



BOARD OF DIRECTORS

November 17th, 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

MEETING NOTES

To: BRWA Board of Directors
From: Brian M. Key, PE; Executive Director
Date: November 12, 2020
Re: Notes for the November 17, 2020 Board of Directors Meeting

We have been busy preparing this board meeting; we have four action items on the agenda, three of which were reviewed by the Finance Committee. Here are a few details about the board packets:

- 5.a. As you can see, we are quite fortunate in that our financials for this fiscal year continue to be stable, despite the pandemic.
- 5.b. A summary of the Finance Committee meeting, as mentioned above, is included in the packet.
 - i. **Resolution 2020-11.01:** The energy savings project for the Central Wastewater Plant is ready to commence, contingent upon the Board's approval. Please note that due to a number of recent mechanical failures at the plant (after this project started), the project is not quite self funding anymore; the finance committee reviewed this issue in detail, and are recommending that we proceed with the project despite the additional upfront cost to the Authority.
 - ii. **Resolution 2020-11.02:** As mentioned above, the financials have not been as dire as projected when COVID started in March; as such, the committee reviewed the budget again as was planned when the original budget was adopted. Details of the committee's recommended changes to the budget are included in the packets.
 - iii. **Resolution 2020-11.03:** A few minor changes to the adjustments policy are being recommended by staff; the committee reviewed the proposed changes, and agreed with the recommendations.
- 5.c. **Resolution 2020-11.04:** As we have done with past bond financed projects, we have the ability to get reimbursed for expenditures that occur prior to the closing. Legal counsel assisted us with the preparation of this resolution for the board's consideration.
- 11. Sam Darby said that he was not planning to attend this meeting, as he didn't very much to report; he has been working diligently behind the scenes, and offered this note by email:

"I am only working now on closing the VRA fall pool November 18. Our documents have been reviewed and approved by VRA and its bond counsel. I haven't received any comments from my analysis indicating that the ESCO contract does not involve "private business use." So unless there is an issue we haven't anticipated, the closing will happen without much more effort on GFDG's part."

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Carl Wells said that he would try to attend this meeting in person. Elmer said that he intends to continue to attend remotely.

If you have any questions about any of the information contained in your board packets, or if you are not going to be able to attend the meeting, please contact me prior to the board meeting.

AGENDA

NOTICE AND AGENDA

To: Board of Directors
From: Brian Key – Executive Director
Date: November 12, 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, November 17, 2020 at 7:00 p.m.** in the **Board Meeting Room** of the Authority located in the **Annex** building at **1723 Falling Creek Road in Bedford County**. 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 meeting with **audio/video** by electronic device (computer, phone, tablet):
 - <https://us02web.zoom.us/j/89600823210?pwd=ZjRhZlVGYZqyd3BGY0pYRUpuVFZPQT09>
 - Meeting ID: 896 0082 3210
 - Password: PSFws7
- Join the Zoom meeting with **audio only** by phone:
 - Phone Numbers:
 - 470-250-9358
 - 470-381-2552
 - 786 635 1003
 - 267 831 0333
 - Meeting ID: 896 0082 3210
 - Password: 734962
- 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: October 20, 2020 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
 - a. Financial Highlights for October 2020

To: Board of Directors
From: Brian Key – Executive Director
Date: November 11, 2020
Re: Notice of Board Meeting and Agenda



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- b. Finance Committee Meeting Summary – November 10, 2020
 - i. **Resolution 2020-11.01:** Energy Services Contract
 - ii. **Resolution 2020-11.02:** Revise FY 2020-2021 Budget
 - iii. **Resolution 2020-11.03:** Adjustment Policy Revision
 - c. **Resolution 2020-11.04:** Reimburse Expenditures with Proceeds of a Borrowing
- 6. Operations Report: Presented by Nathan Carroll
 - a. Work Order Summary
 - 7. Administration Report: Presented by Megan Aubrey
 - a. Public Relations Information
 - 8. Engineering Report: Presented by Rhonda English
 - a. Projects Summary
 - 9. Executive Report: Presented by Brian Key
 - 10. Legal Counsel Report
 - 11. Other business not covered on the above agenda
 - 12. Motion to Adjourn

MINUTES



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Bedford Regional Water Authority – Board of Directors Regular Board Meeting – Minutes October 20, 2020

A regular meeting of the Board of Directors of the Bedford Regional Water Authority ("Bedford Water") was held on Tuesday, October 20, 2020, in the Board Meeting Room in Bedford Water's Annex building located at 1723 Falling Creek Road in Bedford County.

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

Members Absent:..... None

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

1. Call to Order

The meeting was called to order by the Chair at approximately 7:00 p.m. The Pledge of Allegiance and a moment of silence were conducted. Mr. Flynn welcomed Mr. Wells back to the meeting after his prolonged absence.

2. Review of Agenda

The following agenda was reviewed as shown.

1. Call to Order
 - a. Pledge of Allegiance
 - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: September 15, 2020 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
 - a. GFOA award for FY2019 CAFR
 - b. Financial Statements through month end June 2020 – Audited
 - c. Audit Presentation for FY2020 CAFR
 - d. Financial Statements through month end September 2020
6. Operations Report: Presented by Nathan Carroll
 - a. Work Order Summary
7. Administration Report: Presented by Megan Pittman



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- a. Public Relations Information
8. Engineering Report: Presented by Rhonda English
 - a. Projects Summary
 - b. Policies and Projects Committee Meeting Summary October 13, 2020
 - i. **Resolution 2020-10.01:** Prepayment for Forest Middle School Lift Station
 - ii. **Resolution 2020-10.02:** Ivy Creek Interceptor and 460 Pump Station Agreement
9. Executive Director's Report: Presented by Brian Key
10. Legal Counsel Report
11. Other business not covered on the above agenda
12. Motion to Adjourn

3. Public Comments

There were no public comments.

4. Approval of Minutes: September 15, 2020 Regular Board Meeting

The regular Board Meeting Minutes from September 15, 2020, were reviewed.

Member Siehien made a motion to approve the minutes.

Member Segroves seconded the motion.

