work shown in the work orders is taking place in the Town; work order numbers continue to rise as more information is being tracked in the system.

7. Administration Report: Presented by Megan Aubrey

a. Public Relations Information

Ms. Aubrey reviewed the articles in the board packet, both pertaining to the old Bedford Middle School fire. Many board members heard good feedback from the community on how the Authority was able to respond; however, Mr. Hodge encouraged the board to keep pushing forward to ensure we are prepared for the next emergency. This emergency also showed the importance of continuing to build a strong asset management program.

8. Executive Director's Report: Presented by Brian Key

a. Projects Summary

The Broadband initiative continues; the items that still need to be completed are the Wheats Valley easement and the New London tank colocation. There have been multiple errors in the contracts that have been provided to the Authority; these errors need to be corrected prior to the agreements being signed. There also needs to be assurances in the agreements that there will be no signal interference with Authority radio equipment at the New London tank. Mr. Key has been meeting with committees and individuals to work through these items. Mr. Hodge would like to attend the broadband meeting that is scheduled for Friday February 21 at the Authority's office.

The Authority has received approval from the County to use the cell phone revenue to pay for a sewer line to extend service to the fire department in Montvale. The tap into the manhole has been made to accommodate the new sewerline; the project is almost ready to be constructed.

The Rucker Road waterline is almost complete. The doublewide that will be moving to the Falling Creek Road location from McGhee Road has been delayed due to weather.

b. Resolution 2020-02.02: Bylaws Policy

After the Committee assignments were made, it was brought to the attention of the Chair that both members of the Finance Committee are serving their last year on the board; as such, the Chair would like to appoint a third member to the Committee to ensure continuity next year.

The current policy states that no more than two members can be on any committee; the revised policy states that a minimum of two members must be on any committee.

WHEREAS, the Bedford Regional Water Authority (the "Authority") is a public service authority formed and existing in accordance with the provisions of Chapter 51 of Title 15.2 of the Code of Virginia, 1950, as amended, the Virginia Water and Waste Authorities Act §§ 15.2-5100-15.2-5159 (the "Act"); and,

WHEREAS, the Authority desires to have a comprehensive set of policies governing the manner in which the Authority conducts its regular business, and the Authority directs that these policies be grouped together into an operating policy manual; and,

WHEREAS, the Board of Directors of the Authority would like to modify the Bylaws policy 1.30 to allow for more than two members to serve on a committee; now,

THEREFORE, BE IT RESOLVED by the Board of Directors of the Bedford Regional Water Authority that the changes to the above noted policy be hereby adopted by the Authority.

Member Gunnoe made a motion to approve this Resolution.

Member Hodge seconded the motion.

- Board Member Votes: 7 Aye; 0 Nay; 0 Abstain. The motion carried.

9. Legal Counsel Report

While preparing for the Mariners Landing ownership transfer several liens were discovered on properties that are to be conveyed to the Authority.

Mr. Key and Ms. Underwood attended a committee meeting of the Mariners Landing Village Board on Saturday. Staff is waiting for final written confirmation on the Board's decision of continuing to bill the existing 24 meters or installing submeters for the 72 individual units.

10. Other Business

Mr. Moldenhauer asked Mr. Siehien if his business's new addition would require more water. Mr. Siehien said not at this time but perhaps in the future.

11. Motion to Adjourn:

There being no further business to discuss, Mr. Wells made a motion to adjourn and Mr. Segroves seconded the motion.

- Board member votes: 7 Aye; 0 Nay; 0 Abstain. The motion carried.

The meeting adjourned at approximately 8:19pm.

Prepared by Megan Aubrey – Director of Administration
Approved: _____ 2020

FINANCIAL REPORT

Tracking Data for Customer Service Department

Description	March '19	April '19	May '19	June '19	July '19	August '19	September '19	October '19	November '19	December '19	January '20	February '20	Running 12 Month Totals
1 Statements Mailed	14,248	14,293	14,349	14,392	14,386	14,435	14,943	14,870	14,490	14,511	14,491	14,466	173,874
2 Statements Sent Electronically	1,131	602	1,219	1,235	1,267	1,310	1,340	1,380	1,460	1,422	1,427	1,479	15,272
3 Total of Payments Received	12,141	12,192	12,357	11,584	13,170	11,840	11,919	13,171	11,450	13,035	12,507	12,203	147,569
4	\$1,188,187.79	\$1,061,606.27	\$1,184,046.87	\$1,049,249.82	\$1,335,228.51	\$1,145,845.83	\$1,162,927.08	\$1,382,260.17	\$1,102,608.14	\$1,198,842.39	\$1,249,113.22	\$1,213,904.31	\$14,273,820.40
5	2,513	2,575	2,602	2,376	2,655	2,533	2,438	2,686	2,355	2,619	2,590	2,432	30,374
6 Bill Payer Payments	\$143,317.58	\$141,892.88	\$149,274.16	\$145,231.76	\$170,602.47	\$164,998.90	\$162,251.19	\$181,932.16	\$153,379.00	\$159,762.75	\$153,100.53	\$148,328.91	1,874,072
7	20.7%	21.1%	21.1%	20.5%	20.2%	21.4%	20.5%	20.4%	20.6%	20.1%	20.7%	19.9%	20.6%
8	2,056	1,905	1,191	2,135	2,074	1,989	2,058	2,141	2,140	2,098	2,248	2,214	24,249
9 Paymentus Payments	\$174,677.15	\$153,007.15	\$157,211.92	\$196,237.35	\$180,341.55	\$175,836.89	\$186,917.39	\$190,835.48	\$194,098.67	\$180,889.55	\$196,219.17	\$190,474.47	\$2,176,746.74
10	16.9%	15.6%	9.6%	18.4%	15.7%	16.8%	17.3%	16.3%	18.7%	16.1%	18.0%	18.1%	16.4%
11 Automatic Draft Payments (ACH)	1,470	1,478	1,490	1,502	1,523	1,527	1,532	1,545	1,552	1,571	1,577	1,592	18,359
12	\$84,786.47	\$80,974.13	\$83,679.27	\$91,547.15	\$94,879.46	\$100,356.19	\$106,461.20	\$105,192.44	\$101,306.31	\$99,730.46	\$92,277.41	\$96,016.58	\$1,137,207.07
13	12.1%	12.1%	12.1%	13.0%	11.6%	12.9%	12.9%	11.7%	13.6%	12.1%	12.6%	13.0%	12.4%
14 Monthly Budget Billing (requires electronic statements)	16	-	-	-	-	-	-	-	-	-	-	-	16
15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
17 Account Transfers	147	133	148	153	156	162	127	135	124	135	113	127	1,660
18 New Customers	28	8	20	10	12	8	526	14	11	11	28	16	692
18 Disconnects for Non-payment	42	64	73	97	68	25	44	40	56	54	55	34	652
19 Customers Still Off for Non-Payment	2	11	10	18	7	4	6	8	11	12	5	7	101
20 Repeat Disconnected Customers	7	7	10	16	26	10	9	11	16	21	9	6	148
21 Meters Read - Normal and Transfer Readings	13,739	13,753	13,765	13,780	13,808	13,875	13,892	14,258	14,222	14,230	14,253	14,264	167,839
22 Radio Read Meters	10,476	10,753	11,014	11,304	11,352	11,498	11,598	11,749	11,827	11,863	11,935	12,103	137,472
23 Manually Read Meters	3,263	3,000	2,751	2,476	2,456	2,377	2,294	2,509	2,395	2,367	2,318	2,161	30,367
24 Tower Read Meters	2,711	2,255	2,138	2,012	1,941	1,840	1,964	984	716	1,019	1,086	910	19,576
25 New Meter Installs	-	15	3	17	13	6	25	3	2	1	21	6	112
26 Broken Meters Replaced	18	7	10	4	17	18	11	11	6	25	5	12	144
27 Meters Changed - Program	56	249	239	264	20	141	61	125	85	28	49	173	1,490
28 Connections paid for but not installed	201	204	213	194	182	180	699	685	279	280	287	289	N/A
29 Remaining Developer's Credits	\$371,234.01	\$389,234.01	\$389,234.01	\$389,234.01	\$389,234.01	\$389,234.01	\$386,484.01	\$386,484.01	\$386,484.01	\$368,484.01	\$368,484.01	\$368,480.01	N/A
30 Bulk Water Sales - New London (Gallons)	11,345	5,386	20,844	47,149	59,581	24,825	27,400	41,825	8,325	6,324	7,315	1,410	261,729
31 Bulk Water Sales - Moneta (Gallons)	5,500	400	34,961	56,600	36,950	23,200	25,970	30,140	3,458	-	4,250	600	222,029
32 Bulk Water Sales - Central Distr (Gallons)	-	-	67,300	61,200	9,400	42,000	2,000	3,400	-	-	8,800	3,000	197,100
33 Total Bulk Water Sales	\$90.96	\$31.24	\$664.77	\$890.72	\$572.03	\$486.14	\$299.00	\$406.97	\$63.63	\$34.15	\$109.97	\$27.05	\$3,676.63



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MEMORANDUM

To: BRWA Board of Directors
From: Jill W. Underwood, Director of Finance
Date: March 9, 2020
Re: Financial Highlights for February 2020

Customer Service Statistical Report:

Line 20 shows the # of repeated disconnects:

February 2020: 34 cutoffs (6 are repeat: 2 in Town, 1 at SML and 3 in Forest).

Summary of Revenues & Expenses:

- 1) Budget goal is 67% for the month of February. Revenues are at 63% and expenses are at 55%.
- 2) Capital Recovery fees received so far this FY are 82% of the total budgeted amount, with water at 60% and sewer at 157%.
- 3) In preparing the draft budget, it appears some transactions have been posted to incorrect accounts, resulting in some accounts being over budget. These accounts will be reviewed and corrected.

Cash Flow Summary

The summary is included in your packets.

CIP Report

The report is included in your packets.

Bedford Regional Water Auth.
Balance Sheet
For the Eight Months Ending Saturday, February 29, 2020

		<u>7/1/2019</u>	<u>Feb 2019</u>
		<u>Beginning</u>	<u>Actual</u>
ASSETS			
1000:1000	Cash	\$5,209,778.27	\$5,761,520.54
1001	Restricted Investments	6,489,539.06	7,457,965.47
1002:1002	Prepaid Expenses	490,856.99	530,906.58
1101:1101	Accounts Receivable	1,986,741.86	1,533,659.24
1102	Accounts Receivable Other	121,361.25	374,097.78
1200	Inventory	364,729.50	782,059.31
1202	Loan Related Assets	3,934.66	3,934.66
1250	Construction In Progress	182,049.61	292,312.86
1301	Tangible Assets- Office	4,173,080.05	4,173,080.05
1302	Tangible Assets - Vehicles	3,298,817.73	3,299,407.73
1400:1500	Tangible Assets - Water	99,331,418.61	98,984,369.65
1700	Tangible Assets - Sewer	60,781,472.42	60,781,687.42
1800	Intangible Assets	714,451.00	714,451.00
1801	Fixed Asset Clearing Account		205,273.04
1900	Depreciation	<u>(60,464,282.23)</u>	<u>(60,607,210.21)</u>
	Total assets	<u>122,683,948.78</u>	<u>124,287,515.12</u>
LIABILITIES			
2000	Accounts Payable	(372,796.83)	(6,891.30)
2001	Customer Liabilities	(482,897.19)	(579,904.21)
2100	Employee Liabilities	(876,799.66)	(824,509.90)
2200	Notes Payable	(45,089,364.29)	(42,422,160.63)
2300	Developer Credits	(441,419.01)	(420,669.01)
2900	Equity		(41,000.00)
2999	Retained Earnings	<u>(75,420,671.80)</u>	<u>(75,420,671.80)</u>
	Total liabilities	<u>(122,683,948.78)</u>	<u>(119,715,806.85)</u>
	Operating Surplus/ (Loss)		4,571,708.27

Bedford Regional Water Auth.
Balance Sheet
For the Eight Months Ending Saturday, February 29, 2020

		<u>7/1/2019</u>	<u>Feb 2019</u>
		<u>Beginning</u>	<u>Actual</u>
ASSETS			
Cash:			
1000-0000	Change Box for CS	350.00	350.00
1000-0001	Petty Cash	16.57	16.57
1000-0002	SunTrust Checking Account	1,415,951.60	1,944,583.24
1000-0004	Cash Drawer	225.00	225.00
1000-0011	LGIP Operating Reserves Fund	316,700.04	320,783.52
1000-1000	VA Investment Pool-Capital Projects Reserve	2,457,468.92	2,487,357.06
1000-2000	VA Investment Pool- Operating Reserves	1,019,066.14	1,031,460.15
1000-0005	Cash Suspense Account (for F.A.)		(23,255.00)
	Total Cash	5,209,778.27	5,761,520.54
Restricted Investments:			
1001-0001	Deposit Refund Program Fund	359,661.65	359,661.65
1001-0010	Debt Service Accumulation Fund	901,477.43	1,351,668.38
1001-0020	Reserve for future capital projects	661,644.10	662,412.43
1001-0021	County Funds for New Projects	184,411.01	210,750.05
1001-0022	SML WTF Depreciation Fund WVWA	134,034.34	134,065.91
1001-0023	BRWA Cell Tower Funds	172,267.12	211,775.68
1001-0024	SML WTF Depreciation Fund- BRWA portion	134,020.40	134,051.97
1001-0025	Vehicle and Equipment Replacement Fund	115,077.53	239,731.58
1001-0030	Information Systems Replacement Fund	163,331.45	153,503.17
1001-0035	Meter Replacement Fund	343,168.33	329,268.33
1001-0040	Sewerline Replacement Fund	384,471.16	557,807.16
1001-0045	Waterline Replacement Fund	465,004.00	565,004.00
1001-0050	Tank Rehab	168,000.00	214,664.00
1001-0055	CIP Crew Startup Fund	2,437.80	2,437.80
1001-1010	VA Investment Pool- Reserve Fund	431,661.55	440,016.50
1001-1020	LGIP Repairs & Maintenance Reserve	24,085.63	24,085.63
1001-1025	VRA Debt Service Reserve Fund- PNC Bank	1,737,570.44	1,737,570.44
1001-1030	VRA 2015 Debt Service Reserve Fund-SNAP	80,427.78	61,703.45
1001-1100	Escrow Account	26,787.34	67,787.34
	Total Restricted Investments	6,489,539.06	7,457,965.47
Prepaid Expenses:			
1002-1000	Prepaid Insurance	39,550.70	116,931.20
1002-1001	Prepaid Dues/Service Contracts	46,134.29	8,803.38
1002-1002	Deferred Outflows of Resources (Pensions)	363,292.00	363,292.00
1002-1003	VRS OPEB Deferred Outflow	43,120.00	43,120.00
1002-1004	VRS OPEB Deferred Outflow	(21,000.00)	(21,000.00)
1002-1005	Local OPEB Deferred Outflows	19,760.00	19,760.00
	Total Prepaid Expenses	490,856.99	530,906.58
Accounts Receivable:			
1101-1000	Billings Receivable Water	1,332,649.85	916,711.22
1101-2000	Budget Billing Accounts Rec.	229.36	229.36
1101-2001	Monthly Statement A/R	(20.00)	(20.00)
1101-2002	Monthly Deferred A/R- holding account	553.47	553.47
1101-2003	AR Credits	(50.00)	(50.00)
1101-3000	Billings Receivable Sewer	903,365.68	691,368.28
1101-3210	Credit Card Convenience Fee AR	855.56	850.58
1101-4000	Allowance for Doubtful Accounts	(486,341.29)	(486,341.29)
1101-4001	Water Penalties- A/R	44,040.42	41,403.06
1101-4002	Payment Arrangement AR- Water	(154.96)	(154.96)
1101-4003	Sewer Penalties A/R	31,749.44	27,681.06
1101-4004	Payment Arrangement AR- Sewer	268.43	268.43
1101-4005	Payment Arrangement AR- Sewer Penalties	94.60	94.60
1101-4006	Payment Arrangement AR- Water Penalties	174.14	174.14
1101-5001	Water Facility Fees A/R	22,479.00	110,479.00

Bedford Regional Water Auth.
Balance Sheet
For the Eight Months Ending Saturday, February 29, 2020

		<u>7/1/2019</u> <u>Beginning</u>	<u>Feb 2019</u> <u>Actual</u>
1101-5002	Returned Check A/R	763.80	728.80
1101-5003	Sewer Facility Fees A/R	10,627.78	95,627.78
1101-5005	Reconnect Fee A/R	29,568.63	28,140.15
1101-6000	Water Account Charge A/R	7,348.53	11,577.03
1101-6003	Sewer Account Charges A/R	4,040.39	7,068.09
1101-7001	Water Deposits A/R	4,946.81	6,751.56
1101-7003	Sewer Deposits A/R	10,033.50	18,262.25
1101-7500	Meter Base Installation Fee A/R	9,744.02	12,744.02
1101-7504	Sewer Pump Maintenance A/R	5,716.39	3,370.56
1101-7505	Service Repairs & Rents A/R	2,504.94	2,504.94
1101-7506	A/R- Septage Dumping Fees	18,298.40	11,449.00
1101-7507	Meter Fee A/R	1,750.00	7,500.00
1101-7508	A/R- Industrial Pretreatment	2,458.86	1,854.15
1101-7510	SGP Review and Inspections A/R	300.00	600.00
1101-8000	Misc. Charges Receivable	(1.00)	(1.00)
1101-8002	NSF holding/clearing account	145.88	177.29
1101-8003	Consolidation holding account	(3,761.63)	(3,761.63)
1101-8006	Unauthorized Service A/R	11,595.08	4,845.08
1101-8009	Pending Electronic Payments	20,767.78	20,974.22
	Total Accounts Receivable	<u>1,986,741.86</u>	<u>1,533,659.24</u>
Accounts Receivable Other:			
1102-0001	Miscellaneous Accounts Receivable	121,361.25	374,097.78
	Total Accounts Receivable Other	<u>121,361.25</u>	<u>374,097.78</u>
Inventory:			
1200-0001	Maintenance Inventory	167,403.07	236,397.66
1200-0002	Meter Inventory	197,326.43	545,661.65
	Total Inventory	<u>364,729.50</u>	<u>782,059.31</u>
Loan Related Assets:			
1202-0009	VRA 2014 Cash Account (per docs)	3,934.66	3,934.66
	Total Loan Related Assets	<u>3,934.66</u>	<u>3,934.66</u>
Construction In Progress:			
1250-0381	CIP- Mariners Landing	19,660.00	73,865.06
1250-0383	CIP- Ivy Creek Sewer	41,130.00	45,700.00
1250-0385	CIP- Dawn Drive Project	26,173.42	150,831.79
1250-0386	CIP - Building Renovations	83,186.19	115,876.55
1250-0387	CIP- Rucker Rd. waterline project	11,900.00	36,352.34
1250-0353	CIP- SML WTP & Waterlines		(200,000.00)
1250-0363	BRWA Facility Master Plan & Building		32,575.11
1250-0388	CIP Cedarcrest Waterline		28,322.01
1250-0389	CIP- Country Estates Waterline		8,790.00
	Total Construction In Progress	<u>182,049.61</u>	<u>292,312.86</u>
Tangible Assets- Office:			
1301-0001	Office Facilities	2,569,710.82	2,569,710.82
1301-0002	Information Systems	1,603,369.23	1,603,369.23
	Total Tangible Assets- Office	<u>4,173,080.05</u>	<u>4,173,080.05</u>
Tangible Assets - Vehicles:			
1302-0001	Vehicles and Equipment	3,298,817.73	3,299,407.73
	Total Tangible Assets - Vehicles	<u>3,298,817.73</u>	<u>3,299,407.73</u>
Tangible Assets - Water:			

Bedford Regional Water Auth.
Balance Sheet
For the Eight Months Ending Saturday, February 29, 2020

		<u>7/1/2019</u> <u>Beginning</u>	<u>Feb 2019</u> <u>Actual</u>
1400-1000	SML Water Treatment Facility	16,447,649.90	16,447,649.90
1400-2000	Smith Mountain Lake Central	21,532,528.64	21,185,479.68
1400-3000	Stewartsville Water	2,735,076.84	2,735,076.84
1500-1000	Forest Water	35,332,325.64	35,332,325.64
1500-2000	Lakes Water	1,625,458.78	1,625,458.78
1500-3000	Central Water	21,658,378.81	21,658,378.81
	Total Tangible Assets - Water	<u>99,331,418.61</u>	<u>98,984,369.65</u>
Tangible Assets - Sewer:			
1700-0014	Central Sewer	22,402,501.54	22,402,716.54
1700-0015	Moneta Sewer	12,700,512.43	12,700,512.43
1700-0016	Forest Sewer	18,639,632.62	18,639,632.62
1700-1016	BRWA Share Lynchburg Sewer Upgrade	4,983,649.44	4,983,649.44
1700-8000	Montvale Sewer	2,055,176.39	2,055,176.39
	Total Tangible Assets - Sewer	<u>60,781,472.42</u>	<u>60,781,687.42</u>
Intangible Assets:			
1800-0000	Studies & Permits (Feasibility, master studies)	658,040.55	658,040.55
1800-0090	Capitalized Interest (Various projects)	56,410.45	56,410.45
	Total Intangible Assets	<u>714,451.00</u>	<u>714,451.00</u>
Fixed Asset Clearing Account:			
1801-0000	Fixed Asset Clearing Account		205,273.04
	Total Fixed Asset Clearing Account		<u>205,273.04</u>
Depreciation:			
1900-0000	Accumulated Depreciation	(60,464,282.23)	(60,607,210.21)
	Total Depreciation	<u>(60,464,282.23)</u>	<u>(60,607,210.21)</u>
	Total assets	<u>122,683,948.78</u>	<u>124,287,515.12</u>
LIABILITIES			
Accounts Payable:			
2000-1000	Accounts Payable	(369,286.83)	128.70
2000-1005	Retainage Payable	(3,510.00)	(7,020.00)
	Total Accounts Payable	<u>(372,796.83)</u>	<u>(6,891.30)</u>
Customer Liabilities:			
2001-0000	Customer Credit- Budget Billing accounts	4,956.74	5,068.88
2001-0001	Customer Credits	(196,802.34)	(310,490.95)
2001-0002	Misc. Misposting	(1,520.90)	(1,520.90)
2001-0003	Customer Refunds Payable	16,210.60	8,642.74
2001-1000	Water Deposits	(198,413.42)	(182,036.67)
2001-1555	Fireline Assembly Deposits	(16,308.86)	(16,308.86)
2001-2000	Interest on Deposits (Town accounts)	1,256.47	1,256.53
2001-3000	Sewer Deposits	(92,275.48)	(84,514.98)
	Total Customer Liabilities	<u>(482,897.19)</u>	<u>(579,904.21)</u>
Employee Liabilities:			
2100-0050	Compensated Absences Liability	(119,930.82)	(119,930.82)
2100-0060	Accrued Payroll	(72,633.28)	(0.01)
2100-0250	VRS Employee Contribution Payable	299.88	300.14
2100-0400	Net Pension Liability	(223,404.00)	(223,404.00)
2100-0500	VRS OPEB Liability	(227,000.00)	(227,000.00)
2100-0510	Local OPEB Liability	(228,807.00)	(228,807.00)

Bedford Regional Water Auth.
Balance Sheet
For the Eight Months Ending Saturday, February 29, 2020

