



Bedford
Regional
Water Authority



BOARD OF DIRECTORS

May 19th, 2020

BEDFORD REGIONAL WATER AUTHORITY

Providing quality service to everyone.



1723 Falling Creek Road, Bedford, VA 24523-3137



540.586.7679



540.586.5805



www.brwa.com



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

MEETING NOTES

To: BRWA Board of Directors
From: Brian M. Key, PE; Executive Director
Date: May 15, 2020
Re: Notes for the May 19, 2020 Board of Directors Meeting

This meeting will be similar to the April meeting, in that some board members will be in the office while others are joining us remotely. Instead of Webex, we will try Zoom this month; our hope is that this will be a little easier for folks to join us virtually; the connection information can be seen at the top of the agenda.

As you can see below, there are 3 resolutions for the Board's review this month; all are related to financial issues. The numbers below corresponding items on the agenda:

- 5.b. Jill was out of the office this week, so I prepared the financial board packet; Jill plans to attend the meeting next week (virtually), so the agenda has her reporting the financials.
- 6.a. A summary of the May 12th Finance Committee meeting can be found in your board packets. There are two action items recommended based on the Committee's discussions; they are the first two resolutions detailed below.
- 6.b. **Resolution 2020.05.01:** As you could see in the meeting summary, the Finance committee reviewed a number of options for the budget; they are recommending that the Board proceed with adopting the most conservative of the scenarios reviewed.
- 6.c. **Resolution 2020.05.02:** The Committee is recommending that we include a waiver for the mandatory connection requirements if the cost of the connection is significantly higher than our standard fixed price connection. Please note that this resolution is contingent on approval from VRA's bond counsel.
- 7.b. **Resolution 2020.05.03:** Rhonda will present this resolution for your consideration. If the board adopts this resolution, it does not commit the Authority to accepting the funding for the Ivy Creek project.

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.

AGENDA

NOTICE AND AGENDA

To: Board of Directors
From: Brian Key – Executive Director
Date: May 15, 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, May 19, 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**. Due to COVID-19, the meeting room attendees will be limited to board members and staff; the public can provide input and/or join the meeting in the following ways:

- Join the Zoom audio/video meeting by electronic device (computer, phone, tablet):
 - <https://us02web.zoom.us/j/81598232558?pwd=WXNvNEZpVINNMitKenRGT2JQK0xQdz09>
 - Meeting ID: 815 9823 2558
 - Password: 3cSh5t
- Join the meeting with audio only by phone:
 - 470-250-9358
 - 470-381-2552
 - 646-518-9805
 - 646-558-8656
 - Meeting ID: 815 9823 2558
 - Password: 418367
- Click on the link to the online meeting on our Facebook page or website
 - www.brwa.com (the meeting link is on one of the banner posts on the front page)
 - <https://www.facebook.com/bedfordwater>

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: April 21, 2020 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
 - a. Customer Service Summary Report
 - b. Financial Statements through month end April 2020

To: Board of Directors
From: Brian Key – Executive Director
Date: May 15, 2020
Re: Notice of Board Meeting and Agenda



-
6. Executive Director's Report: Presented by Brian Key
 - a. Finance Committee May 12, 2020 Meeting Summary
 - b. **Resolution 2020-05.01:** Approval of Operating Budget for FY 2020-2021
 - c. **Resolution 2020-05.02:** Mandatory Connection Policy
 7. Engineering Report: Presented by Rhonda English
 - a. Projects Summary
 - b. **Resolution 2020-05.03:** Funding Application for Ivy Creek Sewer
 8. Operations Report: Presented by Nathan Carroll
 - a. Work Order Summary
 9. Administration Report: Presented by Megan Aubrey
 - a. Public Relations Information
 10. Legal Counsel Report
 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
April 21, 2020**

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Bedford Water”) was held on Tuesday, April 21, 2020 in the Board Meeting Room in Bedford Water’s Annex building located at 1723 Falling Creek Road in Bedford County. As noted below, some of the attendees were present virtually rather than in the meeting room.

Members Present:..... Bob Flynn, Chair
Michael Moldenhauer, Vice Chair
Cynthia Gunnoe
Elmer Hodge (Virtual)
Thomas Segroves
Walter Siehien (Virtual)

Members Absent: Carl Wells

Staff & Counsel Present:.. Brian Key – Executive Director
Nathan Carroll – Assistant Executive Director (Virtual)
Jill Underwood – Director of Finance (Virtual)
Megan Aubrey – Director of Administration (Virtual)
Rhonda English – Director of Engineering (Virtual)
Sam Darby – Legal Counsel, GFD&G (Virtual)

1. Call to Order

The meeting was called to order by the Chair at approximately 7:02pm. The Pledge of Allegiance and a moment of silence were conducted. Mr. Key explained how the meeting would work with the virtual meeting and public hearing/comment period.

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. Resolution 2020-04.01: Bylaws Revisions
4. Public Hearing for Rate Adjustments
 - a. Presentation about Rates
 - b. Public Comments about Rates
 - c. Resolution 2020-04.02: Rates
5. Public Comments for all issues other than the rate adjustments
6. Approval of Minutes: March 17, 2020 – Regular Board Meeting
7. Financial Report: Presented by Jill Underwood
 - a. Customer Service Summary Report
 - b. Financial Statements through month end March 2020
 - c. Summary of March 12, 2020 Finance Committee Meeting
 - d. Review of Draft Budget for FY 2020-2021
8. Operations Report: Presented by Nathan Carroll

- a. Work Order Summary
 - b. Booster Station Report
 - c. Resolution 2020-04.03: SCADA System Integration Service Contract
9. Administration Report: Presented by Megan Aubrey
- a. Public Relations Information
10. Engineering Report: Presented by Rhonda English
- a. Projects Summary
 - b. Resolution 2020-04.04: Engineering Term Contract Extension Agreements
 - c. Resolution 2020-04.05: Unsolicited PPEA proposal – Ivy Creek Sewer Line
11. Legal Counsel Report
12. Other business not covered on the above agenda
13. Motion to Adjourn

3. **Resolution 2020-04.01: Bylaws Revisions**

Due to the COVID-19 pandemic, the Authority needed to make changes to the BRWA board meeting process to protect the public, the board, and staff, as well as to comply with the intent of the Governor’s executive orders. The Authority’s Bylaws Policy 1.30 did not include provisions for remote participation for meetings; if the Bylaws were not changed, remote participation would not have been allowed. The Authority reviewed the proposed changes to the bylaws, and then took action with the resolution shown below.

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 is a public body subject to the provisions of the Virginia Freedom of Information Act, §§ 2.2-3700, et seq. of the Code (the “FOIA”); and,

WHEREAS, the Authority wishes to avail itself of the authority established in § 2.2-3708.2 of the FOIA to hold meetings at which one or more of the Directors of the Authority is able to participate remotely by means of electronic communication; and,

WHEREAS, the Board of Directors of the Authority would like to modify the Bylaws Policy 1.30 as presented in order to allow for the participation of its Directors by electronic communication means; 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 Segroves seconded the motion.

- Board Member Votes: 6 Aye 0 Nay 0 Abstain. The motion carried.

4. **Public Hearing for Rate Adjustments**

- a. Presentation about Rates

Mr. Key gave a short presentation about the rates, discussing the proposed rates and the rate equalization study, along with the special rates for certain subdivisions due to a higher cost of operating. If these rates were approved, the goal would be for increases to be approximately 3% for the average customer using 4,000 gallons per month.

- b. Public Comments about Rates

The public hearing began at approximately 7:13pm.

Mr. Doug Cooke (4347 Halesford Road in Paradise Point) gave a PowerPoint presentation on behalf of the 24 residents in the Paradise Point subdivision. In 2019,

Paradise Point resident and Secretary/ Treasurer Jean Maas began working with the Authority to request a proposal for the BRWA to take ownership of the subdivision's private well system. Authority staff provided a proposal to Ms. Maas. Mr. Cooke provided an alternative proposal changing some of the costs and scenarios that seemed more logical to him (including depreciation schedules, line repair expenses, operator costs, actual consumption calculations, etc.). He asked the board to lower the fixed rate for Paradise Point residents if the system were taken over by the BRWA.

Jean Maas, the secretary/treasurer of Paradise Point, also spoke about the rates for Paradise Point, asking for the proposed rate to be lowered.

The public hearing closed at approximately 7:42pm.

Mr. Flynn asked the board to continue the discussion about Paradise Point at a staff and committee level.

Ms. Gunnoe said that due to the economic state she recommended not approving the rates at this time. Mr. Segroves asked about the timeline for approving rates for next fiscal year. Mr. Key said that the rates would need to be approved at the May board meeting to be effective on June 1, for bills received in July 2020. However, having the rate hearing now allows the board to approve the rates at any point in the future (either at the proposed rates or lower) and that another rate hearing would not be needed if the board would prefer to change the rates sometime during the next fiscal year. Mr. Key noted that the budget has to be adopted no later than at the June board meeting, in accordance with bond covenants. Mr. Moldenhauer and Mr. Hodge also agreed in delaying the approval of the rates.

c. Resolution 2020-04.02: Rates

The board chose not to approve the rates at this time due to the coronavirus pandemic and the uncertainty of its economic implications.

5. Public Comments for all issues other than the rate adjustments

There were no public comments.

6. Approval of Minutes: March 17, 2020 Regular Board Meeting

The regular Board Meeting Minutes from March 17, 2020 were reviewed.

Member Moldenhauer made a motion to approve the minutes.

Member Segroves seconded the motion.

- Board Member Votes: 6 Aye; 0 Nay; 0 Abstain. The motion carried.

7. Financial Report: Presented by Jill Underwood

a. Customer Service Summary Report

Ms. Underwood reported that Line 20 of the report shows the number of repeated disconnects; for March there were 19 cutoffs (5 repeat: 1 in Town and 4 in Forest). These disconnects reflect the first half of March; as of March 16, the Authority voluntarily stopped assessing late fees or disconnecting service for non-payment due to the unknown impact of the coronavirus in the community. The lobby was also closed to the public at that time; however, business transactions have been able to be handled virtually or with some paperwork transactions outside the building in the parking lot.

b. Financial Statements through month end March 2020

Ms. Underwood reviewed some of the details pertaining to the financial reports for the period ending March 2020. The targeted budget goal for March was 75%;

operating revenues were 71%, and operating expenditures were 63%. Capital recovery fees received are 96% of the total budgeted amount, with water at 71% and sewer at 177%.

Staff are monitoring the current budget as it relates to COVID-19 and will make any necessary adjustments to the upcoming fiscal year's budget prior to the Board's adoption. A spending freeze has been implemented on non-essential purchases and work on some capital projects has been discontinued.

c. Summary of March 12, 2020 Finance Committee Meeting

There is a Finance Committee meeting that was scheduled for April 30; Ms. Underwood recommended moving the meeting to May 12 to allow the April financials to be complete and the Finance Committee agreed to this date. Ms. Underwood briefly updated the board about the small changes in the budget since the last board meeting.

d. Review of Draft Budget for FY 2020-2021

Ms. Underwood reviewed the proposed changes to the budget for next fiscal year, which she defined as being conservative. Ms. Underwood recommended delaying the approval of the budget to analyze how the coronavirus will impact the economy and the BRWA's revenue. Mr. Key shared a chart comparing this year's total payments to the past two years.

Mr. Flynn asked staff and the Finance Committee to project the best/worst case scenarios over the next few months to show possible impacts on the proposed budget.

Mr. Key also mentioned that staff is planning for the worst case scenario in regards to staffing and daily operations, despite the fact that none of the employees had been diagnosed with the virus.

8. Operations Report: Presented by Nathan Carroll

a. Work Order Summary

Mr. Carroll explained the changes to the work order report as requested by Mr. Moldenhauer at the last meeting. The report now shows the hours of work broken down by service area along with the number and percentage of work orders completed. Going forward, the report will be shown excluding the meter replacement program or having them in a separate line item to make the report most accurate.

b. Booster Station Report

This booster station project makes use of an emergency connection located in the Town of Bedford and allows the BRWA to pump water in any direction needed in the service areas. This station provides greater redundancy in the system using minimal costs compared to renting a pump.

This project was done at the current time period to prepare for a worst case scenario of the coronavirus impacting the number of operators able to report to work. The project cost approximately \$5,000-\$6,000 to complete, along with repurposing and reusing some supplies already owned. Mr. Carroll reported that this was an extremely efficient use of money and supplies since renting a pump can cost \$3,000-\$4,000 for just a few days.

The station is now operational for the most likely scenario in which it would be used, and other emergency tests can now be conducted as well.

c. Resolution 2020-04.03: SCADA System Integration Service Contract

A Request for Proposals was advertised on eVA, Virginia's eProcurement Portal, and emailed to qualified SCADA system integrators in March 2020. After a four-employee committee reviewed the submitted proposals and conducted interviews of the four system integrators that responded, the committee unanimously agreed to recommend to the board that they approve of the execution of term contracts with Fairwinds Automation, Autologic LLC, DR Controls, and Sunapsys, Inc.

The proposed contracts will be for one year, with the ability for the Authority to renew for up to two successive one year terms. These are term contracts, which give the Authority the ability to select a contractor when needed for projects or routine work; there is no guarantee that any work will be conducted through any of the contractors, and there is no price or fee associated with these specific contracts.

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 21st of April 2020, beginning at 7:00 p.m.:

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, a Selection Committee ("Committee"), comprised of four Authority staff personnel was created for the selection of a SCADA System Integrator for the Bedford Regional Water Authority; and,

WHEREAS, the Committee has followed the guidelines set forth in the Authority's Policy 10.10 – Purchasing by advertising a Request for Proposals and reviewing Statements of Qualifications and soliciting proposals from selected qualified SCADA System Integrators; and,

WHEREAS, the Committee reviewed proposals from SCADA System Integrators on April 14, 2020, and unanimously agreed to recommend to the Board of Directors that they approve of the execution of a contract with Fairwinds Automation, Autologic LLC, DR Controls, and Sunapsys, Inc. as the SCADA System Integrators providing the best value for the Authority; and,

WHEREAS, agreements will be prepared for Fairwinds Automation, Autologic LLC, DR Controls, and Sunapsys Inc. to enter into a one year contracts which provide for the renewal for up to two successive one year terms to provide SCADA and integration services as authorized by the Authority; and,

WHEREAS, the Executive Director concurs with the committee's recommendation, and recommends the award of the Contracts; now,

THEREFORE, BE IT RESOLVED, that the Board of Directors does hereby authorize the Assistant Executive Director to execute individual contracts with Fairwinds Automation, Autologic LLC, DR Controls, and Sunapsys Inc. for SCADA System Integration Services.

Member Gunnoe made a motion to approve this Resolution.

Member Segroves seconded the motion.

- Board Member Votes: 6 Aye; 0 Nay; 0 Abstain. The motion carried.

9. Administration Report: Presented by Megan Aubrey

a. Public Relations Information

Ms. Aubrey discussed the social media statistics and the increase in engagement online since beginning to post about the coronavirus on March 16. This will have lasting results on the Authority's social media following and engagement. There have been some positive relationships enhanced due to the pandemic, including Ms. Aubrey assisting as Public Information Officer for Bedford County for a short period of time. Ms. Aubrey will also communicate with the public about the board's delay in approving the rates and any rate changes in the future.

10. Engineering Report: Presented by Rhonda English

a. Projects Summary

A steady stream of projects and submittals are still coming into the Authority, mainly in our Forest service area, which does cause some concern about the capacity for sewer in that area.

b. Resolution 2020-04.04: Engineering Term Contract Extension Agreements

The Authority has a term agreement with four engineering firms; the agreements are for one year terms, renewable four times. The agreements are up for renewal, and with this resolution the Authority would be able to continue to contract with these four firms.

Included with the resolution is an example 'Extension of Agreement for Engineering Services under a Term Contract' which would be executed with the firms CHA, Hurt & Proffitt, Wiley|Wilson and WRA. As most consultant rate schedules are confidential, these can be made available for review at or prior to the Board meeting if so requested.

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 21st of April 2020, beginning at 7:00pm

WHEREAS, the current Agreements for Engineering Services for CHA Consulting, Inc., Hurt & Proffitt, Inc., Wiley|Wilson, and Whitman, Requardt & Associates, Inc. expired on April 19, 2020; and,

WHEREAS, the Engineering department has prepared Extensions of Agreements for Engineering Services for CHA Consulting, Inc., Hurt & Proffitt, Inc., Wiley|Wilson, and Whitman, Requardt & Associates, Inc. to extend services until April 19, 2021; and,

WHEREAS, the Agreements for Engineering Services dated April 19, 2016, allow for the extension of up to four one-year terms; and,

WHEREAS, the Term Contracts for Engineering Services must be extended to allow for continued services with the Engineering Consultants to complete select projects for the Authority's Capital Improvement Program and provide consultant assistance to the Engineering Department; now,

THEREFORE, BE IT RESOLVED, that the Bedford Regional Water Authority Board of Directors authorize the Director of Engineering to execute the necessary agreements to extend the contracts with CHA Consulting, Inc., Hurt & Proffitt, Inc., Wiley|Wilson, and Whitman, Requardt & Associates, Inc. for one additional term.

Member Moldenhauer made a motion to approve this Resolution.

Member Gunnoe seconded the motion.

- Board Member Votes: 6 Aye; 0 Nay; 0 Abstain. The motion carried.

c. Resolution 2020-04.05: Unsolicited PPEA proposal – Ivy Creek Sewer Line

The Authority has received an unsolicited proposal for the design and construction of the Ivy Creek sewer line and the construction of the Route 460 water booster station. The following resolution is for acceptance of the submitted proposal for further review, and to provide public notice allowing other groups to provide similar competing submissions.

Approval of this resolution will not require the project to move forward, yet it will give staff the opportunity to provide review of the conceptual proposal of the project for its merit, along with any forthcoming competing proposals, to present to the Board at a later date. Per the PPEA policy, proposals will be returned to the submitter if the Authority chooses not to accept the submission for consideration.

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 21st of April 2020, beginning at 7:00pm

WHEREAS, an unsolicited proposal (“Proposal”) was submitted to the Authority under the Public-Private Education Facilities and Infrastructure Act (“PPEA”) from Garney Companies, Inc. for the Ivy Creek Interceptor, Divisions 5 and 6, and the Route 460 Pump Station (“Project”); and,

WHEREAS, the Ivy Creek Interceptor has been identified as a future capital improvement project by the Authority with a Preliminary Engineering Report completed for the project in February 2020; and,

WHEREAS, the Route 460 Pump Station project is included in the Authority’s current Capital Improvement Projects with funding proposed through 2015 Bond Residuals; and,

WHEREAS, the Authority’s policy Document 4.45 – Public-Private Education Facilities and Infrastructure Guidelines (“Policy”) requires prompt determination of the acceptance of unsolicited proposals for publication and conceptual-phase consideration; now,

THEREFORE, BE IT RESOLVED, that the Bedford Regional Water Authority Board of Directors authorize the Director of Engineering to accept the Proposal from Garney Companies, Inc., and for the Director of Engineering to serve as the primary contact for the Project, and to ensure that the Authority provides public notice in accordance with the Policy.

Member Gunnoe made a motion to approve this Resolution.

Member Segroves seconded the motion.

- Board Member Votes: 6 Aye; 0 Nay; 0 Abstain. The motion carried.

11. Legal Counsel Report

Mr. Darby has been working to remove the liens with the banks to allow the Mariner’s Landing acquisition to proceed. The goal is to have these transactions completed by May 1 to allow the Authority to take ownership on that date. Mr. Key asked Ms. Underwood to confirm with Customer Service that the Authority would be ready to take over service on May 1.

Mr. Key asked if Mr. Darby had heard any legislative updates about the possibility of holding virtual public meetings during a declared state of emergency. Mr. Darby said that this has not yet been passed. Due to the board holding a virtual meeting in March, Mr. Darby suggested the board ratify the actions taken in the March 17, 2020 board meeting.

Member Gunnoe made a motion to ratify the actions taken at the March 17, 2020 board meeting.

Member Moldenhauer seconded the motion.

- Board Member Votes: 6 Aye; 0 Nay; 0 Abstain. The motion carried.

12. Other Business

Mr. Key stated that leadership has been communicating regularly with staff about the coronavirus and its impact on them, the Authority, and the community. Mr. Key also spoke about how employees are adjusting to working from home or in the field more, utilizing technology better, and that staff are beginning to think about how to reopen the office and come back to work when the time is appropriate.

13. Motion to Adjourn:

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

- Board member votes: 6 Aye; 0 Nay; 0 Abstain. The motion carried.

The meeting adjourned at approximately 8:55pm.

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

FINANCIAL REPORT

Tracking Data for Customer Service Department

Description	May '19	June '19	July '19	August '19	September '19	October '19	November '19	December '19	January '20	February '20	March '20	April '20	Running 12 Month Totals
1 Statements Mailed	14,349	14,392	14,386	14,435	14,943	14,870	14,490	14,511	14,491	14,466	14,551	14,600	174,484
2 Statements Sent Electronically	1,219	1,235	1,267	1,310	1,340	1,380	1,460	1,422	1,427	1,479	1,518	1,552	16,609
3 Total of Payments Received	12,357	11,584	13,170	11,840	11,919	13,171	11,450	13,035	12,507	12,203	12,695	12,456	148,387
4	\$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	\$1,175,968.85	\$1,118,132.30	\$14,318,127.49
5	2,602	2,376	2,655	2,533	2,438	2,686	2,355	2,619	2,590	2,432	2,588	2,600	30,474
6 Bill Payer Payments	\$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	\$148,845.01	\$153,214.88	1,890,922
7	21.1%	20.5%	20.2%	21.4%	20.5%	20.4%	20.6%	20.1%	20.7%	19.9%	20.4%	20.9%	20.5%
8	1,191	2,135	2,074	1,989	2,058	2,141	2,140	2,098	2,248	2,214	2,049	2,216	24,553
9 Paymentus Payments	\$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	\$173,978.03	\$192,068.19	\$2,215,108.66
10	9.6%	18.4%	15.7%	16.8%	17.3%	16.3%	18.7%	16.1%	18.0%	18.1%	16.1%	17.8%	16.5%
11 Automatic Draft Payments (ACH)	1,490	1,502	1,523	1,527	1,532	1,545	1,552	1,571	1,577	1,592	1,603	1,620	18,634
12	\$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	\$92,411.16	\$91,204.25	\$1,155,061.88
13	12.1%	13.0%	11.6%	12.9%	12.9%	11.7%	13.6%	12.1%	12.6%	13.0%	12.6%	13.0%	12.6%
14 Account Transfers	148	153	156	162	127	135	124	135	113	127	130	134	1,644
15 New Customers	20	10	12	8	526	14	11	11	28	16	22	16	694
16 Disconnects for Non-payment	73	97	68	25	44	40	56	54	55	34	19	-	565
17 Customers Still Off for Non-Payment	10	18	7	4	6	8	11	12	5	7	-	-	88
18 Repeat Disconnected Customers	10	16	26	10	9	11	16	21	9	6	5	-	139
19 Meters Read - Normal and Transfer Readings	13,765	13,780	13,808	13,875	13,892	14,258	14,222	14,230	14,253	14,264	14,277	14,289	168,913
20 Radio Read Meters	11,014	11,304	11,352	11,498	11,598	11,749	11,827	11,863	11,935	12,103	12,341	12,515	141,099
21 Manually Read Meters	2,751	2,476	2,456	2,377	2,294	2,509	2,395	2,367	2,318	2,161	1,936	1,774	27,814
22 Tower Read Meters	2,138	2,012	1,941	1,840	1,964	984	716	1,019	1,086	910	1,054	1,071	16,735
23 New Meter Installs	3	17	13	6	25	3	2	1	21	6	9	11	117
24 Broken Meters Replaced	10	4	17	18	11	11	6	25	5	12	5	13	137
25 Meters Changed - Program	239	264	20	141	61	125	85	28	49	173	209	150	1,544
26 Connections paid for but not installed	213	194	182	180	699	685	279	280	287	289	290	286	N/A
27 Remaining Developer's Credits	\$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	\$368,484.01	\$368,484.01	N/A
28 Bulk Water Sales - New London (Gallons)	20,844	47,149	59,581	24,825	27,400	41,825	8,325	6,324	7,315	1,410	14,969	58,475	318,442
29 Bulk Water Sales - Moneta (Gallons)	34,961	56,600	36,950	23,200	25,970	30,140	3,458	-	4,250	600	2,700	8,610	227,439
30 Bulk Water Sales - Central Distr (Gallons)	67,300	61,200	9,400	42,000	2,000	3,400	-	-	8,800	3,000	-	-	197,100
31 Total Bulk Water Sales	\$664.77	\$890.72	\$572.03	\$486.14	\$299.00	\$406.97	\$63.63	\$34.15	\$109.97	\$27.05	\$95.41	\$362.26	\$4,012.10



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

MEMORANDUM

To: BRWA Board of Directors
From: Brian Key; Executive Director
Date: May 15, 2020
Re: Financial Highlights for April 2020

Summary of Revenues & Expenses:

- 1) The budget goal was 83% for the period ending at the end of April. Operating Revenues were at 79% and Operating expenses were at 72%.
- 2) Capital Recovery fees received so far this FY were 103% of the total budgeted amount, with water at 77% and sewer at 189%.