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

5. Financial Report: Presented by Jill Underwood

a. GFOA award for FY2019 CAFR

The Authority received the GFOA's Certificate of Achievement for Excellence in Financial Reporting for the comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2019. The Authority has been awarded this award every year since its inception.

b. Financial Statements through month end June 2020 – Audited

Ms. Underwood reported that for the fiscal year that ended June 30, 2020 revenues were 101% and expenditures were 90%. Total capital recovery fees received were \$1,359,250, or 143% of the projected budget. Despite the challenges with the pandemic, the Authority still finished the year strong.

c. Audit Presentation for FY2020 CAFR

Chris Banta and Travis Gilmer from Brown Edwards led the board through a high-level presentation about the audited financials and report, including speaking about how the pandemic could affect the Authority. The audit report was included in the board packet for the board to review during the presentation. The Authority received an unmodified audit opinion, which is the highest possible level of assurance.

d. Financial Highlights for month end September 2020



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As of the board meeting, there were 260 customers that were past due, totaling \$70,532. This number has been steadily improving since July. As of October 2, the Authority has received \$14,569 in pledges from the County CARES funding. As a comparison to the financials from August, the amount of payments increased by 2.06%; in addition, water revenue increased by 11.27% and sewer revenue increased by 7.38%. Customer Service has been effectively communicating with customers to collect from past due accounts.

Customer Service began assessing late charges this month. The General Assembly approved the budget that once signed into law will put a moratorium on utility disconnections for all utilities in the state. This moratorium will last as long as a state of emergency is declared. This is anticipated to be signed into law sometime after election day. The Authority was planning on beginning disconnects on November 12 and will not be able to begin this if the moratorium is passed prior to this date. Payment plans would also be required for customers and the Authority would also have to submit reporting items annually to the government. The highest amount of uncollected revenue from bills since the pandemic began is around \$140,000.

Ms. Underwood reviewed some of the details about the financial reports for the period ending September 2020. The targeted budget goal for September was 25%; operating revenues were 30%, and operating expenditures were 19%. Capital recovery fees received are 58% of the total budgeted amount, with water at 44% and sewer at 104%. There were 15 new connections in Forest and six in Moneta in September.

The moral obligation funds from the County were received for the October principal and interest VRA payments. Bids for the GAC contractor at the Smith Mountain Lake Water Treatment Facility have been received. Progress has continued on the wastewater treatment plant upgrades at Mariners Landing including SCADA updates for both water and wastewater. The PRV for Mariners Landing was placed into service on September 21.

For the ESCO project funding with VRA, the bonds are scheduled to price on October 28; the rate was 1.75% based on the preliminary report, and the goal is to close in mid-November. The Ivy Creek sewer project in Forest is planned to be have financing with the Virginia Revolving Loans Funding and is anticipated to have 0.5% interest with principal forgiveness netting 0% interest; this loan will close in spring 2021.

6. Operations Report: Presented by Nathan Carroll

a. Work Order Summary

Mr. Carroll updated the board on the implementation of the new asset management software. This will roll out the week of February 8, 2021. This new system will be a long term system that will provide a great benefit to the Authority, especially with the union of GIS and asset management.

The water connection at Mariners Landing went very well; no water quality complaints were filed and water pressure stayed steady. The fire department did

hydrant testing this past weekend in Mariners Landing and found some high water pressure that the Operations team is investigating. The goal is to have SCADA for water operations available this week; the wastewater SCADA implementation is more complicated and will take several months to install.

Ms. Gunnoe asked about the work being done in front of the County Administration building yesterday. Mr. Key stated that he was informed today about the details of the leak which was caused by a deteriorated galvanized service line pipe.

7. Administration Report: Presented by Megan Pittman

a. Public Relations Information

Ms. Pittman reviewed the various media articles included in the board packet, including a blog post written by VRSA highlighting the Authority's excellence in safety, specifically highlighting how the Authority has been extremely thorough, innovative, and proactive in dealing with the pandemic.

8. Engineering Report: Presented by Rhonda English

a. Projects Summary

The DEQ Bunker Hill Loop project has all the approvals needed and construction is anticipated to begin in a few weeks. The annual construction term contract is out for bid.

b. Policies and Projects Committee Meeting Summary October 13, 2020

i. Resolution 2020-10.01: Prepayment for Forest Middle School Lift Station

Included in board packets was the information in regards to prepayment approval for Westyn Village LLC to perform upgrades to the Forest Middle School lift station; this request was reviewed by the Policies and Projects Committee Meeting on October 13, 2020.

Ms. Gunnoe asked how this will affect the Lake Vista lift station issues. Ms. English stated that the timing of these two projects will work together well, as the upgrades should occur after the Lake Vista improvements have already been made.

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 20th of October 2020, beginning at 7:00pm

WHEREAS, the Authority received a request from Westyn Village LLC ("Developer") for prepayment credits in the amount of \$602,820 per the Prepayment Policy 4.40 ("Policy") for the reimbursement of construction expenses for upgrades to the Authority's Forest Middle School Lift Station ("Station") in Forest, Virginia ("Project"); and,

WHEREAS, remaining capacity of the Station is unable to support Westyn Village Phase 2 and Phase 3 ("Development") as proposed by the Developer, or support further development in the drainage area of the Forest Middle School Lift Station; and,

WHEREAS, the Developer agrees to upgrade the Station to provide a minimum additional capacity of 25,000 gallons per day average and 44 gallons per minute peak flow above and beyond the additional capacity needed to serve their development; and,

WHEREAS, the Project is proposed as a future Capital Improvement Project for the Authority; and,

WHEREAS, the Authority desires to bring the Station up to its current standards which may increase the cost estimate for the Project as provided by the Developer; and,

WHEREAS, the Authority anticipates partial issuance of Prepayment credits upon receipt of bonding for the Project with the remaining credits to be issued upon final construction completion and verification of costs; and,

WHEREAS, the Policy states that "Each project proposed for reimbursement shall be evaluated by the Board of Directors on a case by case basis", and the Policies and Projects Committee ("Committee") has reviewed the request at a Committee meeting that took place on October 13, 2020; and,

WHEREAS, the Committee recommended partial approval of the prepayment credit issuance requested by the Developer with the requirement that the Developer hold some financial responsibility towards the Project cost; now,

THEREFORE, BE IT RESOLVED, that the Board of Directors does hereby authorize the Executive Director to execute an agreement with the Developer for the issuance of prepayment credits as a reimbursement of the Project in an amount not to exceed \$100,000 less than the verifiable costs of construction for the Project.