		<u>7/1/2019</u> <u>Beginning</u>	<u>Feb 2019</u> <u>Actual</u>
2100-0550	Health Insurance Payable- Employee Share	(6,111.30)	(4,015.20)
2100-0600	VRS Mandatory Cash Match- Hybrid	1.25	1.25
2100-0750	Optional Life Insurance Payable	29.74	290.60
2100-0800	AFLAC Withholding Payable	1,699.31	1,697.95
2100-0900	Outstanding Payables Checks	(49.83)	(49.83)
2100-1000	Garnishments Payable	(893.61)	(350.00)
2100-0200	State Withholding Payable		(23,242.98)
	Total Employee Liabilities	<u>(876,799.66)</u>	<u>(824,509.90)</u>
Notes Payable:			
2200-0115	Current Maturities Long-Term Debt	(0.20)	(117,064.54)
2200-2000	Accrued Arbitrage Liability	(76,168.98)	(76,168.98)
2200-2001	Accrued Interest Payable	(424,020.01)	(424,020.01)
2200-2020	VRA 2015 Loan	(30,265,000.00)	(29,600,000.00)
2200-2021	VRA 2015 Premium	(285,874.39)	(285,874.39)
2200-2026	VRA Series 2005 Premium	(2,528.40)	(2,528.40)
2200-2027	Series 2009 VRA Loan	(3,715,000.00)	(2,855,000.00)
2200-2028	VRA Series 2009 Premium	(239,467.08)	(239,467.08)
2200-2029	VRA 2009 Series Deferred amount of Refunding	198,467.52	198,467.52
2200-2230	Series 2012 Loan (2005 Refunding)	(3,755,000.00)	(3,075,000.00)
2200-2231	Series 2012 Premium (2005 Refunding)	(473,596.84)	(473,596.84)
2200-2232	VRA 2012 Deferred Amount on refunding	260,469.24	260,469.24
2200-2233	VRA Series 2014 Loan (2005 refunding)	(1,745,000.00)	(1,745,000.00)
2200-2234	VRA Series 2014 Premium (2005)	(185,296.22)	(185,296.22)
2200-2235	VRA 2014 Deferred Amt on Refunding	60,813.67	60,813.67
2200-2500	Assumed Debt from Town	(3,716,993.17)	(3,246,382.17)
2200-3000	Lynchburg Sewer System Loan Payable	(725,169.43)	(616,512.43)
	Total Notes Payable	<u>(45,089,364.29)</u>	<u>(42,422,160.63)</u>
Developer Credits:			
2300-0000	Deferred Revenue Liability	(369,734.01)	(348,984.01)
2300-0002	Prepayments Transfer Clearing account	28,550.00	28,550.00
2300-1000	Deferred Inflows of Resources	(100,235.00)	(100,235.00)
	Total Developer Credits	<u>(441,419.01)</u>	<u>(420,669.01)</u>
Equity:			
2900-0150	Customer Contributions for Line Extensions		(41,000.00)
	Total Equity		<u>(41,000.00)</u>
Retained Earnings:			
2999-0000	Retained Earnings	(75,420,671.80)	(75,420,671.80)
	Total Retained Earnings	<u>(75,420,671.80)</u>	<u>(75,420,671.80)</u>
	Total liabilities	<u>(122,683,948.78)</u>	<u>(119,715,806.85)</u>
	Operating Surplus/ (Loss)		4,571,708.27

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Eight Months Ending Saturday, February 29, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>	
OPERATING REVENUE						
3000-3000 +...	Water Sales	(\$666,296.96)	(\$5,373,881.17)	(\$8,700,869.00)	(\$3,326,987.83)	62%
3100-3000:3...	Sewer Sales	(344,353.34)	(2,760,780.90)	(4,410,678.00)	(1,649,897.10)	63%
3902	Penalties	(837.15)	(45,593.64)	(73,000.00)	(27,406.36)	62%
3903-3231:3...	Account Charges	(4,900.00)	(61,365.00)	(53,000.00)	8,365.00	116%
3903-3240:3...	Review Fees	(1,575.00)	(68,408.57)	(42,300.00)	26,108.57	162%
3900-3250:3...	Interest Earned		(55,688.66)	(45,000.00)	10,688.66	124%
3903-3245:3...	Sewer Clean Outs	(1,500.00)	(12,400.00)	(5,000.00)	7,400.00	248%
3903-3250 +...	Meter Installation Revenues	(8,500.00)	(85,370.84)	(90,000.00)	(4,629.16)	95%
3903-3255	Industrial Pretreatment Revenue	(1,458.32)	(12,604.06)	(15,000.00)	(2,395.94)	84%
3903-3261	Rent/Meter Charges	(722.59)	(6,002.54)	(3,000.00)	3,002.54	200%
3903-3262:3...	Misc	(12,554.73)	(87,399.84)	(106,793.00)	(19,393.16)	82%
3903-3280:3...	Fixed Asset Disposals		68,723.28		(68,723.28)	0%
3901-3211:3...	Account Default Fees	(2,505.00)	(14,050.00)	(23,000.00)	(8,950.00)	61%
3201-3275 +...	Contract Reimbursements	(91,084.88)	(180,820.18)	(151,000.00)	29,820.18	120%
	Revenue from BRWA Operations	(1,136,287.97)	(8,695,642.12)	(13,718,640.00)	(5,022,997.88)	63%
3000-3220 +...	Capital Recovery Fees	(161,000.00)	(781,250.00)	(953,700.00)	(172,450.00)	82%
3903-3265	Cellular Antenna Site Rental-County...	(4,959.52)	(31,298.56)	(44,529.00)	(13,230.44)	70%
3904-3310	BOS Capital Contributions	(274,504.07)	(2,000,000.00)	(2,000,000.00)		100%
3904-3315	Developer Line Contributions			(200,000.00)	(200,000.00)	0%
3202-3276	Contributions from Mariners Landing	(11,228.40)	(24,037.22)		24,037.22	0%
3903-3330	SML WTF Revenue		(63.14)		63.14	0%
3904-3317	Developer Prepayments Redemptio...		(20,750.00)	(20,000.00)	750.00	104%
	Revenue from Other Sources	(451,691.99)	(2,857,398.92)	(3,218,229.00)	(360,830.08)	89%
	Total Revenue	(1,587,979.96)	(11,553,041.04)	(16,936,869.00)	(5,383,827.96)	68%
OPERATING EXPENSES						
4000 + 4002...	Salaries	295,949.60	2,392,004.46	4,113,172.16	1,721,167.70	58%
4010	General Office Expenses	25,339.46	141,456.94	249,171.00	107,714.06	57%
4100	Employee Benefit & Related Expens...	107,676.23	890,565.21	1,591,749.00	701,183.79	56%
4110	Billing Expenses	2,097.89	92,537.15	178,174.00	85,636.85	52%
4120	Information Systems Expenses	2,675.57	97,320.26	177,174.00	79,853.74	55%
4130	Adminstration Supplies		164.22	500.00	335.78	33%
4135	Logistics Coordinator Supplies		6.04	200.00	193.96	3%
4140	Customer Service Supplies	75.89	700.35	1,454.00	753.65	48%
4210	Engineering Expenses	642.67	10,646.93	74,434.00	63,787.07	14%
4220 + 4223	Operations Expenses		277.28	2,500.00	2,222.72	11%
4221	Compliance Program Supplies		1,521.38	8,650.00	7,128.62	18%
4222	Pretreatment Expenses		7,990.76	19,600.00	11,609.24	41%
4225-0100	Lab Supplies	571.22	13,684.87	24,000.00	10,315.13	57%
4230	Maintenance Expenses	1,568.87	16,815.31	35,802.00	18,986.69	47%
4240	Vehicles & Equipment Expenses	13,206.90	127,145.76	231,835.00	104,689.24	55%
4250	Forest Water Expenses	847.33	414,922.44	940,252.00	525,329.56	44%
4260	Well Systems Expenses	385.69	17,163.74	40,993.00	23,829.26	42%
4265	SML Central Distribution System Ex...	2,298.78	18,025.79	26,295.00	8,269.21	69%
4270	SML Treatment Expenses	753.77	15,213.07	33,068.00	17,854.93	46%
4330	SML WTF Expenses	3,443.77	281,606.43	493,242.00	211,635.57	57%
4275	Central Water Distribution Expenses	984.94	66,769.95	253,491.00	186,721.05	26%
4276	Central Water Treatment Expenses	4,930.86	74,900.77	117,901.00	43,000.23	64%
4280	Stewartsville Water Expenses	1,407.91	27,779.11	29,749.00	1,969.89	93%
4290	Forest Sewer Expenses	3,071.16	354,363.30	568,268.00	213,904.70	62%
4291	Central Sewer Collection System Ex...	1,745.10	178,850.49	289,110.00	110,259.51	62%
4293	Central Sewer Treatment Expenses	22,735.19	360,157.70	643,035.00	282,877.30	56%
4292	Moneta Sewer Collection System E...	3,829.80	20,313.63	32,200.00	11,886.37	63%
4294	Moneta Sewer Treatment Expenses	5,245.58	55,630.68	140,284.00	84,653.32	40%
4295	Montvale Sewer Expenses	77.98	15,352.00	21,057.00	5,705.00	73%
4340	Mariners Landing Sewer Expenses		892.74	81,123.00	80,230.26	1%
4350	Cedar Rock Sewer Expenses	506.51	41,834.68	22,860.00	(18,974.68)	183%
4300 + 4310	Schools Sewer Expenses	460.28	20,433.58	42,000.00	21,566.42	49%
4315	Mariners Landing Expenses	15.50	6,064.74	28,655.00	22,590.26	21%

Bedford Regional Water Auth.
 Summary of Revenue & Expenditures
 For the Eight Months Ending Saturday, February 29, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>	
4320	Franklin County Operations	833.72	17,774.42	38,000.00	20,225.58	47%
	Total Operating Expenditures	503,378.17	5,780,886.18	10,549,998.16	4,769,111.98	55%
4400	Depreciation		380,961.09	3,257,478.00	2,876,516.91	12%
4500-0640	Lynchburg Debt Service Paid			2,920.00	2,920.00	0%
4500-0615	VRA 2005 Trustee Fees			328.00	328.00	0%
4500-0625	2009 VRA Interest		20,762.50	164,031.00	143,268.50	13%
4500-0645	2012 VRA Interest		96,221.88	175,019.00	78,797.12	55%
4500-0660	2014 VRA Interest		38,640.63	77,281.00	38,640.37	50%
4500-0665	2015 VRA Interest		550,359.38	1,083,678.00	533,318.62	51%
4500-0650	Assumed Debt from City		83,630.19	84,273.00	642.81	99%
4500-0670	VRA 2019 Interest		29,870.92		(29,870.92)	0%
	Total Interest and Debt Service		819,485.50	1,587,530.00	768,044.50	52%
	Total Exp., Depr. and Debt Servi...	503,378.17	6,981,332.77	15,395,006.16	8,413,673.39	45%
	Total Revenues Less Oper Expense	(1,084,601.79)	(4,571,708.27)	(1,541,862.84)	3,029,845.43	297%
	Gross Cash Before Capital Exp	(1,084,601.79)	(4,571,708.27)	(1,541,862.84)	3,029,845.43	297%
	Less non-debt Capital Contributions	(11,228.40)	(44,850.36)	(220,000.00)	(175,149.64)	20%
	Earnings/(loss) before BRWA Capit...	(1,073,373.39)	(4,526,857.91)	(1,321,862.84)	3,204,995.07	342%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Eight Months Ending Saturday, February 29, 2020

		<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>
OPERATING REVENUE						
Water Sales:						
3000-3000	Water Sales	(648,890.99)	(5,282,420.52)	(8,628,839.00)	(3,346,418.48)	61%
3000-3050	Contract Water Sales	(17,405.97)	(91,460.65)	(72,030.00)	19,430.65	127%
	Total Water Sales	<u>(666,296.96)</u>	<u>(5,373,881.17)</u>	<u>(8,700,869.00)</u>	<u>(3,326,987.83)</u>	<u>62%</u>
Sewer Sales:						
3100-3000	Sewer Sales	(341,786.01)	(2,739,851.94)	(4,410,678.00)	(1,670,826.06)	62%
3100-3050	Cedar Rock Revenue	(2,567.33)	(20,928.96)		20,928.96	0%
	Total Sewer Sales	<u>(344,353.34)</u>	<u>(2,760,780.90)</u>	<u>(4,410,678.00)</u>	<u>(1,649,897.10)</u>	<u>63%</u>
Penalties:						
3902-3211	Water Penalty Revenue	(446.57)	(30,672.51)	(43,000.00)	(12,327.49)	71%
3902-3213	Sewer Penalty Revenue	(390.58)	(14,921.13)	(30,000.00)	(15,078.87)	50%
	Total Penalties	<u>(837.15)</u>	<u>(45,593.64)</u>	<u>(73,000.00)</u>	<u>(27,406.36)</u>	<u>62%</u>
Account Charges:						
3903-3231	Water Account Charge Revenue	(2,950.00)	(40,390.00)	(35,000.00)	5,390.00	115%
3903-3233	Sewer Account Charge Revenue	(1,950.00)	(20,975.00)	(18,000.00)	2,975.00	117%
	Total Account Charges	<u>(4,900.00)</u>	<u>(61,365.00)</u>	<u>(53,000.00)</u>	<u>8,365.00</u>	<u>116%</u>
Review Fees:						
3903-3240	Engineering Review Fees	(600.00)	(60,691.87)	(40,000.00)	20,691.87	152%
3903-3242	Engineering Fire Flow Testing	(75.00)	(2,616.70)	(300.00)	2,316.70	872%
3903-3243	SGP Review and Inspections	(900.00)	(5,100.00)	(2,000.00)	3,100.00	255%
	Total Review Fees	<u>(1,575.00)</u>	<u>(68,408.57)</u>	<u>(42,300.00)</u>	<u>26,108.57</u>	<u>162%</u>
Interest Earned:						
3900-3250	Bank Interest Earned		(55,688.66)	(45,000.00)	10,688.66	124%
	Total Interest Earned		<u>(55,688.66)</u>	<u>(45,000.00)</u>	<u>10,688.66</u>	<u>124%</u>
Sewer Clean Outs:						
3903-3245	Sewer Clean-Out Installation Fee	(1,500.00)	(12,400.00)	(5,000.00)	7,400.00	248%
	Total Sewer Clean Outs	<u>(1,500.00)</u>	<u>(12,400.00)</u>	<u>(5,000.00)</u>	<u>7,400.00</u>	<u>248%</u>
Meter Installation Revenues:						
3903-3250	Meter Fee Revenue	(4,000.00)	(27,300.00)	(40,000.00)	(12,700.00)	68%
3903-3260	Meter Base Installation Revenue	(4,500.00)	(58,070.84)	(50,000.00)	8,070.84	116%
	Total Meter Installation Revenues	<u>(8,500.00)</u>	<u>(85,370.84)</u>	<u>(90,000.00)</u>	<u>(4,629.16)</u>	<u>95%</u>
Industrial Pretreatment Revenue:						
3903-3255	Industrial Pretreatment Revenue	(1,458.32)	(12,604.06)	(15,000.00)	(2,395.94)	84%
	Total Industrial Pretreatment Reve...	<u>(1,458.32)</u>	<u>(12,604.06)</u>	<u>(15,000.00)</u>	<u>(2,395.94)</u>	<u>84%</u>
Rent/Meter Charges:						
3903-3261	Service Repairs & Equipment Ren...	(722.59)	(6,002.54)	(3,000.00)	3,002.54	200%
	Total Rent/Meter Charges	<u>(722.59)</u>	<u>(6,002.54)</u>	<u>(3,000.00)</u>	<u>3,002.54</u>	<u>200%</u>
Misc:						
3903-3262	Cellular Antenna Rental- BRWA p...	(7,439.28)	(46,947.84)	(66,793.00)	(19,845.16)	70%
3903-3264	Sewer Pump Maintenance Reven...	(4,200.00)	(31,010.00)	(35,000.00)	(3,990.00)	89%
3903-3270	Miscellaneous Revenue	(915.45)	(7,942.00)	(5,000.00)	2,942.00	159%
3903-3275	Revenue from Communication To...		(1,500.00)		1,500.00	0%

Bedford Regional Water Auth.
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For the Eight Months Ending Saturday, February 29, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>
Total Misc	(12,554.73)	(87,399.84)	(106,793.00)	(19,393.16)	82%
Fixed Asset Disposals:					
3903-3280 Sales and Disposals		(10,292.57)		10,292.57	0%
3903-3281 Gain / Loss on Fixed Assets		79,015.85		(79,015.85)	0%
Total Fixed Asset Disposals		68,723.28		(68,723.28)	0%
Account Default Fees:					
3901-3211 Reconnect Fee Revenue	(1,400.00)	(15,650.00)	(20,000.00)	(4,350.00)	78%
3901-3212 Return Check Revenue	(105.00)	(1,400.00)	(2,000.00)	(600.00)	70%
3901-3213 Unauthorized Service Revenue	(1,000.00)	3,000.00	(1,000.00)	(4,000.00)	(300%)
Total Account Default Fees	(2,505.00)	(14,050.00)	(23,000.00)	(8,950.00)	61%
Contract Reimbursements:					
3201-3275 School System Operations	(19,334.16)	(35,202.70)	(51,000.00)	(15,797.30)	69%
3904-3318 Franklin County Contract Operatio...	(71,750.72)	(145,617.48)	(100,000.00)	45,617.48	146%
Total Contract Reimbursements	(91,084.88)	(180,820.18)	(151,000.00)	29,820.18	120%
Revenue from BRWA Operations	(1,136,287.97)	(8,695,642.12)	(13,718,640.00)	(5,022,997.88)	63%
Capital Recovery Fees:					
3000-3220 Water Capital Recovery Fees	(76,000.00)	(437,750.00)	(734,400.00)	(296,650.00)	60%
3100-3220 Sewer Capital Recovery Fees	(85,000.00)	(343,500.00)	(219,300.00)	124,200.00	157%
Total Capital Recovery Fees	(161,000.00)	(781,250.00)	(953,700.00)	(172,450.00)	82%
Cellular Antenna Site Rental-County portion:					
3903-3265 Cellular Antenna Revenue- Co. po...	(4,959.52)	(31,298.56)	(44,529.00)	(13,230.44)	70%
Total Cellular Antenna Site Rental...	(4,959.52)	(31,298.56)	(44,529.00)	(13,230.44)	70%
BOS Capital Contributions:					
3904-3310 Bedford County Debt Support	(274,504.07)	(2,000,000.00)	(2,000,000.00)		100%
Total BOS Capital Contributions	(274,504.07)	(2,000,000.00)	(2,000,000.00)		100%
Developer Line Contributions:					
3904-3315 Developer Contributions			(200,000.00)	(200,000.00)	0%
Total Developer Line Contributions			(200,000.00)	(200,000.00)	0%
Contributions from Mariners Landing:					
3202-3276 Mariners Landing Contract Operati...	(11,228.40)	(24,037.22)		24,037.22	0%
Total Contributions from Mariners...	(11,228.40)	(24,037.22)		24,037.22	0%
SML WTF Revenue:					
3903-3330 SML WTF Revenue		(63.14)		63.14	0%
Total SML WTF Revenue		(63.14)		63.14	0%
Developer Prepayments Redemption Revenue:					
3904-3317 Developer Capital Recovery Fee...		(20,750.00)	(20,000.00)	750.00	104%
Total Developer Prepayments Red...		(20,750.00)	(20,000.00)	750.00	104%
Revenue from Other Sources	(451,691.99)	(2,857,398.92)	(3,218,229.00)	(360,830.08)	89%
Total Revenue	(1,587,979.96)	(11,553,041.04)	(16,936,869.00)	(5,383,827.96)	68%

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	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>	
OPERATING EXPENSES						
Salaries:						
4000-0010	Administration Salaries	57,334.86	456,479.11	805,180.01	348,700.90	57%
4000-0019	IT Oncall Stipend	600.00	3,150.00		(3,150.00)	0%
4000-0020	Administration Overtime		425.08	2,885.47	2,460.39	15%
4002-0010	Customer Service Salaries	24,977.49	205,836.59	327,372.00	121,535.41	63%
4002-0020	Customer Service Overtime	940.18	10,364.95	16,214.78	5,849.83	64%
4003-0010	Engineering Department Salaries	49,002.40	346,388.88	627,883.20	281,494.32	55%
4003-0019	Engineering OnCall Stipend	600.00	4,950.00	7,800.00	2,850.00	63%
4003-0020	Engineering Department Overtime	1,154.31	13,912.47	38,758.22	24,845.75	36%
4004-0010	Maintenance Department Salaries	61,220.53	512,638.67	838,735.20	326,096.53	61%
4004-0019	Maintenance Oncall Stipend Expe...	1,200.00	9,870.00	18,720.00	8,850.00	53%
4004-0020	Maintenance Department Overtime	4,084.24	55,764.67	139,383.62	83,618.95	40%
4005-0010	Operations Department Salaries	91,884.44	731,650.97	1,176,282.40	444,631.43	62%
4005-0020	Operations Department Overtime	2,951.15	40,573.07	113,957.26	73,384.19	36%
	Total Salaries	295,949.60	2,392,004.46	4,113,172.16	1,721,167.70	58%
General Office Expenses:						
4010-0075	Board & Committee Meetings	74.82	528.69	900.00	371.31	59%
4010-0085	Long Range Planning	16,293.10	16,293.10	20,000.00	3,706.90	81%
4010-0100	Office Supplies	208.31	5,758.73	10,000.00	4,241.27	58%
4010-0103	Public Outreach Expenses	179.13	1,736.46	20,056.00	18,319.54	9%
4010-0110	Building Maintenance Expense	431.89	8,812.70	21,000.00	12,187.30	42%
4010-0130	Postage and Shipping Expense	489.39	3,725.37	8,000.00	4,274.63	47%
4010-0140	Commercial Phone Charges	1,149.98	6,781.25	12,600.00	5,818.75	54%
4010-0142	Cellular Phone Service		12,058.64	27,995.00	15,936.36	43%
4010-0150	Building Power and Utilities		12,078.05	20,500.00	8,421.95	59%
4010-0155	Building Fuel Costs		2,179.02	8,000.00	5,820.98	27%
4010-0170	Advertising		4,750.75	18,000.00	13,249.25	26%
4010-0175	Bank Service charges	1,374.96	10,275.24	14,000.00	3,724.76	73%
4010-0200	Accounting Services	460.00	29,585.00	25,000.00	(4,585.00)	118%
4010-0220	Legal Expenses	2,927.88	12,893.94	18,000.00	5,106.06	72%
4010-0400	Board of Directors Fees	1,750.00	14,000.00	21,000.00	7,000.00	67%
4010-0160	Employee Bond			608.00	608.00	0%
4010-0161	Building Insurance			3,512.00	3,512.00	0%
	Total General Office Expenses	25,339.46	141,456.94	249,171.00	107,714.06	57%
Employee Benefit & Related Expenses:						
4100-0030	Payroll Taxes	21,344.59	179,026.20	304,482.00	125,455.80	59%
4100-0040	VRS Retirement and Group Life	24,204.24	184,659.26	297,909.00	113,249.74	62%
4100-0041	VRS Hybrid Disability Program	509.88	3,958.31	6,478.00	2,519.69	61%
4100-0045	Unemployment Payments		2,268.00	6,000.00	3,732.00	38%
4100-0050	Health Insurance	55,368.90	429,801.85	734,548.00	304,746.15	59%
4100-0055	Flexible Spending Account		1,346.22	2,500.00	1,153.78	54%
4100-0060	Worker's Compensation		6,056.00	78,407.00	72,351.00	8%
4100-0065	Employee Testing	359.00	2,972.75	4,785.00	1,812.25	62%
4100-0075	Meetings	170.38	2,048.24	5,625.00	3,576.76	36%
4100-0080	Professional Dues	789.00	8,207.92	19,085.00	10,877.08	43%
4100-0085	Training and Education	1,814.38	16,920.26	44,658.00	27,737.74	38%
4100-0101	Clothing and Uniforms	1,100.49	13,157.00	27,261.00	14,104.00	48%
4100-0102	Employee & Incentive Fund	400.64	18,239.98	25,500.00	7,260.02	72%
4100-0103	Safety	1,614.73	21,903.22	34,011.00	12,107.78	64%
4100-0090	Whistle Blower Hotline			500.00	500.00	0%
	Total Employee Benefit & Related...	107,676.23	890,565.21	1,591,749.00	701,183.79	56%
Billing Expenses:						
4110-0091	Bad Debt Expense Water	190.36	3,299.54	20,000.00	16,700.46	16%
4110-0093	Bad Debt Expense Sewer	186.60	4,314.29	10,000.00	5,685.71	43%
4110-0094	Bad Debt Expense Penalties/Misc.	4.20	1,420.45	8,000.00	6,579.55	18%