COVID-19 update:

We are continuing to monitor the current budget as it relates to COVID-19 and we will continue to keep the board apprised of the impact on the financials. To date, we have not seen any significant impact on our operating revenue; however, it is still very early on in the period where we believe the impacts will be felt. The freeze on non-essential purchases has continued, and we are still holding off on some capital projects.

Bedford Regional Water Auth.
Balance Sheet
For the Ten Months Ending Thursday, April 30, 2020

		<u>7/1/2019</u>	<u>Apr 2020</u>
		<u>Beginning</u>	<u>Actual</u>
ASSETS			
1000:1000	Cash	\$5,209,778.27	\$5,628,727.53
1001	Restricted Investments	6,489,539.06	7,707,184.90
1002:1002	Prepaid Expenses	490,856.99	472,424.82
1101:1101	Accounts Receivable	1,986,741.86	1,427,799.67
1102	Accounts Receivable Other	121,361.25	134,757.76
1200	Inventory	364,729.50	834,712.12
1202	Loan Related Assets	3,934.66	3,934.66
1250	Construction In Progress	182,049.61	358,861.84
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		232,444.80
1900	Depreciation	<u>(60,464,282.23)</u>	<u>(60,607,210.21)</u>
	Total assets	<u>122,683,948.78</u>	<u>124,146,633.74</u>
LIABILITIES			
2000	Accounts Payable	(372,796.83)	(83.14)
2001	Customer Liabilities	(482,897.19)	(518,277.92)
2100	Employee Liabilities	(876,799.66)	(826,671.68)
2200	Notes Payable	(45,089,364.29)	(42,413,752.87)
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>(119,641,126.42)</u>
	Operating Surplus/ (Loss)		4,505,507.32

Bedford Regional Water Auth.
Balance Sheet
For the Ten Months Ending Thursday, April 30, 2020

		<u>7/1/2019</u>	<u>Apr 2020</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	1,799,906.68
1000-0004	Cash Drawer	225.00	225.00
1000-0011	LGIP Operating Reserves Fund	316,700.04	321,648.99
1000-1000	VA Investment Pool-Capital Projects Reserve	2,457,468.92	2,495,841.73
1000-2000	VA Investment Pool- Operating Reserves	1,019,066.14	1,034,978.56
1000-0005	Cash Suspense Account (for F.A.)		(24,240.00)
	Total Cash	<u>5,209,778.27</u>	<u>5,628,727.53</u>
Restricted Investments:			
1001-0001	Deposit Refund Program Fund	359,661.65	359,661.65
1001-0010	Debt Service Accumulation Fund	901,477.43	1,305,664.18
1001-0020	Reserve for future capital projects	661,644.10	662,642.15
1001-0021	County Funds for New Projects	184,411.01	218,275.49
1001-0022	SML WTF Depreciation Fund WVWA	134,034.34	134,072.50
1001-0023	BRWA Cell Tower Funds	172,267.12	223,063.84
1001-0024	SML WTF Depreciation Fund- BRWA portion	134,020.40	252,058.57
1001-0025	Vehicle and Equipment Replacement Fund	115,077.53	275,503.38
1001-0030	Information Systems Replacement Fund	163,331.45	158,287.17
1001-0035	Meter Replacement Fund	343,168.33	378,518.33
1001-0040	Sewerline Replacement Fund	384,471.16	601,141.16
1001-0045	Waterline Replacement Fund	465,004.00	590,004.00
1001-0050	Tank Rehab	168,000.00	226,330.00
1001-0055	CIP Crew Startup Fund	2,437.80	
1001-1010	VA Investment Pool- Reserve Fund	431,661.55	449,073.58
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	43,445.49
1001-1100	Escrow Account	26,787.34	67,787.34
	Total Restricted Investments	<u>6,489,539.06</u>	<u>7,707,184.90</u>
Prepaid Expenses:			
1002-1000	Prepaid Insurance	39,550.70	25,792.94
1002-1001	Prepaid Dues/Service Contracts	46,134.29	41,459.88
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	<u>490,856.99</u>	<u>472,424.82</u>
Accounts Receivable:			
1101-1000	Billings Receivable Water	1,332,649.85	933,107.93
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	693,329.78
1101-3210	Credit Card Convenience Fee AR	855.56	849.08
1101-4000	Allowance for Doubtful Accounts	(486,341.29)	(486,341.29)
1101-4001	Water Penalties- A/R	44,040.42	39,989.69
1101-4002	Payment Arrangement AR- Water	(154.96)	(154.96)
1101-4003	Sewer Penalties A/R	31,749.44	25,709.23
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	70,479.00

Bedford Regional Water Auth.
Balance Sheet
For the Ten Months Ending Thursday, April 30, 2020

		<u>7/1/2019</u> <u>Beginning</u>	<u>Apr 2020</u> <u>Actual</u>
1101-5002	Returned Check A/R	763.80	924.75
1101-5003	Sewer Facility Fees A/R	10,627.78	30,627.78
1101-5005	Reconnect Fee A/R	29,568.63	27,189.83
1101-6000	Water Account Charge A/R	7,348.53	11,252.03
1101-6003	Sewer Account Charges A/R	4,040.39	6,493.09
1101-7001	Water Deposits A/R	4,946.81	3,368.31
1101-7003	Sewer Deposits A/R	10,033.50	19,997.67
1101-7500	Meter Base Installation Fee A/R	9,744.02	14,244.02
1101-7504	Sewer Pump Maintenance A/R	5,716.39	3,627.50
1101-7505	Service Repairs & Rents A/R	2,504.94	2,504.94
1101-7506	A/R- Septage Dumping Fees	18,298.40	8,335.00
1101-7507	Meter Fee A/R	1,750.00	4,750.00
1101-7508	A/R- Industrial Pretreatment	2,458.86	1,252.24
1101-7510	SGP Review and Inspections A/R	300.00	300.00
1101-8000	Misc. Charges Receivable	(1.00)	(1.00)
1101-8002	NSF holding/clearing account	145.88	145.78
1101-8003	Consolidation holding account	(3,761.63)	(3,761.63)
1101-8006	Unauthorized Service A/R	11,595.08	8,845.08
1101-8009	Pending Electronic Payments	20,767.78	7,985.82
1101-7502	A/R- Sewer Clean-Out Insallation Fee		1,500.00
	Total Accounts Receivable	<u>1,986,741.86</u>	<u>1,427,799.67</u>
Accounts Receivable Other:			
1102-0001	Miscellaneous Accounts Receivable	121,361.25	134,757.76
	Total Accounts Receivable Other	<u>121,361.25</u>	<u>134,757.76</u>
Inventory:			
1200-0001	Maintenance Inventory	167,403.07	263,545.88
1200-0002	Meter Inventory	197,326.43	571,166.24
	Total Inventory	<u>364,729.50</u>	<u>834,712.12</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	97,248.14
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	117,281.15
1250-0387	CIP- Rucker Rd. waterline project	11,900.00	58,983.56
1250-0353	CIP- SML WTP & Waterlines		(200,000.00)
1250-0363	BRWA Facility Master Plan & Building		36,810.11
1250-0388	CIP Cedarcrest Waterline		28,286.29
1250-0389	CIP- Country Estates Waterline		8,940.00
1250-0390	CIP- SML Pump Station		9,910.80
1250-0391	CIP- Turkey Mtn Booster Station		4,870.00
	Total Construction In Progress	<u>182,049.61</u>	<u>358,861.84</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

Bedford Regional Water Auth.
Balance Sheet
For the Ten Months Ending Thursday, April 30, 2020

		<u>7/1/2019</u> <u>Beginning</u>	<u>Apr 2020</u> <u>Actual</u>
	Total Tangible Assets - Vehicles	3,298,817.73	3,299,407.73
Tangible Assets - Water:			
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		232,444.80
	Total Fixed Asset Clearing Account		<u>232,444.80</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	122,683,948.78	124,146,633.74
LIABILITIES			
Accounts Payable:			
2000-1000	Accounts Payable	(369,286.83)	(83.14)
2000-1005	Retainage Payable	(3,510.00)	
	Total Accounts Payable	<u>(372,796.83)</u>	<u>(83.14)</u>
Customer Liabilities:			
2001-0000	Customer Credit- Budget Billing accounts	4,956.74	5,068.88
2001-0001	Customer Credits	(196,802.34)	(244,048.66)
2001-0002	Misc. Misposting	(1,520.90)	(1,520.90)
2001-0003	Customer Refunds Payable	16,210.60	8,592.74
2001-1000	Water Deposits	(198,413.42)	(185,256.17)
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)	(86,061.48)
	Total Customer Liabilities	<u>(482,897.19)</u>	<u>(518,277.92)</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	300.32

Bedford Regional Water Auth.
Balance Sheet
For the Ten Months Ending Thursday, April 30, 2020

		<u>7/1/2019</u> <u>Beginning</u>	<u>Apr 2020</u> <u>Actual</u>
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)
2100-0550	Health Insurance Payable- Employee Share	(6,111.30)	(10,044.45)
2100-0600	VRS Mandatory Cash Match- Hybrid	1.25	1.25
2100-0750	Optional Life Insurance Payable	29.74	126.47
2100-0800	AFLAC Withholding Payable	1,699.31	1,697.55
2100-0900	Outstanding Payables Checks	(49.83)	(49.83)
2100-1000	Garnishments Payable	(893.61)	
2100-0200	State Withholding Payable		(17,808.21)
2100-0650	Deferred Compensation Payable		(965.00)
2100-0675	VRS Roth Contributions		(410.00)
2100-0850	Child Support Withholding Payable		(377.95)
	Total Employee Liabilities	<u>(876,799.66)</u>	<u>(826,671.68)</u>
Notes Payable:			
2200-0115	Current Maturities Long-Term Debt	(0.20)	(108,656.78)
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>(42,413,752.87)</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>(119,641,126.42)</u>
	Operating Surplus/ (Loss)		4,505,507.32

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>	
OPERATING REVENUE						
3000-3000 +...	Water Sales	(\$694,531.35)	(\$6,692,894.07)	(\$8,700,869.00)	(\$2,007,974.93)	77%
3100-3000:3...	Sewer Sales	(341,459.93)	(3,430,803.96)	(4,410,678.00)	(979,874.04)	78%
3902	Penalties	67.80	(45,430.69)	(73,000.00)	(27,569.31)	62%
3903-3231:3...	Account Charges	(4,275.00)	(69,940.00)	(53,000.00)	16,940.00	132%
3903-3240:3...	Review Fees	(10,098.72)	(86,795.90)	(42,300.00)	44,495.90	205%
3900-3250:3...	Interest Earned	(4,719.68)	(77,920.13)	(45,000.00)	32,920.13	173%
3903-3245:3...	Sewer Clean Outs	(1,500.00)	(15,400.00)	(5,000.00)	10,400.00	308%
3903-3250 +...	Meter Installation Revenues	(12,000.00)	(110,370.84)	(90,000.00)	20,370.84	123%
3903-3255	Industrial Pretreatment Revenue	(583.33)	(15,499.87)	(15,000.00)	499.87	103%
3903-3261	Rent/Meter Charges	(3,081.15)	(10,418.03)	(3,000.00)	7,418.03	347%
3903-3262:3...	Misc	(8,490.20)	(107,898.90)	(106,793.00)	1,105.90	101%
3903-3280:3...	Fixed Asset Disposals		68,723.28		(68,723.28)	0%
3901-3211:3...	Account Default Fees	(3,175.00)	(19,445.00)	(23,000.00)	(3,555.00)	85%
3201-3275 +...	Contract Reimbursements		(180,820.18)	(151,000.00)	29,820.18	120%
	Revenue from BRWA Operations	<u>(1,083,846.56)</u>	<u>(10,794,914.29)</u>	<u>(13,718,640.00)</u>	<u>(2,923,725.71)</u>	79%
3000-3220 +...	Capital Recovery Fees	(69,000.00)	(981,250.00)	(953,700.00)	27,550.00	103%
3903-3265	Cellular Antenna Site Rental-County...	(2,556.80)	(38,824.00)	(44,529.00)	(5,705.00)	87%
3904-3310	BOS Capital Contributions		(2,000,000.00)	(2,000,000.00)		100%
3904-3315	Developer Line Contributions			(200,000.00)	(200,000.00)	0%
3904-3316 +...	Contributions from WVWA	(118,000.00)	(118,000.00)		118,000.00	0%
3202-3276	Contributions from Mariners Landing		(24,037.22)		24,037.22	0%
3904-3311	Contributions from Schools		(162.70)		162.70	0%
3903-3330	SML WTF Revenue		(76.33)		76.33	0%
3904-3317	Developer Prepayments Redemptio...		(20,750.00)	(20,000.00)	750.00	104%
	Revenue from Other Sources	<u>(189,556.80)</u>	<u>(3,183,100.25)</u>	<u>(3,218,229.00)</u>	<u>(35,128.75)</u>	99%
	Total Revenue	(1,273,403.36)	(13,978,014.54)	(16,936,869.00)	(2,958,854.46)	83%
OPERATING EXPENSES						
4000 + 4002...	Salaries	441,232.77	3,128,422.10	4,113,172.16	984,750.06	76%
4010	General Office Expenses	13,014.82	178,179.90	249,171.00	70,991.10	72%
4100	Employee Benefit & Related Expens...	123,120.68	1,163,634.30	1,591,749.00	428,114.70	73%
4110	Billing Expenses	3,003.19	139,384.21	178,174.00	38,789.79	78%
4120	Information Systems Expenses	6,466.00	136,419.72	177,174.00	40,754.28	77%
4130	Administration Supplies		164.22	500.00	335.78	33%
4135	Logistics Coordinator Supplies		6.04	200.00	193.96	3%
4140	Customer Service Supplies	38.94	746.65	1,454.00	707.35	51%
4210	Engineering Expenses	1,042.75	24,126.40	74,434.00	50,307.60	32%
4220 + 4223	Operations Expenses	246.82	1,322.56	2,500.00	1,177.44	53%
4221	Compliance Program Supplies		3,042.27	8,650.00	5,607.73	35%
4222	Pretreatment Expenses	2,404.93	14,838.61	19,600.00	4,761.39	76%
4225-0100	Lab Supplies	1,138.90	16,539.20	24,000.00	7,460.80	69%
4230	Maintenance Expenses	745.90	19,233.46	35,802.00	16,568.54	54%
4240	Vehicles & Equipment Expenses	21,029.84	195,094.55	231,835.00	36,740.45	84%
4250	Forest Water Expenses	51,980.66	585,108.03	940,252.00	355,143.97	62%
4260	Well Systems Expenses	1,251.57	19,973.21	40,993.00	21,019.79	49%
4265	SML Central Distribution System Ex...	1,829.25	21,194.98	26,295.00	5,100.02	81%
4270	SML Treatment Expenses	2,728.95	24,743.65	33,068.00	8,324.35	75%
4330	SML WTF Expenses	36,425.98	375,464.43	493,242.00	117,777.57	76%
4275	Central Water Distribution Expenses	13,017.94	93,019.33	253,491.00	160,471.67	37%
4276	Central Water Treatment Expenses	12,518.75	104,825.22	117,901.00	13,075.78	89%
4280	Stewartsville Water Expenses	2,950.46	32,408.63	29,749.00	(2,659.63)	109%
4290	Forest Sewer Expenses	41,990.44	442,274.91	568,268.00	125,993.09	78%
4291	Central Sewer Collection System Ex...	(70,157.55)	135,717.29	289,110.00	153,392.71	47%
4293	Central Sewer Treatment Expenses	38,111.40	452,322.79	643,035.00	190,712.21	70%
4292	Moneta Sewer Collection System E...	6,800.72	30,824.90	32,200.00	1,375.10	96%
4294	Moneta Sewer Treatment Expenses	4,460.81	71,916.06	140,284.00	68,367.94	51%
4295	Montvale Sewer Expenses	11,511.27	30,449.46	21,057.00	(9,392.46)	145%
4340	Mariners Landing Sewer Expenses		892.74	81,123.00	80,230.26	1%
4350	Cedar Rock Sewer Expenses	2,215.41	49,351.37	22,860.00	(26,491.37)	216%

Bedford Regional Water Auth.
 Summary of Revenue & Expenditures
 For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>	
4300 + 4310	Schools Sewer Expenses	2,008.58	23,766.50	42,000.00	18,233.50	57%
4315	Mariners Landing Expenses	1,022.53	8,506.80	28,655.00	20,148.20	30%
4320	Franklin County Operations	6,578.14	26,919.17	38,000.00	11,080.83	71%
	Total Operating Expenditures	<u>780,730.85</u>	<u>7,550,833.66</u>	<u>10,549,998.16</u>	<u>2,999,164.50</u>	<u>72%</u>
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		175,018.76	175,019.00	0.24	100%
4500-0660	2014 VRA Interest		77,281.26	77,281.00	(0.26)	100%
4500-0665	2015 VRA Interest		1,083,678.13	1,083,678.00	(0.13)	100%
4500-0650	Assumed Debt from City	642.58	84,272.77	84,273.00	0.23	100%
4500-0670	VRA 2019 Interest		99,699.05		(99,699.05)	0%
	Total Interest and Debt Service	<u>642.58</u>	<u>1,540,712.47</u>	<u>1,587,530.00</u>	<u>46,817.53</u>	<u>97%</u>
	Total Exp., Depr. and Debt Servi...	<u>781,373.43</u>	<u>9,472,507.22</u>	<u>15,395,006.16</u>	<u>5,922,498.94</u>	<u>62%</u>
	Total Revenues Less Oper Expense	<u>(492,029.93)</u>	<u>(4,505,507.32)</u>	<u>(1,541,862.84)</u>	<u>2,963,644.48</u>	<u>292%</u>
	Gross Cash Before Capital Exp	<u>(492,029.93)</u>	<u>(4,505,507.32)</u>	<u>(1,541,862.84)</u>	<u>2,963,644.48</u>	<u>292%</u>
	Less non-debt Capital Contributions	<u>(118,000.00)</u>	<u>(163,026.25)</u>	<u>(220,000.00)</u>	<u>(56,973.75)</u>	<u>74%</u>
	Earnings/(loss) before BRWA Capit...	<u>(374,029.93)</u>	<u>(4,342,481.07)</u>	<u>(1,321,862.84)</u>	<u>3,020,618.23</u>	<u>329%</u>