On behalf of the Policies and Projects Committee, Member Siehien made a motion to approve this Resolution.

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

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

ii. **Resolution 2020-10.02: Ivy Creek Interceptor and 460 Pump Station Agreement**

This resolution is for the board to consider entering into an Interim Agreement with E.C. Pace and CHA for the Ivy Creek Interceptor and 460 Pump Station PPEA project. The step of an Interim Agreement for preliminary stage services is not required before a Comprehensive Agreement through the PPEA process; however, this step allows work to begin with less financial commitment as the Authority awaits funding through the Clean Water Revolving Loan Fund.

The initial draft of a Preliminary Stage Agreement was included in the board packet as well. Tasks proposed to begin under this agreement include survey, design, permitting, easement acquisition, and interim pumping solutions at the Lake Vista pump station. The draft agreement is currently in the process of detailed internal and legal reviews.

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 20th of October 2020, beginning at 7:00pm

WHEREAS, the Board of Directors authorized acceptance of an unsolicited proposal for the Ivy Creek Interceptor, Divisions 5 and 6, and the Route 460 Pump Station ("Project") on April 21, 2020 in Resolution 2020-04.04; and,

WHEREAS, the Project was publicly advertised per the Authority's policy Document 10.45 – Public-Private Education Facilities and Infrastructure Guidelines ("Policy") and received additional proposals for the Project; and,

WHEREAS, a Selection Committee ("Committee") comprised of three Authority staff personnel was created for the selection of a Design-Builder for the Project; and,

WHEREAS, the Committee has followed the guidelines set forth in the Policy; and,

WHEREAS, the Committee reviewed information and held interviews with all three proposing Design-Builders and unanimously agreed to recommend to the Board of

Directors that they approve of the execution of a contract with E.C. Pace Company, Inc. as the Design-Builder providing the best value for the Project; and,
WHEREAS, an agreement ("Agreement") has been prepared by E.C. Pace Company, Inc. to provide Preliminary Stage services for the Project including development of a Guaranteed Maximum Price ("GMP") for Project construction, and the Board of Directors has been provided with a copy of the draft Agreement for their review; and,
WHEREAS, the Executive Director concurs with the Committee's recommendation and recommends the award of the Agreement; and,
WHEREAS, the Executive Director will execute the Agreement following the review, editing, and approval from legal counsel; and,
WHEREAS, the Policies and Projects Committee discussed the scope of the proposed Agreement on October 13, 2020 and are recommending approval of the agreement to the Board of Directors; now,
THEREFORE, BE IT RESOLVED, that the Bedford Regional Water Authority Board of Directors authorize the Executive Director to execute the Agreement with E.C. Pace Company, Inc. that is substantially similar to the attached Agreement in the amount not to exceed \$1,366,900.

On behalf of the Policies and Projects Committee, Member Siehien made a motion to approve this Resolution.

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

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

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

Mr. Key explained to the board that a FOIA request was received from Blue Ridge Towers. Mr. Key has requested that Blue Ridge Towers coordinate their schedule ahead of time when they need to be onsite. The Wheats Valley location is still progressing, however, the tower is not on site yet. Mr. Key does not think that the FOIA is aimed at any legal action against the Authority from Blue Ridge Towers, but rather just an effort to seek information about the Authority's communications with the County.

Mr. Key also discussed the \$500,000 per year grant over a three year period from the County. The County has drafted a memorandum of understanding with the stipulation that the capital recovery fee not be increased above \$5,800 for the three years they are providing the funding. The Board of Supervisors is set to review and approve the memorandum next Monday. Mr. Darby advised that a moral obligation may need to be executed by the County in the future. Mr. Flynn asked about how much fees could increase before reaching \$5,800. Mr. Key responded that there is room to increase the capital recovery fee and still be less expensive than an onsite sewage disposal option. Mr. Key suggested that the capital recovery fee be rolled into the rate discussion at the November Finance Committee meeting. The proposed rates for FY2020-2021 did not have an increased capital recovery fee.

Town Council has asked the BRWA to present at their October 27 meeting. Ms. Gunnoe stated that she would try to attend with Mr. Key.

Mr. Key said that three board members will come off the board at the end of 2020; as such, Mr. Key would like to have everyone onsite at the December board meeting and that the Authority would provide dinner. The board agreed to hold the meeting at the Smith Mountain Lake Water Treatment Facility for physical distancing; management will also be invited. Mr. Hodge and Mr. Moldenhauer were complimentary of the progress the Authority has made since its inception. Mr. Moldenhauer suggested that the board bring candidate suggestions to the Board of Supervisors and Town Council for consideration.

10. Legal Counsel Report

Mr. Darby reviewed the contract for a new billing service, Invoice Cloud. He suggested deleting the reference to the terms and conditions which can be changed at any time. He also is working with Ms. Underwood on the transition to Invoice Cloud.

Mr. Darby also monitored the status of the Forest Sewer Board of Supervisor's commitment of funds and the DEQ approval process and reviewed the existing support agreements. Mr. Darby and Ms. Underwood determined it would be a good idea to have a reimbursement resolution.

Mr. Darby has completed the engineering certifications that are required for the VRA Fall Pool ESCO Financing. This transaction should close smoothly on November 18.

Mr. Darby also reviewed the FOIA request for the Authority.

Mr. Darby and Mr. Key commended the professionalism and work that Authority staff has been able to perform during the pandemic.

11. Other Business

No other business was discussed.

12. Motion to Adjourn:

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

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

The meeting adjourned at approximately 8:36 pm.