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	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>	
4110-0097	Collection Agency Expense		704.63	1,200.00	495.37	59%
4110-0110	Bill Processing Services	1,377.85	49,964.88	104,231.00	54,266.12	48%
4110-0120	Customer Service Software Maint...		30,619.39	27,083.00	(3,536.39)	113%
4110-0175	Courier Service	338.88	2,213.97	3,660.00	1,446.03	60%
4110-0112	Customer Notification Expenses			3,000.00	3,000.00	0%
4110-0115	Meter Testing			1,000.00	1,000.00	0%
	Total Billing Expenses	2,097.89	92,537.15	178,174.00	85,636.85	52%
Information Systems Expenses:						
4120-0100	Information Systems Supplies	1,563.10	5,262.63	10,250.00	4,987.37	51%
4120-0110	Contracted Services (Network)		57,193.97	22,000.00	(35,193.97)	260%
4120-0115	Continuing Support (Software)	747.47	31,943.66	140,544.00	108,600.34	23%
4120-0145	Internet and WAN Communications	365.00	2,920.00	4,380.00	1,460.00	67%
	Total Information Systems Expens...	2,675.57	97,320.26	177,174.00	79,853.74	55%
Adminstration Supplies:						
4130-0100	Administration Supplies		164.22	500.00	335.78	33%
	Total Adminstration Supplies		164.22	500.00	335.78	33%
Logistics Coordinator Supplies:						
4135-0100	Logistics Coordinator Supplies		6.04	200.00	193.96	3%
	Total Logistics Coordinator Suppli...		6.04	200.00	193.96	3%
Customer Service Supplies:						
4140-0100	Customer Service Supplies	75.89	700.35	1,454.00	753.65	48%
	Total Customer Service Supplies	75.89	700.35	1,454.00	753.65	48%
Engineering Expenses:						
4210-0100	Engineering Supplies	64.12	5,156.73	14,344.00	9,187.27	36%
4210-0141	Locating Notification Tickets	578.55	4,750.20	6,870.00	2,119.80	69%
4210-0240	Construction testing		740.00	2,820.00	2,080.00	26%
4210-0110	Engineering Reviews			50,400.00	50,400.00	0%
	Total Engineering Expenses	642.67	10,646.93	74,434.00	63,787.07	14%
Operations Expenses:						
4220-0100	Wastewater Operations Supplies		277.28	2,000.00	1,722.72	14%
4223-0100	Water Operations Supplies			500.00	500.00	0%
	Total Operations Expenses		277.28	2,500.00	2,222.72	11%
Compliance Program Supplies:						
4221-0100	FROG Program Supplies		1,521.38	8,650.00	7,128.62	18%
	Total Compliance Program Suppli...		1,521.38	8,650.00	7,128.62	18%
Pretreatment Expenses:						
4222-0100	Pretreatment Supplies/Expenses		7,990.76	19,600.00	11,609.24	41%
	Total Pretreatment Expenses		7,990.76	19,600.00	11,609.24	41%
Lab Supplies:						
4225-0100	Lab Supplies	571.22	13,684.87	24,000.00	10,315.13	57%
	Total Lab Supplies	571.22	13,684.87	24,000.00	10,315.13	57%
Maintenance Expenses:						
4230-0100	Maintenance Supplies	1,568.87	16,815.31	35,802.00	18,986.69	47%

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	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>
Total Maintenance Expenses	1,568.87	16,815.31	35,802.00	18,986.69	47%
Vehicles & Equipment Expenses:					
4240-0100 Vehicles and Equipment Supplies	470.30	16,653.55	32,350.00	15,696.45	51%
4240-0110 Vehicles and Equipment Contract...	5,223.12	50,926.67	81,600.00	30,673.33	62%
4240-0155 Vehicles & Equipment Fuel Costs	7,513.48	59,565.54	90,000.00	30,434.46	66%
4240-0162 Vehicles and Equipment Insurance			27,885.00	27,885.00	0%
Total Vehicles & Equipment Expe...	13,206.90	127,145.76	231,835.00	104,689.24	55%
Forest Water Expenses:					
4250-0100 Forest Water Supplies		11,929.26	35,000.00	23,070.74	34%
4250-0110 Forest Water Contracted Services		25,455.25	19,400.00	(6,055.25)	131%
4250-0115 Forest Water System Repairs & I...		269.49	3,500.00	3,230.51	8%
4250-0140 Forest Water Communications		166.60	300.00	133.40	56%
4250-0150 Forest Water Power	432.33	1,757.09	5,400.00	3,642.91	33%
4250-0240 Forest Water Sampling and Testing	415.00	12,810.38	9,000.00	(3,810.38)	142%
4250-0300 Forest Water Purchased		338,064.12	771,228.00	433,163.88	44%
4250-0410 Forest Water VDH Fees		24,470.25	24,355.00	(115.25)	100%
4250-0101 Forest Water Meter Installations			56,000.00	56,000.00	0%
4250-0105 Forest Water Chemicals			750.00	750.00	0%
4250-0161 Forest Water Insurance			15,319.00	15,319.00	0%
Total Forest Water Expenses	847.33	414,922.44	940,252.00	525,329.56	44%
Well Systems Expenses:					
4260-0100 Well Systems Supplies		7,644.60	12,500.00	4,855.40	61%
4260-0105 Well Systems Chemicals		1,016.89	4,000.00	2,983.11	25%
4260-0110 Well Systems Contracted Services		2,087.50	10,000.00	7,912.50	21%
4260-0150 Well Systems Power		3,064.64	5,500.00	2,435.36	56%
4260-0240 Well Systems Sampling and Testi...	385.69	2,674.56	5,000.00	2,325.44	53%
4260-0410 Well Systems VDH Fees		675.55	676.00	0.45	100%
4260-0101 Well Systems Meter Installations			500.00	500.00	0%
4260-0115 Well Systems Repairs & Improve...			2,000.00	2,000.00	0%
4260-0161 Well Systems Insurance			817.00	817.00	0%
Total Well Systems Expenses	385.69	17,163.74	40,993.00	23,829.26	42%
SML Central Distribution System Expenses:					
4265-0100 SML Central Supplies	63.46	4,247.64	10,000.00	5,752.36	42%
4265-0110 SML Central Contracted Services		1,650.50	3,000.00	1,349.50	55%
4265-0240 SML Central Sampling & Testing	2,235.32	8,820.70	2,500.00	(6,320.70)	353%
4265-0410 SML Central VDH Fees		3,306.95	3,295.00	(11.95)	100%
4265-0101 SML Central Meter Installations			6,500.00	6,500.00	0%
4265-0115 SML Central Repairs & Improvem...			1,000.00	1,000.00	0%
Total SML Central Distribution Sys...	2,298.78	18,025.79	26,295.00	8,269.21	69%
SML Treatment Expenses:					
4270-0100 SML Treatment Supplies		1,097.67	3,000.00	1,902.33	37%
4270-0110 SML Treatment Contracted Services		2,572.38	3,550.00	977.62	72%
4270-0150 SML Treatment Water Power		9,342.76	16,200.00	6,857.24	58%
4270-0155 SML Treatment Fuel Costs	753.77	1,352.76	2,000.00	647.24	68%
4270-0240 SML Treatment Sampling and Te...		15.50		(15.50)	0%
4270-0371 SML Treatment Road Maintenanc...		832.00	920.00	88.00	90%
4270-0105 SML Treatment Chemicals			1,000.00	1,000.00	0%
4270-0161 SML Treatment Insurance			6,398.00	6,398.00	0%
Total SML Treatment Expenses	753.77	15,213.07	33,068.00	17,854.93	46%
SML WTF Expenses:					
4330-0100 SML WTF Supplies	722.23	20,214.80	25,000.00	4,785.20	81%
4330-0105 SML WTF Chemicals		24,490.64	45,000.00	20,509.36	54%
4330-0110 SML WTF Contracted Services	1,082.50	89,931.87	125,000.00	35,068.13	72%
4330-0140 SML WTF Communications	44.35	257.11	492.00	234.89	52%

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4330-0150	SML WTF Power	11.58	128,454.83	225,000.00	96,545.17	57%
4330-0155	SML WTF Fuel Costs		76.40	2,000.00	1,923.60	4%
4330-0240	SML WTF Sampling & Testing	1,583.11	10,680.78	40,000.00	29,319.22	27%
4330-0300	SML Water Quality Monitoring		7,500.00	7,500.00		100%
4330-0161	SML WTF Property Insurance			14,450.00	14,450.00	0%
4330-0370	SML WTF Raw Water Fee			8,800.00	8,800.00	0%
	Total SML WTF Expenses	3,443.77	281,606.43	493,242.00	211,635.57	57%
Central Water Distribution Expenses:						
4275-0100	Central Water Supplies	694.70	13,942.65	37,500.00	23,557.35	37%
4275-0110	Central Water Contracted Services	145.00	29,767.85	141,600.00	111,832.15	21%
4275-0240	Central Water Sampling & Testing	145.24	12,114.95	15,000.00	2,885.05	81%
4275-0410	Central Water VDH Fees		10,944.50	10,891.00	(53.50)	100%
4275-0101	Central Water Meter Installations			3,750.00	3,750.00	0%
4275-0115	Central Water Repairs & Improve...			44,500.00	44,500.00	0%
4275-0155	Central Water Fuel Purchases			250.00	250.00	0%
	Total Central Water Distribution E...	984.94	66,769.95	253,491.00	186,721.05	26%
Central Water Treatment Expenses:						
4276-0100	Central Water Treatment Supplies	75.17	12,123.81	16,000.00	3,876.19	76%
4276-0105	Central Water Treatment Chemica...		32,087.36	40,000.00	7,912.64	80%
4276-0110	Central Water Treatment Contract...	370.02	8,973.54	8,000.00	(973.54)	112%
4276-0140	Central Water Treatment Commun...	34.85	588.79	1,020.00	431.21	58%
4276-0150	Central Water Treatment Power	4,450.82	21,127.27	34,000.00	12,872.73	62%
4276-0155	Central Water Treatment Fuel			2,000.00	2,000.00	0%
4276-0161	Central Water Treatment Property...			16,881.00	16,881.00	0%
	Total Central Water Treatment Ex...	4,930.86	74,900.77	117,901.00	43,000.23	64%
Stewartsville Water Expenses:						
4280-0100	Stewartsville Water Supplies		983.39	1,000.00	16.61	98%
4280-0110	Stewartsville Water Contracted Se...		4,936.25	2,700.00	(2,236.25)	183%
4280-0140	Stewartsville Water Communicatio...		166.60	300.00	133.40	56%
4280-0150	Stewartsville Water Power	56.82	158.96	240.00	81.04	66%
4280-0240	Stewartsville Water Sampling and...	183.50	652.74	1,500.00	847.26	44%
4280-0300	Stewartsville Water Purchased	1,167.59	20,468.17	20,000.00	(468.17)	102%
4280-0410	Stewartsville Water VDH Fees		413.00	404.00	(9.00)	102%
4280-0101	Stewartsville Meter Installations			500.00	500.00	0%
4280-0115	Stewartsville Water Repairs & Imp...			2,500.00	2,500.00	0%
4280-0161	Stewartsville Water Insurance			605.00	605.00	0%
	Total Stewartsville Water Expenses	1,407.91	27,779.11	29,749.00	1,969.89	93%
Forest Sewer Expenses:						
4290-0100	Forest Sewer Supplies	71.04	61,934.45	65,000.00	3,065.55	95%
4290-0105	Forest Sewer Chemicals	1,722.00	40,144.83	87,000.00	46,855.17	46%
4290-0110	Forest Sewer Contracted Services		77,249.23	100,000.00	22,750.77	77%
4290-0115	Forest Sewer Repairs & Improvem...	315.00	1,178.28	2,000.00	821.72	59%
4290-0140	Forest Sewer Communications	66.38	2,418.09	3,000.00	581.91	81%
4290-0150	Forest Sewer Power	896.74	21,438.42	37,200.00	15,761.58	58%
4290-0350	Forest Sewer Treatment Costs		150,000.00	264,000.00	114,000.00	57%
4290-0155	Forest Sewer Fuel Expense			5,000.00	5,000.00	0%
4290-0161	Forest Sewer Insurance			4,568.00	4,568.00	0%
4290-0240	Forest Sewer Testing			500.00	500.00	0%
	Total Forest Sewer Expenses	3,071.16	354,363.30	568,268.00	213,904.70	62%
Central Sewer Collection System Expenses:						
4291-0100	Central Sewer Supplies	965.10	23,884.67	70,000.00	46,115.33	34%
4291-0110	Central Sewer Coll System Contra...	150.00	75,676.84	82,860.00	7,183.16	91%
4291-0115	Central Sewer Repairs & Improve...	630.00	51,620.53	64,000.00	12,379.47	81%
4291-0150	Central Sewer Power		24,434.99	70,000.00	45,565.01	35%
4291-0155	Central Sewer Fuel Costs		3,233.46	2,000.00	(1,233.46)	162%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Eight Months Ending Saturday, February 29, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>	
4291-0240	Central Sewer Sampling & Testing		250.00	250.00	0%	
	Total Central Sewer Collection Sy...	1,745.10	178,850.49	289,110.00	110,259.51	62%
Central Sewer Treatment Expenses:						
4293-0100	Center Sewer Treatment Supplies	404.94	60,248.94	73,000.00	12,751.06	83%
4293-0105	Center Sewer Treatment Chemicals		75,018.72	127,000.00	51,981.28	59%
4293-0110	Center Sewer Treatment Contract...	110.40	27,614.89	95,000.00	67,385.11	29%
4293-0115	Center Sewer Sludge Tipping Fees		17,073.81	45,000.00	27,926.19	38%
4293-0140	Center Sewer Treatment Commu...	279.70	4,134.45	7,200.00	3,065.55	57%
4293-0150	Center Sewer Treatment Power	20,439.68	156,279.50	250,000.00	93,720.50	63%
4293-0240	Center Sewer Treatment Samplin...	1,500.47	10,593.39	21,260.00	10,666.61	50%
4293-0411	Center Sewer DEQ Charges		9,194.00	9,030.00	(164.00)	102%
4293-0155	Central Sewer Fuel			1,500.00	1,500.00	0%
4293-0161	Center Sewer Treatment Property...			14,045.00	14,045.00	0%
	Total Central Sewer Treatment Ex...	22,735.19	360,157.70	643,035.00	282,877.30	56%
Moneta Sewer Collection System Expenses:						
4292-0100	Moneta Sewer Supplies	2,901.98	9,250.01	10,250.00	999.99	90%
4292-0105	Moneta Sewer Chemicals		1,533.49		(1,533.49)	0%
4292-0110	Moneta Sewer Contracted Services		1,652.76	3,050.00	1,397.24	54%
4292-0150	Moneta Sewer Power	927.82	7,695.54	14,400.00	6,704.46	53%
4292-0155	Moneta Sewer Fuel Costs		181.83	3,500.00	3,318.17	5%
4292-0115	Moneta Sewer Repairs & Improve...			400.00	400.00	0%
4292-0240	Moneta Sewer Sampling & Testing			600.00	600.00	0%
	Total Moneta Sewer Collection Sy...	3,829.80	20,313.63	32,200.00	11,886.37	63%
Moneta Sewer Treatment Expenses:						
4294-0100	Moneta Sewer Treatment Supplies	350.83	16,387.69	15,400.00	(987.69)	106%
4294-0105	Moneta Sewer Treatment Chemic...		4,596.16	9,000.00	4,403.84	51%
4294-0110	Moneta Sewer Contracted Services	55.20	1,036.05	36,120.00	35,083.95	3%
4294-0115	Moneta Sewer Sludge Tipping Fees		2,659.50	10,000.00	7,340.50	27%
4294-0140	Moneta Sewer Treatment Commu...	132.60	943.32	1,980.00	1,036.68	48%
4294-0150	Moneta Sewer Treatment Power	3,091.00	22,046.47	43,200.00	21,153.53	51%
4294-0240	Moneta Sewer Treatment Samplin...	1,615.95	5,136.49	15,600.00	10,463.51	33%
4294-0411	Moneta Sewer DEQ Charges		2,825.00	2,800.00	(25.00)	101%
4294-0155	Moneta Sewer Fuel			350.00	350.00	0%
4294-0161	Moneta Sewer Treatment Property...			5,834.00	5,834.00	0%
	Total Moneta Sewer Treatment Ex...	5,245.58	55,630.68	140,284.00	84,653.32	40%
Montvale Sewer Expenses:						
4295-0100	Montvale Sewer Supplies		9,954.47	4,000.00	(5,954.47)	249%
4295-0105	Montvale Sewer Chemicals		696.47	1,500.00	803.53	46%
4295-0110	Montvale Sewer Contracted Servi...	16.80	1,977.30	10,000.00	8,022.70	20%
4295-0140	Montvale Communications		166.60	300.00	133.40	56%
4295-0150	Montvale Sewer Power	27.58	196.36	360.00	163.64	55%
4295-0240	Montvale Sewer Sampling & Testi...	33.60	100.80	1,000.00	899.20	10%
4295-0411	Montvale Sewer DEQ charges		2,260.00	2,220.00	(40.00)	102%
4295-0155	Montvale Sewer Fuel Costs			250.00	250.00	0%
4295-0161	Montvale Sewer Insurance			1,427.00	1,427.00	0%
	Total Montvale Sewer Expenses	77.98	15,352.00	21,057.00	5,705.00	73%
Mariners Landing Sewer Expenses:						
4340-0100	Mariners Landing Sewer Supplies		892.74	10,000.00	9,107.26	9%
4340-0105	Mariners Landing Sewer Chemicals			4,500.00	4,500.00	0%
4340-0110	Mariners Landing Sewer Contract...			20,000.00	20,000.00	0%
4340-0115	Mariners Landing Sewer Sludge Ti...			8,400.00	8,400.00	0%
4340-0140	Mariners Landing Sewer Commu...			300.00	300.00	0%
4340-0150	Mariners Landing Sewer Power			27,723.00	27,723.00	0%
4340-0155	Mariners Landing Sewer Fuel Costs			4,200.00	4,200.00	0%
4340-0161	Mariners Landing Sewer Property...			1,400.00	1,400.00	0%

Bedford Regional Water Auth.
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	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>	
4340-0240	Mariners Landing Sewer Sampling...		2,400.00	2,400.00	0%	
4340-0411	Mariners Landing Sewer DEQ Per...		2,200.00	2,200.00	0%	
	Total Mariners Landing Sewer Exp...	892.74	81,123.00	80,230.26	1%	
Cedar Rock Sewer Expenses:						
4350-0100	Cedar Rock Sewer Supplies	3,430.93	3,100.00	(330.93)	111%	
4350-0110	Cedar Rock Sewer Contracted Ser...	32,568.00	5,000.00	(27,568.00)	651%	
4350-0140	Cedar Rock Sewer Communication	59.05	300.00	240.95	20%	
4350-0150	Cedar Rock Sewer Power	472.91	2,499.18	2,660.82	48%	
4350-0240	Cedar Rock Sewer Sampling & Te...	33.60	1,017.52	1,382.48	42%	
4350-0411	Cedar Rock Sewer DEQ Permit F...		2,260.00	(60.00)	103%	
4350-0105	Cedar Rock Sewer Chemicals		700.00	700.00	0%	
4350-0115	Cedar Rock Sewer Sludge Tipping...		2,000.00	2,000.00	0%	
4350-0155	Cedar Rock Sewer Fuel Costs		600.00	600.00	0%	
4350-0161	Cedar Rock Sewer Property Insur...		1,400.00	1,400.00	0%	
	Total Cedar Rock Sewer Expenses	506.51	41,834.68	(18,974.68)	183%	
Schools Sewer Expenses:						
4300-0100	Schools Operations Supplies		4,768.21	5,231.79	48%	
4300-0105	Schools Chemicals		3,431.77	6,568.23	34%	
4300-0110	Schools Contracted Services		7,277.50	7,722.50	49%	
4300-0240	Schools Sampling and Testing	460.28	4,956.10	7,000.00	71%	
	Total Schools Sewer Expenses	460.28	20,433.58	21,566.42	49%	
Mariners Landing Expenses:						
4315-0100	Mariners Landing Water Expenses		2,746.20	6,868.00	40%	
4315-0105	Mariners Landing Water Chemicals		739.80	(739.80)	0%	
4315-0110	Mariners Landing Water Contracte...		150.00	2,000.00	8%	
4315-0140	Mariners Landing Water Communi...		59.05	300.00	20%	
4315-0240	Mariners Landing Sampling Expen...	15.50	2,369.69	240.95	99%	
4315-0150	Mariners Landing Water Power		11,925.00	30.31	0%	
4315-0155	Mariners Landing Water Fuel Costs		2,800.00	11,925.00	0%	
4315-0161	Mariners Landing Water Insurance		1,200.00	2,800.00	0%	
4315-0410	Mariners Landing Water VDH Fees		1,162.00	1,200.00	0%	
	Total Mariners Landing Expenses	15.50	6,064.74	1,162.00	21%	
Franklin County Operations:						
4320-0100	Franklin County Supplies	227.64	4,433.48	7,000.00	63%	
4320-0105	Franklin County Chemicals	595.42	6,114.20	2,566.52	102%	
4320-0240	Franklin County Sampling & Testi...	10.66	7,226.74	(114.20)	29%	
	Total Franklin County Operations	833.72	17,774.42	17,773.26	47%	
	Total Operating Expenditures	503,378.17	5,780,886.18	10,549,998.16	4,769,111.98	55%
Depreciation:						
4400-0810	Office Depreciation		13,024.52	151,840.00	138,815.48	9%
4400-0811	Information Systems Depreciation		5,049.13	48,933.00	43,883.87	10%
4400-0812	Vehicles and Equipment Depreciat...		25,923.98	147,568.00	121,644.02	18%
4400-0813	Forest Water Depreciation		58,133.30	573,566.00	515,432.70	10%
4400-0814	Lakes Water Depreciation		2,781.73	26,316.00	23,534.27	11%
4400-0815	SML Central Depreciation		33,507.13	329,609.00	296,101.87	10%
4400-0816	Stewartsville Water Depreciation		4,074.60	48,895.00	44,820.40	8%
4400-0817	Forest Sewer Depreciation		43,788.07	511,568.00	467,779.93	9%
4400-0818	Montvale Sewer Depreciation		6,824.15	80,336.00	73,511.85	8%
4400-0819	Amortization Expense		47.22	1,000.00	952.78	5%
4400-0820	Studies Depreciation Expense		2,958.62	35,410.00	32,451.38	8%
4400-0821	Moneta Sewer Depreciation		37,686.69	444,330.00	406,643.31	8%
4400-0822	Central Sewer Depreciation		41,975.13	415,564.00	373,588.87	10%
4400-0823	Center Water Depreciation		37,424.62	438,551.00	401,126.38	9%
4400-0824	SML Water Treatment Facility Dep...		67,762.20	3,992.00	(63,770.20)	1,697%