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

		<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>
OPERATING REVENUE						
Water Sales:						
3000-3000	Water Sales	(683,512.84)	(6,580,000.75)	(8,628,839.00)	(2,048,838.25)	76%
3000-3050	Contract Water Sales	(11,018.51)	(112,893.32)	(72,030.00)	40,863.32	157%
	Total Water Sales	<u>(694,531.35)</u>	<u>(6,692,894.07)</u>	<u>(8,700,869.00)</u>	<u>(2,007,974.93)</u>	<u>77%</u>
Sewer Sales:						
3100-3000	Sewer Sales	(338,769.46)	(3,404,691.54)	(4,410,678.00)	(1,005,986.46)	77%
3100-3050	Cedar Rock Revenue	(2,690.47)	(26,112.42)		26,112.42	0%
	Total Sewer Sales	<u>(341,459.93)</u>	<u>(3,430,803.96)</u>	<u>(4,410,678.00)</u>	<u>(979,874.04)</u>	<u>78%</u>
Penalties:						
3902-3211	Water Penalty Revenue	11.48	(30,592.47)	(43,000.00)	(12,407.53)	71%
3902-3213	Sewer Penalty Revenue	56.32	(14,838.22)	(30,000.00)	(15,161.78)	49%
	Total Penalties	<u>67.80</u>	<u>(45,430.69)</u>	<u>(73,000.00)</u>	<u>(27,569.31)</u>	<u>62%</u>
Account Charges:						
3903-3231	Water Account Charge Revenue	(2,875.00)	(46,415.00)	(35,000.00)	11,415.00	133%
3903-3233	Sewer Account Charge Revenue	(1,400.00)	(23,525.00)	(18,000.00)	5,525.00	131%
	Total Account Charges	<u>(4,275.00)</u>	<u>(69,940.00)</u>	<u>(53,000.00)</u>	<u>16,940.00</u>	<u>132%</u>
Review Fees:						
3903-3240	Engineering Review Fees	(9,198.72)	(77,504.20)	(40,000.00)	37,504.20	194%
3903-3242	Engineering Fire Flow Testing		(2,691.70)	(300.00)	2,391.70	897%
3903-3243	SGP Review and Inspections	(900.00)	(6,600.00)	(2,000.00)	4,600.00	330%
	Total Review Fees	<u>(10,098.72)</u>	<u>(86,795.90)</u>	<u>(42,300.00)</u>	<u>44,495.90</u>	<u>205%</u>
Interest Earned:						
3900-3250	Bank Interest Earned	(4,719.68)	(77,920.13)	(45,000.00)	32,920.13	173%
	Total Interest Earned	<u>(4,719.68)</u>	<u>(77,920.13)</u>	<u>(45,000.00)</u>	<u>32,920.13</u>	<u>173%</u>
Sewer Clean Outs:						
3903-3245	Sewer Clean-Out Installation Fee	(1,500.00)	(15,400.00)	(5,000.00)	10,400.00	308%
	Total Sewer Clean Outs	<u>(1,500.00)</u>	<u>(15,400.00)</u>	<u>(5,000.00)</u>	<u>10,400.00</u>	<u>308%</u>
Meter Installation Revenues:						
3903-3250	Meter Fee Revenue	(3,000.00)	(35,600.00)	(40,000.00)	(4,400.00)	89%
3903-3260	Meter Base Installation Revenue	(9,000.00)	(74,770.84)	(50,000.00)	24,770.84	150%
	Total Meter Installation Revenues	<u>(12,000.00)</u>	<u>(110,370.84)</u>	<u>(90,000.00)</u>	<u>20,370.84</u>	<u>123%</u>
Industrial Pretreatment Revenue:						
3903-3255	Industrial Pretreatment Revenue	(583.33)	(15,499.87)	(15,000.00)	499.87	103%
	Total Industrial Pretreatment Reve...	<u>(583.33)</u>	<u>(15,499.87)</u>	<u>(15,000.00)</u>	<u>499.87</u>	<u>103%</u>
Rent/Meter Charges:						
3903-3261	Service Repairs & Equipment Ren...	(3,081.15)	(10,418.03)	(3,000.00)	7,418.03	347%
	Total Rent/Meter Charges	<u>(3,081.15)</u>	<u>(10,418.03)</u>	<u>(3,000.00)</u>	<u>7,418.03</u>	<u>347%</u>
Misc:						
3903-3262	Cellular Antenna Rental- BRWA p...	(3,835.20)	(58,236.00)	(66,793.00)	(8,557.00)	87%
3903-3264	Sewer Pump Maintenance Reven...	(4,655.00)	(39,935.00)	(35,000.00)	4,935.00	114%
3903-3270	Miscellaneous Revenue		(8,227.90)	(5,000.00)	3,227.90	165%
3903-3275	Revenue from Communication To...		(1,500.00)		1,500.00	0%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>
Total Misc	(8,490.20)	(107,898.90)	(106,793.00)	1,105.90	101%
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		(16,450.00)	(20,000.00)	(3,550.00)	82%
3901-3212 Return Check Revenue	(175.00)	(1,995.00)	(2,000.00)	(5.00)	100%
3901-3213 Unauthorized Service Revenue	(3,000.00)	(1,000.00)	(1,000.00)		100%
Total Account Default Fees	(3,175.00)	(19,445.00)	(23,000.00)	(3,555.00)	85%
Contract Reimbursements:					
3201-3275 School System Operations		(35,202.70)	(51,000.00)	(15,797.30)	69%
3904-3318 Franklin County Contract Operatio...		(145,617.48)	(100,000.00)	45,617.48	146%
Total Contract Reimbursements		(180,820.18)	(151,000.00)	29,820.18	120%
Revenue from BRWA Operations	(1,083,846.56)	(10,794,914.29)	(13,718,640.00)	(2,923,725.71)	79%
Capital Recovery Fees:					
3000-3220 Water Capital Recovery Fees	(44,000.00)	(567,750.00)	(734,400.00)	(166,650.00)	77%
3100-3220 Sewer Capital Recovery Fees	(25,000.00)	(413,500.00)	(219,300.00)	194,200.00	189%
Total Capital Recovery Fees	(69,000.00)	(981,250.00)	(953,700.00)	27,550.00	103%
Cellular Antenna Site Rental-County portion:					
3903-3265 Cellular Antenna Revenue- Co. po...	(2,556.80)	(38,824.00)	(44,529.00)	(5,705.00)	87%
Total Cellular Antenna Site Rental...	(2,556.80)	(38,824.00)	(44,529.00)	(5,705.00)	87%
BOS Capital Contributions:					
3904-3310 Bedford County Debt Support		(2,000,000.00)	(2,000,000.00)		100%
Total BOS Capital Contributions		(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 WVWA:					
3904-3316 Contributions from WVWA	(118,000.00)	(118,000.00)		118,000.00	0%
Total Contributions from WVWA	(118,000.00)	(118,000.00)		118,000.00	0%
Contributions from Mariners Landing:					
3202-3276 Mariners Landing Contract Operati...		(24,037.22)		24,037.22	0%
Total Contributions from Mariners...		(24,037.22)		24,037.22	0%
Contributions from Schools:					
3904-3311 Schools Utility Locating Revenue		(162.70)		162.70	0%
Total Contributions from Schools		(162.70)		162.70	0%
SML WTF Revenue:					
3903-3330 SML WTF Revenue		(76.33)		76.33	0%
Total SML WTF Revenue		(76.33)		76.33	0%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>
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	(189,556.80)	(3,183,100.25)	(3,218,229.00)	(35,128.75)	99%
Total Revenue	(1,273,403.36)	(13,978,014.54)	(16,936,869.00)	(2,958,854.46)	83%

OPERATING EXPENSES

Salaries:					
4000-0010 Administration Salaries	85,834.37	599,658.72	805,180.01	205,521.29	74%
4000-0019 IT Oncall Stipend	900.00	4,650.00		(4,650.00)	0%
4000-0020 Administration Overtime	99.29	524.37	2,885.47	2,361.10	18%
4002-0010 Customer Service Salaries	37,615.03	268,528.32	327,372.00	58,843.68	82%
4002-0020 Customer Service Overtime	548.29	11,841.65	16,214.78	4,373.13	73%
4003-0010 Engineering Department Salaries	73,503.60	468,894.88	627,883.20	158,988.32	75%
4003-0019 Engineering OnCall Stipend	900.00	6,450.00	7,800.00	1,350.00	83%
4003-0020 Engineering Department Overtime	2,472.20	17,641.25	38,758.22	21,116.97	46%
4004-0010 Maintenance Department Salaries	88,231.17	662,222.16	838,735.20	176,513.04	79%
4004-0019 Maintenance Oncall Stipend Expe...	1,800.00	12,870.00	18,720.00	5,850.00	69%
4004-0020 Maintenance Department Overtime	9,887.17	69,152.93	139,383.62	70,230.69	50%
4005-0010 Operations Department Salaries	136,926.40	959,854.21	1,176,282.40	216,428.19	82%
4005-0020 Operations Department Overtime	2,515.25	46,133.61	113,957.26	67,823.65	40%
Total Salaries	441,232.77	3,128,422.10	4,113,172.16	984,750.06	76%

General Office Expenses:

4010-0075 Board & Committee Meetings		604.36	900.00	295.64	67%
4010-0085 Long Range Planning		16,293.10	20,000.00	3,706.90	81%
4010-0100 Office Supplies	434.09	6,263.88	10,000.00	3,736.12	63%
4010-0103 Public Outreach Expenses	70.00	2,121.21	20,056.00	17,934.79	11%
4010-0110 Building Maintenance Expense	1,606.27	15,153.37	21,000.00	5,846.63	72%
4010-0130 Postage and Shipping Expense	1,003.00	4,802.55	8,000.00	3,197.45	60%
4010-0140 Commercial Phone Charges	1,087.48	9,327.28	12,600.00	3,272.72	74%
4010-0142 Cellular Phone Service	1,515.98	16,996.90	27,995.00	10,998.10	61%
4010-0150 Building Power and Utilities	1,516.39	17,090.09	20,500.00	3,409.91	83%
4010-0155 Building Fuel Costs		2,869.44	8,000.00	5,130.56	36%
4010-0160 Employee Bond	42.33	423.30	608.00	184.70	70%
4010-0161 Building Insurance	263.42	2,634.20	3,512.00	877.80	75%
4010-0170 Advertising	221.76	5,412.35	18,000.00	12,587.65	30%
4010-0175 Bank Service charges	1,393.53	13,228.04	14,000.00	771.96	94%
4010-0200 Accounting Services		29,585.00	25,000.00	(4,585.00)	118%
4010-0220 Legal Expenses	2,110.57	17,874.83	18,000.00	125.17	99%
4010-0400 Board of Directors Fees	1,750.00	17,500.00	21,000.00	3,500.00	83%
Total General Office Expenses	13,014.82	178,179.90	249,171.00	70,991.10	72%

Employee Benefit & Related Expenses:

4100-0030 Payroll Taxes	32,063.51	232,360.61	304,482.00	72,121.39	76%
4100-0040 VRS Retirement and Group Life	24,227.26	233,090.76	297,909.00	64,818.24	78%
4100-0041 VRS Hybrid Disability Program	511.40	4,979.59	6,478.00	1,498.41	77%
4100-0045 Unemployment Payments		2,268.00	6,000.00	3,732.00	38%
4100-0050 Health Insurance	54,628.50	538,571.05	734,548.00	195,976.95	73%
4100-0055 Flexible Spending Account		2,417.18	2,500.00	82.82	97%
4100-0060 Worker's Compensation	4,436.08	50,416.80	78,407.00	27,990.20	64%
4100-0065 Employee Testing	275.00	3,422.75	4,785.00	1,362.25	72%
4100-0075 Meetings	109.21	2,342.08	5,625.00	3,282.92	42%
4100-0080 Professional Dues	121.00	9,903.92	19,085.00	9,181.08	52%
4100-0085 Training and Education	2,561.83	20,785.01	44,658.00	23,872.99	47%
4100-0090 Whistle Blower Hotline	497.00	497.00	500.00	3.00	99%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>	
4100-0101	Clothing and Uniforms	810.34	15,235.67	27,261.00	12,025.33	56%
4100-0102	Employee & Incentive Fund	1,179.96	20,264.90	25,500.00	5,235.10	79%
4100-0103	Safety	1,699.59	27,078.98	34,011.00	6,932.02	80%
	Total Employee Benefit & Related...	<u>123,120.68</u>	<u>1,163,634.30</u>	<u>1,591,749.00</u>	<u>428,114.70</u>	73%
Billing Expenses:						
4110-0091	Bad Debt Expense Water	25.75	3,325.29	20,000.00	16,674.71	17%
4110-0093	Bad Debt Expense Sewer	32.46	4,346.75	10,000.00	5,653.25	43%
4110-0094	Bad Debt Expense Penalties/Misc.		1,420.45	8,000.00	6,579.55	18%
4110-0097	Collection Agency Expense		704.63	1,200.00	495.37	59%
4110-0110	Bill Processing Services	2,606.98	88,386.59	104,231.00	15,844.41	85%
4110-0120	Customer Service Software Maint...		38,044.39	27,083.00	(10,961.39)	140%
4110-0175	Courier Service	338.00	3,156.11	3,660.00	503.89	86%
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	<u>3,003.19</u>	<u>139,384.21</u>	<u>178,174.00</u>	<u>38,789.79</u>	78%
Information Systems Expenses:						
4120-0100	Information Systems Supplies	2,679.00	10,421.35	10,250.00	(171.35)	102%
4120-0110	Contracted Services (Network)	908.50	60,159.41	22,000.00	(38,159.41)	273%
4120-0115	Continuing Support (Software)	2,513.50	62,188.96	140,544.00	78,355.04	44%
4120-0145	Internet and WAN Communications	365.00	3,650.00	4,380.00	730.00	83%
	Total Information Systems Expens...	<u>6,466.00</u>	<u>136,419.72</u>	<u>177,174.00</u>	<u>40,754.28</u>	77%
Administration Supplies:						
4130-0100	Administration Supplies		164.22	500.00	335.78	33%
	Total Administration Supplies		<u>164.22</u>	<u>500.00</u>	<u>335.78</u>	33%
Logistics Coordinator Supplies:						
4135-0100	Logistics Coordinator Supplies		6.04	200.00	193.96	3%
	Total Logistics Coordinator Suppli...		<u>6.04</u>	<u>200.00</u>	<u>193.96</u>	3%
Customer Service Supplies:						
4140-0100	Customer Service Supplies	38.94	746.65	1,454.00	707.35	51%
	Total Customer Service Supplies	<u>38.94</u>	<u>746.65</u>	<u>1,454.00</u>	<u>707.35</u>	51%
Engineering Expenses:						
4210-0100	Engineering Supplies	59.50	6,776.15	14,344.00	7,567.85	47%
4210-0110	Engineering Reviews		10,184.70	50,400.00	40,215.30	20%
4210-0141	Locating Notification Tickets	803.25	6,185.55	6,870.00	684.45	90%
4210-0240	Construction testing	180.00	980.00	2,820.00	1,840.00	35%
	Total Engineering Expenses	<u>1,042.75</u>	<u>24,126.40</u>	<u>74,434.00</u>	<u>50,307.60</u>	32%
Operations Expenses:						
4220-0100	Wastewater Operations Supplies	246.82	894.97	2,000.00	1,105.03	45%
4223-0100	Water Operations Supplies		427.59	500.00	72.41	86%
	Total Operations Expenses	<u>246.82</u>	<u>1,322.56</u>	<u>2,500.00</u>	<u>1,177.44</u>	53%
Compliance Program Supplies:						
4221-0100	FROG Program Supplies		3,042.27	8,650.00	5,607.73	35%
	Total Compliance Program Suppli...		<u>3,042.27</u>	<u>8,650.00</u>	<u>5,607.73</u>	35%
Pretreatment Expenses:						
4222-0100	Pretreatment Supplies/Expenses	2,404.93	14,838.61	19,600.00	4,761.39	76%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>
Total Pretreatment Expenses	2,404.93	14,838.61	19,600.00	4,761.39	76%
Lab Supplies:					
4225-0100 Lab Supplies	1,138.90	16,539.20	24,000.00	7,460.80	69%
Total Lab Supplies	1,138.90	16,539.20	24,000.00	7,460.80	69%
Maintenance Expenses:					
4230-0100 Maintenance Supplies	745.90	19,233.46	35,802.00	16,568.54	54%
Total Maintenance Expenses	745.90	19,233.46	35,802.00	16,568.54	54%
Vehicles & Equipment Expenses:					
4240-0100 Vehicles and Equipment Supplies	3,221.04	25,087.10	32,350.00	7,262.90	78%
4240-0110 Vehicles and Equipment Contract...	8,142.15	71,235.02	81,600.00	10,364.98	87%
4240-0155 Vehicles & Equipment Fuel Costs	7,169.32	73,799.13	90,000.00	16,200.87	82%
4240-0162 Vehicles and Equipment Insurance	2,497.33	24,973.30	27,885.00	2,911.70	90%
Total Vehicles & Equipment Expe...	21,029.84	195,094.55	231,835.00	36,740.45	84%
Forest Water Expenses:					
4250-0100 Forest Water Supplies	2,216.86	15,401.24	35,000.00	19,598.76	44%
4250-0110 Forest Water Contracted Services		43,427.25	19,400.00	(24,027.25)	224%
4250-0115 Forest Water System Repairs & I...	37.04	580.24	3,500.00	2,919.76	17%
4250-0140 Forest Water Communications	24.16	239.10	300.00	60.90	80%
4250-0150 Forest Water Power	528.41	3,301.05	5,400.00	2,098.95	61%
4250-0161 Forest Water Insurance	1,241.69	12,416.90	15,319.00	2,902.10	81%
4250-0240 Forest Water Sampling and Testing	310.00	13,585.38	9,000.00	(4,585.38)	151%
4250-0300 Forest Water Purchased	47,622.50	471,686.62	771,228.00	299,541.38	61%
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%
Total Forest Water Expenses	51,980.66	585,108.03	940,252.00	355,143.97	62%
Well Systems Expenses:					
4260-0100 Well Systems Supplies	398.55	8,109.72	12,500.00	4,390.28	65%
4260-0105 Well Systems Chemicals	759.80	1,776.69	4,000.00	2,223.31	44%
4260-0110 Well Systems Contracted Services		2,087.50	10,000.00	7,912.50	21%
4260-0150 Well Systems Power		3,822.63	5,500.00	1,677.37	70%
4260-0161 Well Systems Insurance	62.22	622.20	817.00	194.80	76%
4260-0240 Well Systems Sampling and Testi...	31.00	2,878.92	5,000.00	2,121.08	58%
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%
Total Well Systems Expenses	1,251.57	19,973.21	40,993.00	21,019.79	49%
SML Central Distribution System Expenses:					
4265-0100 SML Central Supplies	66.41	5,447.49	10,000.00	4,552.51	54%
4265-0110 SML Central Contracted Services	1,716.34	3,358.84	3,000.00	(358.84)	112%
4265-0240 SML Central Sampling & Testing	46.50	9,081.70	2,500.00	(6,581.70)	363%
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...	1,829.25	21,194.98	26,295.00	5,100.02	81%
SML Treatment Expenses:					
4270-0100 SML Treatment Supplies		1,223.65	3,000.00	1,776.35	41%
4270-0110 SML Treatment Contracted Services		2,572.38	3,550.00	977.62	72%
4270-0150 SML Treatment Water Power	1,463.47	13,819.44	16,200.00	2,380.56	85%
4270-0155 SML Treatment Fuel Costs	896.35	2,589.38	2,000.00	(589.38)	129%
4270-0161 SML Treatment Insurance	369.13	3,691.30	6,398.00	2,706.70	58%
4270-0240 SML Treatment Sampling and Te...		15.50		(15.50)	0%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>	
4270-0371	SML Treatment Road Maintenanc...		920.00	88.00	90%	
4270-0105	SML Treatment Chemicals		1,000.00	1,000.00	0%	
	Total SML Treatment Expenses	2,728.95	24,743.65	33,068.00	8,324.35	75%
SML WTF Expenses:						
4330-0100	SML WTF Supplies	6,591.20	29,737.81	25,000.00	(4,737.81)	119%
4330-0105	SML WTF Chemicals	10,699.95	37,266.79	45,000.00	7,733.21	83%
4330-0110	SML WTF Contracted Services	2,775.00	97,490.85	125,000.00	27,509.15	78%
4330-0140	SML WTF Communications		345.81	492.00	146.19	70%
4330-0150	SML WTF Power	15,227.41	175,681.60	225,000.00	49,318.40	78%
4330-0155	SML WTF Fuel Costs		76.40	2,000.00	1,923.60	4%
4330-0161	SML WTF Property Insurance	1,132.42	11,324.20	14,450.00	3,125.80	78%
4330-0240	SML WTF Sampling & Testing		16,040.97	40,000.00	23,959.03	40%
4330-0300	SML Water Quality Monitoring		7,500.00	7,500.00		100%
4330-0370	SML WTF Raw Water Fee		8,800.00	8,800.00		0%
	Total SML WTF Expenses	36,425.98	375,464.43	493,242.00	117,777.57	76%
Central Water Distribution Expenses:						
4275-0100	Central Water Supplies	1,434.82	21,786.85	37,500.00	15,713.15	58%
4275-0110	Central Water Contracted Services	8,652.14	40,111.82	141,600.00	101,488.18	28%
4275-0115	Central Water Repairs & Improve...		2,018.23	44,500.00	42,481.77	5%
4275-0240	Central Water Sampling & Testing	2,930.98	18,157.93	15,000.00	(3,157.93)	121%
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%
4275-0155	Central Water Fuel Purchases			250.00	250.00	0%
	Total Central Water Distribution E...	13,017.94	93,019.33	253,491.00	160,471.67	37%
Central Water Treatment Expenses:						
4276-0100	Central Water Treatment Supplies	3,278.90	17,342.26	16,000.00	(1,342.26)	108%
4276-0105	Central Water Treatment Chemica...	3,377.01	38,851.54	40,000.00	1,148.46	97%
4276-0110	Central Water Treatment Contract...	1,600.00	10,821.23	8,000.00	(2,821.23)	135%
4276-0140	Central Water Treatment Commun...	59.06	731.12	1,020.00	288.88	72%
4276-0150	Central Water Treatment Power	3,354.72	28,588.47	34,000.00	5,411.53	84%
4276-0161	Central Water Treatment Property...	849.06	8,490.60	16,881.00	8,390.40	50%
4276-0155	Central Water Treatment Fuel			2,000.00	2,000.00	0%
	Total Central Water Treatment Ex...	12,518.75	104,825.22	117,901.00	13,075.78	89%
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...	24.16	239.10	300.00	60.90	80%
4280-0150	Stewartsville Water Power	43.70	256.78	240.00	(16.78)	107%
4280-0161	Stewartsville Water Insurance	46.63	466.30	605.00	138.70	77%
4280-0240	Stewartsville Water Sampling and...	15.50	683.74	1,500.00	816.26	46%
4280-0300	Stewartsville Water Purchased	2,820.47	24,430.07	20,000.00	(4,430.07)	122%
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%
	Total Stewartsville Water Expenses	2,950.46	32,408.63	29,749.00	(2,659.63)	109%
Forest Sewer Expenses:						
4290-0100	Forest Sewer Supplies	12,974.04	80,626.76	65,000.00	(15,626.76)	124%
4290-0105	Forest Sewer Chemicals	1,722.00	48,286.83	87,000.00	38,713.17	56%
4290-0110	Forest Sewer Contracted Services	1,213.23	84,142.46	100,000.00	15,857.54	84%
4290-0115	Forest Sewer Repairs & Improvem...		1,178.28	2,000.00	821.72	59%
4290-0140	Forest Sewer Communications	141.01	2,774.74	3,000.00	225.26	92%
4290-0150	Forest Sewer Power	564.93	28,173.84	37,200.00	9,026.16	76%
4290-0161	Forest Sewer Insurance	375.23	3,752.30	4,568.00	815.70	82%
4290-0350	Forest Sewer Treatment Costs	25,000.00	193,339.70	264,000.00	70,660.30	73%
4290-0155	Forest Sewer Fuel Expense			5,000.00	5,000.00	0%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>
4290-0240 Forest Sewer Testing			500.00	500.00	0%
Total Forest Sewer Expenses	41,990.44	442,274.91	568,268.00	125,993.09	78%
Central Sewer Collection System Expenses:					
4291-0100 Central Sewer Supplies	3,348.94	28,425.82	70,000.00	41,574.18	41%
4291-0110 Central Sewer Coll System Contra...	(90,232.01)	9,227.46	82,860.00	73,632.54	11%
4291-0115 Central Sewer Repairs & Improve...	18,810.00	70,459.66	64,000.00	(6,459.66)	110%
4291-0150 Central Sewer Power	787.72	27,243.09	70,000.00	42,756.91	39%
4291-0155 Central Sewer Fuel Costs	(2,872.20)	361.26	2,000.00	1,638.74	18%
4291-0240 Central Sewer Sampling & Testing			250.00	250.00	0%
Total Central Sewer Collection Sy...	(70,157.55)	135,717.29	289,110.00	153,392.71	47%
Central Sewer Treatment Expenses:					
4293-0100 Center Sewer Treatment Supplies	3,222.48	66,237.50	73,000.00	6,762.50	91%
4293-0105 Center Sewer Treatment Chemicals	13,130.02	98,409.98	127,000.00	28,590.02	77%
4293-0110 Center Sewer Treatment Contract...	(2,692.45)	26,141.05	95,000.00	68,858.95	28%
4293-0115 Center Sewer Sludge Tipping Fees	3,268.51	25,882.87	45,000.00	19,117.13	58%
4293-0140 Center Sewer Treatment Commu...	149.50	5,381.63	7,200.00	1,818.37	75%
4293-0150 Center Sewer Treatment Power	19,000.20	198,650.78	250,000.00	51,349.22	79%
4293-0161 Center Sewer Treatment Property...	1,051.01	10,510.10	14,045.00	3,534.90	75%
4293-0240 Center Sewer Treatment Samplin...	982.13	11,914.88	21,260.00	9,345.12	56%
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%
Total Central Sewer Treatment Ex...	38,111.40	452,322.79	643,035.00	190,712.21	70%
Moneta Sewer Collection System Expenses:					
4292-0100 Moneta Sewer Supplies	542.88	10,382.09	10,250.00	(132.09)	101%
4292-0105 Moneta Sewer Chemicals		1,786.76		(1,786.76)	0%
4292-0110 Moneta Sewer Contracted Services	5,125.69	8,066.45	3,050.00	(5,016.45)	264%
4292-0150 Moneta Sewer Power	1,132.15	10,407.77	14,400.00	3,992.23	72%
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...	6,800.72	30,824.90	32,200.00	1,375.10	96%
Moneta Sewer Treatment Expenses:					
4294-0100 Moneta Sewer Treatment Supplies	41.10	16,763.19	15,400.00	(1,363.19)	109%
4294-0105 Moneta Sewer Treatment Chemic...		6,574.26	9,000.00	2,425.74	73%
4294-0110 Moneta Sewer Contracted Services		1,091.25	36,120.00	35,028.75	3%
4294-0115 Moneta Sewer Sludge Tipping Fees	251.93	4,328.65	10,000.00	5,671.35	43%
4294-0140 Moneta Sewer Treatment Commu...	132.60	1,208.52	1,980.00	771.48	61%
4294-0150 Moneta Sewer Treatment Power	2,909.03	28,071.83	43,200.00	15,128.17	65%
4294-0161 Moneta Sewer Treatment Property...	456.59	4,565.90	5,834.00	1,268.10	78%
4294-0240 Moneta Sewer Treatment Samplin...	669.56	6,487.46	15,600.00	9,112.54	42%
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%
Total Moneta Sewer Treatment Ex...	4,460.81	71,916.06	140,284.00	68,367.94	51%
Montvale Sewer Expenses:					
4295-0100 Montvale Sewer Supplies	1,599.62	12,257.65	4,000.00	(8,257.65)	306%
4295-0105 Montvale Sewer Chemicals		1,196.34	1,500.00	303.66	80%
4295-0110 Montvale Sewer Contracted Servi...	9,797.00	13,372.10	10,000.00	(3,372.10)	134%
4295-0140 Montvale Communications	24.16	239.10	300.00	60.90	80%
4295-0150 Montvale Sewer Power		252.97	360.00	107.03	70%
4295-0161 Montvale Sewer Insurance	73.69	736.90	1,427.00	690.10	52%
4295-0240 Montvale Sewer Sampling & Testi...	16.80	134.40	1,000.00	865.60	13%
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%
Total Montvale Sewer Expenses	11,511.27	30,449.46	21,057.00	(9,392.46)	145%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>	
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 Commun...			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%
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	479.39	3,910.32	3,100.00	(810.32)	126%
4350-0105	Cedar Rock Sewer Chemicals		126.63	700.00	573.37	18%
4350-0110	Cedar Rock Sewer Contracted Ser...	1,300.00	38,493.72	5,000.00	(33,493.72)	770%
4350-0140	Cedar Rock Sewer Communication		78.79	300.00	221.21	26%
4350-0150	Cedar Rock Sewer Power	419.22	3,430.79	5,160.00	1,729.21	66%
4350-0240	Cedar Rock Sewer Sampling & Te...	16.80	1,051.12	2,400.00	1,348.88	44%
4350-0411	Cedar Rock Sewer DEQ Permit F...		2,260.00	2,200.00	(60.00)	103%
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	2,215.41	49,351.37	22,860.00	(26,491.37)	216%
Schools Sewer Expenses:						
4300-0100	Schools Operations Supplies	923.06	5,691.27	10,000.00	4,308.73	57%
4300-0105	Schools Chemicals		3,971.64	10,000.00	6,028.36	40%
4300-0110	Schools Contracted Services	750.00	8,027.50	15,000.00	6,972.50	54%
4300-0240	Schools Sampling and Testing	335.52	6,076.09	7,000.00	923.91	87%
	Total Schools Sewer Expenses	2,008.58	23,766.50	42,000.00	18,233.50	57%
Mariners Landing Expenses:						
4315-0100	Mariners Landing Water Expenses	217.11	3,016.86	6,868.00	3,851.14	44%
4315-0105	Mariners Landing Water Chemicals	263.76	2,030.44		(2,030.44)	0%
4315-0110	Mariners Landing Water Contracte...		150.00	2,000.00	1,850.00	8%
4315-0140	Mariners Landing Water Communi...		78.77	300.00	221.23	26%
4315-0240	Mariners Landing Sampling Expen...	541.66	3,230.73	2,400.00	(830.73)	135%
4315-0150	Mariners Landing Water Power			11,925.00	11,925.00	0%
4315-0155	Mariners Landing Water Fuel Costs			2,800.00	2,800.00	0%
4315-0161	Mariners Landing Water Insurance			1,200.00	1,200.00	0%
4315-0410	Mariners Landing Water VDH Fees			1,162.00	1,162.00	0%
	Total Mariners Landing Expenses	1,022.53	8,506.80	28,655.00	20,148.20	30%
Franklin County Operations:						
4320-0100	Franklin County Supplies	765.61	5,573.62	7,000.00	1,426.38	80%
4320-0105	Franklin County Chemicals	3,036.21	9,896.21	6,000.00	(3,896.21)	165%
4320-0240	Franklin County Sampling & Testi...	2,776.32	11,449.34	25,000.00	13,550.66	46%
	Total Franklin County Operations	6,578.14	26,919.17	38,000.00	11,080.83	71%
	Total Operating Expenditures	780,730.85	7,550,833.66	10,549,998.16	2,999,164.50	72%
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%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Ten Months Ending Thursday, April 30, 2020