Prepared by Megan Pittman – Director of Administration

Approved: _____ 2020

FINANCIAL REPORT

MEMORANDUM

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

Customer Service Statistical Report:

Due to the pending legislation regarding a utility moratorium, we will not begin disconnects in November, as originally planned. With the uncertainty of the effective date of the legislation, it would not be fair if Cycle 1 were disconnected and the legislation went into effect and Cycle 2 is not able to be disconnected. Various municipal water and sewer organizations have sent a letter to the Governor for guidance and clarification on the proposed moratorium and repayment plans.

There are currently 170 customers that are past due, totaling \$50,725. This number has been steadily improving since July. As of October 30, we have received \$20,347 in pledges from the County CARES funding. The Governor has allocated funding for municipal utility relief, additional details will be available in the coming weeks.

To compare to September's financials: the amount of payments increased 1.70%, water revenue decreased 8.11% and sewer revenue decreased 2.31%. In comparison to October 2019, water revenue decreased 3.77% and sewer revenue increased 4.48%.

Summary of Revenues & Expenses:

- 1) Budget goal is 33% for the month of October. Revenues are at 39% and expenses are at 27%.
- 2) Capital Recovery fees received so far this FY are 70% of the total budgeted amount, with water at 54% and sewer at 122%. There were 19 new connections in Forest and 1 in Moneta during September.

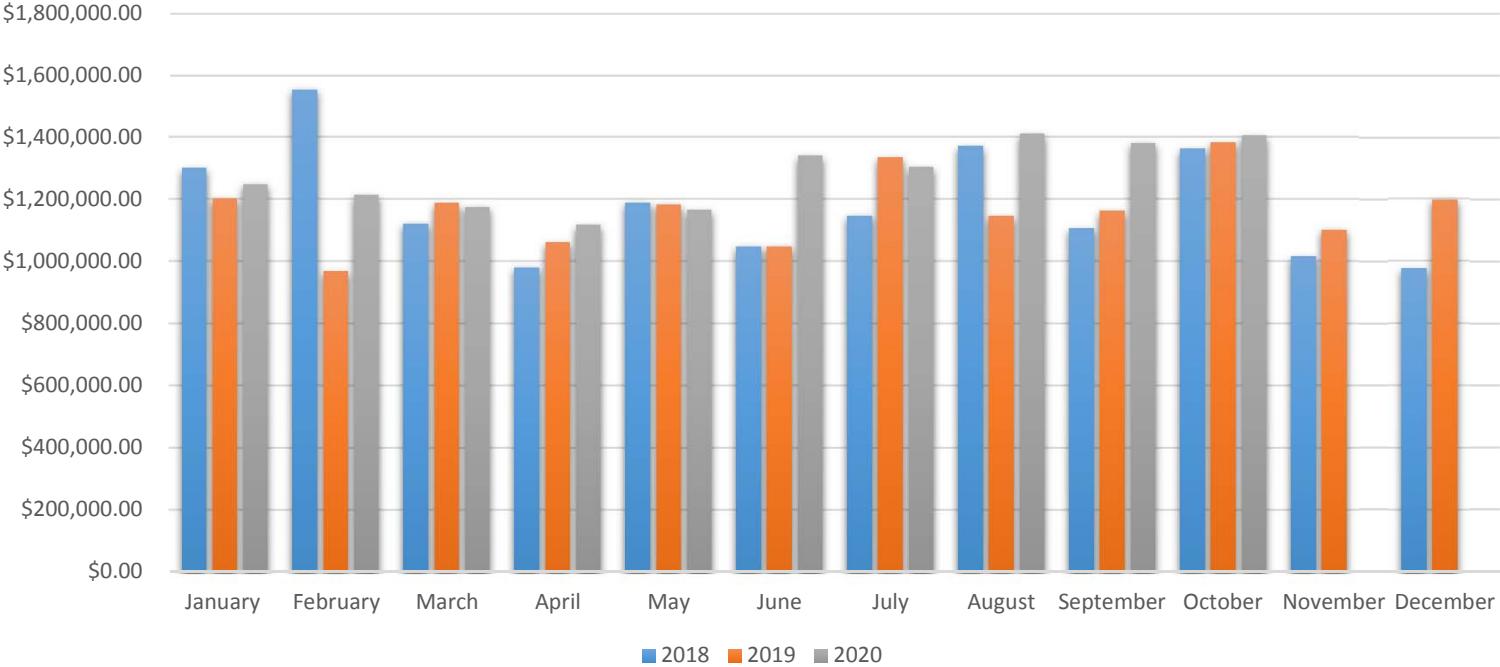
Cash Flow Summary

The summary is included in your packets.