Bedford Regional Water Auth.
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	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 67%</u>
Total Depreciation		380,961.09	3,257,478.00	2,876,516.91	12%
Lynchburg Debt Service Paid:					
4500-0640 Lynchburg Sewer Interest			2,920.00	2,920.00	0%
Total Lynchburg Debt Service Paid			2,920.00	2,920.00	0%
VRA 2005 Trustee Fees:					
4500-0615 VRA Trustee Fees			328.00	328.00	0%
Total VRA 2005 Trustee Fees			328.00	328.00	0%
2009 VRA Interest:					
4500-0625 VRA 2009 (2002A Refunding)		20,762.50	164,031.00	143,268.50	13%
Total 2009 VRA Interest		20,762.50	164,031.00	143,268.50	13%
2012 VRA Interest:					
4500-0645 VRA 2012 Interest (2005 refunding)		96,221.88	175,019.00	78,797.12	55%
Total 2012 VRA Interest		96,221.88	175,019.00	78,797.12	55%
2014 VRA Interest:					
4500-0660 VRA 2014 Interest (2005 Refundin...		38,640.63	77,281.00	38,640.37	50%
Total 2014 VRA Interest		38,640.63	77,281.00	38,640.37	50%
2015 VRA Interest:					
4500-0665 VRA 2015 Interest		550,359.38	1,083,678.00	533,318.62	51%
Total 2015 VRA Interest		550,359.38	1,083,678.00	533,318.62	51%
Assumed Debt from City:					
4500-0650 Assumed Debt from Town- Interest		83,630.19	84,273.00	642.81	99%
Total Assumed Debt from City		83,630.19	84,273.00	642.81	99%
VRA 2019 Interest:					
4500-0670 VRA 2019 Refunding Interest		29,870.92		(29,870.92)	0%
Total VRA 2019 Interest		29,870.92		(29,870.92)	0%
Total Interest and Debt Service		819,485.50	1,587,530.00	768,044.50	52%
Total Exp., Depr. and Debt Servi...	503,378.17	6,981,332.77	15,395,006.16	8,413,673.39	45%
Total Revenues Less Oper Expense	(1,084,601.79)	(4,571,708.27)	(1,541,862.84)	3,029,845.43	297%
Gross Cash Before Capital Exp	(1,084,601.79)	(4,571,708.27)	(1,541,862.84)	3,029,845.43	297%
Less non-debt Capital Contributions	(11,228.40)	(44,850.36)	(220,000.00)	(175,149.64)	20%
Earnings/(loss) before BRWA Capit...	(1,073,373.39)	(4,526,857.91)	(1,321,862.84)	3,204,995.07	342%

BRWA Cash Flow Analysis- SunTrust Checking Account

Description	July-19	August-19	September-19	October-19	November-19	December-19	January-20	February-20	March-20	April-20	May-20	June-20	YTD Total
Starting Balance	\$ 1,415,951.60	\$ 2,049,949.18	\$ 2,046,822.35	\$ 1,885,957.03	\$ 1,706,281.89	\$ 1,875,538.49	\$ 1,846,008.29	\$ 1,990,249.25					
DEBITS													
Debits from Operations													
Capital Contributions/Asset Sales and Dispos	\$ 30,015.00	\$ 2,146.57	\$ 33,600.00	\$ 32,281.00	\$ 6,500.00	\$ -	\$ -	\$ -					\$ 104,542.57
Cash From Operations	\$ 1,476,073.45	\$ 1,174,854.86	\$ 1,213,045.68	\$ 1,471,218.72	\$ 1,119,427.52	\$ 1,200,973.80	\$ 1,268,404.02	\$ 1,214,114.90					\$ 10,138,112.95
Total Cash from Operations:	\$ 1,506,088.45	\$ 1,177,001.43	\$ 1,246,645.68	\$ 1,503,499.72	\$ 1,125,927.52	\$ 1,200,973.80	\$ 1,268,404.02	\$ 1,214,114.90	\$ -	\$ -	\$ -	\$ -	\$ 10,242,655.52
Debits from Non-Operating Sources													
County CIP Debt Service	\$ -	\$ -	\$ 1,725,495.93	\$ -	\$ -	\$ -	\$ -	\$ -					\$ 1,725,495.93
Transfers from Reserve Accounts	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -	\$ -	\$ -					\$ -
Transfers from SNAP Project Fund	\$ -	\$ -	\$ -	\$ 18,724.33	\$ -	\$ -	\$ -	\$ -					\$ 18,724.33
Transfers from Escrow Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
Transfers from Capital & Replacement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,730.14	\$ -	\$ -					\$ 137,730.14
Transfers in Deposit Refund Program Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
Other transfers in	\$ 200,000.00	\$ 10,332.81	\$ -	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -					\$ 214,332.81
Transfers In Debt Service Fund	\$ -	\$ -	\$ 1,000,000.00	\$ -	\$ -	\$ -	\$ -	\$ -					\$ 1,000,000.00
Total Cash from Non Operating:	\$ 200,000.00	\$ 10,332.81	\$ 2,725,495.93	\$ 18,724.33	\$ 4,000.00	\$ 137,730.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,096,283.21
Total Debits (Oper. and Non-Oper.)	\$ 1,706,088.45	\$ 1,187,334.24	\$ 3,972,141.61	\$ 1,522,224.05	\$ 1,129,927.52	\$ 1,338,703.94	\$ 1,268,404.02	\$ 1,214,114.90	\$ -	\$ -	\$ -	\$ -	\$ 13,338,938.73
CREDITS													
Credits for Operating Expenditures													
	\$ 767,695.26	\$ 880,610.70	\$ 824,386.32	\$ 1,332,965.77	\$ 606,350.03	\$ 1,005,117.34	\$ 803,679.65	\$ 655,480.70					\$ 6,876,285.77
Credits for Non-Operating Expenditures													
Payments on Capital Projects	\$ 83,114.32	\$ 29,517.05	\$ 6,652.40	\$ 39,419.36	\$ 69,416.73	\$ 153,710.00	\$ 27,698.55	\$ 92,287.52					\$ 501,815.93
Payments on Debt Service	\$ 40,444.50	\$ 116,657.50	\$ 2,940,855.31	\$ 642.58	\$ -	\$ -	\$ -	\$ 218,102.00					\$ 3,316,701.89
Transfers to Debt Service Account	\$ 100,000.00	\$ 100,000.00	\$ 250,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00					\$ 1,450,000.00
Transfers to Capital Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
Transfers to Replacement Fund	\$ 80,836.79	\$ 54,269.02	\$ 85,799.30	\$ 100,871.48	\$ 68,997.36	\$ -	\$ 83,378.06	\$ 84,503.90					\$ 558,655.91
Transfers to Deposit Refund Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
Transfers to Investment Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
Transfers to Escrow Account	\$ -	\$ -	\$ 6,500.00	\$ 28,000.00	\$ 6,500.00	\$ -	\$ -	\$ -					\$ 41,000.00
Transfers to SML WTF Depreciation Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					\$ -
Payments/Transfers to Economic Development Fund	\$ -	\$ 9,406.80	\$ 18,813.60	\$ -	\$ 9,406.80	\$ 9,406.80	\$ 9,406.80	\$ 9,406.80					\$ 65,847.60
Total Non-Operating Expenditures:	\$ 304,395.61	\$ 309,850.37	\$ 3,308,620.61	\$ 368,933.42	\$ 354,320.89	\$ 363,116.80	\$ 320,483.41	\$ 604,300.22	\$ -	\$ -	\$ -	\$ -	\$ 5,934,021.33
Total Credits (Oper. and Non-Oper.)	\$ 1,072,090.87	\$ 1,190,461.07	\$ 4,133,006.93	\$ 1,701,899.19	\$ 960,670.92	\$ 1,368,234.14	\$ 1,124,163.06	\$ 1,259,780.92	\$ -	\$ -	\$ -	\$ -	\$ 12,810,307.10
Ending Cash Balance	\$ 2,049,949.18	\$ 2,046,822.35	\$ 1,885,957.03	\$ 1,706,281.89	\$ 1,875,538.49	\$ 1,846,008.29	\$ 1,990,249.25	\$ 1,944,583.24	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Projects (CIP) Tracking

ID	Task Name	Duration	Start	Finish	Budget	Spent	Remaining	% Done	Notes	2020			
										Q3	Q4	Q1	Q2
0	Total Active CIP Projects				\$4,272,394.00	\$1,509,034.00	\$2,763,360.00	44%					
1	FY 2017-2018 CIP												
2	Central WWTP conversion from chlorine gas	66 wks	Mon 8/28/17	Fri 11/30/18	\$943,250.00	\$920,202.00	\$23,048.00	100%	Construction is Complete				
3	Additional design	16 wks	Mon 8/28/17	Fri 12/15/17	\$75,000.00	\$67,408.00	\$7,592.00	100%	Complete.				
4	Construction	36.6 wks	Wed 3/21/18	Fri 11/30/18	\$868,250.00	\$852,794.00	\$15,456.00	100%	Complete.				
5	Cameras at Central WWTP	22 wks	Mon 5/21/18	Fri 10/19/18	\$20,144.00	\$9,186.00	\$10,958.00	100%	Cameras installed, project complete. Waiting for invoices.				
6	FY 2018-2019 CIP												
7	Mariners Waterline Connection- Design	16 wks	Mon 7/2/18	Fri 10/19/18	\$45,000.00	\$22,700.00	\$22,300.00	100%	Design Complete. Construction is #39 below.				
8	Country Estates Neighborhood Line Extension	79.4 wks	Mon 12/24/18	Tue 6/30/20	\$108,000.00	\$8,790.00	\$99,210.00	5%	Survey complete; design underway				
9	Office Improvements- Parking Lot Design	91 wks	Mon 7/2/18	Fri 3/27/20	\$50,000.00	\$41,108.00	\$8,892.00	70%	Design plans received 3/6. Review underway. See #10 & #21				
10	Office Improvements- Parking Lot Construction and Storm water Facilities. Funding increased with #21 below.	30 wks	Mon 3/30/20	Fri 10/23/20	\$200,000.00	\$0.00	\$200,000.00	0%	Will bid parking improvements for north side lot pending design approvals due to high bids on south side option.				
11	Lake Vista Sewer Line Extension- Preliminary Engineering Report (PER)	20 wks	Mon 12/3/18	Fri 4/19/19	\$60,000.00	\$45,700.00	\$14,300.00	100%	Final report received. Project complete.				
12	Office Improvements- Admin Building- Flooring and Painting	26.8 wks	Mon 1/28/19	Thu 8/1/19	\$70,000.00	\$114,259.00	(\$44,259.00)	100%	Includes cost of moving and setting up new mobile units from Forest Middle School. Also added security cameras, and office furniture..				
13	Purchase Track Skid Steer Loader	8.6 wks	Wed 7/17/19	Fri 9/13/19	\$70,000.00	\$75,502.00	(\$5,502.00)	100%	Purchase complete.				
14	FY 2019-2020 CIP		Sat 7/1/17		\$2,706,000.00	\$271,587.00	\$2,434,413.00	30%					
15	Supplies and Tools		Sat 7/1/17		\$45,000.00	\$9,515.00	\$35,485.00	84%					
16	Customer Service Gateway antennae's	2 wks	Tue 8/13/19	Mon 8/26/19	\$15,000.00	\$9,515.00	\$5,485.00	50%	Purchased, still need to install it.				
17	Vehicle for Water Operations	12 wks	Wed 4/1/20	Tue 6/23/20	\$30,000.00	\$0.00	\$30,000.00	90%	Vehicle delivered; needs logo, lights, and tool boxes.				
18	Site Upgrades				\$658,000.00	\$38,640.00	\$619,360.00	32%					
19	Main Office	63.8 wks	Tue 8/13/19	Fri 10/30/20	\$181,000.00	\$0.00	\$181,000.00	35%					
20	Engineering Assistant Manager desk	37.2 wks	Mon 9/2/19	Mon 5/18/20	\$6,000.00	\$0.00	\$6,000.00	50%	Desk ordered.				
21	Additional funding for Parking Lot Construction (in addition to item #10 above)	16 wks	Mon 7/13/20	Fri 10/30/20	\$100,000.00	\$0.00	\$100,000.00	0%	Comments issued on site plan, waiting for revisions.				
22	Annex Cubicles and chairs	40 wks	Tue 8/13/19	Mon 5/18/20	\$75,000.00	\$0.00	\$75,000.00	35%	Cubicles and furniture ordered. Chairs still need to be purchased.				
23	Central Water Treatment Plant	2 wks	Tue 8/13/19	Mon 8/26/19	\$140,000.00	\$0.00	\$140,000.00	7%					
24	Central Water Control Valve replacements	12 wks	Mon 11/4/19	Fri 1/24/20	\$80,000.00	\$0.00	\$80,000.00	0%					
25	Design for booster station & finished line for customers served by Central WTP	23.4 wks	Mon 1/20/20	Tue 6/30/20	\$60,000.00	\$0.00	\$60,000.00	10%	Survey began week of 3/9/20.				
26	Central Wastewater Treatment Plant	2 wks	Tue 8/13/19	Mon 8/26/19	\$217,000.00	\$38,640.00	\$178,360.00	45%					
27	Patch and Seam asphalt	14 wks	Mon 3/16/20	Fri 6/19/20	\$30,000.00	\$0.00	\$30,000.00	0%					
28	PLC Controls- sand filter	10.6 wks	Mon 2/24/20	Wed 5/6/20	\$34,000.00	\$0.00	\$34,000.00	0%					
29	Central WWTP VFD's for EQ	31.8 wks	Tue 8/20/19	Fri 3/27/20	\$16,000.00	\$6,900.00	\$9,100.00	50%	Facilities Maintenance began installation on 3/5/20.				
30	Replace roof in Control room & lab	9.8 wks	Tue 8/20/19	Fri 10/25/19	\$25,000.00	\$19,140.00	\$5,860.00	100%	Installation complete				
31	Heat and AC for Office in Shop	9 wks	Fri 8/30/19	Thu 10/31/19	\$6,000.00	\$7,800.00	(\$1,800.00)	100%	Installation complete				
32	HVAC for Control Room	9 wks	Fri 8/30/19	Thu 10/31/19	\$6,000.00	\$4,800.00	\$1,200.00	100%	Installation complete				
33	200 HP blower with VFH control	12 wks	Wed 4/1/20	Tue 6/23/20	\$100,000.00	\$0.00	\$100,000.00	0%	May become part of the Energy Audit				
34	Central Sewer Lift Stations	2 wks	Tue 8/13/19	Mon 8/26/19	\$120,000.00	\$0.00	\$120,000.00	0%					
35	Central Sewer PS 1- soft starts and control panel	12 wks	Wed 4/1/20	Tue 6/23/20	\$50,000.00	\$0.00	\$50,000.00	0%	May become part of the Energy Audit				
36	Central Sewer Pump Stations Upgrades- Planning	12 wks	Wed 4/1/20	Tue 6/23/20	\$70,000.00	\$0.00	\$70,000.00	0%	May become part of the Energy Audit				
37	Residual 2015 Bond Funding				\$2,003,000.00	\$223,432.00	\$1,779,568.00	22%					
38	Control Valves (in process- pending invoice from Sunapsys)	38.8 wks	Mon 2/4/19	Thu 10/31/19	\$180,000.00	\$167,432.00	\$12,568.00	85%	Valves have been installed; there are still some modifications needed.				
39	Mariners Landing Waterline Connection	26 wks	Mon 9/30/19	Fri 3/27/20	\$180,000.00	\$55,000.00	\$125,000.00	6%	Approximately 700 feet installed.				
40	SML WTF Pump Station	42 wks	Mon 2/10/20	Fri 11/27/20	\$1,200,000.00	\$0.00	\$1,200,000.00	2%	Updated pricing requested from consulting engineer.				
41	SML WTF Projects	12 wks	Tue 10/1/19	Mon 12/23/19	\$300,000.00	\$1,000.00	\$299,000.00	0%	Began testing polymer; likely to start SCADA integration soon.				
42	Mariners Landing WWTP upgrades	26.2 wks	Wed 4/1/20	Wed 9/30/20	\$103,000.00	\$0.00	\$103,000.00	0%	Will begin after ownership has transferred to BRWA.				
43	Mariners Landing Pump Stations 1&2 SCADA connection	17.2 wks	Wed 4/1/20	Wed 7/29/20	\$40,000.00	\$0.00	\$40,000.00	0%	Will begin after ownership has transferred to BRWA.				

Project: Total Active Date: Tue 3/10/20	Task Project Summary Split External Tasks Milestone External Milestone Summary Inactive Task	Inactive Milestone Inactive Summary Manual Task	Duration-only Manual Summary Rollup Manual Summary Start-only	Finish-only External Tasks External Milestone Progress	Deadline External Tasks External Milestone Progress	
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OPERATIONS REPORT



Work Order Summary All Departments

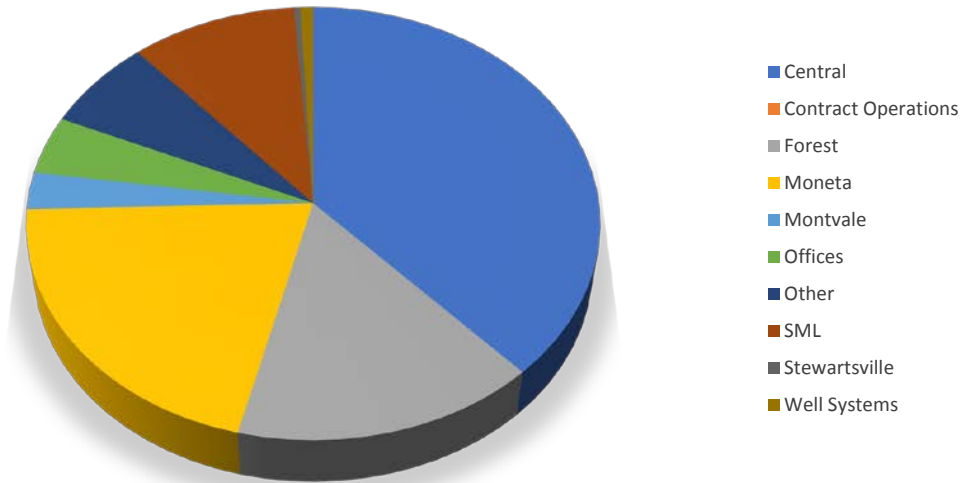
Time Period: Beginning
2/1/2020 Ending
2/29/2020

Total Work Orders Completed for Period: 507

Work Orders Completed by Service Area	Water	Sewer	Total	% of Total
Central	64	129	193	38.1%
Contract Operations	0	0	0	0.0%
Forest	60	20	80	15.8%
Moneta	0	105	105	20.7%
Montvale	0	14	14	2.8%
Offices	0	0	22	4.3%
Other	0	0	35	6.9%
SML	52	0	52	10.3%
Stewartsville	2	0	2	0.4%
Well Systems	4	0	4	0.8%
Totals:	182	268	507	100.0%

New Services Installed	Water	Sewer
Central	2	0
Forest	6	2
Moneta	0	0
Montvale	0	0
SML	0	0
Stewartsville	0	0
Well Systems	0	0
Totals:	8	2

% of Work Orders Completed by Service Area - Current Month

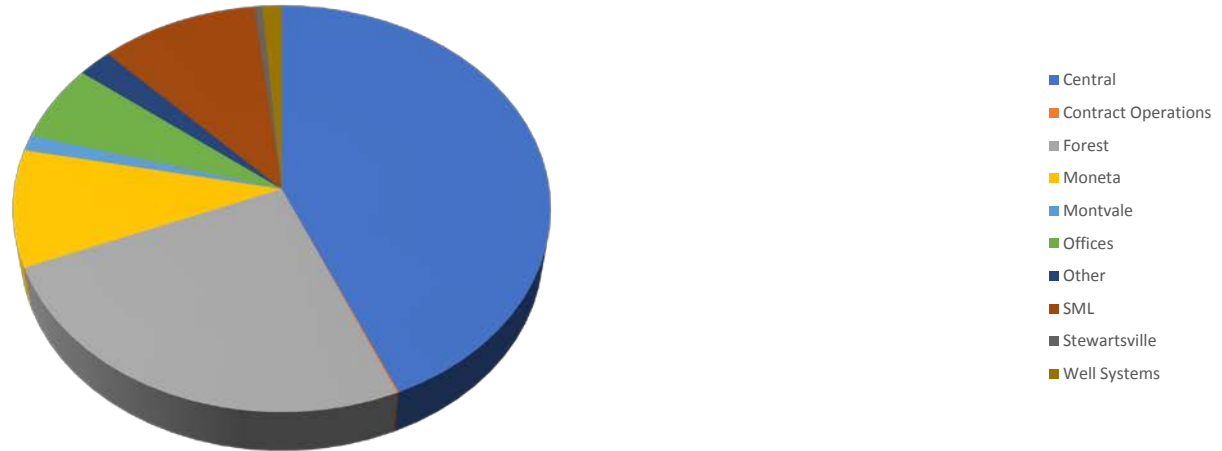




Work Order Summary All Departments Running Totals Tracking Sheet

Service Area	March '19	April '19	May '19	June '19	July '19	August '19	September '19	October '19	November '19	December '19	January '20	February '20	Running Total	Running Total %
Central	120	60	77	59	81	134	144	144	151	253	168	193	1584	43.5%
Contract Operations	3	0	0	0	0	0	0	0	0	1	0	0	4	0.1%
Forest	114	59	74	58	82	87	66	81	65	83	70	80	919	25.2%
Moneta	2	1	5	1	2	2	4	39	30	71	76	105	338	9.3%
Montvale	2	1	4	1	1	2	1	2	4	4	9	14	45	1.2%
Offices	17	15	12	10	13	33	14	17	6	30	33	22	222	6.1%
Other	7	6	5	5	2	0	4	2	5	5	6	35	82	2.3%
SML	27	18	16	32	15	35	34	42	29	33	49	52	382	10.5%
Stewartsville	1	0	2	0	5	2	2	1	1	1	1	2	18	0.5%
Well Systems	4	3	3	5	3	9	1	3	1	7	4	4	47	1.3%
Monthly Totals:	297	163	198	171	204	304	270	331	292	488	416	507	3641	100.0%

% of Work Orders Completed - Running Total



ADMINISTRATION REPORT

https://www.newsadvance.com/news/local/blue-ridge-towers-slinging-steel-in-bedford-county/article_3dade4dd-e907-52e4-9bc5-907f1171d22f.html

Blue Ridge Towers 'slinging steel' in Bedford County

By Shannon Keith skeith@newsadvance.com

Feb 9, 2020



Blue Ridge Towers workers prepare to assemble a Broadband tower as a part of the 13-tower system being built across Bedford County to improve access to high-speed internet on Wednesday, Feb. 5, 2020 in Huddleston, VA.

Emily Elconin

BEDFORD — Progress on a highly anticipated project to expand high-speed internet access to residents in Bedford County is “moving along nicely” despite concerns about delays, according to those involved with the project.

On Jan. 27, members of the Bedford County Board of Supervisors voiced concerns about a request from Roanoke-based Blue Ridge Towers to extend the deadline for completion to Aug. 14.

Rather than extending the project completion date during the Jan. 27 meeting the board voted to table it until it could review the contract with Blue Ridge Towers. “We have people calling us every day,” District 3 Supervisor Charla Bansley said during the meeting. “They are not getting what they were promised.”

Last week, George Condyles, president of Mechanicsville-based The Atlantic Group of Companies, said the delay in procuring the land for three tower sites is what led to the request for the 96-business-day extension.

“Three of the sites in this project are located on land that is owned by the Bedford County Water Authority,” Condyles said. “We were working with them on procuring the properties and there were some land swaps between BCWA and the county that took some time that was not on the original timeline.”

Condyles said the delay in obtaining the three tower sites is “a small part of the bigger picture.”