	<u>Month</u>	<u>FY 19-20 YTD</u>	<u>FY 19-20 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 83%</u>
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%
	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)	175,018.76	175,019.00	0.24	100%
	Total 2012 VRA Interest	175,018.76	175,019.00	0.24	100%
2014 VRA Interest:					
4500-0660	VRA 2014 Interest (2005 Refundin...	77,281.26	77,281.00	(0.26)	100%
	Total 2014 VRA Interest	77,281.26	77,281.00	(0.26)	100%
2015 VRA Interest:					
4500-0665	VRA 2015 Interest	1,083,678.13	1,083,678.00	(0.13)	100%
	Total 2015 VRA Interest	1,083,678.13	1,083,678.00	(0.13)	100%
Assumed Debt from City:					
4500-0650	Assumed Debt from Town- Interest	642.58	84,272.77	84,273.00	0.23
	Total Assumed Debt from City	642.58	84,272.77	84,273.00	0.23
VRA 2019 Interest:					
4500-0670	VRA 2019 Refunding Interest		99,699.05	(99,699.05)	0%
	Total VRA 2019 Interest		99,699.05	(99,699.05)	0%
	Total Interest and Debt Service	642.58	1,540,712.47	1,587,530.00	46,817.53
	Total Exp., Depr. and Debt Servi...	781,373.43	9,472,507.22	15,395,006.16	5,922,498.94
	Total Revenues Less Oper Expense	(492,029.93)	(4,505,507.32)	(1,541,862.84)	2,963,644.48
	Gross Cash Before Capital Exp	(492,029.93)	(4,505,507.32)	(1,541,862.84)	2,963,644.48
	Less non-debt Capital Contributions	(118,000.00)	(163,026.25)	(220,000.00)	(56,973.75)
	Earnings/(loss) before BRWA Capit...	(374,029.93)	(4,342,481.07)	(1,321,862.84)	3,020,618.23

EXECUTIVE DIRECTOR'S REPORT



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

COMMITTEE MEETING SUMMARY

To: Finance Committee
From: Brian Key, Executive Director
Date: May 14, 2020
Re: Meeting Summary

A meeting of the Finance Committee of the Bedford Regional Water Authority was held on **May 12, 2020 at 1:00 p.m.** Due to COVID-19, the meeting took place virtually via Zoom.

In attendance were the following:

Members Present:..... Cynthia Gunnoe
Elmer Hodge
Thomas Segroves

Staff Present: Brian Key – Executive Director
Nathan Carroll – Assistant Executive Director
Rhonda English – Director of Engineering

Guests: Jean Maas – Paradise Point
Doug Cooke – Paradise Point
Charlie Anderson – N. Old Moneta Road

The following Agenda items were discussed:

1. Call to Order: The meeting was called to order at approximately 1:15 p.m. after some brief technical difficulties were overcome.
2. Paradise Point: The revised rate calculations results were reviewed. Two residents of Paradise Point, Ms. Maas and Mr. Cooke, provided their input on the proposed rates. Mr. Cooke and Ms. Maas both requested that the final rate proposal include the replacement of the existing distribution system; they also requested that the line repairs cost be excluded from the calculations, since it will be a new system. Mr. Key will revise the calculations, and present the issue to the full board.
3. Sewer connection on N. Old Moneta Rd.: Mr. Key reviewed the situation with the committee. The Hoover residence has a cesspool septic system that is not performing well. The homeowner would like to either build a new drain field or connect to the BRWA's sewer system. VDH will not issue a permit for a new drainfield due to public sewer being available and the requirement that the property owner connect per the BRWA's mandatory connection policy. Mr. Key explained that any waivers to the mandatory connection policy would need to be approved by the bond counsel for the Virginia Resources Authority (VRA), as it is not permissible to waive the requirement per the bond covenants. The BRWA's sewer line is on the opposite side of the public roadway, making the connection cost very high; the rate policies state that this must be installed at-cost. Due to the cost of the public connection, coupled with the cost for work on the private side of the proposed sewer service, Mr. Anderson approached the Committee on behalf of his mother-in-law to request financial assistance. Rather than provide financial assistance, the Committee members requested



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

that Mr. Key try to get approval from VRA for an exception that would cover not only this situation, but other high cost sewer connections in the future.

4. FY 20-21 Budget: The committee reviewed four budget options as shown below (with the compounded changes between scenarios shown in **highlights**)
 - a. Original Budget:
 - i. Revenue: +3.8% (increase) projected from current FY budget
 - ii. Rates: Included rate changes effective June 1, 2020.
 - iii. Setasides: \$1,370,000 included in budget
 - iv. CIP: \$792,294 available for allocating to capital projects
 - v. Employees: Slight increase in employee related expenses, and the addition of 2 new positions
 - b. Moderate Change:
 - i. Revenue: **-1.5%** (decrease) projected from current FY budget
 - ii. Rates: Included rate changes effective **December 1, 2020**.
 - iii. Setasides: \$1,370,000 included in budget
 - iv. CIP: **\$142,058** available for allocating to capital projects
 - v. Employees: **Less increase** for employee related expenses, and the addition of 2 new positions
 - c. Greater Change:
 - i. Revenue: **-3.0%** (decrease) projected from current FY budget
 - ii. Rates: **No rate increase** for the FY.
 - iii. Setasides: **\$1,303,000** included in budget (cutting only economic development funding)
 - iv. CIP: **\$4,374** available for allocating to capital projects (in essence, no CIP)
 - v. Employees: Same as in Moderate Change
 - d. Significant Change:
 - i. Revenue: **-7.1%** (decrease) projected from current FY budget
 - ii. Rates: No rate increase for the FY.
 - iii. CIP: **\$22,124** available for allocating to capital projects (in essence, no CIP)
 - iv. Setasides: **\$1,005,000** included in budget (cutting economic development funding, vehicles, tank rehab, and sewer replacement).
 - v. Employees: **No increases** for employee related expenses; **No new employees**.

After reviewing each of the scenarios in detail, the Committee said they would prefer to take the most conservative of these scenarios. The Finance Committee also requested that the budget include an increased contribution to the Authority's share of the health insurance premiums; this request was intended to eliminate any additional cost to the employees for the premium increase for health insurance. The Committee also stated that they felt that the Board should review the financials around mid-fiscal year, perhaps around December, to decide if changes can be made to increase some of the funding for the expenditures that were cut from the budget; this may also be a good time to review the CIP budget, and determine if projects can be added back in for the year.

5. Review proposed changes to various financial policies: Due to technical difficulty, several attendees were dropped from the virtual meeting; for this reason, these policies were not reviewed.
6. Other business: No other business was discussed.
7. Motion to Adjourn: The meeting adjourned at 3:38 p.m.



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: Brian M. Key, Executive Director
Date: May 14, 2020
Re: Resolution 2020-05.01: Approval of Operating Budget for FY 2020-2021

Enclosed, for your consideration, is the above referenced resolution.

The Finance Committee reviewed the operating budget at their meetings on February 11, 2020, March 12, 2020 and May 12, 2020. At the May meeting, the committee reviewed the following four scenarios, and their recommendation was to proceed with the most conservative approach.

Because it will likely be months before the full impacts of COVID-19 are seen on the Authority's' financials, the committee would like to present this FY 2020-2021 budget to the full board at the May board meeting.

The draft budget for FY 2020-2021 is included in the packet, following this memorandum and before the associated resolution.

Revenue & Expenditure Summary

Bedford Regional Water Authority Fiscal Year 2020-2021 Budget Summary

Significant Decline in Revenue Scenario (8% Decline and No Rate Changes)

Description	Current Fiscal Year 2019-2020			2020-2021	Comparisons	
	FY 19-20 Budget	Recent Balance	Projected to June 2020	Proposed Budget	Difference 19-20 budget 21-21 projected	Difference 19-20 budget 20-21 proposed
a. Operating Revenues	\$ 13,718,640	\$ 10,887,035	\$ 13,116,910	\$ 12,748,392	\$ (601,730)	\$ (970,248)
b. Projected Capital Facility Fee Revenue	\$ 953,700	\$ 981,250	\$ 1,182,229	\$ 939,010	\$ 228,529	\$ (14,690)
c. Other Revenues & Support for Operations	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,265,153	\$ -	\$ 265,153
d. Total Revenues for Operations & Debt	\$ 16,672,340	\$ 13,868,285	\$ 16,299,139	\$ 15,952,554	\$ (373,201)	\$ (719,786)
e. Operating Expenditures	\$ 10,585,800	\$ 7,570,067	\$ 9,111,527	\$ 10,619,947	\$ (1,474,273)	\$ 34,147
f. Debt Service & Fees	\$ 2,990,672	\$ -	\$ 2,990,672	\$ 4,328,453	\$ -	\$ 1,337,781
g. Total Expenditures & Debt Service	\$ 13,576,472	\$ 7,570,067	\$ 12,102,199	\$ 14,948,400	\$ (1,474,273)	\$ 1,371,928
h. Operating Revenue for Coverage (d. - g.)				\$ 1,004,155		

Capital Projects and Reserve Setasides	Per Month		Annual		Comparisons	
	Per Month	Annual	Prior FY 2019-2020	Future FY 2023-2024		
i. Vehicle and Equipment Replacements	\$ 18,333.33	\$ 220,000	\$ 200,000	\$ 360,000		
j. Computer Equipment Replacements	\$ 5,000.00	\$ 60,000	\$ 56,000	\$ 72,000		
k. Meter Replacement (should be 10 year plan, per meter replacement policy)	\$ 24,500	\$ 294,000	\$ 294,000	\$ 350,000		
l. Tank Rehabilitation	\$ -	\$ -	\$ 70,000	\$ 100,000		
m. Waterline Replacement (needed for older leaking systems)	\$ 13,333	\$ 160,000	\$ 150,000	\$ 200,000		
n. Sewerline Replacement (required by consent order, needed in Center District)	\$ 8,333.33	\$ 100,000	\$ 260,000	\$ 300,000		
o. SML Facility Depreciation Reserve	\$ 12,583.33	\$ 151,000	\$ 118,000	\$ 250,000		
p. Cell Tower Funds for Economic Development	\$ -	\$ -	\$ 66,793	\$ 67,000		
q. Capital Improvement Projects & New Employee Vehicles (Using Capital Recovery Fees)						
r. Total Replacement Reserved Capital		\$ 985,000	\$ 1,214,793	\$ 1,699,000		

s. **Operating Coverage minus Replacement Capital (h.-r.)** **\$ 19,155**

Operating Revenue

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021	
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget
3000-3000	Water Sales - Direct	\$ 8,628,839	\$ 6,580,001	\$ 7,927,712	\$ 7,930,668	-8%
3000-3050	Water Sales - Contract	\$ 72,030	\$ 112,893	\$ 136,016	\$ 73,470	2%
3100-3000	Sewer Sales - Direct	\$ 4,410,678	\$ 3,404,692	\$ 4,102,038	\$ 4,057,824	-8%
3100-3050	Cedar Rock Revenue	\$ -	\$ 26,112	\$ 31,461	\$ 31,200	
3902-3211	Water Penalty Revenue	\$ 43,000	\$ 30,592	\$ 36,858	\$ 45,000	5%
3902-3213	Sewer Penalty Revenue	\$ 30,000	\$ 14,838	\$ 17,877	\$ 25,000	-17%
3903-3231	Water Account Charges	\$ 35,000	\$ 46,415	\$ 55,922	\$ 40,000	14%
3903-3233	Sewer Account Charges	\$ 18,000	\$ 23,525	\$ 28,343	\$ 20,000	11%
3903-3240	Engineering Review Fees	\$ 40,000	\$ 77,504	\$ 93,379	\$ 50,000	25%
3903-3242	Engineering Fire Flow Testing	\$ 300	\$ 2,692	\$ 3,243	\$ 1,500	400%
3903-3243	SGP review & inspections	\$ 2,000	\$ 6,600	\$ 7,952	\$ 2,000	0%
3900-3250	Bank Interest Earned	\$ 45,000	\$ 77,920	\$ 93,880	\$ 60,000	33%
3900-3251	VRA Interest Earned	\$ -	\$ -	\$ -	\$ -	
3903-3245	Sewer Clean-out Installation Fee	\$ 5,000	\$ 15,400	\$ 18,554	\$ 7,000	40%
3903-3250	New Meter Fee Revenue	\$ 40,000	\$ 35,600	\$ 42,892	\$ 35,000	-13%
3903-3255	Industrial Pretreatment Revenue	\$ 15,000	\$ 15,500	\$ 18,675	\$ 18,000	20%
3903-3260	Meter Setting Fee Revenue	\$ 50,000	\$ 74,771	\$ 90,085	\$ 60,000	20%
3903-3261	Service Repair and Equipment Rentals	\$ 3,000	\$ 10,418	\$ 12,552	\$ 5,000	67%
3903-3262	Cellular Antenna Site Rental	\$ 66,793	\$ 58,236	\$ 70,164	\$ 67,729	1%
3903-3264	Sewer Pump Maintenance Revenue	\$ 35,000	\$ 39,935	\$ 48,114	\$ 40,000	14%
3903-3270	Miscellaneous Revenue	\$ 5,000	\$ 8,228	\$ 9,913	\$ 5,000	0%
3903-3275	Revenue from Communication Towers (no rev. sh	\$ -	\$ 1,500	\$ 1,807		
3901-3211	Reconnect Fee Revenue	\$ 20,000	\$ 16,450	\$ 19,819	\$ 20,000	0%
3901-3213	Unauthorized Service Revenue	\$ 1,000	\$ 1,000	\$ 1,205	\$ 1,000	0%
3901-3212	Return Check Revenue	\$ 2,000	\$ 910	\$ 1,096	\$ 2,000	0%
3201-3275	School WWTP reimbursements	\$ 51,000	\$ 35,203	\$ 42,413	\$ 51,000	0%
3202-3276	Mariners Landing Contract Operations	\$ -	\$ 24,037	\$ 28,961	\$ -	#DIV/0!
3904-3318	Franklin County Contract Operations	\$ 100,000	\$ 145,617	\$ 175,443	\$ 100,000	0%
	Operating Revenue	\$ 13,718,640	\$ 10,887,035	\$ 13,116,910	\$ 12,748,392	-7.1%