Tracking Data for Customer Service Department

Description	November '19	December '19	January '20	February '20	March '20	April '20	May '20	June '20	July '20	August '20	September '20	October '20	Running 12 Month Totals
1 Statements Mailed	14,490	14,511	14,491	14,466	14,551	14,600	15,017	15,091	15,149	15,179	15,170	15,175	177,890
2 Statements Sent Electronically	1,460	1,422	1,427	1,479	1,518	1,552	1,613	1,675	1,712	1,743	1,781	1,821	19,203
3 Total of Payments Received	11,450	13,035	12,507	12,203	12,695	12,456	11,757	13,019	12,372	12,986	12,723	12,792	149,995
4	\$1,102,608.14	\$1,198,842.39	\$1,249,113.22	\$1,213,904.31	\$1,175,968.85	\$1,118,132.30	\$1,166,857.67	\$1,341,042.49	\$1,304,444.99	\$1,411,137.42	\$1,382,006.43	\$1,405,935.16	\$15,069,993.37
5	2,355	2,619	2,590	2,432	2,588	2,600	2,516	2,698	2,668	2,642	2,617	2,625	30,950
6 Bill Payer Payments	\$153,379.00	\$159,762.75	\$153,100.53	\$148,328.91	\$148,845.01	\$153,214.88	\$174,925.19	\$186,081.65	\$182,270.17	\$197,183.61	\$203,632.67	\$192,142.84	2,052,867
7	20.6%	20.1%	20.7%	19.9%	20.4%	20.9%	21.4%	20.7%	21.6%	20.3%	20.6%	20.5%	20.6%
8	2,140	2,098	2,248	2,214	2,049	2,216	1,982	2,150	2,189	2,209	2,356	2,481	26,332
9 Paymentus Payments	\$194,098.67	\$180,889.55	\$196,219.17	\$190,474.47	\$173,978.03	\$192,068.19	\$181,547.19	\$192,581.63	\$196,439.49	\$209,415.28	\$240,699.46	\$227,598.78	\$2,376,009.91
10	18.7%	16.1%	18.0%	18.1%	16.1%	17.8%	16.9%	16.5%	17.7%	17.0%	18.5%	19.4%	17.6%
11 Automatic Draft Payments (ACH)	1,552	1,571	1,577	1,592	1,603	1,620	1,629	1,692	1,701	1,705	1,736	1,746	19,724
12	\$101,306.31	\$99,730.46	\$92,277.41	\$96,016.58	\$92,411.16	\$91,204.25	\$93,358.28	\$110,038.96	\$111,667.16	\$118,811.43	\$136,682.95	\$126,465.30	\$1,269,970.25
13	13.6%	12.1%	12.6%	13.0%	12.6%	13.0%	13.9%	13.0%	13.7%	13.1%	13.6%	13.6%	13.1%
14 Account Transfers	124	135	113	127	130	134	136	167	205	174	149	158	1,752
15 New Customers	11	11	28	16	22	16	14	38	37	23	21	20	257
16 Disconnects for Non-payment	56	54	55	34	19	-	-	-	-	-	-	-	218
17 Customers Still Off for Non-Payment	11	12	5	7	-	-	-	-	-	-	-	-	35
18 Repeat Disconnected Customers	16	21	9	6	5	-	-	-	-	-	-	-	57
19 Meters Read - Normal and Transfer Readings	14,222	14,230	14,253	14,264	14,277	14,289	14,315	14,334	14,363	14,369	14,385	14,399	171,700
20 Radio Read Meters	11,827	11,863	11,935	12,103	12,341	12,515	12,595	12,727	12,771	12,781	12,798	12,843	149,099
21 Manually Read Meters	2,395	2,367	2,318	2,161	1,936	1,774	1,720	1,607	1,592	1,592	1,587	1,556	22,605
22 Tower Read Meters	716	1,019	1,086	910	1,054	1,071	1,283	1,037	1,002	950	1,037	1,085	12,250
23 New Meter Installs	2	1	21	6	9	11	7	22	22	11	4	18	134
24 Broken Meters Replaced	6	25	5	12	5	13	-	4	2	1	4	3	80
25 Meters Changed - Program	85	28	49	173	209	150	78	108	10	1	4	31	926
26 Connections paid for but not installed	279	280	287	289	290	286	281	291	300	303	311	309	N/A
27 Remaining Developer's Credits	\$386,484.01	\$368,484.01	\$368,484.01	\$368,480.01	\$368,484.01	\$368,484.01	\$368,484.01	\$368,484.01	\$368,484.01	\$368,484.01	\$350,484.01	\$350,484.01	N/A
28 Bulk Water Sales - New London (Gallons)	8,325	6,324	7,315	1,410	14,969	58,475	23,485	82,673	42,738	-	6,280	12,760	264,754
29 Bulk Water Sales - Moneta (Gallons)	3,458	-	4,250	600	2,700	8,610	12,200	40,480	6,000	-	20,128	-	98,426
30 Bulk Water Sales - Central Distr (Gallons)	-	-	8,800	3,000	-	-	400	-	28,700	3,900	17,800	3,500	66,100
31 Total Bulk Water Sales	\$63.63	\$34.15	\$109.97	\$27.05	\$95.41	\$362.26	\$194.86	\$665.03	\$418.17	\$21.06	\$238.72	\$87.80	\$2,318.11

2018-2020 Total Payments Received



Bedford Regional Water Auth.
Balance Sheet
For the Four Months Ending Saturday, October 31, 2020

		<u>7/1/2020</u> <u>Beginning</u>	<u>Oct 2020</u> <u>Actual</u>
	ASSETS		
1000:1000	Cash	\$5,993,484.61	\$7,003,671.22
1001	Restricted Investments	8,150,166.66	7,869,872.45
1002:1002	Prepaid Expenses	828,812.19	791,605.16
1101:1101	Accounts Receivable	2,157,333.40	2,225,935.36
1102	Accounts Receivable Other	33,439.18	99,579.48
1200	Inventory	488,551.59	544,209.45
1202	Loan Related Assets	3,934.66	3,934.66
1250	Construction In Progress	297,742.21	458,899.91
1301	Tangible Assets- Office	4,385,424.94	4,385,424.94
1302	Tangible Assets - Vehicles	3,367,485.04	3,367,485.04
1400:1500	Tangible Assets - Water	100,146,345.04	100,146,345.04
1700	Tangible Assets - Sewer	62,476,091.92	62,476,091.92
1800	Intangible Assets	714,451.00	714,451.00
1801	Fixed Asset Clearing Account		27,411.88
1900	Depreciation	<u>(64,747,719.17)</u>	<u>(64,747,719.17)</u>
	Total assets	124,295,543.27	125,367,198.34
	LIABILITIES		
2000	Accounts Payable	(419,653.13)	(203,665.06)
2001	Customer Liabilities	(515,437.37)	(529,998.54)
2100	Employee Liabilities	(1,264,686.26)	(1,161,414.58)
2200	Notes Payable	(42,062,594.55)	(39,610,937.05)
2300	Developer Credits	(452,440.01)	(434,440.01)
2900	Equity	(41,000.00)	(41,000.00)
2999	Retained Earnings	<u>(79,539,731.95)</u>	<u>(79,539,731.95)</u>
	Total liabilities	(124,295,543.27)	(121,521,187.19)
	Operating Surplus/ (Loss)		3,846,011.15

Bedford Regional Water Auth.
Balance Sheet
For the Four Months Ending Saturday, October 31, 2020