“This project as a whole is actually 12 smaller projects,” Condyles said. “While they were working on obtaining those sites, Blue Ridge moved on to other areas so the project has continued to move forward as a whole. This project has a lot of moving parts and I think Blue Ridge has done a wonderful job keeping the project as a whole moving forward.” broadband coverage for about 95% of the county’s population.

Blue Ridge Towers is constructing 10 new towers at sites throughout the county, along with installing equipment on two existing towers. The new towers will be in the town of Bedford, Big Island, Boonsboro, Hardy, Huddleston, Wheat Valley Reservoir, Moneta and Thaxton. County-owned structures in Montvale and New London are being fitted with communications equipment.

Condyles said the foundations for nine of the towers have been laid and construction on two towers is complete.

Blue Ridge Towers President Anthony Smith was in Huddleston, where crews were constructing a third tower, on Wednesday.

“We are slinging steel,” Smith said Wednesday. “Depending on the weather, we might be moving to another tower later this week.”

In addition, Smith said Blue Ridge Towers has secured contracts with T-Mobile, U.S. Cellular and Verizon to use two of the system’s towers, which will generate about \$1.8 million in revenue for Bedford County.

Smith said because almost half of the funding for the \$3.5 million project is coming from two state grants — a \$1.04 million Virginia Telecommunications Initiative grant from the Virginia Department of Housing & Community Development and a \$670,500 grant from the Tobacco Region Revitalization Commission — the contracts will “pretty much cover” the remainder of the cost, which came from the county’s capital reserve funds.

“I think one of the biggest accomplishments of this project is securing these tenants through their relationships with Blue Ridge Towers,” Smith said. “Before the project is completed, we will have secured revenue that will cover the county’s investment. That is pretty much unheard of for a project like this.”

Blue Ridge Towers, through its subsidiary, BRISNET LLC, will be the wireless internet service provider on the tower system. The company also will install nearly 21 miles of fiber-optic cable and will manage and maintain the towers for the county. Bedford County will retain ownership of the towers and Blue Ridge will lease the towers for five years.

“We have jumped every hurdle we have encountered and have kept going,” Smith said. “This project is going extremely well.”

On Friday, the Bedford County Board of Supervisors issued a revised public notice, alerting residents to a specially called meeting at 5 p.m. today to discuss, among other matters, the vote on a contract extension request by Blue Ridge Towers. The meeting will be held in the Ground Floor Meeting Room of the Bedford County Administration Building at 122 East Main Street in Bedford.

40°

WEATHER ALERTS /Wind Advisory: Alleghany, Bath, Bland, Carroll, Craig, Eastern Highland, Floyd, Giles, Grays Roanoke, Smyth, Tazewell, Western Highland, Wythe

LOCAL NEWS

Water Authority employees host fundraiser for former Bedford Middle school fire emergency crews

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by: [Maria Gardner Lara](#)

Posted: Feb 25, 2020 / 04:34 PM EST / Updated: Feb 25, 2020 / 04:34 PM EST

BEDFORD, Va. (WFXR) – Bedford Regional Water Authority (BRWA) employees will host a t-shirt sale on Thursday with proceeds going towards emergency responders who worked to extinguish the Bedford Middle School fire in January.

40°

show of gratitude and appreciation to the crews tackling the fire.

Director of Administration for BRWA Megan Aubrey said one million gallons of water were made available to Bedford on the day of the fire, with over 500,000 gallons used to combat the flames. In contrast, normally 500,000 gallons of water are consumed by Bedford.

“It felt very personal to us since the BRWA provided the water flowing through the hydrants for fighting the fire at the school,” said Brian Key, Executive Director of the BRWA.



All sale proceeds go to the volunteer emergency workers who assisted in controlling the fire, according to a statement from the BRWA. (Photo: courtesy BRWA employees)

On Thursday, Feb. 27, BRWA employees will sell T-shirts with the phrase “We are Bedford” and the school’s building outlined in the front and the logo for the BRWA’s employees on the back. All sale proceeds go to the volunteer emergency workers who assisted in controlling the fire, according to a statement from the BRWA. The shirts will be available from 3 – 6 p.m. for \$20.

This effort is led by Amy Laughlin, who partnered with Acute Designs to produce the t-shirts, said the BRW in a statement.

BRWA employees and members of the community have donated around \$500 to make the t-shirt fundraiser possible, Aubrey said.

“Firefighters provide essential needs for the community,” Aubrey said.

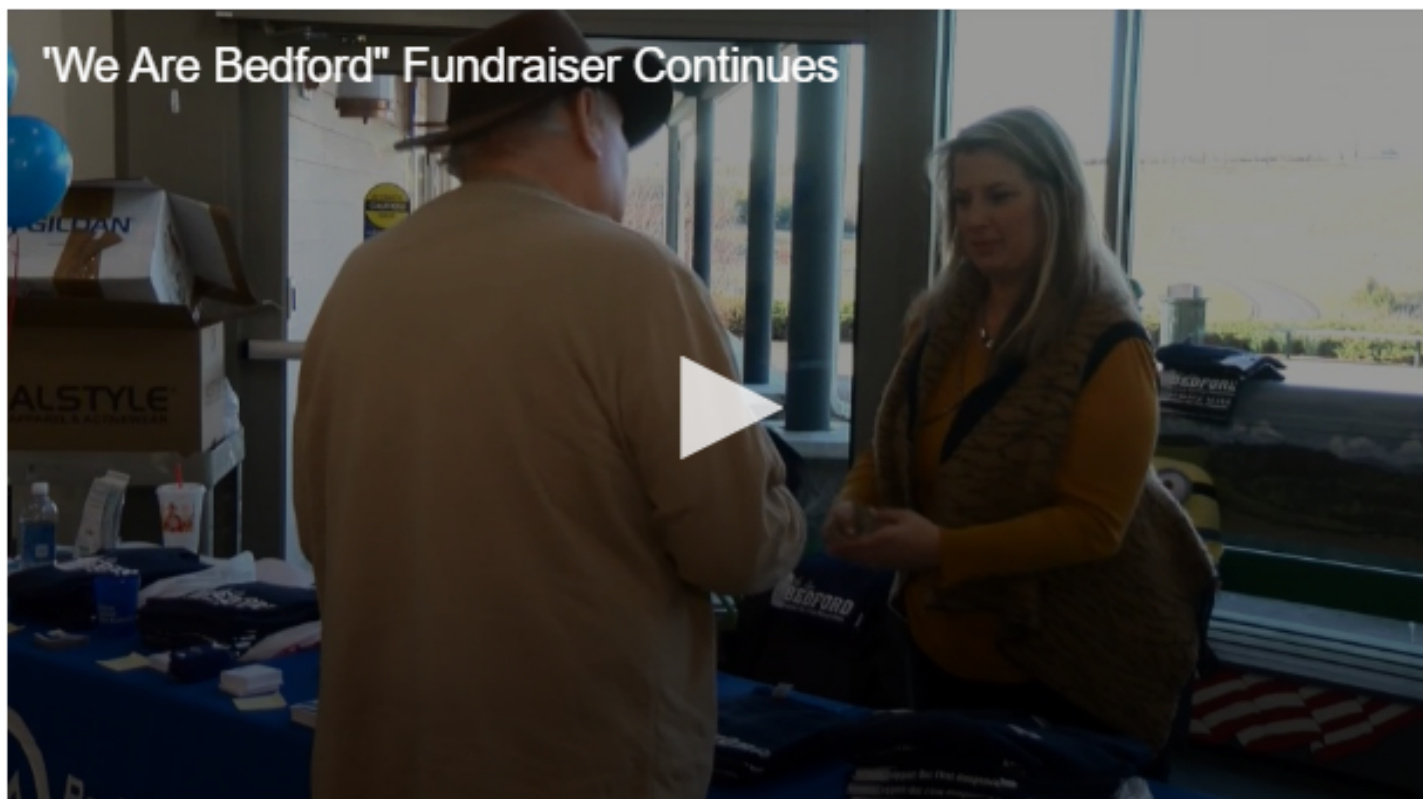
“We are all in it together,” she said.

LATEST STORIES:

[Roanoke-Blacksburg Regional Airport seeks public input on 20-year master plan](#)

[Cold front brings rain, winds, and winter-like air](#)

More than \$3,000 raised for first responders through 'We Are Bedford' shirt sale



By Tim Saunders | Posted: Thu 5:29 PM, Feb 27, 2020 | Updated: Fri 7:41 AM, Feb 28, 2020

BEDFORD, Va. (WDBJ7) A fundraiser to support first responders in Bedford is generating thousands of dollars.

Earlier this month we told you about the sale of "We Are Bedford" shirts. Bedford resident Amy Laughlin started a fundraiser to generate money for firefighters and other emergency personnel, following last month's fire at the old Bedford Middle School. So far, more than \$3,000 has been raised for those agencies.

Employees of the Bedford Regional Water Authority donated \$500 to support the cause. They sold individual shirts Thursday at the Bedford Welcome Center.

"We just wanted another way to demonstrate our support for our local first responders and say 'hey, we're all in this together. You've got our back, we have your back,'" said Megan Aubrey, director of administration for the Bedford Regional Water Authority.

The shirts cost \$20 each and can be purchased at Acute Designs in Bedford. You can also learn more by visiting the We Are Bedford Facebook page.

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"We are Bedford" t-shirts on sale at Welcome Center

rst

by Taylor Coleman
Thursday, February 27th 2020

AA



"We are Bedford" t-shirts were created by Bedford resident Amy Laughlin


BEDFORD, Va. -- (WSET) Get your hands on a sweet way to honor our first responders.

After the fire that destroyed the old Bedford Middle School [last month](#), one Bedford woman made these t-shirts with the phrase "We are Bedford."

The shirts will be sold at the Bedford Welcome Center from 3 p.m. to 6 p.m. on Thursday, February 27.

They are \$20 and 100 % of the sales will be donated to the volunteer departments that battled the blaze.

The shirt features the cupola that sat on top of the building, but collapsed that day.



Bedford Area Chamber of Commerce
on Thursday

"WE ARE BEDFORD" T-SHIRT FUNDRAISER TODAY

"We Are Bedford" Shirts are being sold at the Bedford Welcome Center from 3pm – 6pm for \$20. 100% of the t-shirt sales will be donated to local first responders thanks to fundraising efforts of the Bedford Regional Water Authority employees.

"Bedford Water is proud to be part of the community that was able to rally around the emergency workers during the extremely sad fire at the old Bedford Middle School," said Brian Key, Executive Director at the BRWA. "It felt very personal to us, since the BRWA provided the water flowing through the hydrants for fighting the fire at the school." Support your local first responders by purchasing a shirt today. Thank you BRWA for giving back and paying it forward!

4 likes Comment 1 share

T-shirt creator Amy Laughlin says raising money for the brave men and women is the least she can do to thank them.

"They worked hours and hours to put that fire out and I just think that they need to be recognized and we need to put money back into the locations that volunteered to show our support for them," she said.



The Bedford Police Department [arrested a man](#) they said set fire to the former Bedford Middle School.

Police said 21-year-old Daniel Flint has been charged with arson and breaking and entering.

MORE TO EXPLORE

Watch

CLOSINGS/DELAYS 3 closings or delays reported

LOCAL NEWS

"We Are Bedford" shirts for sale to raise money for first responders after old middle school fire

Design features iconic image of school

Published: February 28, 2020, 12:00 am

Tags: Bedford, Fire, First Responders



BEDFORD, Va. – The town of Bedford isn't letting [last month's fire](#) at the old middle school building get them down.

Employees with the Bedford Regional Water Authority created a "We Are Bedford" shirt to show support.


The shirt's design features the iconic outline of the school.

Each shirt costs \$20 and all of that money will go to thank the first responders.

You can get yours at the Bedford welcome center from 3-6 p.m. every day.

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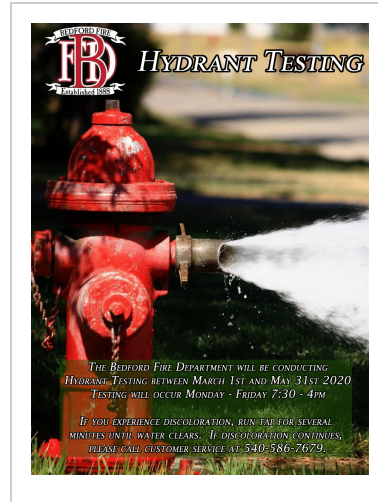
Posted on: March 5, 2020

Hydrant Testing

The Bedford Fire Department will be conducting Hydrant Testing between March 1 and May 31, 2020.

Testing will occur Monday - Friday 7:30 am - 4 pm

If you experience discoloration, run the tap for several minutes until the water clears. If discoloration continues, please call the Bedford Regional Water Authority Customer Service at 540-586-7679 ext #4.



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We are Bedford

By John Barnhart

Wednesday, March 4, 2020 at 11:59 am

The recent Bedford Middle School fire and an idea by Amy Laughlin led to a fundraiser to help local first responders.

Laughlin, thinking of all the local volunteer firefighters who turned out in the darkness in the wee hours of an icy morning to fight the conflagration, designed a T-shirt with the motto "We are Bedford." She sketched the design on a napkin and Acute Design printed the T-shirts.

The Blue Ridge Regional Water Authority set up a table at the Bedford Welcome Center, Thursday afternoon at 3 p.m. and the shirts sold quickly. They sold for \$20 each and most of them had sold by 4:30 p.m.

If you missed the sale, you will still have a chance to buy on. Laughlin has printed up another batch of 100. You can order one by going to We Are Bedford T-shirts on Facebook.

Arthur's Jewelry is also helping out first responders by selling charms. Arthurs will donate 20 percent of the sales of these charms.



John Barnhart

Melissa Meador, human resources manager at the Blue Ridge Water Authority, holds up one of the T-shirts.



John Barnhart

Two customers look at the T-shirts.

EXECUTIVE DIRECTOR'S REPORT

Current Projects

Bedford Regional Water Authority

Job #	2012001	Job Type:	Water & Sewer	Location	Central County/Bedford City	Last updated on:	
Job Name	Harmony in Bedford Site 1						9/24/2018
Description	49.47 AC in County & 9.61 AC in City. Concept for proposed subdivision for 58 single family lots, 181 TH's & 5 commercial lots (EXCLUDING the US Army Corps of Eng Site).						
Status	TRC 1/12/12. Design Plan 01 & \$350 Review Fee rec'd 8/30/12. Courtesy comments issued 10/12/12. 2nd submittal rec'd 12/11/12 - not to PSA stds. Courtesy comments 02 issued 12/12/12. SWF/RBE met w/ Norm Walton 12/13/12. As-built 01 rec'd 11/13/13. 7/5/17 - Steve called George Aznavorian for 'annual' check on status. George was of the opinion all is done and he is willing to sign BOSQC & to contact Tom Hall with questions; stated that Tom Hall or P&O could provide as-builts if still outstanding. George also disclosed plans for a hotel coming in Fall 2017 (60-65 units). 7/17/17 - Shannell & Steve walked Phase 1 & went through project files to determine outstanding items & will compile comprehensive list w/in next three weeks as requested by RBE. "Annual" letter to be sent to Developer with comprehensive list of outstanding items in early August 2017. As-Built 02 rec'd 11/9/17. Esmt Exhibit 01 Comments issued 12/6/17. As-Built 03 rec'd 1/17/18. 9/24/18 reached out to developer via email with outstanding project close out items.						
Job #	2012041	Job Type:	Fire Flow Meter	Location	Forest	Last updated on:	
Job Name	Jefferson Commons Commercial Lot 2						2/27/2020
Description	Rezoning entrance for Gables of Jefferson Commons - Lot 2.						
Status	TRC 5/24/12. Site Plan 01 rec'd 10/4/12. Initial Review Fee & signed Dev. Agree. rec'd 11/26/12. Site Plan 02 rec'd 3/29/13. Site Plan 03 rec'd 4/18/13. Site Plan 04 rec'd 7/23/13. Rec'd Revised Site Plan from Planning "For Your Records" 8/13/13. Site Plan 06 rec'd 10/2/13. Shop Drawings 01 rec'd 3/21/19. Surety LOC #345 rec'd 4/22/19. Shop Drawings 02 rec'd 4/22/19. Shop Drawings approved 4/23/19. Previous Developers Agrmt VOIDED due to Change in Developer 4/24/19. New Developers Agrmt Signed & Executed 4/24/19. Pre-Con meeting held. Construction began 10/15/19. Punchlist mailed 2/27/20.						
Job #	2012059	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Jefferson Commons Public Sewerline Relocation						2/27/2020
Description	Design for relocation of existing public sewerline related to the two commercial lots at Jefferson Commons. See site plans for commercial lot 1 (2012-015) and commercial lot 2 (2012-041).						
Status	Final Design Plans rec'd 4/17/13. Shop Drawings 01 rec'd 3/21/19. Surety LOC# 344 rec'd 4/22/19. Shop Drawings 02 rec'd 4/22/19. Shop Drawings Approved 4/23/19. Previous Developers Agrmt VOIDED due to Change in Developer 4/24/19. New Developers Agrmt Signed & Executed 4/24/19. Pre-Con meeting held. Construction began 9/3/19. Mailed punchlist 2/27/20.						
Job #	2013086.2	Job Type:	Other	Location	Central - Bedford	Last updated on:	
Job Name	Route 43 - Stoney Creek Bridge VDOT Improvement						4/5/2019
Description	VDOT improvements to bridge over Stoney Creek. VDOT project 0043-009-738. VDOT Structure 1010. Near Pump Station 6 and Big Otter River Intake. Affects wells for Central system. See 2013086.1 for Big Otter crossing at Pump Station 6						
Status	Plans received 3/10/17. Relocation of sewer lines as part of the project. Easement documents executed and returned 7/31/17. Plan revision 2 returned for comments on 8/29/17. Final Easement drawing rec'd 10/2/17. Final plans received for review 1/3/18. Executed Agmts mailed to VDOT 2/26/18. Project advertised Spring 2018. Sewer line relocation began 10/18/2018. Construction halted due to stream crossing permit requirements (fish study results). Construction planned to resume June 2019. Construction and testing complete. Punchlist to be completed once bridge and grading complete.						
Job #	2015058	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Corporate Park Drive Extension - Design						2/10/2020
Description	Proposed extension of Corporate Park Drive to connect to Route 221 (Forest Rd) at Elkton Farm Road intersection. Reference Forest Square Offsite Sewer 2003122, and Forest Square Sewerage Facilites plans dated 1-1994						
Status	Rhonda met with County and H&P on 7/8/15 to discuss impacts to existing sewer lines affected by the proposed roadway and grading. Dsgn 01 rec'd 11/15/16. Meeting held 11/20/17 to discuss comments and rerouting of sewer for maintenance ability under proposed VDOT roadway. Dsgn 02 rec'd 4/5/18. Comments emailed to engineer 4/20/18. Dsgn 03 rec'd 8/28/2018. Comments emailed to Engineer 9/18/2018. Dsgn 04 rec'd 10/15/2018. Plans ready for approval and Developers Agreement sent to Bedford County 10/31/2018. Dsgn 05 rec'd 11/27/18. Shop Drawings 01 rec'd 2/13/19. Shop Drawings 02 rec'd 3/28/19. Developers Agreement Executed 4/24/19. Met with County, VDOT & H&P 5/24/19 to discuss rock issues and sewer redesign; redesign rec'd 5/24 and comments issued 6/3. Redesign approved 7/2/19 pending easement and limited access acknowledgement if casing not used at driveway entrance. Esmts recorded 8/22/19. Construction complete. Completed testing of the 12" sanitary sewermain from manhole "E", "I", "J", and "H". Manhole J03 removed 10/15/219 and existing sanitary sewer is now connected to new sanitary sewer alignment. Additional testing to be scheduled at a later date. Puchklist mailed 2/10/20.						

Job # 2016062 **Job Type:** Water **Location** Forest **Last updated on:**
Job Name Kitsmont Subdivision - Design 3/5/2020
Description New construction of approximately 4,100 LF of WL and appurtenances for 52 lots.
Status TRC 8/11/16; rec'd 8/4/16. TRC 5/11/17; rec'd 5/5/17. FF Test Fee rec'd 5/15/17. Design 01 rec'd 6/21/17. Base Review Fee rec'd 6/22/17. Design 01 comments & Dev Pkg issued 7/5/17. Dsgn 02 rec'd 10/2/17. Dev Agmt & Review Fees rec'd 11/29/17. Dsgn 02 comments issued 11/30/17. Dsgn 03 rec'd 3/2/18. Re-Review Fee rec'd 3/23/18. Review 03 comments issued 3/27/18. Dsgn 04 rec'd 6/12/18; Re-Review Fee rec'd 6/19/18. Comments issued 7/23/18. Dsgn 05 rec'd 3/4/19. Awaiting \$200.00 Re-review fee 3/4/19. Dsgn 05 formally withdrawn, next submittal will be treated as Dsgn 05. Re-Review fee for submittal 5 received 3/15/19. Revised Design submittal 05 rec'd 3/18/19. Design 05 & Calc 03 submittal review comments issued 5/10/19. Design & Calc submittal 06 rec'd 10/3/19. \$200.00 Re-review fee rec'd 10/4/19. Comments issued 10/16/19. Met w/ Surveyor & Engineer to go over comments 10/21/19. Re-review fee rec'd 1/29/20. Dsgn 07 rec'd 1/30/20. Dsgn 07 approvable as of 2/26/20; email sent 2/27/20. Construction Cost Estimate rec'd 2/25/20; Calc 06 comments issued 3/2/20; Surety Rqmnt sent 3/2/20. Calc 07 approved 3/5/20.

Job # 2017058 **Job Type:** Fire Flow Meter **Location** Forest **Last updated on:**
Job Name Forest Enterprises LLC - Site Plan 3/9/2020
Description Develop a 30,000 SF commercial warehouse building with parking.
Status TRC 7/27/17. Site Plan 01 rec'd 2/8/18. Comments issued 3/2/18. Site Plan 02 rec'd 4/4/18. Comments & Dev Pkg issued 5/3/18. Re-Review & FF Test Fees rec'd 5/14/18. Site Plan 03 rec'd 7/10/18. Review complete - no further comments. Need 3 additional copies for C2C purposes. Approval pending receipt of Agmt & Fees. 3 additional copies rec'd 7/22/19. Signed Agmt & Fees rec'd 7/29/19. Comments released 7/30/19 & status e-mail issued 7/30/19. Contractor to be CL Garbee, Cost Estimate rec'd, Surety Amount required sent to Developer 8/30/19. Surety rec'd 9/23/19 - LOC# 19-192. C2C issued 10/31/19. Developers Agmt executed 10/31/19. Notice to proceed not issued to contractor due to grading.

Job # 2017060 **Job Type:** Sewer **Location** Forest **Last updated on:**
Job Name Burnbridge Sewer Extension - Design 3/6/2020
Description Discussions of sewer extension along Burnbridge Road to serve commercial lots and allow for development of the area and expansion of existing development.
Status Meetings held with County, Doyle Allen and Tom Scott to discuss gaining interest and financial support from property owners, and the EDA. Desire to have prepayment credit to offer property owners for their contribution. Public meeting held by County on 8/29/17 to discuss with adjoining property owners. Most interested in contributing if gravity available. Met with Doyle & Tom 10/18/17 to discuss alignment & funding assistance options; Tom & Doyle preparing requests for Board review. Sent info on 3/27/18, 5/22/18, & 7/2/18 regarding next steps & what to include in prepayment & funding assistance request. Rec'd draft request on 9/24/18 and returned comments; Board reviewed draft request at October 2018 meeting and remanded to committee to review once final request is received. Final request rec'd 11/27/18, to P&P Committee on 12/13/18. Board approved prepayment 1/2019; D. Allen informed on 1/24/19. Meetings held 4/12, 4/24, and 5/1 to discuss administering of project; T. Scott to manage with EDA collecting funds through Escrow Agreements and reimbursing costs through the project. Dsgn Plan 01 rec'd 5/7/19. Comments emailed 5/23/2019. Dsgn Plan 02 rec'd 5/31/19. Comments emailed 6/13/2019. Developers Agmt rec'd 6/17/19. Dsgn 03 & Calcs rec'd 7/24/19. Comments emailed 8/6/19. Dsgn 04 & Calcs rec'd 9/12/2019. Comments emailed 9/18/2019. Public meeting held 11/6 to discuss status & funding; escrow payments & easements due 12/6. EDA received \$91k from property owners. Prepayment approval expired 1/15/20; resolution passed by Board in Jan for re-approval. H&P working with Aldridge consultant on alignment through property; prepayment agreements will be issued upon easement being received from Aldridge. County, EDA, and H&P giving Aldridge 3 months to provide easement to T Scott property in desired location.