Operating Revenue

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021	
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget
3000-3200	Water Capital Recovery Fees	\$ 734,400	\$ 567,750	\$ 684,036	\$ 719,710	-2%
3100-3220	Sewer Capital Recovery Fees	\$ 219,300	\$ 413,500	\$ 498,193	\$ 219,300	0%
3900-3240	Engineering Plan Sales	\$ -	\$ -	\$ -	\$ -	
3903-3265	Cellular Antenna Site Rental- County portion	\$ 44,529	\$ 38,824	\$ 46,776	\$ 45,153	
3903-3280	Sales & Disposals	\$ -	\$ 10,293	\$ 12,401	\$ -	n/a
3903-3281	Gain/Loss on Fixed Assets		\$ 79,016	\$ 95,200	\$ -	n/a
3903-3330	SML WTF Revenue (monthly bank interest)	\$ -	\$ 76	\$ 92	\$ -	
3904-3310	BOS Capital Contributions	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	0%
3904-3311	Schools Utility Locating Revenue		\$ 163	\$ 196		
3904-3312	Donated Assets	\$ -		\$ -	\$ -	n/a
3904-3315	Developer Line Contributions	\$ 200,000	\$ -	\$ -	\$ 200,000	0%
3904-3316	Contributions from WVWA (SML WTP)	\$ -	\$ 118,000	\$ 118,000	\$ -	
3904-3325	Contributions from Town of Bedford	\$ -		\$ -		
3904-3317	Developer Facility Fee Redemptions	\$ 20,000	\$ 20,750	\$ 25,000	\$ 20,000	
3904-3320	Customer Line Contributions			\$ -		
	Other Revenue and Contributions	\$ 3,218,229	\$ 3,248,371	\$ 3,479,893	\$ 3,204,163	0%
	Total Revenue	\$ 16,936,869	\$ 14,135,407	\$ 16,596,803	\$ 15,952,554	-5.8%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
Salaries								
4000-0010	Salaries	\$ 3,775,453	\$ 2,959,158	\$ 3,565,251	\$ 3,717,299	-1.5%	\$ (58,154)	4%
4000-0019	On call Stipend	\$ 26,520	\$ 23,970	\$ 28,880	\$ 34,320	29%	\$ 7,800	19%
4000-0020	Overtime	\$ 311,199	\$ 145,294	\$ 175,053	\$ 278,010	-11%	\$ (33,189)	59%
4006-0010	Contracted & Intern Salaries		\$ -	\$ -		#DIV/0!	\$ -	
4000-4006	Salaries Total	\$ 4,113,172	\$ 3,128,422	\$ 3,769,183	\$ 4,029,629	-2.0%	\$ (83,543)	6.9%
General Office Expenses								
4010-0075	Board & Committee Meetings	\$ 900	\$ 604	\$ 728	\$ 600	-33%	\$ (300)	-18%
4010-0085	Long Range Planning	\$ 20,000	\$ 16,293	\$ 19,630	\$ 45,000		\$ 25,000	129%
4010-0100	Supplies	\$ 10,000	\$ 6,264	\$ 7,547	\$ 10,000	0%	\$ -	33%
4010-0103	Public Outreach Expenses	\$ 20,056	\$ 2,121	\$ 2,556	\$ 16,415	-18%	\$ (3,641)	542%
4010-0110	Building Maintenance Expense	\$ 21,000	\$ 15,153	\$ 18,257	\$ 21,000	0%	\$ -	15%
4010-0130	Postage & Shipping Expense	\$ 8,000	\$ 4,803	\$ 5,786	\$ 8,000	0%	\$ -	38%
4010-0140	Commercial Phone Charges	\$ 12,600	\$ 9,327	\$ 11,238	\$ 12,600	0%	\$ -	12%
4010-0142	Cellular Phone Service	\$ 27,995	\$ 16,997	\$ 20,478	\$ 19,220	-31%	\$ (8,775)	-6%
4010-0150	Building Power & Utilities	\$ 20,500	\$ 17,090	\$ 20,590	\$ 20,500	0%	\$ -	0%
4010-0155	Building Fuel Costs	\$ 8,000	\$ 2,869	\$ 3,457	\$ 8,000	0%	\$ -	131%
4010-0160	Employee Bond	\$ 608	\$ 423	\$ 510	\$ 669	10%	\$ 61	31%
4010-0161	Building Insurance	\$ 3,512	\$ 2,634	\$ 3,174	\$ 3,863	10%	\$ 351	22%
4010-0170	Advertising	\$ 18,000	\$ 5,412	\$ 6,521	\$ 18,000	0%	\$ -	176%
4010-0175	Bank Service Charges	\$ 14,000	\$ 13,228	\$ 15,937	\$ 15,600	11%	\$ 1,600	-2%
4010-0200	Accounting Services	\$ 25,000	\$ 29,585	\$ 35,645	\$ 30,000	20%	\$ 5,000	-16%
4010-0220	Legal Expenses	\$ 18,000	\$ 17,875	\$ 21,536	\$ 18,000	0%	\$ -	-16%
4010-0400	Board of Directors Fees	\$ 21,000	\$ 17,500	\$ 21,084	\$ 21,000	0%	\$ -	0%
4010	General Office	\$ 249,171	\$ 178,180	\$ 214,675	\$ 268,467	8%	\$ 19,296	25%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
Employee Benefits & Related Expenses								
4100-0030	Payroll Taxes	\$ 304,482	\$ 232,361	\$ 279,953	\$ 305,641	0%	\$ 1,159	9%
4100-0040	VRS Retirement & Life	\$ 297,909	\$ 233,091	\$ 280,832	\$ 345,852	16%	\$ 47,943	23%
4100-0041	VRS Hybrid Disability	\$ 6,478	\$ 4,980	\$ 6,000	\$ 10,051	55%	\$ 3,573	68%
4100-0045	Unemployment Payments	\$ 6,000	\$ 2,268	\$ 2,733	\$ 6,000	0%	\$ -	
4100-0050	Health Insurance	\$ 734,548	\$ 538,571	\$ 648,881	\$ 724,311	-1%	\$ (10,237)	12%
4100-0055	Flexible Benefits Account	\$ 2,500	\$ 2,417	\$ 2,912	\$ 2,500	0%	\$ -	-14%
4100-0060	Workers Compensation Ins.	\$ 78,407	\$ 50,417	\$ 60,743	\$ 105,397	34%	\$ 26,990	74%
4100-0065	Employee Testing & Background Checks	\$ 4,785	\$ 3,423	\$ 4,124	\$ 4,785	0%	\$ -	16%
4100-0070	Mileage Reimbursements	\$ -	\$ -	\$ -	\$ 460	#DIV/0!	\$ 460	0%
4100-0075	Meetings	\$ 5,625	\$ 2,342	\$ 2,822	\$ 6,140	9%	\$ 515	118%
4100-0080	Professional Dues	\$ 19,085	\$ 9,904	\$ 11,932	\$ 23,150	21%	\$ 4,065	94%
4100-0085	Training & Education	\$ 44,658	\$ 20,785	\$ 25,042	\$ 54,117	21%	\$ 9,459	116%
4100-0086	Continuing education			\$ -	\$ 5,250	#DIV/0!	\$ 5,250	#DIV/0!
4100-0090	Whistle Blower Hotline	\$ 500	\$ 497	\$ 599	\$ 500	0%	\$ -	-16%
4100-0101	Clothing & Uniforms	\$ 27,261	\$ 15,236	\$ 18,356	\$ 31,248	15%	\$ 3,987	70%
4100-0102	Employee & Incentive Fund	\$ 25,500	\$ 20,265	\$ 24,416	\$ 27,500	8%	\$ 2,000	13%
4100-0103	Safety	\$ 34,011	\$ 27,079	\$ 32,625	\$ 41,174	21%	\$ 7,163	26%
4100	Employee Benefits	\$ 1,591,749	\$ 1,163,634	\$ 1,401,969	\$ 1,694,074	6%	\$ 102,325	21%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
Billing Costs								
4110-0091	Bad Debt Water	\$ 20,000	\$ 3,325	\$ 4,006	\$ 15,000	-25%	\$ (5,000)	
4110-0093	Bad Debt Sewer	\$ 10,000	\$ 4,347	\$ 5,237	\$ 7,500	-25%	\$ (2,500)	
4110-0094	Bad Debt Penalty & Misc Charges	\$ 8,000	\$ 1,420	\$ 1,711	\$ 4,000	-50%	\$ (4,000)	
4110-0097	Collection Agency Expense	\$ 1,200	\$ 705	\$ 849	\$ 1,200		\$ -	
4110-0110	Bill Processing Services	\$ 104,231	\$ 88,387	\$ 106,490	\$ 103,978	0%	\$ (253)	-2%
4110-0112	Customer Notification Expenses	\$ 3,000		\$ -	\$ 3,000		\$ -	
4110-0115	Large Meter Testing and Rebuilds	\$ 1,000	\$ -	\$ -	\$ 1,000	0%	\$ -	
4110-0120	Software Maintenance	\$ 27,083	\$ 38,044	\$ 45,837	\$ 52,596	94%	\$ 25,513	15%
4110-0125	Credit Card Processing Fees			\$ -	\$ 18,900		\$ 18,900	
4110-0175	Courier Service	\$ 3,660	\$ 3,156	\$ 3,803	\$ 4,230	16%	\$ 570	
4110	Billing Costs	\$ 178,174	\$ 139,384	\$ 167,933	\$ 211,404	10%	\$ 33,230	\$ 0
Network Costs								
4120-0100	Information Systems Supplies	\$ 10,250	\$ 10,421	\$ 12,556	\$ 8,500	-17%	\$ (1,750)	-32%
4120-0110	Network Contracted Services	\$ 22,000	\$ 60,159	\$ 72,481	\$ 22,000	0%	\$ -	-70%
4120-0115	Continuing Software Support	\$ 140,544	\$ 62,189	\$ 74,926	\$ 123,314	-12%	\$ (17,230)	65%
4120-0145	Internet & WAN Communications	\$ 4,380	\$ 3,650	\$ 4,398	\$ 4,380	0%	\$ -	0%
4120	Network Costs	\$ 177,174	\$ 136,420	\$ 164,361	\$ 158,194	-11%	\$ (18,980)	-4%
Team Supplies and Vehicles								
4130-0100	Administration Supplies	\$ 500	\$ 164	\$ 198	\$ 500	0%	\$ -	153%
4135-0100	Logistics Coordinator Supplies	\$ 200	\$ 6	\$ 7	\$ -	-100%	\$ (200)	-100%
4140-0100	Customer Service Supplies	\$ 1,454	\$ 747	\$ 900	\$ 3,368	132%	\$ 1,914	274%
4210-0100	Engineering Supplies	\$ 14,344	\$ 6,776	\$ 8,164	\$ 18,413	28%	\$ 4,069	126%
4210-0110	Engineering Reviews-Contracted	\$ 50,400	\$ 10,185	\$ 12,271	\$ 51,800	3%	\$ 1,400	322%
4210-0141	Locating Notification Tickets	\$ 6,870	\$ 6,186	\$ 7,452	\$ 8,320	21%	\$ 1,450	12%
4210-0240	Construction Testing	\$ 2,820	\$ 980	\$ 1,181	\$ 2,820	0%	\$ -	139%
4210	Office	\$ 76,588	\$ 25,043	\$ 30,173	\$ 85,221	11%	\$ 8,633	182%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
4220-0100	Wastewater Operations Supplies	\$ 2,000	\$ 895	\$ 1,078	\$ 1,900	-5%	\$ (100)	76%
4223-0100	Water Operations Supplies	\$ 500	\$ 428	\$ 515	\$ 500	0%	\$ -	
4221-0100	FROG Program Supplies	\$ 8,650	\$ 3,042	\$ 3,665	\$ 8,000	-8%	\$ (650)	118%
4222-0100	Pretreatment Supplies/Expenses	\$ 19,600	\$ 14,839	\$ 17,878	\$ 19,600	0%	\$ -	10%
4225-0100	Lab Supplies	\$ 24,000	\$ 16,539	\$ 19,927	\$ 24,000		\$ -	20%
4220-4225	Operations	\$ 54,750	\$ 35,743	\$ 43,063	\$ 54,000	0%	\$ (750)	20%
4230-0100	Maintenance Supplies	\$ 35,802	\$ 19,233	\$ 23,173	\$ 36,252	1%	\$ 450	56%
4230-0110	Preventative Maintenance			\$ -	\$ 10,150			
4240-0100	Vehicle & Equipment Supplies	\$ 32,350	\$ 25,087	\$ 30,225	\$ 32,350	0%	\$ -	7%
4240-0110	Vehicle & Equipment Contracted Services	\$ 81,600	\$ 71,235	\$ 85,825	\$ 81,600	0%	\$ -	-5%
4240-0155	Vehicle & Equipment Fuel	\$ 90,000	\$ 73,799	\$ 88,915	\$ 95,000	6%	\$ 5,000	7%
4240-0162	Vehicle & Equipment Insurance	\$ 27,885	\$ 24,973	\$ 30,088	\$ 30,674	10%	\$ 2,789	2%
4240	Vehicle & Equipment Costs	\$ 267,637	\$ 214,328	\$ 258,227	\$ 286,026	7%	\$ 18,389	11%
System Expenses								
4250-0100	Forest Water Supplies	\$ 35,000	\$ 15,401	\$ 18,556	\$ 35,000	0%	\$ -	89%
4250-0101	Forest Water Meter Installations	\$ 56,000		\$ -	\$ 56,000	0%	\$ -	#DIV/0!
4250-0105	Forest Water Chemicals	\$ 750	\$ -	\$ -	\$ -		\$ (750)	
4250-0110	Forest Water Contracted Services	\$ 19,400	\$ 43,427	\$ 52,322	\$ 19,400	0%	\$ -	-63%
4250-0115	Forest Water Repairs & Improvements	\$ 3,500	\$ 580	\$ 699	\$ 3,500		\$ -	
4250-0140	Forest Water Communications	\$ 300	\$ 239	\$ 288	\$ 300	0%	\$ -	4%
4250-0150	Forest Water Power	\$ 5,400	\$ 3,301	\$ 3,977	\$ 3,000	-44%	\$ (2,400)	-25%
4250-0161	Forest Water Property Insurance	\$ 15,319	\$ 12,417	\$ 14,960	\$ 16,851	10%	\$ 1,532	13%
4250-0240	Forest Water Sampling & Testing	\$ 9,000	\$ 13,585	\$ 16,368	\$ 15,000	67%	\$ 6,000	-8%
4250-0300	Forest Water Purchased	\$ 771,228	\$ 471,687	\$ 568,297	\$ 666,440	-14%	\$ (104,788)	17%
4250-0410	Forest Water VDH Fees	\$ 24,355	\$ 24,470	\$ 29,482	\$ 24,756	2%	\$ 401	-16%
4250	Forest Water Costs	\$ 940,252	\$ 585,108	\$ 704,949	\$ 840,247	-11%	\$ (100,005)	19%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
4260-0100	Well System Supplies	\$ 12,500	\$ 8,110	\$ 9,771	\$ 15,000	20%	\$ 2,500	54%
4260-0105	Well systems Chemicals	\$ 4,000	\$ 1,777	\$ 2,141	\$ 3,000	-25%	\$ (1,000)	40%
4260-0101	Well Systems Meter Installations	\$ 500		\$ -	\$ 500	0%	\$ -	
4260-0110	Well Systems Contracted Services	\$ 10,000	\$ 2,088	\$ 2,515	\$ 13,100	31%	\$ 3,100	421%
4260-0115	Wells Systems Repairs & Improvements	\$ 2,000		\$ -	\$ 2,000	0%	\$ -	
4260-0150	Well Systems Power	\$ 5,500	\$ 3,823	\$ 4,606	\$ 5,500	0%	\$ -	19%
4260-0161	Well Systems Property Insurance	\$ 817	\$ 622	\$ 750	\$ 899	10%	\$ 82	20%
4260-0240	Well Systems Sampling & Testing	\$ 5,000	\$ 2,879	\$ 3,469	\$ 5,000	0%	\$ -	44%
4260-0410	Well Systems VDH Fees	\$ 676	\$ 676	\$ 814	\$ 679	0%	\$ 3	-17%
4260	Well Systems Costs	\$ 40,993	\$ 19,973	\$ 24,064	\$ 45,677	11%	\$ 4,684	90%
4265-0100	SML Central System Supplies	\$ 10,000	\$ 5,447	\$ 6,563	\$ 10,000	0%	\$ -	52%
4265-0101	SML Central System Meter Installations	\$ 6,500		\$ -	\$ 6,500	0%	\$ -	#DIV/0!
4265-0110	SML Central System Contracted Services	\$ 3,000	\$ 3,359	\$ 4,047	\$ 3,000	0%	\$ -	-26%
4265-0115	SML Central Repairs & Improvements	\$ 1,000		\$ -	\$ 1,000	0%	\$ -	
4265-0240	SML Central System Sampling & Testing	\$ 2,500	\$ 9,082	\$ 10,942	\$ 10,000	300%	\$ 7,500	-9%
4265-0410	SML Central System VDH Fees	\$ 3,295	\$ 3,307	\$ 3,984	\$ 3,345	2%	\$ 50	-16%
4265	SML Central System Costs	\$ 26,295	\$ 21,195	\$ 25,536	\$ 33,845	29%	\$ 7,550	33%
4270-0100	SML Treatment Supplies	\$ 3,000	\$ 1,224	\$ 1,474	\$ 2,000	-33%	\$ (1,000)	36%
4270-0105	SML Treatment Chemicals	\$ 1,000		\$ -	\$ 1,000	0%	\$ -	#DIV/0!
4270-0110	SML Treatment Contracted Services	\$ 3,550	\$ 2,572	\$ 3,099	\$ 3,550	0%	\$ -	15%
4270-0150	SML Treatment Power	\$ 16,200	\$ 13,819	\$ 16,650	\$ 16,800	4%	\$ 600	1%
4270-0155	SML Treatment Propane	\$ 2,000	\$ 2,589	\$ 3,120	\$ 2,000	0%	\$ -	-36%
4270-0161	SML Treatment Property Insurance	\$ 6,398	\$ 3,691	\$ 4,447	\$ 7,038	10%	\$ 640	58%
4270-0240	SML Treatment Sampling & testing	\$ -	\$ 16	\$ 19	\$ -	#DIV/0!	\$ -	-100%
4270-0370	SML Treatment Raw Water Fee		\$ -	\$ -	\$ -	#DIV/0!	\$ -	
4270-0371	SML Treatment Road Maintenance Fee	\$ 920	\$ 832	\$ 1,002	\$ 850	-8%	\$ (70)	
4270	Highpoint Treatment Costs	\$ 33,068	\$ 24,744	\$ 29,812	\$ 33,238	1%	\$ 170	11%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
4330-0100	SML WTF Facility Supplies	\$ 25,000	\$ 29,738	\$ 35,829	\$ 30,000	20%	\$ 5,000	-16%
4330-0105	SML WTF Facility Chemicals	\$ 45,000	\$ 37,267	\$ 44,900	\$ 45,000	0%	\$ -	0%
4330-0110	SML WTF Facility Contracted Services	\$ 125,000	\$ 97,491	\$ 117,459	\$ 125,000	0%	\$ -	6%
4330-0140	SML WTF Communications	\$ 492	\$ 346	\$ 417	\$ 516	5%	\$ 24	24%
4330-0150	SML WTF Facility Power	\$ 225,000	\$ 175,682	\$ 211,665	\$ 228,000	1%	\$ 3,000	8%
4330-0155	SML WTF Fuel Costs	\$ 2,000	\$ 76	\$ 92	\$ 2,000	0%	\$ -	2073%
4330-0161	SML WTF Facility Property Insurance	\$ 14,450	\$ 11,324	\$ 13,644	\$ 14,450	0%	\$ (0)	6%
4330-0240	SML WTF Sampling & Testing	\$ 40,000	\$ 16,041	\$ 19,326	\$ 40,000	0%	\$ -	107%
4330-0300	SML Water Quality Monitoring	\$ 7,500	\$ 7,500	\$ 9,036	\$ 7,500	0%	\$ -	-17%
4330-0370	SML WTF Raw Water Fee	\$ 8,800	\$ -	\$ -	\$ 8,800	0%	\$ -	#DIV/0!
4330	SML Facility	\$ 493,242	\$ 375,464	\$ 443,331	\$ 501,266	2%	\$ 8,024	13%
4275-0100	Central Water Supplies	\$ 37,500	\$ 21,787	\$ 26,249	\$ 37,500	0%	\$ -	43%
4275-0101	Central Water Meter Installations	\$ 3,750	\$ -	\$ -	\$ 3,750	0%	\$ -	0%
4275-0110	Central Water Contracted Services	\$ 141,600	\$ 40,112	\$ 48,327	\$ 108,700	-23%	\$ (32,900)	125%
4275-0115	Central Water Repairs & Maintenance	\$ 44,500	\$ 2,018	\$ 2,432	\$ 44,500	0%	\$ -	
4275-0120	Central Water Dam Inspection Fees	\$ -	\$ -	\$ -	\$ -		\$ -	
4275-0140	Central Water Communications	\$ -	\$ -	\$ -	\$ -		\$ -	
4275-0155	Central Water Fuel	\$ 250	\$ -	\$ -	\$ 250		\$ -	#DIV/0!
4275-0240	Central Water Sampling & Testing	\$ 15,000	\$ 18,158	\$ 21,877	\$ 20,000	33%	\$ 5,000	-9%
4275-0410	Central Water VDH fees	\$ 10,891	\$ 10,945	\$ 13,186	\$ 10,992	1%	\$ 101	-17%
4275	Central Water Distribution Costs	\$ 253,491	\$ 93,019	\$ 112,071	\$ 225,692	-11%	\$ (27,799)	101%
4276-0100	Central Water Treatment Supplies	\$ 16,000	\$ 17,342	\$ 20,894	\$ 20,000	25%	\$ 4,000	-4%
4276-0105	Central Water Treatment Chemicals	\$ 40,000	\$ 38,852	\$ 46,809	\$ 50,000	25%	\$ 10,000	7%
4276-0110	Central Water Treatment Contracted Services	\$ 8,000	\$ 10,821	\$ 13,038	\$ 10,000	25%	\$ 2,000	-23%
4276-0140	Central Water Treatment Communications	\$ 1,020	\$ 731	\$ 881	\$ 1,020	0%	\$ -	16%
4276-0150	Central Water Treatment Power	\$ 34,000	\$ 28,588	\$ 34,444	\$ 33,600	-1%	\$ (400)	-2%
4276-0155	Central Water Treatment Fuel	\$ 2,000	\$ -	\$ -	\$ 2,000	0%	\$ -	#DIV/0!
4276-0161	Central Water Treatment Property Insurance	\$ 16,881	\$ 8,491	\$ 10,230	\$ 18,569	10%	\$ 1,688	82%
4276	Central Water Treatment Costs	\$ 117,901	\$ 104,825	\$ 126,295	\$ 135,189	15%	\$ 17,288	7%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
4280-0100	Stewartsville Water Supplies	\$ 1,000	\$ 983	\$ 1,185	\$ 2,000	100%	\$ 1,000	69%
4280-0101	Stewartsville Water Meter Installations	\$ 500	\$ -	\$ -	\$ 500	0%	\$ -	#DIV/0!
4280-0110	Stewartsville Water Contracted Services	\$ 2,700	\$ 4,936	\$ 5,947	\$ 2,700	0%	\$ -	-55%
4280-0115	Stewartsville Water Repairs & Maintenance	\$ 2,500		\$ -	\$ 2,500	0%	\$ -	#DIV/0!
4280-0140	Stewartsville Water Communications	\$ 300	\$ 239	\$ 288	\$ 300		\$ -	4%
4280-0150	Stewartsville Water Power	\$ 240	\$ 257	\$ 309	\$ 300	25%	\$ 60	-3%
4280-0161	Stewartsville Water Property Insurance	\$ 605	\$ 466	\$ 562	\$ 666	10%	\$ 61	18%
4280-0240	Stewartsville Water Sampling & testing	\$ 1,500	\$ 684	\$ 824	\$ 1,500	0%	\$ -	82%
4280-0300	Stewartsville Water Purchased	\$ 20,000	\$ 24,430	\$ 29,434	\$ 27,650	38%	\$ 7,650	-6%
4280-0410	Stewartsville Water VDH Fees	\$ 404	\$ 413	\$ 498	\$ 416	3%	\$ 12	-16%
4280	Stewartsville Water Costs	\$ 29,749	\$ 32,409	\$ 39,047	\$ 38,531	30%	\$ 8,782	-1%
4290-0100	Forest Sewer Supplies	\$ 65,000	\$ 80,627	\$ 97,141	\$ 65,000	0%	\$ -	-33%
4290-0105	Forest Sewer Chemicals	\$ 87,000	\$ 48,287	\$ 58,177	\$ 87,000	0%	\$ -	50%
4290-0110	Forest Sewer Contracted Services	\$ 100,000	\$ 84,142	\$ 101,376	\$ 104,500	5%	\$ 4,500	3%
4290-0115	Forest Sewer Repairs & Improvements	\$ 2,000	\$ 1,178	\$ 1,420	\$ 2,000	0%	\$ -	41%
4290-0140	Forest Sewer Communications	\$ 3,000	\$ 2,775	\$ 3,343	\$ 3,600	20%	\$ 600	8%
4290-0150	Forest Sewer Power	\$ 37,200	\$ 28,174	\$ 33,944	\$ 37,200	0%	\$ -	10%
4290-0155	Forest Sewer Fuel Costs	\$ 5,000		\$ -	\$ 5,000	0%	\$ -	#DIV/0!
4290-0161	Forest Sewer Property Insurance	\$ 4,568	\$ 3,752	\$ 4,521	\$ 5,025	10%	\$ 457	11%
4290-0240	Forest Sewer Sampling & Testing	\$ 500	\$ -	\$ -	\$ 500	0%	\$ -	
4290-0350	Forest Sewer Treatment Costs	\$ 264,000	\$ 193,340	\$ 232,939	\$ 300,000	14%	\$ 36,000	29%
4290	Forest Sewer Costs	\$ 568,268	\$ 442,275	\$ 532,861	\$ 609,825	7%	\$ 41,557	14%
4291-0100	Center Sewer Supplies	\$ 70,000	\$ 28,426	\$ 34,248	\$ 70,000	0%	\$ -	104%
4291-0110	Center Sewer Contracted Services	\$ 82,860	\$ 9,227	\$ 11,117	\$ 84,500	2%	\$ 1,640	660%
4291-0115	Center Sewer Repairs & Improvements	\$ 64,000	\$ 70,460	\$ 84,891	\$ 104,000	63%	\$ 40,000	23%
4291-0140	Center Sewer Communications			\$ -			\$ -	
4291-0150	Center Sewer Power	\$ 70,000	\$ 27,243	\$ 32,823	\$ 55,000	-21%	\$ (15,000)	68%
4291-0155	Center Sewer Fuel Costs	\$ 2,000	\$ 361	\$ 435	\$ 5,000	150%	\$ 3,000	1049%
4291-0240	Center Sewer Sampling & Testing	\$ 250		\$ -	\$ 250		\$ -	#DIV/0!
4291	Center Sewer Collection System Costs	\$ 289,110	\$ 135,717	\$ 163,515	\$ 318,750	10%	\$ 29,640	95%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
4293-0100	Center Sewer Treatment Supplies	\$ 73,000	\$ 66,238	\$ 79,804	\$ 73,000	0%	\$ -	-9%
4293-0105	Center Sewer Treatment Chemicals	\$ 127,000	\$ 98,410	\$ 118,566	\$ 127,000	0%	\$ -	7%
4293-0110	Center Sewer Contracted Services	\$ 95,000	\$ 26,141	\$ 31,495	\$ 95,000	0%	\$ -	202%
4293-0115	Center Sewer Sludge Tipping Fees	\$ 45,000	\$ 25,883	\$ 31,184	\$ 45,000	0%	\$ -	44%
4293-0140	Center Sewer Treatment Communications	\$ 7,200	\$ 5,382	\$ 6,484	\$ 7,200	0%	\$ -	11%
4293-0150	Center Sewer Treatment Power	\$ 250,000	\$ 198,651	\$ 239,338	\$ 228,000	-9%	\$ (22,000)	-5%
4293-0155	Center Sewer Treatment Fuel	\$ 1,500		\$ -	\$ 1,500	0%	\$ -	#DIV/0!
4293-0161	Center Sewer Treatment Property Insurance	\$ 14,045	\$ 10,510	\$ 12,663	\$ 15,450	10%	\$ 1,405	22%
4293-0240	Center Sewer Treatment Sampling & Testing	\$ 21,260	\$ 11,915	\$ 14,355	\$ 25,000	18%	\$ 3,740	74%
4293-0411	Center Sewer DEQ charges	\$ 9,030	\$ 9,194	\$ 11,077	\$ 9,400	4%	\$ 370	-15%
4293	Center Sewer Treatment Costs	\$ 643,035	\$ 452,323	\$ 544,967	\$ 626,550	-3%	\$ (16,486)	15%
4292-0100	Moneta Sewer Supplies	\$ 10,250	\$ 10,382	\$ 12,509	\$ 10,250	0%	\$ -	-18%
4292-0105	Moneta Sewer Chemicals		\$ 1,787	\$ 2,153	\$ 2,000		\$ 2,000	
4292-0110	Moneta Sewer Contracted Services	\$ 3,050	\$ 8,066	\$ 9,719	\$ 3,050	0%	\$ -	-69%
4292-0115	Moneta Sewer Repairs & Improvements	\$ 400		\$ -	\$ 400	0%	\$ -	#DIV/0!
4292-0150	Moneta Sewer Power	\$ 14,400	\$ 10,408	\$ 12,539	\$ 12,000	-17%	\$ (2,400)	-4%
4292-0155	Moneta Sewer Fuel Costs	\$ 3,500	\$ 182	\$ 219	\$ 3,500	0%	\$ -	1498%
4292-0240	Moneta Sewer Sampling & testing	\$ 600		\$ -	\$ 600		\$ -	#DIV/0!
4292	Moneta Sewer Collection System Costs	\$ 32,200	\$ 30,825	\$ 37,138	\$ 31,800	-1%	\$ (400)	-14%
4294-0100	Moneta Sewer Treatment Supplies	\$ 15,400	\$ 16,763	\$ 20,197	\$ 30,000	95%	\$ 14,600	49%
4294-0105	Moneta Sewer Treatment Chemicals	\$ 9,000	\$ 6,574	\$ 7,921	\$ 9,000	0%	\$ -	14%
4294-0110	Moneta Sewer Contracted Services	\$ 36,120	\$ 1,091	\$ 1,315	\$ 21,500	-40%	\$ (14,620)	1535%
4294-0115	Moneta Sewer Sludge Tipping Fees	\$ 10,000	\$ 4,329	\$ 5,215	\$ 15,000	50%	\$ 5,000	188%
4294-0140	Moneta Sewer Treatment Communications	\$ 1,980	\$ 1,209	\$ 1,456	\$ 1,980	0%	\$ -	36%
4294-0150	Moneta Sewer Treatment Power	\$ 43,200	\$ 28,072	\$ 33,821	\$ 43,200	0%	\$ -	28%
4294-0155	Moneta Sewer Fuel	\$ 350		\$ -	\$ 350		\$ -	#DIV/0!
4294-0161	Moneta Sewer Treatment Property Insurance	\$ 5,834	\$ 4,566	\$ 5,501	\$ 6,417	10%	\$ 583	17%
4294-0240	Moneta Sewer Treatment Sampling & Testing	\$ 15,600	\$ 6,487	\$ 7,816	\$ 20,000	28%	\$ 4,400	156%
4294-0411	Moneta Sewer DEQ charges	\$ 2,800	\$ 2,825	\$ 3,404	\$ 3,000	7%	\$ 200	-12%
4294	Moneta Sewer Treatment Costs	\$ 140,284	\$ 71,916	\$ 86,646	\$ 150,447	7%	\$ 10,163	74%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
4295-0100	Montvale Sewer Supplies	\$ 4,000	\$ 12,258	\$ 14,768	\$ 6,000	50%	\$ 2,000	-59%
4295-0105	Montvale Sewer Chemicals	\$ 1,500	\$ 1,196	\$ 1,441	\$ 1,500	0%	\$ -	4%
4295-0110	Montvale Sewer Contracted Services	\$ 10,000	\$ 13,372	\$ 16,111	\$ 10,000	0%	\$ -	-38%
4295-0115	Montvale Sewer Repairs & Improvements			\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!
4295-0140	Montvale Sewer Communication	\$ 300	\$ 239	\$ 288	\$ 300		\$ -	
4295-0150	Montvale Sewer Power	\$ 360	\$ 253	\$ 305	\$ 360	0%	\$ -	18%
4295-0155	Montvale WWTP Fuel Costs	\$ 250		\$ -	\$ 250	0%	\$ -	#DIV/0!
4295-0161	Montvale Sewer Property Insurance	\$ 1,427	\$ 737	\$ 888	\$ 1,570	10%	\$ 143	77%
4295-0240	Montvale Sewer Sampling & testing	\$ 1,000	\$ 134	\$ 162	\$ 7,000	600%	\$ 6,000	4223%
4295-0411	Montvale Sewer DEQ Charges	\$ 2,220	\$ 2,260	\$ 2,723	\$ 2,400	8%	\$ 180	-12%
4295	Montvale Sewer Costs	\$ 21,057	\$ 30,449	\$ 36,686	\$ 29,380	40%	\$ 8,323	-20%
4315-0100	Mariners Landing Water Supplies	\$ 6,868	\$ 3,017	\$ 3,635	\$ 6,868	0%	\$ -	89%
4315-0105	Mariners Landing Water Chemicals		\$ 2,030	\$ 2,446		#DIV/0!	\$ -	-100%
4315-0110	Mariners Landing Water Contracted Services	\$ 2,000	\$ 150	\$ 181	\$ 2,000	0%	\$ -	1007%
4315-0140	Mariners Landing Water Communication	\$ 300	\$ 79	\$ 95	\$ 300	0%	\$ -	216%
4315-0150	Mariners Landing Water Power	\$ 11,925		\$ -	\$ 11,925	0%	\$ -	#DIV/0!
4315-0155	Mariners Landing Water Fuel Costs	\$ 2,800		\$ -	\$ 2,800	0%	\$ -	#DIV/0!
4315-0161	Mariners Landing Water Insurance	\$ 1,200		\$ -	\$ 1,200	0%	\$ -	#DIV/0!
4315-0240	Mariners Landing Water Sampling & Testing	\$ 2,400	\$ 3,231	\$ 3,892	\$ 2,400	0%	\$ -	-38%
4315-0410	Mariners Landing Water VDH Fees	\$ 1,162		\$ -	\$ 1,162	0%	\$ 0	#DIV/0!
4315	Mariners Landing Water Costs	\$ 28,655	\$ 8,507	\$ 10,249	\$ 28,655	0%	\$ 0	180%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
4340-0100	Mariners Landing Sewer Supplies	\$ 10,000	\$ 893	\$ 1,076	\$ 16,000	60%	\$ 6,000	1388%
4340-0105	Mariners Landing Sewer Chemicals	\$ 4,500			\$ 4,500	0%	\$ -	#DIV/0!
4340-0140	Mariners Landing Sewer Contracted Services	\$ 20,000			\$ 28,400	42%	\$ 8,400	#DIV/0!
4340-0115	Mariners Landing Sewer Sludge Tipping Fees	\$ 8,400				-100%	\$ (8,400)	#DIV/0!
4340-0140	Mariners Landing Sewer Communication	\$ 300			\$ 300	0%	\$ -	#DIV/0!
4340-0150	Mariners Landing Sewer Power	\$ 27,723			\$ 27,000	-3%	\$ (723)	#DIV/0!
4340-0155	Mariners Landing Sewer Fuel Costs	\$ 4,200			\$ 4,200	0%	\$ -	#DIV/0!
4340-0161	Mariners Landing Sewer Insurance	\$ 1,400			\$ 1,570	12%	\$ 170	#DIV/0!
4340-0240	Mariners Landing Sewer Sampling & Testing	\$ 2,400			\$ 2,400	0%	\$ -	#DIV/0!
4340-0411	Mariners Landing Sewer DEQ Permit Fees	\$ 2,200			\$ 2,400	9%	\$ 200	#DIV/0!
Mariners Landing Sewer Costs		\$ 81,123	\$ 893	\$ 1,076	\$ 86,770	7%	\$ 5,647	7967%
4350-0100	Cedar Rock Sewer Supplies	\$ 3,100	\$ 3,910	\$ 4,711	\$ 5,000	61%	\$ 1,900	6%
4350-0105	Cedar Rock Sewer Chemicals	\$ 700	\$ 127	\$ 153	\$ 700	0%	\$ -	359%
4350-0110	Cedar Rock Sewer Contracted Services	\$ 5,000	\$ 38,494	\$ 46,378	\$ 8,000	60%	\$ 3,000	-83%
4350-0115	Cedar Rock Sewer Sludge Tipping Fees	\$ 2,000		\$ -		-100%	\$ (2,000)	#DIV/0!
4350-0140	Cedar Rock Sewer Communication	\$ 300	\$ 79	\$ 95	\$ 300	0%	\$ -	216%
4350-0150	Cedar Rock Sewer Power	\$ 5,160	\$ 3,431	\$ 4,133	\$ 5,100	-1%	\$ (60)	23%
4350-0155	Cedar Rock Sewer Fuel Costs	\$ 600		\$ -	\$ 600	0%	\$ -	#DIV/0!
4350-0161	Cedar Rock Sewer Property Insurance	\$ 1,400		\$ -	\$ 1,570	12%	\$ 170	#DIV/0!
4350-0240	Cedar Rock Sewer Sampling & Testing	\$ 2,400	\$ 1,051	\$ 1,266	\$ 2,400	0%	\$ -	90%
4350-0411	Cedar Rock Sewer DEQ Permit Fees	\$ 2,200	\$ 2,260	\$ 2,723	\$ 2,400	9%	\$ 200	-12%
Cedar Rock Sewer Costs		\$ 22,860	\$ 49,351	\$ 59,459	\$ 26,070	14%	\$ 3,210	-56%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget	Difference from Projected June 2020
4300-0100	Schools WWTP Supplies	\$ 10,000	\$ 5,691	\$ 6,857	\$ 10,000	0%	\$ -	46%
4300-0105	Schools WWTP Chemicals	\$ 10,000	\$ 3,972	\$ 4,785	\$ 10,000	0%	\$ -	109%
4300-0110	Schools WWTP Contracted Services	\$ 15,000	\$ 8,028	\$ 9,672	\$ 15,000	0%	\$ -	55%
4300-0240	Schools Testing	\$ 7,000	\$ 6,076	\$ 7,321				
4310-0110	Closed Schools Contracted Services	\$ -		\$ -	\$ -	#DIV/0!	\$ -	
4320-0100	Franklin County Supplies	\$ 7,000	\$ 5,574	\$ 6,715	\$ 7,000	0%	\$ -	4%
4320-0105	Franklin County Chemicals	\$ 6,000	\$ 9,896	\$ 11,923	\$ 9,000	50%	\$ 3,000	
4320-0240	Franklin County Sampling & Testing	\$ 25,000	\$ 11,449	\$ 13,794	\$ 20,000	-20%	\$ (5,000)	45%
4300	Contract Operations	\$ 80,000	\$ 50,686	\$ 61,067	\$ 71,000	-11%	\$ (9,000)	16%
Total Operating Expenditures		\$ 10,585,800	\$ 7,570,067	\$ 9,111,527	\$ 10,619,947	0.3%	\$ 70,399	16.6%