		<u>7/1/2020</u> <u>Beginning</u>	<u>Oct 2020</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	2,136,501.19	3,148,563.62
1000-0004	Cash Drawer	225.00	225.00
1000-0011	LGIP Operating Reserves Fund	322,251.36	322,483.77
1000-1000	VA Investment Pool-Capital Projects Reserve	2,498,188.70	2,500,316.24
1000-2000	VA Investment Pool- Operating Reserves	1,035,951.79	1,036,834.02
1000-0005	Cash Suspense Account (for F.A.)		(5,118.00)
	Total Cash	5,993,484.61	7,003,671.22
Restricted Investments:			
1001-0001	Deposit Refund Program Fund	359,661.65	359,661.65
1001-0010	Debt Service Accumulation Fund	1,705,687.91	1,212,426.30
1001-0020	Reserve for future capital projects	662,705.67	662,832.31
1001-0021	County Funds for New Projects	229,925.42	175,499.79
1001-0022	SML WTF Depreciation Fund WVA	252,079.10	252,085.44
1001-0023	BRWA Cell Tower Funds	240,538.75	246,363.72
1001-0024	SML WTF Depreciation Fund- BRWA portion	252,065.18	252,071.51
1001-0025	Vehicle and Equipment Replacement Fund	295,493.54	373,943.54
1001-0030	Information Systems Replacement Fund	157,872.83	171,088.35
1001-0035	Meter Replacement Fund	318,719.33	418,394.33
1001-0040	Sewerline Replacement Fund	558,195.16	591,527.16
1001-0045	Waterline Replacement Fund	522,165.92	575,497.92
1001-0050	Tank Rehab	237,996.00	237,996.00
1001-1010	VA Investment Pool- Reserve Fund	450,171.30	450,908.63
1001-1020	LGIP Repairs & Maintenance Reserve	24,085.63	24,085.63
1001-1025	VRA Debt Service Reserve Fund- PNC Bank	1,771,570.44	1,771,570.44
1001-1030	VRA 2015 Debt Service Reserve Fund-SNAP	43,445.49	26,132.39
1001-1100	Escrow Account	67,787.34	67,787.34
	Total Restricted Investments	8,150,166.66	7,869,872.45
Prepaid Expenses:			
1002-1000	Prepaid Insurance	113,720.53	76,188.50
1002-1001	Prepaid Dues/Service Contracts	62,308.66	62,633.66
1002-1002	Deferred Outflows of Resources (Pensions)	595,511.00	595,511.00
1002-1003	VRS OPEB Deferred Outflow	76,188.00	76,188.00
1002-1004	VRS OPEB Deferred Outflow	(16,379.00)	(16,379.00)
1002-1005	Local OPEB Deferred Outflows	16,467.00	16,467.00
1002-1006	Local OPEB Deferred Inflows	(19,004.00)	(19,004.00)
	Total Prepaid Expenses	828,812.19	791,605.16
Accounts Receivable:			
1101-1000	Billings Receivable Water	1,411,415.24	1,437,997.14
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	908,202.39	948,829.73
1101-3210	Credit Card Convenience Fee AR	847.58	847.58
1101-4000	Allowance for Doubtful Accounts	(486,341.29)	(486,341.29)
1101-4001	Water Penalties- A/R	39,404.50	39,802.47
1101-4002	Payment Arrangement AR- Water	(154.96)	(154.96)
1101-4003	Sewer Penalties A/R	25,136.10	25,308.06
1101-4004	Payment Arrangement AR- Sewer	268.43	268.43
1101-4005	Payment Arrangement AR- Sewer Penalties	94.60	94.60
1101-4006	Payment Arrangement AR- Water Penalties	174.14	174.14
1101-5001	Water Facility Fees A/R	86,479.00	97,529.00

Bedford Regional Water Auth.
Balance Sheet
For the Four Months Ending Saturday, October 31, 2020

		<u>7/1/2020</u> <u>Beginning</u>	<u>Oct 2020</u> <u>Actual</u>
1101-5002	Returned Check A/R	784.75	1,253.80
1101-5003	Sewer Facility Fees A/R	55,627.78	35,627.78
1101-5005	Reconnect Fee A/R	27,058.15	26,842.74
1101-6000	Water Account Charge A/R	10,552.03	9,802.03
1101-6003	Sewer Account Charges A/R	6,168.09	5,145.52
1101-7001	Water Deposits A/R	3,393.56	4,813.06
1101-7003	Sewer Deposits A/R	20,712.75	20,533.75
1101-7500	Meter Base Installation Fee A/R	14,244.02	17,544.02
1101-7504	Sewer Pump Maintenance A/R	4,284.79	5,165.19
1101-7505	Service Repairs & Rents A/R	2,504.94	2,504.94
1101-7506	A/R- Septage Dumping Fees	8,335.00	8,335.00
1101-7507	Meter Fee A/R	5,750.00	4,575.00
1101-7508	A/R- Industrial Pretreatment	1,541.66	1,791.65
1101-8000	Misc. Charges Receivable	(1.00)	(1.00)
1101-8002	NSF holding/clearing account	145.78	415.78
1101-8003	Consolidation holding account	(3,761.63)	(3,761.63)
1101-8006	Unauthorized Service A/R	7,845.08	7,810.26
1101-8009	Pending Electronic Payments	5,909.09	11,818.69
1101-7502	A/R- Sewer Clean-Out Installation Fee		51.05
1101-7510	SGP Review and Inspections A/R		600.00
	Total Accounts Receivable	<u>2,157,333.40</u>	<u>2,225,935.36</u>
Accounts Receivable Other:			
1102-0001	Miscellaneous Accounts Receivable	33,439.18	99,579.48
	Total Accounts Receivable Other	<u>33,439.18</u>	<u>99,579.48</u>
Inventory:			
1200-0001	Maintenance Inventory	174,859.22	224,897.26
1200-0002	Meter Inventory	313,692.37	319,312.19
	Total Inventory	<u>488,551.59</u>	<u>544,209.45</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:			
1250-0363	BRWA Facility Master Plan & Building	44,400.11	68,400.11
1250-0381	CIP- Mariners Landing	112,595.11	157,887.76
1250-0383	CIP- Ivy Creek Sewer	45,700.00	50,454.09
1250-0389	CIP- Country Estates Waterline	77,044.49	88,713.10
1250-0391	CIP- Turkey Mtn Booster Station	18,002.50	36,852.50
1250-0386	CIP - Building Renovations		3,659.63
1250-0387	CIP- Rucker Rd. waterline project		104.99
1250-0390	CIP- SML Pump Station		7,160.00
1250-0392	Montvale Sewer (VDOT)		17,104.08
1250-0393	CIP- Bunker Hill Loop (DEQ)		7,425.00
1250-0394	Mariners Landing WWTP		21,138.65
	Total Construction In Progress	<u>297,742.21</u>	<u>458,899.91</u>
Tangible Assets- Office:			
1301-0001	Office Facilities	2,725,886.28	2,725,886.28
1301-0002	Information Systems	1,659,538.66	1,659,538.66
	Total Tangible Assets- Office	<u>4,385,424.94</u>	<u>4,385,424.94</u>
Tangible Assets - Vehicles:			
1302-0001	Vehicles and Equipment	3,367,485.04	3,367,485.04