Job # 2017075 **Job Type:** Water **Location** Forest **Last updated on:**
Job Name Country Estates 2017 NLE 2/7/2020
Description Request to extend water along Country Estates Drive.
Status David Oneil of 1350 Country Estates Dr requested an NLE Package on 9/7/17 for his property along with 5 other houses. NLE package mailed 9/8/17. Petition received in 1/2018 from all property owners. Project was reviewed with Policies & Projects Committee in 2/2018. Proposed rates and CIP funds for project to be reviewed by Board in April/May 2018. Separate rates not established - 5/3/18. CIP funding approved for 2018-19; will work with legal counsel to prepare property owner agreements necessary for project commitment & liens. EMLed Sam for AOI revisions 8/17/18; revisions rec'd 8/31/18. Verified portion for additional property owner funding to be the remaining amount after consideration of Capital Recovery Fees; rough monthly cost given to S. Hodge on 11/30/18 of \$30/month for 11 property owners. EMLed additional AOI revisions to Sam on 2/1/19; last revisions sent to Sam on 3/18/19. Draft documents reviewed by S. Hodge; to be updated and sent to property owners to execute. AOI & Lien documents mailed 9/4/19. Rec'd 9 agreements (90%) & 7 payments (70%) as of 11/6/19 with only 10 participating lots; Rec'd 10 agreements (100%) & 7 payments (70%) as of 11/19/19 with only 10 participating lots. Project Go letters mailed 12/3/19 to property owners. H&P completed survey. Internal walk-through scheduled 2/12/20 in preparation of design.

Job #	2017076	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Brentwood Church - Site Plan						3/9/2020
Description	New church facility & associated grading, utilities, landscaping & stormwater management for Brentwood Community Church.						
Status	TRC 9/14/17. FF Test Fee rec'd 10/6/17. Site/Dsgn Plan 01 rec'd 12/6/17. Comments 01, Dev Pkg & Farmington PS Capacity LTR issued 2/8/18. Site/Dsgn 02 rec'd 4/11/18. Draft comments posted 5/15/18 - will "Finalize" upon receipt of Agmt & Dev Fees. Dev Agmt & Review Fee rec'd 6/8/18. Re-review Fee rec'd 8/24/18. Site/Desgn 03 rec'd 8/29/18. Comments issued 9/18/18; Revised Project Fees sent to Ms. Dupin 9/18/18. Review & Inspection Fees rec'd 9/27/18. Site/Desgn Courtsey Review & Re-review fee for next submittal rec'd 10/24/18. Courtesy Review Comments issued 11/2/18. Calculations approved. Site/Desgn Plan 04 rec'd 12/7/18. Submittal 04 Approvable - comments posted 1/17/19. Revised Cost Est rec'd and in review. 4 Approved Copies of Site/Desgn Plan rec'd 2/27/19. Shop Drawings 01 rec'd 4/26/19. Shop Drawings approved 5/10/2019. Water Cert prepared and ready to finalize/sign upon plan approval for construction. Surety LOC#7401764016 rec'd 5/1/19. C2C approved to be issued 5/15/19. Water Cert completed 5/16/19. Awaiting Pre-Con meeting. Pre-Con held 9/20/19. Construction began 9/24/19. Construction & testing completed 3/5/20.						
Job #	2018023	Job Type:	Internal	Location	Lakes	Last updated on:	
Job Name	Mariners Landing Water and Sewer System Transfer						3/6/2020
Description	Request to purchase water and sewer systems. (See 2019043 and 2019044 for related plats)						
Status	Request discussed with Policy & Projects Committee with resolution to board on 2/20/18. Board approved drafting an agreement for further review. Draft agreement received from legal counsel. Initial research of property data completed. Met with J. Burdette 9/27/18 to review current data; rec'd 2017 financial/asset data and current customer list. 12/5/18-discussed options with M. White to provide bulk water purchase or continue contract water operations until the public waterline extension is complete rather than transfer well and treatment assets. Information given to owner regarding facility easements and parcels which may be subdivided and transferred with the system; responded rec'd 2/7/19. GFDG, MLWS and BRWA worked on edits to final transfer agreement and transaction summary. Two plats executed related to lots being created for transfer. SCC petition filed 5/23/19. Additional info sent to SCC on 6/13 to complete the application. MLWS obtained additional easements necessary for transfer. 11/12/19-Assignment clause found in agreement between MLWS and Mariners Village requiring MV written approval; closing pending resolution with MV. Demo of remote shutoff valve rec'd 1/10 for plumber's reference with MV. BRWA attended MV Board meeting 2/15/20 to discuss metering.						
Job #	2018023.1	Job Type:	Water	Location	Lakes / Huddleston	Last updated on:	
Job Name	Mariners Landing System Transfer - Waterline Extension						3/6/2020
Description	Waterline extension along SML Parkway to connect Mariners Landing water system to public system.						
Status	Proposal approved 8/9/18 for survey and design of waterline extension. Preliminary alignment reviewed 10/10/18 with H&P. Plans rec'd 2/13/19, comments returned 6/19. Will not require County SRP submission. Plans rec'd 8/13/2019. Plans emailed to VDOT & Natrual Resources 8/20/19. Natrual Resources LDP Application form & approval rec'd 8/28/19 Comments emailed 8/29/19. Comments received from VDOT. Dsgn 03 rec'd 10/28/19. Preconstruction meeting held with VDOT & Natural resources, permits rec'd. Maintenance secured laydown area. Construction underway.						
Job #	2018034	Job Type:	Other	Location	Forest / Goode	Last updated on:	
Job Name	VDOT Everett Rd Bridge Replacement						3/19/2018
Description	Replacement of railroad bridge past Canary Street, involving grading work over existing waterline (from JN 2001-151). Additional fill over parts of waterline as well as a ditchline cut over a portion. 12" waterline & a service line present in work area.						
Status	VDOT emailed preliminary drawings identifying potential grading concerns. BRWA to verify depth of waterline in areas of concern.						
Job #	2018042	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Ivy Creek Sewer Line						3/6/2020
Description	To evaluate the costs associated with gravity sewer into Lynchburg to eliminate the Lake Vista Lift Station (Ivy Creek 5 and 6 Sewer Lines)						
Status	Met with the City on 4/11/18 to review the costs of Ivy 5 (in the City) & the WWTP capacity. Contract executed with Wiley Wilson in 10/2018 for PER. Customer and pump station data gathered to assist with research. Environmental due diligence review completed by ECS. Meeting held with Lynchburg on 2/13/19 to discuss capacity purchase. Two road crossings discussed with VDOT on 2/28/19, with Cottontown bridge replacement to be complete end of 2020. Met with W W to review draft PER on 6/27/19. Followed up with W W on 8/29 and received final draft on 9/5/19. Discussed capacity purchases for study on 10/4/19. Final study received 10/31. Reviewed with W W 11/20/19. Capacity discussions with W W on 2/7; final report rec'd 2/13. Interest expressed to BRWA for unsolicited PPEA proposal.						
Job #	2018046	Job Type:	Water	Location	Lakes	Last updated on:	
Job Name	Rucker Road Waterline Extension						2/7/2020
Description	Extension from Old Moneta Road to serve two Centra Health facilities on Rucker Road.						
Status	Preliminary estimate with relevant policies sent to H&P in Jan 2018. Meeting with H&P & Centra on 4/19/18 to review potential extension. Discussed with George Aznavorian in May & 7/9/18. Centra, EDA, and County held meeting 8/30/18 to discuss project with BMK. Pre-payment approved at February Board Meeting. 3rd payment rec'd 4/24; NTP issued for design on 4/25. Design Plan 01 & Water Calculations rec'd 4/26/19. Comments emailed to the engineer 5/20/2019. Desigh Plan 02 rec'd 5/28/19. Plans approvable pending VDOT & Bedford County Special Review - Comments emailed 6/11/2019. Plans do not require special review. Plans approvable by VDOT 7/11/19. Esmt #190008852 recorded 9/24/19. Esmt 19009277 recorded 10/4/19. Tree removal completed 12/3/2019. Maintenance completed most of construction; will finish upon contractor completing tap and road bore.						

Job #	2018062.2	Job Type: Internal	Location Bedford Central	Last updated on:
Job Name	BRWA Administration Parking Lot - North			3/6/2020
Description	Addition of a parking lot at the north side of the BRWA administration facilities.			
Status	Concept drawing received from W W 7/19/2019; awaiting approval of additional land from County. Design proposal received 7/24/19, revised 8/16, executed 8/26. Survey completed week of 8/26/19. Design concept rec'd 11/14/19, comments sent 12/3. County approved transfer of land, including a revised 150' strip where 115' previously added to lease. Additional revisions sent to W W 1/10 in reference to additional land and parking. Area graded for mobile unit was surveyed by W W on 2/20 to incorporate into final design. Design expected for internal review in early March.			
Job #	2018086	Job Type: Sewer	Location Forest	Last updated on:
Job Name	Sewer Force Main for TM# 118-A-6A - Design			3/9/2020
Description	Sanitary Force Main Plan and Profile for TM# 118-A-6A.			
Status	Dsgn01 rec'd 7/19/18 - Withdrawn 7/20/18 per Engineer. Treat next submittal as Dsgn01. Dsgn01 rec'd 8/13/18. Base Review Fee rec'd 8/16/18. Comments issued 8/27/18. Current design does not meet BRWA criteria for being public. Dsgn02 rec'd 10/30/18. 11/8/18 SWF Met w/ Norm and Tommy to discuss submittal. No formal review comments being issued for submittal 02. P&O will revise and resubmit per meeting discussion. Dsgn03 rec'd 11/15/18 with hard copies of calculations. When plans were opened on 11/29/18 they were exactly the same as previous submittal. Dsgn 03 was voided and an e-mail sent to Engineer requesting revised submittal. Dsgn 04 rec'd 11/29/18. Dsgn 04 comments issued 12/5/18; Calc 02 comments issued 12/6/18. Dev Pkg issued 12/6/18. Met w/ Engineer & Developer 12/6/18. BRWA soliciting necessary Easements. Dsgn 05 rec'd 5/6/19. Comments emailed to engineer 5/28/2019. Dsgn 06 & Re-review fee rec'd 6/5/19. Slip sheets rec'd 6/10/19. Dsgn 06 Comments issued 6/13/19. Signed Developers Agrmt & Review & Inspection fees rec'd 7/3/19. Dsgn 07 & Re-Review Fee rec'd 8/19/19. Plans approvable. VDOT LUP App submitted to VDOT. Finalizing calcs w/ P&O and Liberty. Cost Est received from P&O 11/20/19 in review. Cost Est comments issued 12/9/19. FM Calcs approved 12/9/19. Unforseen site conditions require a section of existing 12' waterline to be relocated. Plans forthcoming.			
Job #	2018092	Job Type: Internal	Location Boonsboro	Last updated on:
Job Name	Blackburn Subdivision Water System Inquiry			4/8/2019
Description	Private water system serving 6 lots with master meter and booster pump station at the end of Fox Hollow Road. Property owners inquiring about BRWA taking over system, including aged and failing booster station.			
Status	Met with Dunstan & Riley on 6/5/18 to view system in field. Contacted Falwell on 8/3/18 to get plans for the system. Can offer submetering now; can discuss possible contract operation only upon rebuild of booster pump station & waterline information received. 1/4/19: meeting scheduled for 3/4/19 with BRWA and Falwell to review system again for upgrades needed. Falwell did not attend; property owners requesting list of upgrades needed for BRWA to consider contract operation or acceptance.			
Job #	2018106	Job Type: Site Plan w/Proposed Utilitie	Location Forest	Last updated on:
Job Name	NLBTC Lot 7 EDA Shell Building - Site/Design Plan			11/18/2019
Description	Subdiving for a Shell building proposed industrial facility.			
Status	Concept plan rec'd 9/19/18. Site/Design Plan 01 rec'd 12/17/18. Comments posted 1/17/19. Developer Package issued 1/30/19. Dev Agmt and Review & Inspection Fees rec'd 3/21/19. Site/Design Plan 02 & Sanitary Sewer Calcs rec'd 4/10/19. Site/Design Plan 02 comments posted 4/15/2019. Shop Dwgs 01 rec'd 5/29/19. Shop Dwgs 02 rec'd 8/7/19. Construction and testing complete. Substantial walk-thru scheduled for week of 11/11/2019. Punchlist mailed 11/18/19.			
Job #	2019034	Job Type: Water & Sewer	Location Forest	Last updated on:
Job Name	Westyn Village Townhomes 2019 - Site/Design			2/12/2020
Description	Proposed (8) 9 unit residential townhomes and (3) 8 unit Townhomes with private road			
Status	Site/Dsgn rec'd 3/12/19. Awaiting \$400 review fee. Comments & Dev Pkg issued 4/8/19. Met w/ Russ Orrison to discuss review & PS analysis 4/12/19. Requested flow data from CS 4/29/19; Site/Dsgn Plan 02 rec'd 8/29/19. CS water consumption data sent to Russ Orrison 8/29/19. Updated Plans rec'd 9/9/19 prior to review of the set rec'd 8/29. Replaced as Submittal 02 rec'd 9/9/19. Review & Inspection Fees rec'd 9/10/19. Review 02 comments issued 9/17/19. Re-review fee rec'd 11/06/19. Site/Desgn 03 rec'd 11/7/19. Signed Dev Agrmt rec'd 11/22/19. Site Plan 03 approved pending matching plat submittal and approval. Requested 3 additional copies for construction purposes. Calcs approved 12/2/19. 3 copies of revised Plans Design 04 rec'd 12/20/19; Comments issued 1/21/20. Design 05 rec'd 1/27/20. Re-review feed rec'd 2/7/20. Comments issued 2/12/20 - Approvable.			
Job #	2019037	Job Type: Water & Sewer	Location Forest	Last updated on:
Job Name	Boonsboro Meadows Section 2 Roadway, Water & Sanitary - Design			2/4/2020
Description	Roadway, Water & Sanitary Design for Boonsboro Meadow Section 2.			
Status	Dsgn 01 & Water Calculations rec'd 3/13/19. Base Review Fee rec'd 3/19/19. Dev Pkg not issued yet due to number of review comments. Dsgn 01 and water & sewer calcs 01 comments issued 4/19/19. Road, Water & Sewer Design 02 rec'd 7/23/19. Comments & Dev Pkg issued 8/28/19. Signed Developer Agrmt & Review fees rec'd 10/29/19. Design 03 rec'd 11/20/19 (Re-review fee not rec'd). Plan review comments issued 12/30/19 & Calc Comments to be issued separately - need 2 re-review fees prior to accepting further submittals. 1 Re-review Fee rec'd 1/8/20. Re-review fee rec'd 1/22/20 for awaited 04 submittal. Design 04 rec'd 1/27/20 - comments issued 2/4/20. Plans approvable - need FM calcs and revised water calcs. Need matching Plat.			

Job #	2019049	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	NLBTC Lot 7 EDA Meade Road Extension - Design Plan						11/26/2019
Description	Proposed waterline extension down Meade Road.						
Status	Dsgn 01 rec'd 3/29/19. Base Review Fee rec'd 4/1/19. Comments posted 4/3/2019. Inspection Fees rec'd 4/18/19. Review Fees rec'd 5/10/19. Dsgn 02 rec'd 7/2/19. Comments emailed to the engineer 7/12/19. FF Test Fee rec'd 7/22/19. Dsgn 03 rec'd 9/25/2019. Comments emailed to the engineer 10/1/2019. Dsgn 04 rec'd 11/21/19. Plans Approved, waiting on Shop Drawings 11/26/2019.						
Job #	2019050	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	Country Club Meadows Phase 1 Waterline Extension - Design						3/9/2020
Description	Waterline extension along Everett Road to serve future Country Club Meadows.						
Status	Dsgn 01 rec'd 4/2/19. Awaiting \$400.00 Base Review Fee 4/2/19. Base Review Fee rec'd 4/4/19. Comments emailed to engineer 5/6/2019 Developer package issued 5/6/2019. Dsgn 02 rec'd 6/5/19. Review completed 7/2/19 and comments will be released upon receipt of Agreement & Fees. Met w/ Engineer to discuss Dsgn 02 comments 7/3/19. Review & Inspection Fees rec'd 9/16/19. Dsgn 03 rec'd 10/3/19. Comments issued 10/21/19. Signed Dev Agmt rec'd 11/22/19. Dsgn 04 & Re-review fee rec'd 11/25/19. Plans are ok (12/10) - Requested 2 additional copies rec'd 12/20/19. Pre-payment has been requested.						
Job #	2019056	Job Type:	Site Plan w/Proposed Utilitie	Location	Forest	Last updated on:	
Job Name	King of Kings Church - Site Plan						3/3/2020
Description	Proposed 8757 SQFT building.						
Status	TRC 5/14/19. Concept 01 rec'd 5/8/19. Site Plan 01 rec' 10/10/19. Comments Posted to County 10/11/19. Site Plan 02 rec'd 3/3/20. Comments Emailed to Planning on 3/4/2020.						
Job #	2019061	Job Type:	Internal	Location	Central, Lakes	Last updated on:	
Job Name	Energy Performance Study and Improvements						2/7/2020
Description	Evaluation of existing facilities and upgrades that can be made that reduce energy costs to create savings greater than or equal to the cost of upgrade.						
Status	A meeting was held 5/13/19 with Scheider Electric to discuss their basic review of improvements to the Central WWTP that could be made. DMME presented the public process on 5/14/19 and provided template documents for the initial process. Schneider will review the proposed project with the Finance Committee on 9/12/19. Project included in financial study. Board resolution passed in Jan to execute IGA upon verification of procurement processes.						
Job #	2019078	Job Type:	Internal	Location	BRWA Offices - Annex	Last updated on:	
Job Name	Annex Furniture Additions						3/4/2020
Description	Addition of cubicles and other office furniture to accommodate additional personnel in the Annex Building. Part of FY2019-2020 CIP.						
Status	Inventoried available parts that can be used towards 2 additional cubicles in main office area. Parts list and layout given for procurement. Some flat files, cabinets and bookshelves moved in preparation. Procurement underway for 6 cubicles; no bids rec'd from eVA, proceeding directly with local vendor. File cabinets to be moved to Board Room 12/12; will assemble 1st 2 cubicles in December. 3/4/2020 - Purchase Order has been executed and sent to Harris Office Furniture for cubicles for the Annex and Moneta and office furniture for Office in Rm 113 in the Annex.						
Job #	2019081	Job Type:	Internal	Location	Lakes	Last updated on:	
Job Name	Paradise Point Water System Transfer Request						3/6/2020
Description	Owner is requesting BRWA take ownership of water system. Water system serves 24 customers. Treatment includes orthophosphate, soda ash, and chlorine.						
Status	Met with system operator, J. Hughes, to review plant and system on 7/31/19. Financial analysis reviewed with Jean Maas on 9/16/19. Additional info received from Maas on 9/26, and financial analysis updated and sent on 9/27. Maas approached WVWA 10/2019. Rec'd financial comments from Maas on 11/12 & responded 11/15. Inquiry rec'd 2/4/20 regarding contract repairs. Inquiry rec'd on 2/21 for presentation to be given to subdivision.						
Job #	2019085	Job Type:	Sewer	Location	Smith Mountain Lake	Last updated on:	
Job Name	Moneta Storage Units Lot 6 - Site Plan						2/13/2020
Description	New construction of a mini warehouse complex. Includes relocation of 40-ft of existing FM, installatio of 1 FM valve, 1 sewer connection & 1 water connection - Requires a Developer Project						
Status	Site Plan 01 rec'd 8/13/19. Comments issued 9/4/19. Site Plan 02 rec'd 10/29/19. Comments issued 11/12/19. Site Plan 03 rec'd 1/28/2020. Comments & Dev Pkg issued 2/13/20 - requested 3 additional copies of Plans;						

Job #	2019088	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	The Stables On Coffee Subdivision - Design						2/13/2020
Description	Proposed 15 lot residential subdivision with public roadway & water line. Comments Emailed to County 12/31/19.						
Status	TRC 8/27/19. Dsgn 01 rec'd 12/10/19. Review Comments submitted to County & Engineer 12/31/19. Base Review Fee, Review Fee & Signed Developers Agmt rec'd 1/7/20. FFTR sent to Engineer on 1/21/2020. Dsgn 02 rec'd 1/31/20. Comments Emailed to Planning 2/13/2020.						
Job #	2019090	Job Type:	Sewer	Location	117-A-144A	Last updated on:	
Job Name	Jefferson Commons Lot 2 Non-Authority Owned Sewerline Extension						3/9/2020
Description	195' Non-Authority Owend sewer line extension project to exten sewer through the parking lot of Jefferson Commons Lot 2 to serve adjacent lots. Sewer line is intended to be taken over by the BRWA at a later date.						
Status	With the counties approval of the prior approved Jefferson Commons Lot 2 Site Plan to change 2 parking spots, the Developer and Engineer agree to perform the project as a seperate Non-Authority Owned Developer Project. Plans submitted 9/5/19. Review & Inspection Fees, copy of Dev Agmt & Shop Dwg rec'd 9/30/19. Pre-Con held 10/07/19. Construction completed 11/07/19. Testing Completed.						
Job #	2019094	Job Type:	Water & Sewer	Location	Boonsboro / Lynchburg	Last updated on:	
Job Name	Huntingwood Apartments Expansion						9/18/2019
Description	Expansion of 6 new apartment buildings in the County and 3 new buildings in the City.						
Status	Concept drawing received by email from Lynchburg on 9/13/19. County will require rezoning.						
Job #	2019095	Job Type:	Internal	Location	Countywide	Last updated on:	
Job Name	Capital Improvement Plan (CIP) 2020						3/6/2020
Description	Listing of proposed projects and purchases for the 2020-2021 fiscal year.						
Status	Initial long-term priority listing discussed with Finance Committee on 10/1/19. Preliminary capital project listing for FY 20-21 compiled with manager input for review with Finance Committee on 2/11/20. Directors reviewed and proposed changes on 3/2 for further Finance review.						
Job #	2019101	Job Type:	Sewer	Location	New London	Last updated on:	
Job Name	Sheetz New London Sewer Extension - Design						2/20/2020
Description	Proposed sewer hookup for Sheetz in New London.						
Status	Met with Ryan Gatewood (LE&D) & Charles Santore (BCPS) 12/9/19 at New London Academy to discuss alignment, & easements. Desgn 01 rec'd 2/20/20. Base Review Fee rec'd 2/20/20.						
Job #	2019105	Job Type:	Site Plan w/ Existing Utilities	Location		Last updated on:	
Job Name	Halesford Harbour Marine & RV Repair - Site Plan						11/14/2019
Description	Proposed building for Halesford Harbour RV & Marine Service, recreational vehicle sales & service.						
Status	Site Plan 01 rec'd 11/6/19. Comments Posted to County 11/14/2019. Comments posted to County 11/14/19.						
Job #	2019106	Job Type:	Water	Location	Stewartsville	Last updated on:	
Job Name	Hardy Road Waterline Extension						11/7/2019
Description	Proposed waterline extension to serve Hardy Road mobile home park. VDH requesting EPA WIIN grant towards water system repairs or public line extension.						
Status	Conference call with J Wells to discuss on 11/7/10; preparing cost estimates for line extension options.						
Job #	2019108	Job Type:	Water	Location	164-A-46A	Last updated on:	
Job Name	1906 Bunker Hill Loop Waterline Extension						12/4/2019
Description	DEQ requesting a possible waterline extension to serve the 1906 Bunker Hill Loop						
Status	11/18/19 DEQ request for Cost Estimate. Estimates emailed 11/22/19; response from DEQ was cost was too high for consideration. Looking for cost savings opportunities.						