Operating Expenses

Account #	Description	Current Fiscal Year 2019-2020			Fiscal Year 2020-2021		
		Existing Budget	Balance as of 4/30/2020	Projected to June 2020	FY 20-21 Proposed Budget	Difference from FY 19-20 Budget	Difference from FY 19-20 Budget
Depreciation							
4400-0810	Office Depreciation	\$ 151,840	\$ 13,025	\$ 15,692	\$ 151,840	0%	868%
4400-0811	Information Systems Depreciation	\$ 48,933	\$ 5,049	\$ 6,083	\$ 48,933	0%	704%
4400-0812	Vehicles & Equipment Depreciation	\$ 147,568	\$ 25,933	\$ 31,245	\$ 147,568	0%	372%
4400-0813	Forest Water Depreciation	\$ 573,566	\$ 58,133	\$ 70,040	\$ 573,566	0%	719%
4400-0814	Lakes Water Depreciation	\$ 26,316	\$ 2,782	\$ 3,351	\$ 26,316	0%	685%
4400-0815	SML Central Depreciation	\$ 329,609	\$ 33,507	\$ 40,370	\$ 329,609	0%	716%
4400-0816	Stewartsville Water Depreciation	\$ 48,895	\$ 4,075	\$ 4,909	\$ 48,895	0%	896%
4400-0817	Forest Sewer Depreciation	\$ 511,568	\$ 43,788	\$ 52,757	\$ 511,568	0%	870%
4400-0818	Montvale Sewer Depreciation	\$ 80,336	\$ 6,824	\$ 8,222	\$ 80,336	0%	877%
4400-0819	Amortization Expense	\$ 1,000	\$ 47	\$ 57	\$ 1,000	0%	1658%
4400-0820	Water & Sewer Studies Depreciation	\$ 35,410	\$ 2,959	\$ 3,565	\$ 35,410	0%	893%
4400-0821	Moneta Sewer Depreciation	\$ 444,330	\$ 37,687	\$ 45,406	\$ 444,330	0%	879%
4400-0822	Center Sewer Depreciation	\$ 415,564	\$ 41,975	\$ 50,572	\$ 415,564	0%	722%
4400-0823	Center Water Depreciation	\$ 438,551	\$ 37,425	\$ 45,090	\$ 438,551	0%	-60%
4400-0824	SML WTP Facility Depreciation	\$ 3,992	\$ 67,762	\$ 81,641	\$ 3,992	0%	-95%
4400	Depreciation	\$ 3,257,478	\$ 380,970	\$ 459,000	\$ 3,257,478	0%	610%
Debt Service & Interest							
4500-0600	Loan Issuance Costs						
4500-0615	VRA Trustee Fees	\$ 328		\$ 328	\$ -	-100%	-100%
4500-0625	VRA 2009 (2002 A Refunding)	\$ 164,031	\$ 20,763	\$ 164,031	\$ -	-100%	-100%
4500-0635	VRA 2005 Interest			\$ -	\$ -		#DIV/0!
4500-0640	Lynchburg Sewer Interest	\$ 2,920		\$ 2,920	\$ 262	-91%	-91%
4500-0645	VRA 2012 Interest (2005 refunding)	\$ 175,019	\$ 175,019	\$ 175,019	\$ 139,400	-20%	-20%
4500-0660	VRA 2014 Interest (2005 Refunding)	\$ 77,281	\$ 77,281	\$ 77,281	\$ 77,281	0%	0%
4500-0650	Assumed Debt from Town- Interest	\$ 84,273	\$ 84,273	\$ 84,273	\$ 80,070	-5%	-5%
4500-0665	VRA 2015 Interest	\$ 1,083,678	\$ 1,083,678	\$ 1,083,678	\$ 1,058,563	-2%	-2%
4500-0670	VRA 2019 refunding interest	\$ -	\$ 99,699	\$ 29,871	\$ 117,491	#DIV/0!	
4500	Interest & Debt Service Expenditures w/o principal	\$ 1,587,530	\$ 1,540,712	\$ 1,617,401	\$ 1,473,066	-7%	-9%



RESOLUTION
2020-05.01
Approval of Operating Budget for FY 2020-2021

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 19th day of May 2020, beginning at 7:00pm:

WHEREAS, the Board of Directors of the Authority have been presented with the FY 2020-2021 Budget, with a summary indicating Total Revenues in the amount of \$15,952,554 and Cash Operating Expenses in the amount of \$14,948,400 and Total Expenditures (including depreciation) in the amount of \$18,205,877 (the “Operating Budget Summary”); and,

WHEREAS, in support of the Operating Budget Summary, a Detailed Report of Revenues and Expenditures for FY 2020-2021 (the “Line Item Budget”) has been submitted to the Board indicating line item expenditures within the categories contained in the Operating Budget Summary; and,

WHEREAS, the Finance Committee of the Board of Directors has thoroughly reviewed this information and recommends that the Authority approve the Operating Budget as presented; now,

THEREFORE, BE IT RESOLVED, that after careful consideration of the Authority’s fiscal position, its anticipated revenues, its necessary expenses, as well as its bond covenants, the Board of Directors of the Bedford Regional Water Authority does hereby:

- 1) approve the Fiscal Year 2020-2021 Line Item Budget, and thereby authorize and appropriate the Total Expenditures contained in the Operating Budget Summary subject to receipt of the Revenues estimated therein; and;
- 2) authorize the Executive Director to move items with discretion within the Operating Budget Summary Categories from line item to line item, consolidate or delete line items, and otherwise spend funds in the Operating Budget Summary categories without further action on the part of the Board; and,
- 3) require that the Executive Director ensure that a report of the Revenues and Expenditures be made to the Board at its regular meetings and more often if requested.

On behalf of the Finance Committee, Member _____ made a motion to approve this resolution.

Being a motion from the committee, no second motion was needed.

Board Member Votes: ___Aye, ___Nay, ___Abstain



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 May 19, 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



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: Brian Key; Executive Director
Date: May 14, 2020
Re: Resolution 2020-05.02 – Mandatory Connection Policy

The Finance Committee reviewed a request from a property owner on N. Old Moneta Road concerning an expensive sewer connection.

There are several existing exceptions granted under the policy; each of these exceptions were included in the policy because of the financial burden that the property owners would bear in order to have to connect to the public sewer system.

Another situation, potentially worthy of an exception, has been brought to light with this property owner in Moneta. Due to the high costs of boring under a road, the connection cost for this resident would be over four times the fixed cost for a sewer connection for properties on the same side of the road as the sewer.

The attached resolution is for your consideration to allow a waiver of the mandatory connection due to the high costs. Due to our bond covenants, this policy change will need to be approved by the Virginia Resources Authority before it can be implemented; therefore, there is a contingency included in the resolution.

MANDATORY CONNECTION

Section 1. PURPOSE

In order to meet bond covenants, to ensure that debt service can be covered, and to provide revenue for repair and replacement funding, the Bedford Regional Water Authority (“Authority”) shall utilize the rights granted to the Authority by the State of Virginia and by Bedford County. The applicable Code of Virginia is listed herein.

Section 2. POLICY

- A. The owner, tenant, or occupant of each lot or parcel of land where any new residential, commercial, or industrial construction abuts upon or adjoins a public or private street or other public way or easement containing a waterline and/or a sewer line shall be compelled to connect to said utility and pay all appropriate fees.

Section 3. EXEMPTIONS

- A. Exemptions for Private Facilities: Parcels subdivided from parent tracts are not subject to the exemptions contained herein, unless the subdivision a) contains no internal road right of ways, b) has internal road right of way(s) with a width of twenty feet (20') or less, c) does not include the construction of public roads.
1. Existing sources and disposals:
 - a. Water: When new waterlines are installed by the Authority, all adjacent properties that have a proper and adequate existing private water source are not required to connect to the Authority’s water system, nor will the property owner, tenant, or occupant be required to pay any connection or user fees. If that private source should fail, the property must then be connected to the Authority’s water system and cannot develop or utilize an alternate source.
 - b. Sewer: When new sewer lines are installed by the Authority, all properties that have a proper and adequate method for private sewage disposal will not be required to connect to the Authority’s sewer system, nor will the property owner, tenant, or occupant be required to pay any connection or user fees. Should those private sewer facilities fail, the property must then be connected to the Authority’s sewer system and an alternative method for disposal cannot be developed or utilized.
 2. Proposed sources and disposals: All exemptions related to developing new water sources or new sewer disposal facilities under the terms of this policy shall be approved by the Executive Director of the Authority. Exemptions that may be approved include, but are not limited to, the following:
 - a. Water: A private water source may be developed on property that is adjacent to the Authority’s water system in the following situations:
 - i. When the use is for agricultural purposes
 - ii. Properties where the nearest structure requiring service is greater than five hundred feet (500') from the point where the water meter would be located by the Authority.
 - iii. For potential customers that can document that they have a specific water characteristic need that makes the use of the private source preferable over public service from the Authority’s system.

MANDATORY CONNECTION

- b. Sewer: A private sewer system may be developed on property that is adjacent to the Authority's sewer system in the following situations:
 - i. Properties where the nearest structure requiring sewer service is greater than five hundred feet (500') from the point where the private connection to the public sewer system would be made.
 - ii. Properties that would require pumps, external to the structure, to access the non-pressure (gravity) sewer system.
 - iii. Properties where the actual cost to install the connection cleanout is greater than twice (200%) the published rate for the fixed connection costs.

Section 4. CODE OF VIRGINIA: WATER AND SEWER CONNECTIONS

The following is an excerpt copied verbatim from the Code of Virginia "§ 15.2-5137. Water and Sewer Connections: Exceptions" which was in effect at the time this policy was adopted. Any changes to the Code of Virginia shall take precedence over this policy.

1. Upon or after the acquisition or construction of any water system or sewer system under the provisions of this chapter, the owner, tenant, or occupant of each lot or parcel of land (i) which abuts a street or other public right of way which contains, or is adjacent to an easement containing, a water main or a water system, or a sanitary sewer which is a part of or which is or may be served by such sewer system and (ii) upon which a building has been constructed for residential, commercial, or industrial use, shall, if so required by the rules and regulations or a resolution of the Authority, with concurrence of the locality in which the land is located, connect the building with the water main or sanitary sewer, and shall cease to use any other source of water supply for domestic use or any other method for the disposal of sewage, sewage waste, or other polluting matter. All such connections shall be made in accordance with rules and regulations adopted by the Authority, which may provide for a reasonable charge for making such a connection. A private water company which purchases water from a regional Authority for sale or delivery to or within a municipality may impose a charge for connection to the water company's system in the same manner, and subject to the same restrictions, as an Authority may impose for connection to its water system, subject to the approval of the State Corporation Commission.
2. Notwithstanding any other provision of this chapter, those persons having a domestic supply or source of potable water shall not be required to discontinue the use of such water. However, persons not served by a water supply system, as defined in § 15.2-2149, producing potable water meeting the standards established by the Virginia Department of Health may be required to pay a Connection Fee, a Front Footage Fee, and a Monthly Nonuser Service Charge, which charge shall not be more than that proportion of the minimum Monthly User Charge, imposed by the Authority, as debt service bears to the total operating and debt service costs, or any combination of such fees and charges. In York County and James City County, the Monthly Nonuser Fee may be as provided by general law or not more than 85 percent of the minimum Monthly User Charge imposed by the Authority, whichever is greater.
3. Notwithstanding any other provision of this chapter, those persons having a private septic system or domestic sewage system meeting applicable standards established by the Virginia

MANDATORY CONNECTION

- Department of Health shall not be required under this chapter to discontinue the use of such system. However, such persons may be required to pay a Connection Fee, a Front Footage Fee, and a Monthly Nonuser Service Charge, which charge shall not be more than that proportion of the minimum Monthly User Charge, imposed by the Authority, as debt service bears to the total operating and debt service costs, or any combination of such fees and charges.
4. Persons who have obtained exemption from or deferral of taxation pursuant to an ordinance authorized by § 58.1-3210 may be exempted or deferred by the Authority from paying any charges and fees authorized by Section 1.A.3, to the same extent as the exemption from or deferral of taxation pursuant to such ordinance.
 5. Water and sewer connection fees established by any Authority shall be fair and reasonable. Such fees shall be reviewed by the Authority periodically and shall be adjusted, if necessary, to assure that they continue to be fair and reasonable. Nothing herein shall affect existing contracts with bondholders which are in conflict with any of the foregoing provisions.