Bedford Regional Water Auth.
Balance Sheet
For the Four Months Ending Saturday, October 31, 2020

		<u>7/1/2020</u> <u>Beginning</u>	<u>Oct 2020</u> <u>Actual</u>
Total	Tangible Assets - Vehicles	3,367,485.04	3,367,485.04
Tangible Assets - Water:			
1400-1000	SML Water Treatment Facility	16,447,649.90	16,447,649.90
1400-2000	Smith Mountain Lake Central	21,339,066.84	21,339,066.84
1400-3000	Stewartsville Water	2,735,076.84	2,735,076.84
1500-1000	Forest Water	36,203,064.99	36,203,064.99
1500-2000	Lakes Water	1,625,458.78	1,625,458.78
1500-3000	Central Water	21,796,027.69	21,796,027.69
Total	Tangible Assets - Water	100,146,345.04	100,146,345.04
Tangible Assets - Sewer:			
1700-0014	Central Sewer	22,535,093.64	22,535,093.64
1700-0015	Moneta Sewer	12,700,512.43	12,700,512.43
1700-0016	Forest Sewer	18,983,660.02	18,983,660.02
1700-0020	Mariners Landing Sewer	1,218,000.00	1,218,000.00
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	62,476,091.92	62,476,091.92
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	714,451.00	714,451.00
Fixed Asset Clearing Account:			
1801-0000	Fixed Asset Clearing Account		27,411.88
Total	Fixed Asset Clearing Account		27,411.88
Depreciation:			
1900-0000	Accumulated Depreciation	(64,747,719.17)	(64,747,719.17)
Total	Depreciation	(64,747,719.17)	(64,747,719.17)
Total assets		124,295,543.27	125,367,198.34
LIABILITIES			
Accounts Payable:			
2000-1000	Accounts Payable	(219,653.13)	(3,665.06)
2000-1005	Retainage Payable	(200,000.00)	(200,000.00)
Total	Accounts Payable	(419,653.13)	(203,665.06)
Customer Liabilities:			
2001-0000	Customer Credit- Budget Billing accounts	5,068.88	5,068.88
2001-0001	Customer Credits	(234,769.82)	(241,894.03)
2001-0002	Misc. Misposting	(1,520.90)	(1,520.90)
2001-0003	Customer Refunds Payable	10,916.45	8,592.74
2001-1000	Water Deposits	(189,397.42)	(194,007.17)
2001-1555	Fireline Assembly Deposits	(16,308.86)	(16,308.86)
2001-2000	Interest on Deposits (Town accounts)	1,256.53	1,256.53
2001-3000	Sewer Deposits	(90,682.23)	(91,185.73)
Total	Customer Liabilities	(515,437.37)	(529,998.54)
Employee Liabilities:			
2100-0050	Compensated Absences Liability	(149,518.68)	(149,518.68)
2100-0060	Accrued Payroll	(106,761.48)	(0.01)

Bedford Regional Water Auth.
Balance Sheet
For the Four Months Ending Saturday, October 31, 2020

		<u>7/1/2020</u> <u>Beginning</u>	<u>Oct 2020</u> <u>Actual</u>
2100-0250	VRS Employee Contribution Payable	300.36	440.10
2100-0400	Net Pension Liability	(501,911.00)	(501,911.00)
2100-0450	Flexible Spending Account Payable	1.63	(922.08)
2100-0500	VRS OPEB Liability	(257,271.00)	(257,271.00)
2100-0510	Local OPEB Liability	(226,966.00)	(226,966.00)
2100-0550	Health Insurance Payable- Employee Share	(24,551.55)	(8,624.76)
2100-0600	VRS Mandatory Cash Match- Hybrid	1.25	1.25
2100-0750	Optional Life Insurance Payable	342.81	346.26
2100-0800	AFLAC Withholding Payable	1,697.23	1,714.51
2100-0900	Outstanding Payables Checks	(49.83)	(49.83)
2100-0200	State Withholding Payable		(17,778.34)
2100-1000	Garnishments Payable		(875.00)
	Total Employee Liabilities	(1,264,686.26)	(1,161,414.58)
Notes Payable:			
2200-0115	Current Maturities Long-Term Debt	0.40	2,451,657.90
2200-2001	Accrued Interest Payable	(393,431.42)	(393,431.42)
2200-2020	VRA 2015 Loan	(29,600,000.00)	(29,600,000.00)
2200-2021	VRA 2015 Premium	(274,983.94)	(274,983.94)
2200-2026	VRA Series 2005 Premium	(2,107.00)	(2,107.00)
2200-2029	VRA 2009 Series Deferred amount of Refunding	137,400.52	137,400.52
2200-2230	Series 2012 Loan (2005 Refunding)	(3,075,000.00)	(3,075,000.00)
2200-2231	Series 2012 Premium (2005 Refunding)	(360,271.80)	(360,271.80)
2200-2232	VRA 2012 Deferred Amount on refunding	195,351.94	195,351.94
2200-2233	VRA Series 2014 Loan (2005 refunding)	(1,745,000.00)	(1,745,000.00)
2200-2234	VRA Series 2014 Premium (2005)	(154,413.52)	(154,413.52)
2200-2235	VRA 2014 Deferred Amt on Refunding	50,678.07	50,678.07
2200-2236	VRA 2019 Refunding Premium	(165,654.33)	(165,654.33)
2200-2237	VRA Series 2019 Refunding	(2,725,000.00)	(2,725,000.00)
2200-2238	VRA Series 2019 Deferred Amt on Refunding	(87,268.87)	(87,268.87)
2200-2500	Assumed Debt from Town	(3,246,382.17)	(3,246,382.17)
2200-3000	Lynchburg Sewer System Loan Payable	(616,512.43)	(616,512.43)
	Total Notes Payable	(42,062,594.55)	(39,610,937.05)
Developer Credits:			
2300-0000	Deferred Revenue Liability	(368,484.01)	(350,484.01)
2300-1000	Deferred Inflows of Resources	(83,956.00)	(83,956.00)
	Total Developer Credits	(452,440.01)	(434,440.01)
Equity:			
2900-0150	Customer Contributions for Line Extensions	(41,000.00)	(41,000.00)
	Total Equity	(41,000.00)	(41,000.00)
Retained Earnings:			
2999-0000	Retained Earnings	(79,539,731.95)	(79,539,731.95)
	Total Retained Earnings	(79,539,731.95)	(79,539,731.95)
	Total liabilities	(124,295,543.27)	(121,521,187.19)
	Operating Surplus/ (Loss)		3,846,011.15