Job #	2019113	Job Type:	Internal	Location	SML (Bridgewater Bay Deve	Last updated on:	
Job Name	Bridgewater Bay Water Pressure Issues						3/9/2020
Description	11/18/19 - BRWA Engineering was made aware of ongoing high water pressure issues in Bridgewater Bay since about mid 2019 resulting in 13 +/- individual PRV failures.						
Status	Engineering contacted Mr. Harmon to gather as much background info as possible. WO's were issued to Preventive Maintenance (PM) 11/20/19 to set up pressure recorders to collect pressure data. First round of pressure recorder data rec'd from PM 12/5/19. Pressure results communicated to Bridgewater Bay. Money has been requested in FY - 2020-2021 budget to install main line PRV.						
Job #	2019114	Job Type:	Site Plan w/Proposed Utilitie	Location	Central	Last updated on:	
Job Name	Cardinal Senior Living - Site Plan						12/23/2019
Description	Proposed Senior Living Center						
Status	Site Plan 01 rec'd 12/06/19.Conference Call with Enginner 12/11/19. FF test check rec'd 12/23/2019.						
Job #	2019117	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Westin Village Condotel - Site/Design						1/31/2020
Description	Proposed 24 Condotel & 6 36 unit Condotel with a clubhouse.						
Status	Site/Design 01 rec'd 12/06/19. Comments & Dev Pkg issued 1/31/20.						
Job #	2019118	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:	
Job Name	St. Paul Baptist Church Addition - Site Plan						3/5/2020
Description	Proposed 1,134 SF expansion of the existing church and the reconfiguration of the existing parking lot.						
Status	Site Plan 01 rec'd 12/9/19. Comments 01 emailed 12/20/19. Site Plan 02 rec'd 2/20/20. Comment 02 emailed 3/2/20. Site Plan 03 (slip sheets) rec'd 3/5/20.						
Job #	2020006	Job Type:	Internal	Location	Forest	Last updated on:	
Job Name	Forest Middle School Pump Station Modeling						2/7/2020
Description	Modeling of sewer drainage area flowing into the Forest Middle School pump station. Model will be used to prepare upgrade design of pump station.						
Status	Proposal received from WRA to update the existing sewer model for the selected drainage area into and including the pump station. Work underway.						
Job #	2020008	Job Type:	Water	Location	Bedford Central	Last updated on:	
Job Name	Turkey Mountain Booster Station						3/6/2020
Description	Booster station and distribution lines to serve customers currently directly connected to WTP and dependent upon the plant being in operation. Part of FY 19-20 CIP						
Status	Site reviewed with H&P on 1/21/20; proposal received 2/6. VDH to require full review and approval. Survey to begin week of 3/9/20.						
Job #	2020012	Job Type:	Sewer	Location	Montvale	Last updated on:	
Job Name	Montvale VFD Sewer Extension						1/22/2020
Description	Proposed sewer extension.						
Status	Working with VDOT to change the sewer line from private to public, so that the VFD would be able to be served.						
Job #	2020016	Job Type:	Water & Sewer	Location	Smith Mountain Lake	Last updated on:	
Job Name	Eastlake Village Roadway, Water & Sanitary - Design						2/20/2020
Description	14 lot subdivision with roadway, water & sewer.						
Status	Dsgn 01 rec'd 1/27/20. (Needs \$400.00 base review fee).Comments Emailed to Planning 2/10/2020. Fire Flow Test Fee rec'd 2/20/20.						
Job #	2020020	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	Country Club Meadows Phase 1 - Design						2/28/2020
Description	Road & waterline plan & profile for Country Club Meadows Phase 1 (59 lot single family development).						
Status	Dsgn 01 rec'd 2/03/20. (Need \$400.00 base review fee). Dsgn 01 Comments & Dev Pkg issued 2/28/20.						

Job # 2020023 **Job Type:** Sewer **Location** Lakes **Last updated on:**
Job Name Bridgewater Bay Sewer Inquiry 2/7/2020
Description Bridgewater Bay HOA inquiring for BRWA to accept sewer system, and as to BRWA's responsibility for upgrades necessary to meet BRWA standards.
Status Responsibility inquiry passed to Sam Vance for legal opinion on 11/25/19; response rec'd 12/13/19 that firm was in conflict. Sent information to GFDG on 2/6/20; gathering additional info requested for legal opinion to be made.

Job # 2020024 **Job Type:** Other **Location** East Crest Drive **Last updated on:**
Job Name SML WTF Pump Station (at 460 & East Crest Dr) 3/4/2020
Description SML WTF Pump Station (at 460 & East Crest Dr)
Status 2/6/2020 - Construction Cost Estimate was requested from GEJ under annual contract and denied due to having to sub out a majority of the work to be performed. 2/20/2020 - Construction Cost Estimate was requested from CHA prior to bidding project.

Job # 2020032 **Job Type:** Preliminary Plan **Location** Forest **Last updated on:**
Job Name Boonsboro Meadows Sections 3-8 - Preliminary Plan 2/21/2020
Description Proposed 193 residential lots.
Status Preliminary Plan 01 rec'd 2/21/20.

Job # 2020034 **Job Type:** Site Plan w/ Existing Utilities **Location** Forest **Last updated on:**
Job Name Cottontown Manor Phase 4 - Site Plan 2/26/2020
Description Cottontown Phase 4 with 24 apartment buildings.
Status Site plan 01 rec'd 2/25/20. Comments emailed to Planning on 2/27/20.

Job # 2020035 **Job Type:** Internal **Location** **Last updated on:**
Job Name Asset Management Conversion 2/27/2020
Description Conversion of SEMS asset management data into Cartegraph
Status Preliminary kickoff conference call held 2/27/20.

Job # 2020042 **Job Type:** Internal **Location** **Last updated on:**
Job Name Engineering Term Contract Extensions - 2020 3/6/2020
Description 2020 annual term contract extension of engineering services. Final term of 2016 Term Contract Agreement.
Status Draft extension agreements have been prepared and will be sent to consultants to be presented for approval at the April Board Meeting.

March 9, 2020

Rhonda B. English, P.E.
Director of Engineering
Bedford Regional Water Authority
1723 Falling Creek Road
Bedford, VA. 24523

Re: Monthly Project Status Report

Dear Rhonda:

Following is a status report for current Wiley|Wilson projects.

BRWA Facility Parking Lot New Location

Wiley|Wilson is providing design services for a new parking lot at the BRWA office facility. The site plans include additional parking, large vehicle laydown, connector drive to rear operations lot, and an entrance on Falling Creek Road. Stormwater management design includes modifications as required to the existing stormwater management facility. The 90% design drawings were submitted to BRWA for review on March 6th. Following BRWA review, comment responses will be incorporated and the plans will be submitted to VDOT and the County.

Ivy Creek Interceptor PER

Wiley|Wilson evaluated the extension of a gravity interceptor along Ivy Creek from the upstream end of the City of Lynchburg's Ivy Creek Division 4 interceptor to the Authority's Lake Vista pump station (LVPS), to allow the pump station to be taken off-line. A capacity evaluation was prepared for pipe sizing, a preliminary environmental review was conducted, and a meeting was held VDOT to discuss road crossings. Final BRWA comments have been addressed, and the final PER was submitted in February.

I trust that this information meets with your approval. Please contact me with any questions.

Sincerely,

Wiley|Wilson



Dennis W. Knight, Jr., P.E.
Senior Vice President

Project Status Report

Project Name: BRWA Central WTP Pump Station

Project Manager: Brian Cossman, PE

Report Date: March 9, 2020

Reporting Period: 2/24/20 – 3/9/20

Description

The Bedford Regional Water Authority (BRWA) wants to construct a small booster station adjacent to the Central WTP site to serve a small higher elevation collection of houses. The existing services are connected to a hydro-pneumatic tank located within the plant via several small diameter water lines. The existing location of the tank causes maintenance issues with the main plant. As such, the BRWA would like to construct a small booster station to serve the surrounding area connections and remove the need for the hydro-pneumatic tank within the water plant.

The system would be designed provide peak flow based on the VDH requirements and regulations using a package booster station. The pump station will have applicable booster pumps and pressure tank(s) to provide adequate water pressure to the service connections in the area. The small diameter distribution lines in the project area will also be replaced as part of this project. The system will be designed with outputs for SCADA monitoring and control to be incorporated into the BRWA by a third party integrator.

The project scope will include the following tasks:

Field Surveying
Construction Document Preparation

If requested, additional services will be provided for:

Bidding Assistance
Construction Administration
Project Inspection
Project Closeout

Project Schedule

The proposed project schedule below reflects working time only and excludes review time by the BRWA and other reviewing authorities. A detailed schedule will be created

with estimated time intervals for review and response and will be used to identify project milestones.

Surveying	3 weeks
Water Line Design	6 weeks
Booster Station Design	6 weeks
Bidding and Procurement	8 weeks
Construction	16 weeks

Milestones

Project milestones identify key project deliverables, project start and finish dates, as well as other events that have an impact on the project schedule. The following chart depicts the milestones for this project, which indicate tasks that require management to ensure that there is no impact to the critical path of the project.

Milestone	Description	Baseline	Actual	Percent Complete
Milestone 1	Field Surveying Complete	3/23/20		5%
Milestone 2	PS Evaluation & System Modeling	3/23/20		10%
Milestone 3	Preliminary PS & Distribution Design	4/10/20		0%
Milestone 4	Final PS & Distribution Design	5/4/20		0%

Status Summary

On Friday, February 21, 2020, Rhonda English (BRWA) notified Brian Cossman (H&P) to proceed with the survey and design portions of the project.

Field survey work for the pump station site and distribution system is scheduled for the week of March 9, 2020. Field work will take 2-3 days with 3-4 days of in-office processing time.

Initial pump station system calculations and distribution modeling setup has started.

Critical Items

H&P will need the total number of connections and historical usage (if available) for the connections to this system. Also needed would be any BRWA model information available for the water pressure available for the inlet of the booster pump station. This data will be used for the pump station sizing/calculations as well as the modeling of the

distribution system. H&P is unable to proceed much further than where we are as of 3/9/20 without this information.

Current Project Schedule

As of March 9, 2020, the project is on schedule.

WRA Monthly Project Status Report

March 2020

Project Name: BRWA Forest MS Pump Station Sewer Model

WRA Work Order #: 46612-010

BRWA Job #: _____

Recent Activities:

1. BRWA requested that WRA update the master sewer model for the Forest Middle School Pump Station sewer basin.
2. WRA has prepared the sewer model network. We have also evaluated existing water demands within the basin and compared these to wetwell levels and pumping rates. The model has been adjusted for calibration with existing SCADA data from the pump station.
3. WRA has begun preparation of the Technical Memorandum describing model development.

Upcoming Tasks:

1. Finalize and review the Technical Memorandum and submit to the BRWA for review.

Scope Changes:

1. None.

Budget Status:

Original Budget:	<u>\$7,000.00</u>	Invoiced:	<u>\$6,076.01</u>
Supplement 1:	<u>\$0.00</u>	Percent:	<u>87%</u>
Total Budget:	<u>\$7,000.00</u>		

Schedule Status: Percent Complete 85%

BRWA Input Required:

1. None

Issues BRWA should be aware of:

1. None

WRA Monthly Project Status Report

March 2020

Project Name: BRWA 2019 Annual Water Model Update

WRA Work Order #: 46612-011

BRWA Job #: _____

Recent Activities:

1. BRWA requested that WRA update the master water model and prepare a submission to the Virginia Department of Health (VDH) for the annual Local Review Program Update.
2. BRWA provided record drawings for eight (8) projects completed in calendar year 2019.
3. WRA has input the 8 projects into the models.

Upcoming Tasks:

1. Prepare model output reports and maps for the BRWA's use in submitting to the VDH.

Scope Changes:

1. None

Budget Status:

Original Budget:	<u>\$10,600.00</u>	Invoiced:	<u>\$1,944.38</u>
Supplement 1:	<u>\$0.00</u>	Percent:	<u>18%</u>
Total Budget:	<u>\$10,600.00</u>		

Schedule Status: Percent Complete 50%

BRWA Input Required:

1. None

Issues BRWA should be aware of:

1. None



1723 Falling Creek Road
Bedford, VA 24523-3137
(540) 586-7679 (phone)
(540) 586-5805 (fax)
www.brwa.com

RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Melissa Meador, HR Manager
Through: Brian Key, Executive Director
Date: March 10, 2020
Re: Resolution 2020-03.01 – Health Insurance Renewal

Enclosed, for your consideration, is the above referenced resolution, as well as the rates proposed for health insurance in fiscal year 2020-2021. The rates proposed reflect increase of 4.8% in premium for the employee or the Authority for continuation of coverage.

This resolution is required before April 1st of each year in order to allow the Authority to sign up for Health Insurance as an employee benefit.



1723 Falling Creek Road
 Bedford, VA 24523-3137
 (540) 586-7679 (phone)
 (540) 586-5805 (fax)
 brwa@brwa.com

Proposed Health Insurance Rates FY 2020-2021

A. Current Rates (FY 2019-2020)

Type Coverage	Total Cost (per Month)	BRWA's Share		Employee's Share		Number On Plan	Total BRWA Cost (per month)	Total BRWA Cost (annual)
		Contribution (%)	Per Month (\$)	Contribution (%)	Per Month (\$)			
FT Single	\$ 696.00	90.0%	\$ 626.40	10.00%	\$ 69.60	47	\$ 29,440.80	\$ 353,289.60
FT Employee + 1	\$ 1,288.00	60.0%	\$ 772.80	40.00%	\$ 515.20	11	\$ 8,500.80	\$ 102,009.60
FT Family	\$ 1,879.00	60.0%	\$ 1,127.40	40.00%	\$ 751.60	25	\$ 28,185.00	\$ 338,220.00
PT Single	\$ 696.00	45.0%	\$ 313.20	55.00%	\$ 382.80	-	\$ -	\$ -
PT Employee +1	\$ 1,288.00	30.0%	\$ 386.40	70.00%	\$ 901.60	-	\$ -	\$ -
PT Family	\$ 1,879.00	30.0%	\$ 563.70	70.00%	\$ 1,315.30	-	\$ -	\$ -
						83	\$ 66,126.60	\$ 793,519.20

B. Proposed Rates (FY 2020-2021)

Type Coverage	Total Cost (per Month)	BRWA's Share		Employee's Share		Number On Plan	Total BRWA Cost (per month)	Total BRWA Cost (annual)
		Contribution (%)	Per Month (\$)	Contribution (%)	Per Month (\$)			
FT Single	\$ 729.00	90.0%	\$ 656.10	10.00%	\$ 72.90	49	\$ 32,148.90	\$ 385,786.80
FT Employee + 1	\$ 1,349.00	60.0%	\$ 809.40	40.00%	\$ 539.60	18	\$ 14,569.20	\$ 174,830.40
FT Family	\$ 1,968.00	60.0%	\$ 1,180.80	40.00%	\$ 787.20	16	\$ 18,892.80	\$ 226,713.60
PT Single	\$ 729.00	45.0%	\$ 328.05	55.00%	\$ 400.95	-	\$ -	\$ -
PT Employee +1	\$ 1,349.00	30.0%	\$ 404.70	70.00%	\$ 944.30	-	\$ -	\$ -
PT Family	\$ 1,968.00	30.0%	\$ 590.40	70.00%	\$ 1,377.60	-	\$ -	\$ -
						83	\$ 65,610.90	\$ 787,330.80

C. Summary of Increases

Type Coverage	Total Increase (per Month)	Contribution (%)	BRWA's Increase (Monthly)	Employee's Share of Increase		Total Change to the BRWA	
				(Monthly)	(Annually)	(Monthly)	(Annually)
FT Single	\$ 33.00	4.74%	\$ 29.70	\$ 3.30	\$ 39.60	\$ 2,708.10	\$ 32,497.20
FT Employee + 1	\$ 61.00	4.74%	\$ 36.60	\$ 24.40	\$ 292.80	\$ 6,068.40	\$ 72,820.80
FT Family	\$ 89.00	4.74%	\$ 53.40	\$ 35.60	\$ 427.20	\$ (9,292.20)	\$ (111,506.40)
PT Single	\$ 33.00	4.74%	\$ 14.85	\$ 18.15	\$ 217.80	\$ -	\$ -
PT Employee +1	\$ 61.00	4.74%	\$ 18.30	\$ 42.70	\$ 512.40	\$ -	\$ -
PT Family	\$ 89.00	4.74%	\$ 26.70	\$ 62.30	\$ 747.60	\$ -	\$ -
Average:		4.74%				Totals: \$ (515.70)	\$ (6,188.40)



RESOLUTION

2020-03.01

Health Insurance Renewal

At a regular meeting of the Bedford Regional Water Authority (“Authority”) Board of Directors, held in the Board Meeting Room at the Authority’s Administrative Annex Building on the 17th day of March 2020, beginning at 7:00pm:

WHEREAS, it is recognized by the Board that the provision of quality and affordable health insurance is a very important benefit to Authority employees; and,

WHEREAS, the Authority received the health insurance program renewal documentation from The Local Choice in March 2020, and included in the renewal are the proposed rates for Fiscal Year 2020-2021; and,

WHEREAS, attached to this resolution is the data showing the proposed rates which indicate that the costs to the Authority to provide health insurance coverage for each employee will increase in FY 2020-2021; and,

WHEREAS, if the Authority is going to proceed with renewing the health insurance coverage with the Local Choice for the next fiscal year, action needs to be taken by the Board before April 1, 2020; now,

THEREFORE, BE IT RESOLVED, that the Executive Director of the Authority is authorized to execute the necessary documents to renew the health insurance contract with The Local Choice program.

Member _____ made a motion to approve this resolution.

Member _____ seconded the motion.

Board Member Votes: ___Aye, ___Nay, ___Abstain. The motion carried.

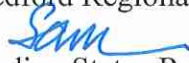
CERTIFICATION

The undersigned secretary of the Bedford Regional Water Authority does hereby certify that the foregoing is a true, complete, and correct Resolution adopted by a vote of a majority of the Directors of the Bedford Regional Water Authority, present at a regular meeting of the Board of Directors of the Bedford Regional Water Authority duly called and held March 17, 2020 at which a quorum was present and acting throughout, and that the same has not been amended or rescinded and is in full force and effect as of the date of the above mentioned meeting.

(SEAL)

Brian M. Key, Secretary,
Bedford Regional Water Authority

**LEGAL COUNSEL
REPORT**

Memorandum: March 17, 2020
To: Directors, Bedford Regional Water Authority
From: Sam Darby 
Re: Mariners Landing Status Report

I'm attaching the partial title report we got on Mariners Landing (at a cost of \$2,485.00). It confirmed that there are likely liens on the various properties that are being conveyed to the Authority.

I'm also attaching a listing of the properties that are being conveyed outright as well as the properties with easements that are being assigned. I'll call these the "Transfer Properties."

You will remember from another report I made on title searches and title insurance, that liens need to be removed from properties being transferred to the Authority because a bank foreclosure can "foreclose out" any conveyance (or assignment) made after the bank's lien (usually a deed of trust) is recorded.

Here we see that the title examiner has listed 32 "open instruments," meaning that they are still of record and have not been released. These open instruments represent liens on various properties owned by the five entities making up the Mariners Landing group. The "needle in the haystack" is identifying the liens that attach to the Transfer Properties.

I have asked Mariners to warrant that there are no liens on the Transfer Properties, and they are thinking about it, but have not agreed. In the meantime, I have asked the title examiner to go back into the records and let us know which of the "open instruments" affect our properties and need to be released. This may take some time.

While this is a difficult task, and expensive and time consuming, we want to have these properties as "clean" as possible. The safety net for the BRWA is the power to condemn if once the transfers are made, a necessary Transfer Property has not been cleanly transferred.

The Law Office of
Pamela Witt Willoughby, Esq.
A Professional Limited Liability Company

717 Clay Street, 2nd Floor
Lynchburg, Virginia 24504

TELEPHONE: (434)

845-1937

PRELIMINARY PROPERTY REPORT FOR EASEMENT - SMITH MOUNTAIN LAKE

CASE NO: **CUSTOMER:** *GLENN FELDMANN DARBY & GOODLATTE*

THE BELOW LISTED OWNERS APPEAR IN THE DOCUMENTS RECEIVED CONCERNING OWNERSHIP OF PROPERTY SUBJECT TO EASEMENT – DEEDS OF TRUST; JUDGMENT LIENS AND FINANCING STATEMENTS ONLY HAVE BEEN ADVERSED – THERE HAS BEEN NO SEARCH PERFORMED CONCERNING OWNERSHIP OF SUBJECT PROPERTY OR EASEMENT PROPERTY; CONVEYANCES, DECLARATIONS; PLATS, ETC.

- (1) *J.W. DEVELOPMENT, INC.;*
- (2) *J. W. DEVELOPMENT, INC.;*
- (3) *J. W. HOLDINGS, INC.*
- (4) *M & J DEVELOPERS, INC. – not yet advised for DT, liens, etc.*
- (5) *SMITH MOUNTAIN LAKE LAND CO., LLC*

(x) UNDER THE FOLLOWING DEED:

Grantor(s): *Joseph C. Knakal, Jr. and George L. Mason, Substitute Trustee*
Dated: *September 18, 1992* **Recorded:** *September 30, 1992 Deed Book & Pg./Inst.*
No: *864-108*

Grantor(s): *Susan L. Hudson*
Dated: *October 10, 1996* **Recorded:** *November 14, 1996 Deed Book & Pg./Inst.*
No: *960012050*

Grantor(s): *William B. Jones, et ux*

Dated: April 17, 2003
No: 030007502

Recorded: April 17, 2003

Deed Book & Pg./Inst.

Grantor(s): M & J Developers, Inc.

Dated: June 29, 2006

Recorded: June 30, 2006

Deed Book & Pg./Inst.

No: 060010041

Grantor(s): J.W. Holdings, Inc. a Virginia Corporation

Dated: November 18, 2013

Recorded: November 18, 2013 **Deed Book & Pg./Inst.**

No: 130012904

THE PROPERTY LIES IN THE County OF Bedford, VIRGINIA. Recordation references are to the Clerk's Office of the Circuit Court thereof unless otherwise stated.

BRIEF LEGAL DESCRIPTION:

Please see attached Property description(s) given by your office and attached herewith entitled - "Deed #1 Utility Lot 4.91 acres . . ." et als.

DEEDS OF TRUST: (x) Yes

There are numerous Deeds of Trust; Corrections; Modifications; Supplements, etc.