Section 5. CONCURRENCE

- A. As detailed in the Articles of Incorporation, the Authority was created by the City of Bedford (“City”) and Bedford County (“County”). For this reason, the Authority requested that both entities adopt resolutions supporting this policy.

Section 6. REVISIONS

- A. This policy was approved and adopted by the Authority’s Board of Directors on March 26, 2013, effective July 1, 2013.
- B. This policy was modified as follows:
 1. Approved March 18, 2014, effective March 19, 2014:
 - a. The exemptions were moved to a new Section 3.
 - b. A third exemption was added to allow private water sources to be developed for users that have specific water characteristic needs.
- C. This policy was modified as follows:
 1. Approved TBD, effective TBD:
 - a. An exemption was added for sewer connections under Section 3.



RESOLUTION

2020-05.02

Mandatory Connection Policy

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 Finance Committee reviewed a sewer connection situation at their meeting on May 12, 2020 whereby the Committee recommended that a waiver be added to the Mandatory Connection Policy 3.10 to prevent overly expensive connections to the public sewer system from being required; and,

WHEREAS, attached to this resolution are the changes proposed to the policy; now,

THEREFORE, BE IT RESOLVED by the Board of Directors of the Bedford Regional Water Authority that the changes to the above noted policies be adopted by the Authority; and,

BE IT FURTHER RESOLVED that this adoption of these policy changes be contingent upon written approval from the Virginia Resources Authority, which is necessary due to the bond covenants as set forth in various financing agreements.

On behalf of the Finance Committee, Member _____ made a motion to approve this Resolution.

Being a motion from a Committee, no second motion was needed.

Board Member Votes: ___Aye ___Nay ___Abstain

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 May 19, 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

ENGINEERING 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 #	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. Puchlist mailed 2/10/20.						
Job #	2016062	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	Kitsmont Subdivision - Design						4/23/2020
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 3/18/15. 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. Surety LOC# 353 rec'd 3/18/20. Inspection fee rec'd 3/30/20. Shop Dwgs appv'd 3/24/20; Plans Approved and C2C issued to Inspector 3/30/20. C2C issued 3/31/2020. VDH Water Cert completed 4/23/20 (See 2020-003)						
Job #	2017058	Job Type:	Fire Flow Meter	Location	Forest	Last updated on:	
Job Name	Forest Enterprises LLC - Site Plan						5/11/2020
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 Agrmt executed 10/31/19. Notice to proceed not issued to contractor due to grading. Fire flow meter vault installed. Sewer connection to be installed at a later date.						

Job #	2017060	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Burnbridge Sewer Extension - Design						5/11/2020
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 Agrmt 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. Aldridge refused easements; H&P reviewing alternate pressure sewer alignment along roadways.						

Job #	2017075	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	Country Estates 2017 NLE						4/21/2020
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. Rec'd Hodge signed esmt on 4/1/20. Review Package sent to WVWA for Local Program Review on 4/6/2020. Comments are due 4/17/2020. WVWA approved plan on 4/20. Plans were sent to the CIP to order materials on 4/21. Still waiting on County/VDOT approval.						

Job #	2018023	Job Type:	Internal	Location	Lakes	Last updated on:	
Job Name	Mariners Landing Water and Sewer System Transfer						5/11/2020
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. MV signed agreement to allow transfer. Legal counsel working with banks to have liens removed for properties and easements to transfer; delays expected with banks due to COVID 19. Transfer completed and effective 5/1/2020.						

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 & Natruall Resources 8/20/19. Natruall 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 PER 5/11/2020
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 - see 2020-043. PER may be updated if needed for funding application.

Job # 2018046 **Job Type:** Water **Location** Lakes **Last updated on:**
Job Name Rucker Road Waterline Extension 5/11/2020
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. Design 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. Construction and testing complete. Waterline active & ready for use.

Job # 2018062.2 **Job Type:** Internal **Location** Bedford Central **Last updated on:**
Job Name BRWA Administration Parking Lot - North 5/11/2020
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. Plans submitted to County late April for review. Contract executed for additional costs due to changes requested.

Job # 2018086 **Job Type:** Sewer **Location** Forest **Last updated on:**
Job Name Sewer Force Main for TM# 118-A-6A - Design 5/8/2020
Description Sanitary Force Main Plan and Profile for TM# 118-A-6A.
Status Waterline Relocation added to project in 8th submittal (See 2018-086.1 for Waterline C2C/COC purposes)
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. Dsgn 08 rec'd 3/10/20; Comments issued 4/7/20. Additional Dev Fee rqmnts being sent to Developer for addition of Waterline Relocation to project Scope (See 2018-086.1) Dsgn 09 rec'd 4/14/20. Dsgn 09 approvable. Lis of outstanding items for C2C included in formal Dsgn 09 comments e-mailed to Engineer & Developer 4/21/20. Additional req'd review & inspection fees for waterline relocation rec'd 5/8/20 (reference 2018-086.1), Surety reviewed & revised surety forthcoming.

Job #	2018086.1	Job Type: Water	Location Forest	Last updated on:
Job Name	221 Car Wash Waterline Relocation - Design			5/8/2020
Description	For C2C & COC purposes only. Reference 2018-086.			
Status	2018-086 Design 08 received 3/9/20 added Waterline Relocation to scope of project. Additional Dev Fee rqmnts being sent 4/7/20 to Developer for additon of Waterline Relocation to project scope. Additional req'd review & inspection fees for waterline relocation rec'd 5/8/20 (reference 2018-086), Surety reviewed & revised surety 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 #	2018096	Job Type: Site Plan w/ Existing Utilities	Location Forest	Last updated on:
Job Name	Route 221 Carwash - Site Plan			4/24/2020
Description	AKA Lightning McClean Carwash. Concept Plan for proposed car wash, 5,300 sf drive thru facility. Sewer will be made available via FM Extension Developer Project (JN 2018-086).			
Status	TRC 8/28/18. Site Plan 01 rec'd 7/11/19. Comments issued 7/30/19. Site Plan 02 rec'd 3/10/20. Comments issued 4/7/20. BRWA has no additional Site Plan comments. BRWA cannot accept new customer signups for the project until 2018-086 is issued a C2C from BRWA. Site Plan 03 rec'd 4/15/20. Comments issued 4/24/20 (no further comments).			
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			5/11/2020
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. Awaiting close out documents (i.e. as-builts, bill of sale, etc.)			
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/Design 03 rec'd 11/7/19. Signed Dev Agmt 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 fee rec'd 2/7/20. Comments issued 2/12/20 - Approvable. Awaiting Surety & Contractor confirmation.			
Job #	2019037	Job Type: Water & Sewer	Location Forest	Last updated on:
Job Name	Boonsboro Meadows Section 2 Roadway, Water & Sanitary - Design			5/5/2020
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) Water Calcs appv'd 3/13/20. FM Calcs appv'd 3/30/20,. Inspection fees rec'd 4/3/20. Bond #2020-053 rec'd 4/24/20. Plans stamped 'appv'd for construction', Water Cert completed and C2C signed & given to Insp 5/4/20. Developer Agmt execute 5/5/20. COC issued 5/6/20. VDH water cert. completed 5/4/20 (see 2020-003). C2C approved 5/5/20.			
Job #	2019049	Job Type: Water	Location Forest	Last updated on:
Job Name	NLBTC Lot 7 EDA Meade Road Extension - Design Plan			5/11/2020
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 & signed developers agreement 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. Shop Drawings apvd 3/19/20. C2C issued 4/13/20. Construction completed week of 5/4/20; testing to be scheduled the week of 5/11/20.			

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 red' 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						4/10/2020
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. Virtual walk-through of Central WWTP on 4/15.						
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. Ten chairs have been ordered. Delivery for all furniture TBD due to COVID-19.						
Job #	2019081	Job Type:	Internal	Location	Lakes	Last updated on:	
Job Name	Paradise Point Water System Transfer Request						5/11/2020
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. FOIA request received 3/8/20 regarding capital funding; response sent 3/12 with additional questions received afterwards. Owners made presentation to Board at 4/21 Rate Hearing; rate concerns to be further discussed with Finance Committee.						
Job #	2019085	Job Type:	Sewer	Location	Smith Mountain Lake	Last updated on:	
Job Name	Moneta Storage Units Lot 6 - Site Plan						4/20/2020
Description	New construction of a mini warehouse complex. Includes relocation of 40-ft of existing FM, installatino 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; Site Plan approved by Planning 4/14/20; 4/20/20 - Warning layer posted to GIS not to accept new sign up fees until C2C is issued.						
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. Test results rec'd d 3/9/20.						
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						5/7/2020
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. Dsgn 01 rec'd 2/20/20. Base Review Fee rec'd 2/20/20. Dsgn 01 & Esmt Exhibit Comments & Dev Pkg EMLed 4/2/20. Dsgn 02, Esmt 02, Review Fee & Signed Dev Agmt rec'd 4/16/20. Esmt Exhibits approved & Dsgn 02 Comments issued 5/7/20. VDOT Permit App reviewed and original is forthcoming.						
Job #	2019106	Job Type:	Water	Location	Stewartsville	Last updated on:	
Job Name	Hardy Road Waterline Extension						4/10/2020
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. Estimates sent to VDH on 3/27/20. H&P preparing design upgrades for system as alternative to public waterline extension.						
Job #	2019108	Job Type:	Water	Location	164-A-46A	Last updated on:	
Job Name	1906 Bunker Hill Loop Waterline Extension						4/21/2020
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. Additional inquiry received from DEQ on 4/2 with intent to move forward. Survey and design proposal received from H&P (\$14,950.00) and was sent to DEQ for review and approval.						
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 backgroudn 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 #	2019117	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Westyn Village Condotels - Site/Design						4/13/2020
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. Site/Design 02 rec'd 4/13/20.						

Job #	2019121	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:	
Job Name	Living Water Properties Office Building - Site Plan						4/29/2020
Description	Proposed medical office building with additional parking.						
Status	TRC 12/23/19. Concept Plan 01 rec'd 12/19/19. Site Plan 01 rec'd 4/29/20.						
Job #	2019122	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:	
Job Name	Gables at Spring Creek Townhomes - Site Plan						4/15/2020
Description	Proposed Townhomes placed within the Gables at Spring Creek development.						
Status	TRC 12/23/19. Concept 01 rec'd 12/19/19. Site Plan 01 rec'd 3/20/20. Comments Sent to Planning & Engineer on 4/15/2020						
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						4/21/2020
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. In design with H&P. WR&A provided min/max pressures utilizing water model - sent to H&P on 4/21.						
Job #	2020012	Job Type:	Sewer	Location	Montvale	Last updated on:	
Job Name	Montvale VFD Sewer Extension						5/8/2020
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. Working to determine if additional easements is needed for BRWA public portion of the sewer.						
Job #	2020016	Job Type:	Water & Sewer	Location	Smith Mountain Lake	Last updated on:	
Job Name	Eastlake Village Roadway, Water & Sanitary - Design						3/17/2020
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. Dsgn 02 rec'd 3/16/20. Dsgn 03 rec'd 3/17/20.						
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 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. Updated budget pricing received from CHA (Total Cost \$2,315,018 w/ 20% Contingency of \$370,403); project on hold due to COVID-19.						

Job #	2020032	Job Type:	Preliminary Plan	Location	Forest	Last updated on:	
Job Name	Boonsboro Meadows Sections 3-8 - Preliminary Plan						5/7/2020
Description	Proposed 193 residential lots.						
Status	Preliminary Plan 01 rec'd 2/21/20. TRC physical mtg cancelled (COVID19); Comments issued via e-mail 3/25/20. Preliminary Plan 02 rec'd 5/7/20.						
Job #	2020034	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:	
Job Name	Cottontown Manor Phase 4 - Site Plan						4/8/2020
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. Site Plan 02 rec'd 3/30/20. Comments sent to Planning & Engineer on 4/8/2020. Site Plan Approved.						
Job #	2020035	Job Type:	Internal	Location		Last updated on:	
Job Name	Asset Management Conversion						4/10/2020
Description	Conversion of SEMS asset management data into Cartegraph						
Status	Preliminary kickoff conference call held 2/27/20. Workshops scheduled with departments on 4/21-22 to prepare for conversion. Expected to be live in September.						
Job #	2020042	Job Type:	Internal	Location		Last updated on:	
Job Name	Engineering Term Contract Extensions - 2020						5/11/2020
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. Contracts approved and executed.						
Job #	2020043	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Ivy Creek Sewer - Divisions 5 and 6						5/11/2020
Description	Extension of sewer from Lake Vista to the City of Lynchburg's Ivy Creek 4 interceptor. Referenced as Ivy Creek 5 (within City of Lynchburg limits) and Ivy Creek 6 (Bedford County). Refer to 2018042 for PER.						
Status	PPEA proposal received, accepted by Board on 4/21 for review. Posted and advertised for competing submittals, due 7/7/20.						
Job #	2020048	Job Type:	Water & Sewer	Location	Town Tax Map 129	Last updated on:	
Job Name	Avel Ave Water & Sewer Replacement						4/6/2020
Description	To replace a 4"/3" waterline and 6" sewerline on Avel Ave to coincide with the Town of Bedford paving schedule given by Wayne Hale.						
Status	Research and design						
Job #	2020049	Job Type:	Site Plan w/Proposed Utilitie	Location	Forest	Last updated on:	
Job Name	Tractor Supply 2020 - Site Plan						4/7/2020
Description	Proposed Tractor Supply Store.						
Status	Site Plan 01 rec'd 4/7/20. S						
Job #	2020053	Job Type:	Sewer	Location	Lynchburg/Bedford	Last updated on:	
Job Name	City of Lynchburg Lake Crest Drive Sewer Extension - Design						5/8/2020
Description	Sanitary sewer extension for porposed 3 lot subdivision.						
Status	Dsgn 01 rec'd 4/21/20. Comments issued 5/8/20. Sewer line to be City of Lynchburg's up to the connection to existing BRWA manhole.						
Job #	2020057	Job Type:	Internal	Location	Central	Last updated on:	
Job Name	Stoney Creek Dam Inspection 2020						4/30/2020
Description	Annual dam inspection. See 2019038 for previous inspection.						
Status	Annual inspection completed on 4/14/2020. Draft report received 4/27 with comments returned 4/30.						

Job # 2020059 **Job Type:** Site Plan w/ Existing Utilities **Location** Central

Job Name Bedford Humane Society - Site Plan

Last updated on:

5/8/2020

Description Proposed new building addition.

Status Site Plan 01 rec'd 5/8/20



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: Rhonda English, Director of Engineering
Date: May 12, 2020
Re: Resolution 2020-05.03 – Funding Application for Ivy Creek Sewer

The Authority has the opportunity to apply for funding through the Clean Water Revolving Loan Fund, managed by DEQ, for the Ivy Creek Sewer project. Applications are due between June 1 to July 10, with no obligation to accept the funding if offered.

The payback period of this funding program does not begin until after construction is completed, which would allow for payments under the 2002 VRA bond to be completely satisfied prior to payments being required towards this project. There has been mention of possible federal stimulus money that could become available as part of the funding program. Determining funding options available to the Authority will enable a more effective review of PPEA submissions for the project.



RESOLUTION

2020-05.03

Funding Application for Ivy Creek Sewer

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 19th of May 2020, beginning at 7:00pm

WHEREAS, through Resolution 2020-04.05, the Authority accepted for review an unsolicited proposal (“Proposal”) for the Ivy Creek Interceptor (“Interceptor”) under the Public-Private Education Facilities and Infrastructure Act (“PPEA”) and has advertised for competing proposals in accordance with Authority policies; and,

WHEREAS, the Virginia Clean Water Revolving Loan Fund (“Fund”) through the Department of Environmental Quality’s (“DEQ”) Clean Water Financing and Assistance Program provides for low interest financing during a project with first payment due six months post-construction; and,

WHEREAS, design and construction of the Interceptor is anticipated to take approximately three years for completion; and,

WHEREAS, acceptance of the Fund is not required upon approval; and,

WHEREAS, applications for the Fund are due by July 10, 2020; now,

THEREFORE, BE IT RESOLVED, that the Bedford Regional Water Authority Board of Directors authorize the Director of Engineering to submit an application to DEQ for the Fund in support of the Interceptor project.

Member _____ made a motion to approve this Resolution.

Member _____ made a Second to approve.

Board Member Votes: ____ Aye ____Nay ____Abstain

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 May 19, 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)

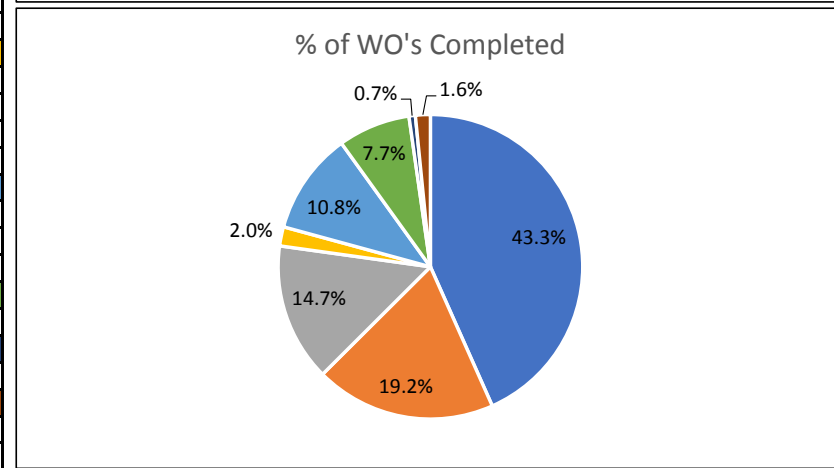
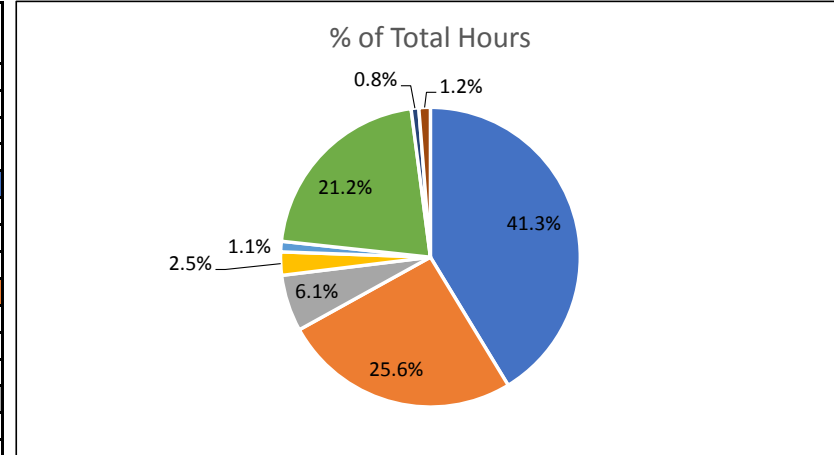
Brian M. Key, Secretary,
Bedford Regional Water Authority

OPERATIONS REPORT

April 2020 Work Orders

(excluding Meter Replacement Program)

Service Area	Hours	% of Total Hours	Completed Work Orders	% of WO's Completed
Central Sewer Collection	266.2	11.6%	27	6.1%
Central Sewer Treatment	229.0	10.0%	100	22.6%
Central Water Distribution	403.8	17.6%	42	9.5%
Central Water Treatment	50.9	2.2%	23	5.2%
Central Total:	949.8	41.3%	192.0	43.3%
Forest Sewer	128.0	5.6%	25	5.6%
Forest Water	461.5	20.1%	60	13.5%
Forest Total:	589.5	25.6%	85.0	19.2%
Moneta Sewer Collection	10.5	0.5%	3	0.7%
Moneta Sewer Treatment	129.9	5.6%	62	14.0%
Moneta Sewer Total:	140.4	6.1%	65.0	14.7%
Montvale Sewer Collection	13.0	0.6%	3	0.7%
Montvale Sewer Treatment	44.7	1.9%	6	1.4%
Montvale Sewer Total:	57.7	2.5%	9.0	2.0%
Office - Admin Building	0.0	0.0%	5	1.1%
Office - Annex Building	3.5	0.2%	14	3.2%
Other	22.5	1.0%	29	6.5%
Offices/Other Total:	26.0	1.1%	48.0	10.8%
SML Central Distribution	410.5	17.9%	9	2.0%
SML Treatment (SMLWTF)	77.7	3.4%	25	5.6%
SML Total:	488.2	21.2%	34.0	7.7%
Stewartsville Water Total:	19.0	0.8%	3	0.7%
BRWA Well Systems Total:	28.5	1.2%	7	1.6%
Grand Totals:	2299.0	100.0%	443	100.0%

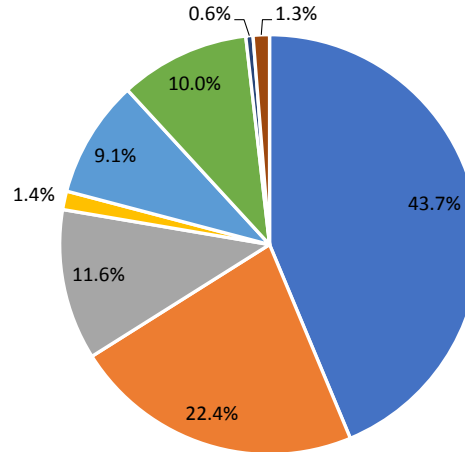




Work Order Summary All Departments Running Totals Tracking Sheet

Service Area	May '19	June '19	July '19	August '19	September '19	October '19	November '19	December '19	January '20	February '20	March '20	April '20	Running Total	Running Total %
Central	77	59	81	134	144	144	151	253	168	193	211	192	1807	43.7%
Forest	74	58	82	87	66	81	65	83	70	80	93	85	924	22.4%
Moneta	5	1	2	2	4	39	30	71	76	105	80	65	480	11.6%
Montvale	4	1	1	2	1	2	4	4	9	14	8	9	59	1.4%
Offices/Other	17	15	15	33	18	19	11	35	39	57	68	48	375	9.1%
SML	16	32	15	35	34	42	29	33	49	52	43	34	414	10.0%
Stewartsville	2	0	5	2	2	1	1	1	1	2	3	3	23	0.6%
BRWA Well Systems	3	5	3	9	1	3	1	7	4	4	5	7	52	1.3%
Monthly Totals:	198	171	204	304	270	331	292	487	416	507	511	443	4134	100.0%

% of Work Orders Completed - Running Total



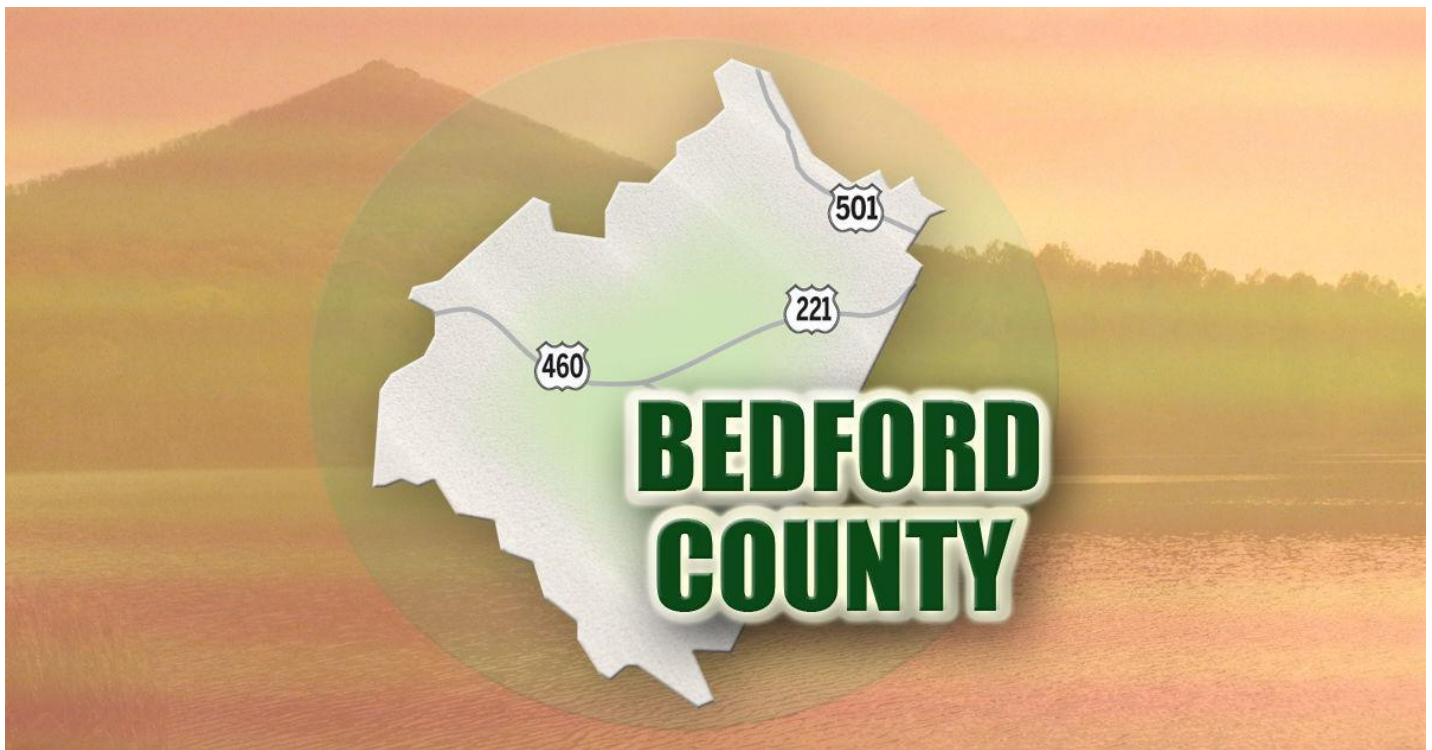
ADMINISTRATION REPORT

https://www.newsadvance.com/news/local/bedford-regional-water-authority-postpones-rate-increase-adoption/article_a7567f7d-5d80-5428-bcfa-6dbe1c3d3b26.html

Bedford Regional Water Authority postpones rate increase adoption

By Shannon Kelly skelly@newsadvance.com

Apr 25, 2020



The Bedford Regional Water Authority unanimously voted to postpone adopting an increase in water and sewer rates until the coronavirus pandemic subsides and there are clearer results of its impact on local revenue and the economy.

The new rates, if adopted, were originally set to be implemented by June 1 and be used on all billing statements after June 30, according to the resolution. Now, it is unclear when potential rate changes will be considered again.

The proposed water increase rates were projected to be between \$1 and \$3 per month, with most customers hovering slightly below or above the \$1.58 mark depending on where customers live in the BRWA service area and how much water they actually use, according to Executive Director Brian Key. The average sewer rate increase was to be about 58 cents.

“The increase varies depending on your volume use,” Key said during a virtual public hearing April 21, when the vote was held.

In 2014, as part of a 10-year plan drawn up by Draper Aden Associates when the BRWA was formed, BRWA began slowly increasing water and sewer rates annually with a goal to reach a fairly equal rate for all its customers by 2024, Key said.

The target monthly cost for water usage by 2024 is projected at approximately \$49 per month, based on an average water usage estimate of 4,000 gallons per month in homes and buildings throughout Bedford County and the town of Bedford. Sewer rates, Key said, would also hopefully stabilize by 2024 at a target rate of approximately \$57 per month.

BRWA’s approximately 13,500 customers, mostly consist of residential county, “in town residential,” and “adjacent to town residential” individuals, Key said.

Postponing the rate increase also meant postponing the BRWA’s adoption of a budget for its planned capital projects this year.

Key said that \$700,000 was proposed in capital projects throughout the service area — most of which, he said, are small — before the coronavirus outbreak. Now, those projects are on hold, he said.

“We really haven’t seen a tremendous drop in revenues due to COVID [-19], but we also only have about a half month’s worth of full data to base that on,” he said. “What we’re going to do is hold off on any of those capital projects, and hold off on adopting a capital budget, until we have a little bit better feeling of what revenues are going to look like.”

Key said he does not expect the capital project delays to negatively impact customers.

“To err on the safety side, to err on the side of our customers and make sure that we’re not placing a hardship on them, we decided to delay the implementation of the new rates,” Key said.

Reach Shannon Kelly at (434) 385-5489.

Shannon Kelly covers Bedford County. Reach her at (434) 385-5489.

Shannon Kelly

https://www.newsadvance.com/new_era_progress/news/officials-amherst-service-authority-rates-right-in-the-middle-compared-to-other-localities/article_b247ceb4-5977-56f1-b28d-876f8cd51588.html

Officials: Amherst Service Authority rates 'right in the middle' compared to other localities

By Justin Faulconer jfaulconer@newsadvance.com
Apr 28, 2020

A recent study by the Amherst County Service Authority comparing utility rates and fees to other localities in Virginia shows the ACSA is not overcharging and is taking care of its financial interests.

“We don’t want to be lower than everyone else where you leave money on the table and not higher than everyone else because it hinders economic development,” Bob Hopkins, director of utilities for Amherst County, told the authority’s board recently. “Where you want to be is right in the middle.”

Rates and fees were compared with the Bedford Regional Water Authority, the Campbell County Utilities and Services Authority, the Nelson County Service Authority and 15 other water utilities and 19 wastewater utilities of comparable size and type across the state. According to the most recent findings, ACSA’s water rates are higher than Campbell County’s, lower than Bedford’s and lower than eight of the 15 other utilities.

Hopkins recommends a \$1 basic service charge increase for water, which would bring the rate to \$13, and keeping water tap fees level. In 2019 the ASCA increased water and sewer rates and approved a hike in connection and availability fees for the first time since 2015.

For sewer rates, Amherst is higher than Campbell, lower than Bedford and lower than 10 of the 19 other wastewater utilities, the study shows. Hopkins is recommending a \$1 basic service charge increase, which would bring it to \$6, and no increase in sewer tap fees.

The study notes Campbell's and Bedford's authorities are much larger with more connections, a higher amount of commercial and industrial development and more revenue.

Hopkins wrote in a report to the ACSA board this decade will see expensive required capital projects, including improvements to the Graham Creek Reservoir dam, renovation to the Williams Creek Sewage Pump Station and upgrades to ACSA's eight other sewage pump stations, among a few others.



C E N T R A

Centra admits physician contracts violated
self-dealing law in \$9M settlement

[READ MORE >](#)

Meanwhile, revenues have been affected by lower water usage and wastewater discharge due to customers conserving, the ongoing closure of the Central Virginia Training Center in Madison Heights and “minimal” growth and development in the county, the report states.

The authority’s rehabilitation budget has been a fraction of what it should be to insure long term water and sewer line integrity and designated reserves have been used twice in the past nine years to cover revenue deficits of \$405,000 and \$417,000, respectively, according to the report.

“ACSA cannot continue to ignore its large number of undersized, aging, and deteriorating water lines, pump stations, and other infrastructure,” Hopkins wrote to board members.

He further wrote ACSA must continue to tight walk the fine line of rates and fees sufficient to maintain the authority’s mission without being oppressive to low- and fixed-income customers or stifling to economic growth.

Board member David Pugh said he feels there is a misconception among many residents the county authority’s rates are too high.

“We need to do a better job of letting the public know our rates are equitable,” Pugh said.

Reach Justin Faulconer at (434) 385-5551.

JUSTIN FAULCONER

http://www.smithmountaineagle.com/news/article_39992564-8aff-11ea-b896-271aeed92804.html

BRWA holds off on rate increase

William Seidel/ C.E. Adams

May 1, 2020

The Bedford Regional Water Authority board did not move forward with a proposed rate increase at their board meeting April 21.

This was the first time since its formation back in 2012 that the board didn't move forward with a rate adjustment after a public hearing.

The rates are what the BRWA charges customers for providing water and wastewater treatment to their customers. The BRWA supplies water services and wastewater services to the Town of Bedford, Forest and Smith Mountain Lake.

There's more to this story in the current issue of the Smith Mountain Eagle newspaper. Pick up a copy or subscribe at www.smithmountaineagle.com/subscriber_services to view the full article in the e-edition version.

PRESS RELEASE



Bedford Regional Water Authority

Water Authority Takes Ownership of Mariners Landing Water & Sewer Company

May 4, 2020

New Waterline Under Construction to Connect to New Mariners Landing Acquisition

On Friday, May 1st the Bedford Regional Water Authority (Authority) gained ownership of the water and wastewater system in the Mariners Landing subdivision from the Mariners Landing Water and Sewer Company (Mariners Landing). This will add 526 customers from Mariners Landing to the Authority's approximately 13,500 current customers.

The Authority and Mariners Landing having been working towards finalizing this sale since January 2018, after Mariners Landing approached the

UPCOMING EVENTS

May 19, 7pm

Regular Board Meeting

May 25

Memorial Day
Offices Closed

June 16, 7pm

Regular Board Meeting

Authority had been operating the system as a paid contractor for Mariners Landing.

“Taking ownership of the Mariners Landing Water and Sewer systems has been years in the making, and we are so happy to have the residents in this service area as our newest customers,” said Brian Key, Executive Director at the Authority. “Owning and operating smaller systems can be incredibly challenging and expensive for homeowners and private water and sewer providers, and we hope that it will be a great relief to turn over the system to an organization whose sole purpose is to provide water and wastewater services to the local community.”

The Authority also hired one operator to help run this system; this employee was previously an employee of Mariners Landing. Beginning May 1, the Authority will take over meter reading, maintenance, billing, and ownership of the treatment processes.



The Authority CIP Maintenance Team installing a section of the new waterline.

The ownership and operation of the Mariners Landing system ties in nicely with a planned waterline extension the Authority is currently constructing.

currently uses as their water source. The water source will then change to Smith Mountain Lake with water being treated at the Smith Mountain Lake Water Treatment facility (opened in 2017). This is another example of the importance of building the new water treatment facility capable of treating more water daily to allow the Authority to provide greater service for the community.

The new waterline connects to the Authority's existing infrastructure located about 2700 feet south of the Mariners Landing subdivision entrance on SML Parkway and will end on the west side of the Smith Mountain Lake Parkway across the street from the entrance to the subdivision.

The Authority's Capital Improvement team is constructing and installing the waterline. The project began on February 4, 2020 and is slated to be done in approximately four to six weeks.



Work on the waterline continues.

Not only will this waterline serve customers in the Mariners Landing Subdivision, it will also allow residents along Smith Mountain Lake Parkway to connect to the system; in addition, the Saunders Volunteer Fire Department can connect to the

Valley Mills well systems to the central system in the future.

About the Bedford Regional Water Authority:

The Authority provides water and wastewater services to the residents and businesses inside of Bedford County and the Town of Bedford, as well as partnering with the Western Virginia Water Authority for their Smith Mountain Lake service area in Franklin County, and providing operational assistance to the Bedford County Public Schools for many of their wastewater treatment plants. Visit www.brwa.com for further information.

For information contact:

Megan Aubrey

Director of Administration

Bedford County Regional Water Authority

540-586-7679 ext. 121

m.aubrey@brwa.com

www.brwa.com

###

[Follow on Twitter](#) | [Friend on Facebook](#) | [Forward to Friend](#)

Copyright © 2013 Bedford Regional Water Authority. All rights reserved.

1723 Falling Creek Road

Bedford, VA 24523

(540) 586-7679  Call: (540) 586-7679

[unsubscribe from this list](#) | [update subscription preferences](#)

This email was sent to <<Email Address>>

[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)

Bedford Regional Water Authority · 1723 Falling Creek Road · Bedford, VA 24523 · USA

Press Release | For Immediate Release

[View this email in your browser](#)

Bedford Regional Water Authority and Western Virginia Water Authority Encourage Businesses to Flush Water Before Reopening

May 13, 2020

As businesses begin preparations to reopen on May 15th, the Bedford Regional Water Authority and Western Virginia Water Authority (Authorities) are encouraging all businesses who have had reduced operations or had their doors shut since the Commonwealth of Virginia Executive Order 53 closed non-essential businesses on March 24, 2020 to flush the water that is in their internal plumbing pipes before they reopen. The residual chlorine level in the water that has been sitting unused in pipes for a long period of time may have dissipated to a point where the disinfection level is no longer effective at keeping the water within a facility free of bacteria. Therefore, the water in the plumbing pipes may be unsuitable for drinking, showering or other uses.

According to the Center for Disease Control (CDC): "Stagnant, or standing water can cause conditions that increase the risk for growth and spread of *Legionella* and other biofilm-associated bacteria. When water is stagnant, hot water temperatures can decrease to the *Legionella* growth range (77–

after a prolonged shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.”

The water treatment process utilized by both Authorities ensures that water is safe and healthy to drink with regular usage. Since business closures on March 24, the residual chlorine in the water may have dissipated to a point where it is no longer effective at keeping the water within your facility free of bacteria.

To ensure that facilities are receiving fresh water, businesses are encouraged to run water through all points of use (faucets, spigots, shower heads, etc.) with both hot and cold water for several minutes prior to using the water. This will allow any stagnant water to be flushed from the pipes and replaced with fresh water drawn from the Authority's distribution lines.

It is also important to clean and disinfect all water fountains, water features, eye wash centers, safety showers, etc. prior to use.

“Providing clean water to our customers is top priority for the Authority,” said Brian Key, Bedford Regional Water Authority Executive Director. “That is why it is so important for businesses to flush the water prior to their business reopening. We want to make ensure citizens are drinking the water that we treated yesterday and not water that has been sitting in their building's pipes for a few weeks.” “The Western Virginia Water Authority's mission provide safe and essential water supply to our customers is more important than ever as the communities and customers we serve are impacted by the COVID-19 crisis. We are here to provide important information and answers about your water quality, our treatment processes and the important steps you need to take to keep the water in your business or residence safe” stated Michael McEvoy, Executive Director for the Western Virginia Water Authority.

The Bedford Regional Water Authority and Western Virginia Water Authority are considered essential businesses and have been able to continue, and will continue, treating water and wastewater throughout the pandemic. Even prior to this health crisis, the water treatment process in place for both water and wastewater eliminates viruses such as COVID-19 along with other viral strains and harmful bacteria.

The CDC also has additional resources for businesses on how to prepare their water systems for reopening: <https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html>

The Authority provides water and wastewater services to the residents and businesses inside of Bedford County and the Town of Bedford, as well as partnering with the Western Virginia Water Authority for their Smith Mountain Lake service area in Franklin County, and providing operational assistance to the Bedford County Public Schools for many of their wastewater treatment plants. Visit www.brwa.com for further information.

For information contact:

Megan Aubrey, Director of Administration
Bedford County Regional Water Authority
540-586-7679 ext. 121
m.aubrey@brwa.com

ABOUT THE WESTERN VIRGINIA WATER AUTHORITY

The Western Virginia Water Authority employs over 300 employees to provide drinking water for the City of Roanoke and the Counties of Roanoke, Franklin and Botetourt. Sanitary wastewater service is provided for the greater Roanoke Valley. Additional information on the Authority is available on our website at www.westernvawater.org or www.westernvawater.org/covid19 .

For information contact:

Sarah Baumgardner, Director of Public Relations
Western Virginia Water Authority
Office 540-283-2905/ Cell 540-915-1868
sarah.baumgardner@westernvawater.org

###



Copyright © 2020 Bedford Regional Water Authority, All rights reserved.

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe from this list](#)



AR-RT LOT R 008
P 1N
ER AUTHORI

Bedford Bulletin

Serving All of Bedford City & County Since 1857

VOL. 60 No. 7 WEDNESDAY, MAY 6, 2020

www.bedfordbulletin.com

20 PAGES

TWO SECTIONS

\$1.00

Public Notice – Environmental Permit

PURPOSE OF NOTICE: To seek public comment on a draft permit from the Department of Environmental Quality that will allow the release of treated wastewater into a water body in Bedford County, Virginia.

PUBLIC COMMENT PERIOD: May 6, 2020 to June 5, 2020

PERMIT NAME: Virginia Pollutant Discharge Elimination System Permit – Wastewater issued by DEQ, under the authority of the State Water Control Board

APPLICANT NAME AND ADDRESS: Bedford Regional Water Authority (BRWA), 1723 Falling Creek Rd, Bedford, VA 24523

FACILITY NAME, LOCATION AND PERMIT NUMBER: Moneta Regional Wastewater Treatment Plant (WWTP), 1622 White House Rd, Moneta, VA 24121; VA0091669

PROJECT DESCRIPTION: The BRWA has applied for reissuance of a permit for the public Moneta Regional WWTP. The applicant proposes to release treated sewage wastewaters from residential areas at a rate of 0.5 million gallons per day into a water body. Sludge from the treatment process will be disposed of in a landfill. The facility proposes to release the treated sewage into Hunting Creek in Bedford County in the Lower Goose Creek watershed. A watershed is the land area drained by a river and its incoming streams. The permit will limit the following pollutants to amounts that protect water quality: physical and chemical properties, nutrients, metals, organic matter, solids, and bacteria. A water effects ratio (WER) has been established for copper per 9VAC25-260-140 F.

HOW TO COMMENT AND/OR REQUEST A

New waterline under construction to connect to new Mariners Landing acquisition

On Friday, May 1st the Bedford Regional Water Authority (Authority) gained ownership of the water and wastewater system in the Mariners Landing subdivision from the Mariners Landing Water and Sewer Company (Mariners Landing). This will add 526 customers from Mariners Landing to the Authority's approximately 13,500 current customers.

The Authority and Mariners Landing have been working towards finalizing this sale since January 2018, after Mariners Landing approached the Authority and asked them to take over ownership and operation of the system. Prior to this time, the Authority had been operating the system as a paid contractor for Mariners Landing.

"Taking ownership of the Mariners Landing Water and Sewer systems has been years in the making, and we are so happy to have the residents in this service area as our newest customers," said Brian Key, Executive Director at the Authority. "Owning and operating smaller systems can be incredibly challenging and

expensive for homeowners and private water and sewer providers, and we hope that it will be a great relief to turn over the system to an organization whose sole purpose is to provide water and wastewater services to the local community."

The Authority also hired one operator to help run this system; this employee was previously an employee of Mariners Landing. Beginning May 1, the Authority will take over meter reading, maintenance, billing, and ownership of the treatment processes.

The ownership and operation of the Mariners Landing system ties in nicely with a planned waterline extension the Authority is currently constructing. Once the waterline is connected, the Authority will then disconnect the ten wells that Mariners Landing currently uses as their water source. The water source will then change to Smith Mountain Lake with water being treated at the Smith Mountain Lake Water Treatment facility (opened in 2017). This is another example of the importance of building the new water

treatment facility capable of treating more water daily to allow the Authority to provide greater service for the community.

The new waterline connects to the Authority's existing infrastructure located about 2700 feet south of the Mariners Landing subdivision entrance on SML Parkway and will end on the west side of the Smith Mountain Lake Parkway across the street from the entrance to the subdivision.

The Authority's Capital Improvement team is constructing and installing the waterline. The project began on February 4, 2020 and is slated to be done in approximately four to six weeks.

Not only will this waterline serve customers in the Mariners Landing Subdivision, it will also allow residents along Smith Mountain Lake Parkway to connect to the system; in addition, the Saunders Volunteer Fire Department can connect to the system. This is also another step in working towards the connection of the Mountain View Shores and Valley Mills well systems to the central system in the future.



The Authority CIP Maintenance Team installing a section of the new waterline.

https://www.smithmountainlake.com/news/bedford-regional-water-authority-expands-service-in-huddleston/article_176e4845-28cd-504d-a55b-b4b7d825d5ce.html

Bedford Regional Water Authority expands service in Huddleston

Laker Weekly
May 12, 2020



A new waterline is under construction near Mariners Landing in Huddleston.

Courtesy of the Bedford Regional Water Authority

The Bedford Regional Water Authority recently announced it has taken ownership of the water and wastewater in the Mariners Landing community in Huddleston and is also nearing completion of a new waterline in the area.

The sale, which was completed May 1, adds 526 customers from Mariners Landing to BRWA's approximately 13,500 current customers.

“Taking ownership of the Mariners Landing Water and Sewer systems has been years in the making, and we are so happy to have the residents in this service area as our newest customers,” said Brian Key, BRWA executive director. “Owning and operating smaller systems can be incredibly challenging and expensive for homeowners and private water and sewer providers, and we hope that it will be a great relief to turn over the system to an organization whose sole purpose is to provide water and wastewater services to the local community.”

Work on the sale began in January 2018 after Mariners Landing asked BRWA to take over ownership and operation of the system. Before that, BRWA had been operating the system as a paid contractor for Mariners Landing.

BRWA has assumed meter reading, maintenance, billing and ownership of the treatment processes and is currently constructing a waterline into the community. Once construction is complete, the 10 wells that Mariners Landing currently uses as its water source will be disconnected and changed to Smith Mountain Lake with water being treated at the Smith Mountain Lake Water Treatment facility.

The new waterline connects to BRWA’s existing infrastructure located about 2,700 feet south of the Mariners Landing subdivision entrance on Smith Mountain Lake Parkway.

The BRWA’s capital improvement team is constructing and installing the waterline, which is estimated to cost \$180,000, according to Megan Aubrey, BRWA’s director of administration. The project, which began Feb. 4, is slated to be done in approximately four to six weeks.

Not only will this waterline serve customers in the Mariners Landing community, but it also will allow residents along Smith Mountain Lake Parkway to connect to the system, including Saunders Volunteer Fire Department.

A future focus of BRWA is to connect with residents of the Mountain View Shores and Valley Mills communities.

**LEGAL COUNSEL
REPORT**

Memo: May 19, 2020
From: Sam Darby
To: Board of Directors Bedford Regional Water Authority
Re: Mariners Landing Closing; Amendment to Virginia Freedom of Information Act

We were able to close the Mariners Landing transaction May 1, recording documents May 4.

The transaction was made easier when Mariners asked our firm Glenn Feldmann to assist in the conveyance of substantially all the development to a development group headed by Waller Perrow. We were able to transfer the utility system before Mariners transferred the other assets. I'm expecting that the Authority's owning and operating the system will be of substantial benefit to the developer group.

The General Assembly amended the Virginia Freedom of Information Act at its short session April 22 to clarify the FOIA requirements for real time, virtual meetings of political subdivisions. The major change is posting a v(a) draft minutes within 3 days of the meeting, (b) final minutes within 10 days of approval and (c) a video or transcript of the meeting within 3 days of the meeting.