I have provided copies of instruments I find appearing of record and open in the name of J.W. Holdings; J. W. Holdings; J. W. Development; and Smith Mountain lake Land Co., LLC

060016281	120001151	130010753	000002229
060019960	120001152	130010754	010000832
070010022	120002445	140002113	
080006433	120002446	140008017	
100000865	130004160	140010179	
110003787	130005351	130008384	
110004415	130005634	060019960	
110009298	130005635	190002934	
110011533	130005636	190003008	
110011534	130009521	060009897	

JUDGMENTS: (x) Instrument #140000363

UCC/FINANCING STATEMENTS: (x) Instrument #'s: 130000010;180000010

SEARCH TYPE: (x) **Other:** *Search range 1992 Deed from Joseph C. Knakal, Jr., Et als Deed Book 864, page 108*

BACK TITLE INFO RELIED UPON IS Policy/Case # *n/a.*

EFFECTIVE DATE: *December 1, 2019 @ 8:00 A.M.*

SEARCHER: **Pamela W. Willoughby, Esq.**

Deed #1 Utility Lot 4.91 acres from SMITH MOUNTAIN LAKE LAND CO., LLC, and J. W. HOLDINGS, INC., formerly known as **J. W. DEVELOPMENT, INC.,** also formerly known as **J. W. DEVELOPEMENT, INC**

New Utility Lot: A tract of land containing 4.91 acres, more or less, shown as "New Utility Lot" on a plat dated May 9, 2019 made by Farris P. Hotchkiss, Jr., L.S., with Perkins & Orrison, which plat is entitled "Plat Showing Subdivision of TM# 250-A-2V" ("Plat"), which Plat is attached to and made a part of this Deed.

Together with a twenty foot (20') wide nonexclusive access easement appurtenant to the New Utility Lot described above for ingress and egress over a portion of the remaining property of Smith Mountain Lake Land Co., LLC, (Revised TM# 250-A-2V) beginning at the northwestern boundary of Smith Mountain Lake Land Co., LLC's remaining property (Revised TM# 250-A-2V) adjoining a parcel of property (TM# 250-A-2U) owned by J. W. Holdings, Inc., and traversing in a southeastern direction to the southeastern boundary of Smith Mountain Lake Land Co., LLC's remaining property (Revised TM# 250-A-2V) adjoining the New Utility Lot described above.

The real estate described above is a portion of the real estate acquired by Smith Mountain Lake Land Co., LLC, by Deed made and entered November 18, 2013, from J. W. Holdings, Inc., a Virginia corporation, which Deed is recorded as Instrument No. 130012904 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

Conveyance #2: A twenty foot (20') wide nonexclusive access easement appurtenant to the New Utility Lot described above for ingress and egress over a portion of a parcel of real property of J. W. Holdings, Inc. (TM# 250-A-2U) situate in the Lakes Magisterial District of Bedford County, Virginia, which access easement begins at State Route 1364 (Lake Retreat Road) at the southeastern boundary of J. W. Holdings, Inc.'s, property (TM# 250-A-2U), and traverses in a northeastern direction along the southeastern boundary of J.W. Holdings, Inc. (TM# 250-A-2U) and the northwestern boundary of a parcel of property (Revised TM# 250-A-2V) owned by Smith Mountain Lake Land Co. LLC, to a point at which the easement traverses in a southeastern

direction across a portion of the southeastern boundary of J. W. Holdings, Inc.'s property (TM# 250-A-2U) and the northwestern boundary of the parcel of property (Revised TM# 250-A-2V) owned by Smith Mountain Lake Land Co. LLC.

The real estate which the access easement burdens is located is a portion of the real estate acquired by Smith Mountain Lake Land Co., LLC, by Deed dated September 18, 1992, from Joseph C. Knakal, Substitute Trustee, and George L. Mason, Substitute Trustee, which Deed is recorded in Deed Book 864, at Page 108 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

Deed #2 Utility Lot B from J. W. HOLDINGS, INC., formerly known as J. W. DEVELOPMENT, INC., also formerly known as J. W. DEVELOPEMENT, INC.

Utility Lot B: A tract of land containing 0.030 acres, more or less, shown as "Utility Lot B" on a plat dated September 15, 2006 made by David A. Bess, L.S., with ACS Design, which plat is entitled "Plat of Subdivision for M&J Developers, Inc., et al. Showing the Subdivision of Tract A-1 (9.966 Acres), Property of M&J Developers, Inc., and a 0.032 Acre Parcel, Property of Alta Drew Investments, Inc., Creating Hereon Lots 1 Through 23 to be known as WESTCOVE and Showing the Remaining 0.067 Acre Portion of M&J Developers Property being Combined Hereon with Adjoining Tract 5 (Tax Map No. 250-13-5), Property of Alta Drew Investments, Inc. Also Showing the Creation of Utility Lot B (0.030 Acre) Property of JW Holdings, Inc." ("Plat"), Sheet 2 of 2, Plat Book 48, Page 177, which Plat is recorded as Instrument No. 060015983 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia, which parcel has a tax map designation as Tax Map No. 250-25-A.

Together with a twenty foot (20') wide nonexclusive access easement over and sanitary sewer easement under a portion of the remaining property of J.W. Holdings, Inc. beginning at Westcove Road and traversing along the southern boundary of J.W. Holdings, Inc.'s property adjacent to Lot 19 and then traversing southward to Utility Lot B, all as shown as "20' SSE and Utility Lot Access Easement" on the referenced Plat.

The real estate described above is a portion of the real estate acquired by GRANTOR by Deed dated September 18, 1992, from Joseph C. Knakal, Substitute Trustee, and George L. Mason, Substitute Trustee, which Deed is recorded in Deed Book 864, at Page 108 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

Deed #3 New Utility Lot from J. W. HOLDINGS, INC., formerly known as J. W. DEVELOPMENT, INC., also formerly known as J. W. DEVELOPEMENT, INC.

New Utility Lot: A tract of land containing 2.54 acres, more or less, shown as "New Utility Lot" on a plat dated April 24, 2019 made by Farris P. Hotchkiss, Jr., L.S., with Perkins & Orrison, which plat is entitled "Plat Showing Subdivision of TM# 243-A-48," ("Plat").

The real estate described above is a portion of the real estate acquired by J. W. Holdings, Inc. by Deed dated September 18, 1992, from Joseph C. Knakal, Substitute Trustee, and George L. Mason, Substitute Trustee, which Deed is recorded in Deed Book 864, at Page 108 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

Deed #4 Pump Station 3 and Pump Station Lot from M & J DEVELOPERS, INC.,

Pump Station 3: A tract of land shown as "JW Holdings Pump Station Lot" (sometimes referred to as "Pump Station 7") (Tax Map No. 243-A-48C) on a plat dated March 30, 2007 made by David A. Bess, L.S., with ACS Design, which plat is entitled "Survey for M&J Developers, Inc. Showing the Combination of 0.024 Acre with Existing Tax Parcel 243-A-48D – Well Lot 4 Showing the Division of the Remaining 30.161 Acres of Tract B Creating Hereon Lots 24-68 & 73-135 & Open Space Areas to be known as Phase II Mariners Run, situate on Deer Trail Drive," Sheet 2 of 5, Plat Book 50, Page 133, which plat is recorded as Instrument No. 0800004700 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

Pump Station Lot – Future (Mariners Run II): A tract of land containing 0.103 acres, more or less, shown as "Pump Station Lot" on the plat dated March 30, 2007 made by David A. Bess, L.S., with ACS Design, which plat is entitled "Survey for M&J Developers,

Inc. Showing the Combination of 0.024 Acre with Existing Tax Parcel 243-A-48D – Well Lot 4 Showing the Division of the Remaining 30.161 Acres of Tract B Creating Hereon Lots 24-68 & 73-135 & Open Space Areas to be known as Phase II Mariners Run, situate on Deer Trail Drive,” Sheet 4 of 5, Plat Book 50, Page 135, which plat is recorded as Instrument No. 0800004700 among the records maintained by the Clerk’s Office of the Circuit Court for the County of Bedford, Virginia, which parcel has a tax map designation as Tax Map No. 243-13-D.

The real estate conveyed hereby are portions of the real estate acquired by M & J Developers, Inc. by Deed dated June 29, 2006, from J. W. Holdings, Inc., a Virginia corporation, which Deed is recorded as Instrument No. 060010041 among the records maintained by the Clerk’s Office of the Circuit Court for the County of Bedford, Virginia.

Easements and Agreement Assigned by MARINERS LANDING WATER & SEWER COMPANY, INC.

SCHEDULE A

1. **Tax Map No. 250-A-2B:** A nonexclusive alienable easement and right of way to construct, install, operate, maintain, repair and replace the existing drainfields and all associated appurtenances, INCLUDING the existing sewer pump station, designated as Drainfields 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21 and 22, and Pump Station #2, by the Virginia Department of Health and approved for use as a part of the public sewer system serving Mariners Landing, which drainfields and sewer pump station are located on Tax Parcel 250-A-2B and as shown on the drawing labeled as “EXHIBIT-UTILITIES” as prepared by Perkins and Orrison, dated 12-12-03, which is recorded with Instrument No. 130009524 among the records maintained by the Clerk’s Office of the Circuit Court for the County of Bedford, Virginia; and

BEING a portion of the same property conveyed to J.W. Holdings, Inc., a Virginia corporation, by Deed dated September 18, 1992, and recorded in Deed Book 864, at Page 108, among the records maintained by the Clerk’s Office of the Circuit Court for the County of Bedford, Virginia; and

BEING the same easements and rights-of-way granted to Mariners Landing Water & Sewer Company, Inc. by Deed of Easement, made and entered August 19, 2013, of J.W. Holdings, Inc., a Virginia corporation, recorded as Instrument No. 130009524 among the records maintained by the Clerk’s Office of the Circuit Court for the County of Bedford, Virginia.

2. easement

Tax Map No. 250-A-2U: A nonexclusive alienable twenty foot (20')

and right of way across Tax Parcel 250-A-2U to provide access to the existing sewer pump station known as "Mariners Village Pump Station 4." Said access leaves Lake Retreat Road and crosses the parcel to the Mitchell's Cove Boat Dock and Boat Ramp are and may be relocated on the property to such other location as may be selected by the property owner; and

FURTHER, there is also assigned an easement to construct, install, operate, maintain, repair and replace the existing sewer pump station and all associated appurtenances and sewer lines, which are located on Tax Parcel 250-A-2U, and as shown on "Exhibit A – Mariners Village Pump Station 4," which is recorded with Instrument No. 190009291 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia; and

FURTHER, there is also assigned a nonexclusive alienable twenty foot (20') easement and right of way across Tax Parcel 250-A-2U to construct, install, operate, maintain, repair, and replace any sewer lines running from the Mariners Village Pump Station 4 to the main sewer system Pump Station 2. Said easement adjoins the property line of Tax Parcel 250-A-2V.

BEING a portion of Tax Parcel 250-A-2U conveyed to J.W. Development, Inc., a Virginia corporation, predecessor in name to J.W. Holdings, Inc., a Virginia corporation, by Deed dated September 18, 1992, and recorded in Deed Book 864, at Page 108, among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia; and

BEING the same easements and rights-of-way granted to Mariners Landing Water & Sewer Company, Inc. by Deed of Easement, made and entered September 30, 2019, of J.W. Holdings, Inc., a Virginia corporation, recorded as Instrument No. 190009291 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

3. **Tax Map No. 250-A-17A:** A blanket easement for the purposes of ingress, egress,

installation, replacing, repairing and maintaining all water and sewer utilities upon, across, over and under all of the real property known as "The Pointe at Mariners Landing," more specifically described as:

Beginning at a point in the centerline of Grave Harbor Trail and being approximately 889.4 feet from the centerline of Lake Retreat Road, thence S 43° 16' 51" E, 125.92 feet to a point, thence S 46° 43' 09" W, 49.83 feet to a point, thence S 70° 43' 09" E, 131.68 feet to a point, thence S 24° 55' 39" E, 84.27 feet to a point, thence along a curve to the right having a radius of 1052.26 a chord bearing of N 72° 59' 27" W and a chord of 166.99 feet to a point, thence S 21° 33' 37" W, 30.00 feet to a point,

thence N 74° 59' 53" W, 48.43 feet to a point, thence S 30° 59' 50" W, 53.94 feet to a point, thence S 20° 39' 56" W, 41.50 feet to a point, thence S 23° 02' 25" W, 99.72 feet to a point, thence 66° 39' 31" W, 133.75 feet to a point, thence along a curve to the right having a radius of 59.79 feet, a chord bearing of N 16° 52' 15" W, and a chord of 80.53 feet to a point, thence N 23° 06' 46" E, 32.68 feet to a point, thence N 61° 20' 49" W, 11.93 feet to a point, thence N 28° 39' 11" E 17.00 feet to a point, thence S 61° 20' 49" E, 9.73 feet to a point, thence N 47° 38' 13" E, 109.61 feet to a point, thence N 38° 12' 56" E, 57.56 feet to a point, thence N 46° 41' 22" E, 136.89 to the point of beginning, containing 1.641 acres, more or less.

BEING the same easements reserved for the benefit of Mariners Landing Water & Sewer Company, Inc. by and under that certain "Declaration of Condominium" for The Pointe at Mariners Landing, a Condominium, made July 13, 2004, by M & J Developers, LLC, a Virginia limited liability company, which Declaration of Condominium is recorded as Instrument No. 040010802 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

4. **Tax Map No. 250-A-17B:** A nonexclusive alienable easement and right of way to

construct, install, operate, maintain, repair and replace the existing drainfields and all associated appurtenances, designated as Drainfields B, C, D, E, 1, 2, 3, 4, 5, 6, 7 and 8 by the Virginia Department of Health and approved for use as a part of the public sewer system serving Mariners Landing, which is located on Tax Parcel 250-A-17B; and

BEING a portion of Tax Parcel 250-A-17B conveyed to J.W. Development, Inc., a Virginia corporation, predecessor in name to J.W. Holdings, Inc., a Virginia corporation, by Deed dated October 10, 1996, and recorded as Instrument No. 960012050 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia; and

BEING the same easement and right-of-way granted to Mariners Landing Water & Sewer Company, Inc. by Deed of Easement, made and entered August 9, 2013, of J.W. Holdings, Inc., a Virginia corporation, recorded as Instrument No. 130009168 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

5. **Tax Map No. 250-6-D2:** A nonexclusive alienable easement and right of way to

construct, install, operate, maintain, repair and replace the existing drainfield located under the existing parking lot and all associated appurtenances, approved by the Virginia Department of Health and approved for use as a part of the public

sewer system serving Mariners Landing, which is located on Tax Parcel 250-6-D2; and

BEING a portion of Tax Parcel 250-6-D2 conveyed to J.W. Holdings, Inc., a Virginia corporation, by Deed dated April 17, 2003, and recorded as Instrument No. 030007502 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia; and

BEING the same easement and right-of-way granted to Mariners Landing Water & Sewer Company, Inc. by Deed of Easement, made and entered August 9, 2013, of J.W. Holdings, Inc., a Virginia corporation, recorded as Instrument No. 130009166 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

6. **Tax Map No. 250-16-33:** A non-exclusive alienable easement and right of way to access, establish, operate, use, maintain and repair a pump station commonly referred to as "Pump Station 1st Fairway" located on Tax Parcel 250-16-33, and all associated appurtenances, on or under the easement area depicted as "Drainage Easement" as shown on a plat entitled "Mariners Landing Section 5A," as prepared by Perkins and Orrison, dated January 11, 2002, which is recorded as Instrument No. 020012249 in Plat Book 42, at pages 77-78 among the records maintained by the Clerk of the Circuit Court for the County of Bedford, Virginia; and

BEING among the easements reserved for the benefit of Mariners Landing Water & Sewer Company, Inc. by and under that certain "The 1st Fairway Property Owners' Association Declaration of Rights, Restrictions, Affirmative Obligations and Conditions" made July 9, 2002, by M & J Developers, LLC, a Virginia limited liability company, which Declaration of Rights, Restrictions, Affirmative Obligations and Conditions is recorded as Instrument No. 020012243 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

7. **Tax Map No. 250-17-18:** A non-exclusive alienable easement and right of way to access, establish, operate, use, maintain and repair a pump station commonly referred to as "Pump Station 2 6th Fairway Section 14" on Tax Parcel 250-17-18, and all associated appurtenances, on or under the easement area depicted as "15' Sanitary Sewer Easement" as shown on a plat entitled "6th Fairway Section 14 at Mariners Landing," as prepared by Perkins and Orrison, dated July 7, 2003, Sheet 3 of 3, which plat is recorded as Instrument No. 030019863 in Plat Book 43, at pages 332-334 among the records maintained by the Clerk of the Circuit Court for the County of Bedford, Virginia.
8. **Tax Map No. 250-20-18:** A non-exclusive alienable easement and right of way to access, establish, operate, use, maintain and repair a pump station commonly referred to as "Pump Station Cove B" on Tax Parcel 250-20-18, and

all associated appurtenances, on or under the easement area depicted as “Existing 15’ Sanitary Sewer Easement” as shown on a plat entitled “The Cove at Mariners Landing Section 1B,” as prepared by Perkins and Orrison, dated December 15, 2003, Sheet 2 of 2, which plat is recorded as Instrument numbered 040002526 in Plat Book 44, at pages 124-125 among the records maintained by the Clerk of the Circuit Court for the County of Bedford, Virginia.

9. **Tax Map No. 250-20-18:** A non-exclusive access easement and right-of-way fifteen feet (15’) in width beginning at the existing “10’ Walkway & Access Easement to Boat Docks” as shown on a plat entitled “The Cove at Mariners Landing Section 1B,” as prepared by Perkins and Orrison, dated December 15, 2003, which plat is recorded as Instrument numbered 040002526 in Plat Book 44, at pages 124-125 among the records maintained by the Clerk of the Circuit Court for the County of Bedford, Virginia, and extending to and from an “Existing 15’ Sanitary Sewer Easement” as also shown on and created by said plat, for the purposes of ingress and egress to and from an existing sewer pump station located within said “Existing 15’ Sanitary Sewer Easement.”

BEING the same easement and right-of-way granted to Mariners Landing Water & Sewer Company, Inc. by Deed of Easement, made and entered September 23, 2019, of Jerry L. Fink and Lisa C. Fink, husband and wife, recorded as Instrument No. 190009292 among the records maintained by the Clerk’s Office of the Circuit Court for the County of Bedford, Virginia.

10. **Tax Map Nos. 250M-1-A, 250M-2-B:** Nonexclusive alienable easements and rights of way to access, establish, operate, use, maintain and repair sewerage drainfields and all associated appurtenances, on or under the easement area depicted and described in Exhibit A, Phases 1, 2, 3, 4, 5, & 6, Mariners Village Condominium recorded in Plat Book 43, at Pages 128-133 among the records maintained by the Clerk’s Office of the Circuit Court for the County of Bedford, Virginia; and
FURTHER including the transfer of responsibility for the electric meter located on real property owned by the Mariners Village Condominium Unit Owners Association, Inc., along with maintenance responsibilities associated with the water and sewer facilities; and

FURTHER including the right of access to the real property owned by the Mariners Village Condominium Unit Owners Association, Inc., for the purposes of providing water and sewer services to the Mariners Village Condominium and otherwise exercising all obligations and responsibilities appertaining to such water and sewer services to Mariners Village Condominium; and

BEING the same easements and rights-of-way granted to Mariners Landing Water & Sewer Company, Inc. and responsibilities and obligations delegated to Mariners Landing Water & Sewer Company, Inc. a certain Agreement, made July 23, 2015, by and between the Mariners Village Condominium Unit Owners

Association, Inc., and Mariners Landing Water & Sewer Company, Inc., which Agreement is recorded as Instrument No. 150007486 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

11. **Tax Map No. 251-A-1:** A nonexclusive alienable easement and right of way to construct, install, operate, maintain, repair and replace the existing drainfields and all associated appurtenances, approved by the Virginia Department of Health as Phase 2 and approved for use as a part of the public sewer system serving Mariners Landing, which is located on Tax Parcel 251-A-1; and

BEING a portion of Tax Parcel 251-A-1 conveyed to J.W. Development, Inc., a Virginia corporation, predecessor in name to J.W. Holdings, Inc., a Virginia corporation, by Deed dated September 18, 1992, and recorded in Deed Book 864, at Page 109, among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia; and

BEING the same easement and right-of-way granted to Mariners Landing Water & Sewer Company, Inc. by Deed of Easement, made and entered August 9, 2013, of J.W. Holdings, Inc., a Virginia corporation, recorded as Instrument No. 130009167 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

Easements Assigned by J.W. Holdings, Inc.

A utility lot easement consisting of 0.2778 acres as shown on an easement plat made by Daniel M. Early, P.E., dated June 25, 2002, a copy of which plat is attached to and made a part of that Deed of Easement and Utility Lot Dedication, made and entered into on October 29, 2002, recorded as Instrument No. 020022766 among the records maintained by the Clerk's Office of the Circuit Court of the County of Bedford, Virginia; and

FURTHER, there is also a nonexclusive perpetual easement of right-of-way thirty (30) feet in width, and consisting of 0.4919 acres, as shown on the aforesaid plat, for the purposes of ingress to and egress from the aforesaid utility lot easement, and extends to said easement from Virginia State Route 626, across the lands conveyed to the Saunders Volunteer Fire Company, Inc., by Deed recorded in Deed Book 778, and Page 186, among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

BEING the same easements and rights-of-way granted to J.W. Holdings, Inc. by Deed of Easement and Utility Lot Dedication, made and entered October 29, 2002, by and between Saunders Volunteer Fire Company, Inc., a Virginia corporation, and J.W. Holdings, Inc. recorded

as Instrument No. 020022766 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia, as amended pursuant to a certain First Amendment to Deed of Easement and Utility Lot Dedication and Encroachment Consent Agreement, made and entered July 22, 2019, by and between Saunders Volunteer Fire Company, Inc., a Virginia corporation, and J.W. Holdings, Inc. recorded as Instrument No. 190008229 among the records maintained by the Clerk's Office of the Circuit Court for the County of Bedford, Virginia.

MOTIONS TO ENTER INTO CLOSED SESSION (made while in open meeting): ¹

- **MOTION – PERSONNEL:** I move that the Board of Directors go into Closed Meeting to discuss personnel matters pursuant to Section 2.2-3711 A. 1. of the Code of Virginia, 1950, as amended.
- **MOTION – REAL PROPERTY:** I move that the Board of Directors go into Closed Meeting to discuss or consider the acquisition or the disposition of real property for public purpose pursuant to Section 2.2-3711 A. 3. of the Code of Virginia, 1950, as amended.
- **MOTION – BUSINESS:** I move that the Board of Directors go into closed meeting to discuss a matter as to a business as to which no previous public announcement has been made of its intent to locate or expand in the community pursuant to Section 2.2-3711 A. 5. of the Code of Virginia (1950), as amended.
- **MOTION – LEGAL ADVICE:** I move that the Board of Directors go into Closed Meeting to consult with legal counsel retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel pursuant to Section 2.2-3711 A. 7. of the Code of Virginia (1950), as amended.
- **MOTION – LITIGATION:** I move that the Board of Directors go into Closed Meeting to receive legal advice and staff briefings with regard to matters of actual or probable litigation pursuant to Section 2.2-3711 A. 7. of the Code of Virginia, 1950, as amended.
- **MOTION – PUBLIC CONTRACT:** I move that the Board of Directors go into Closed Meeting for discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in open session would adversely affect the bargaining position or negotiating strategy of the Board pursuant to Section 2.2-3711 A. 29. of the Code of Virginia (1950), as amended.

MOTION TO EXIT OUT OF CLOSED MEETING (made while in closed meeting) ¹

- **MOTION – EXIT CLOSED MEETING:** I move that the Board of Directors exit out of this Closed Meeting, and enter back into an Open Meeting.

MOTION ONCE OUT OF CLOSED MEETING (made while in open meeting) ¹

- **MOTION – CERTIFYING CLOSED MEETING:** I move that the Board of Directors take a roll call vote certifying that to the best of the member's knowledge only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the public body.

Notes:

1. As with any motion, a second should be made, and a majority vote (roll call if desired) must be made before any of the motions are approved and acted upon.