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Four Months Ending Saturday, October 31, 2020

		<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
OPERATING REVENUE						
3000-3000 +...	Water Sales	(\$719,701.22)	(\$3,153,845.08)	(\$8,004,138.00)	(\$4,850,292.92)	39%
3100-3000:3...	Sewer Sales	(383,089.87)	(1,584,089.71)	(4,089,024.00)	(2,504,934.29)	39%
3902	Penalties	(1,192.62)	(1,180.84)	(70,000.00)	(68,819.16)	2%
3903-3231:3...	Account Charges	(5,075.00)	(24,075.00)	(60,000.00)	(35,925.00)	40%
3903-3240:3...	Review Fees	(2,000.00)	(9,284.64)	(53,500.00)	(44,215.36)	17%
3900-3250:3...	Interest Earned	(562.11)	(4,163.29)	(60,000.00)	(55,836.71)	7%
3903-3245:3...	Sewer Clean Outs	(1,500.00)	(3,850.00)	(7,000.00)	(3,150.00)	55%
3903-3250 +...	Meter Installation Revenues	(13,625.00)	(90,194.95)	(95,000.00)	(4,805.05)	95%
3903-3255	Industrial Pretreatment Revenue	(1,520.82)	(6,083.28)	(18,000.00)	(11,916.72)	34%
3903-3261	Rent/Meter Charges	(431.39)	(770.57)	(5,000.00)	(4,229.43)	15%
3903-3262:3...	Misc	(9,271.19)	(42,083.87)	(112,729.00)	(70,645.13)	37%
3903-3280:3...	Fixed Asset Disposals	(15.00)	(1,690.00)		1,690.00	0%
3901-3211:3...	Account Default Fees	(525.00)	(1,050.00)	(23,000.00)	(21,950.00)	5%
3201-3275 +...	Contract Reimbursements	(71,458.96)	(96,231.57)	(151,000.00)	(54,768.43)	64%
	Revenue from BRWA Operations	(1,209,968.18)	(5,018,592.80)	(12,748,391.00)	(7,729,798.20)	39%
3000-3220 +...	Capital Recovery Fees	(114,000.00)	(656,500.00)	(939,010.00)	(282,510.00)	70%
3903-3265 +...	Cellular Antenna Site Rental-County...	(2,624.80)	(22,653.25)	(45,153.00)	(22,499.75)	50%
3904-3310	BOS Capital Contributions		(1,762,265.64)	(2,000,000.00)	(237,734.36)	88%
3904-3315	Developer Line Contributions			(200,000.00)	(200,000.00)	0%
3904-3316 +...	Contributions from WVWA		(1,948.19)		1,948.19	0%
3904-3335	Contributions for DEQ Projects	(18,913.00)	(42,913.00)		42,913.00	0%
3903-3330	SML WTF Revenue		(12.67)		12.67	0%
3904-3317	Developer Prepayments Redemptio...			(20,000.00)	(20,000.00)	0%
	Revenue from Other Sources	(135,537.80)	(2,486,292.75)	(3,204,163.00)	(717,870.25)	78%
	Total Revenue	(1,345,505.98)	(7,504,885.55)	(15,952,554.00)	(8,447,668.45)	47%
OPERATING EXPENSES						
4000 + 4002...	Salaries	442,418.78	1,209,568.26	4,029,628.90	2,820,060.64	30%
4010	General Office Expenses	18,797.86	63,999.11	268,467.00	204,467.89	24%
4100	Employee Benefit & Related Expens...	140,134.04	496,884.14	1,694,076.00	1,197,191.86	29%
4110	Billing Expenses	4,937.72	69,535.27	211,404.00	141,868.73	33%
4120	Information Systems Expenses	6,634.35	20,190.23	158,194.00	138,003.77	13%
4130	Adminstration Supplies	127.49	2,362.75	500.00	(1,862.75)	473%
4140	Customer Service Supplies		112.81	3,368.00	3,255.19	3%
4210	Engineering Expenses	3,716.84	14,554.23	81,353.00	66,798.77	18%
4220 + 4223	Operations Expenses		42.36	2,400.00	2,357.64	2%
4221	Compliance Program Supplies			8,000.00	8,000.00	0%
4222	Pretreatment Expenses	2,369.16	6,867.18	19,600.00	12,732.82	35%
4225-0100	Lab Supplies	1,339.86	2,587.84	24,000.00	21,412.16	11%
4230	Maintenance Expenses	2,931.24	4,609.94	46,402.00	41,792.06	10%
4240	Vehicles & Equipment Expenses	15,832.58	60,539.60	239,624.00	179,084.40	25%
4250	Forest Water Expenses	931.74	293,676.05	840,247.00	546,570.95	35%
4260	Well Systems Expenses	809.18	7,709.91	45,678.00	37,968.09	17%
4265	SML Central Distribution System Ex...	676.01	17,450.82	33,845.00	16,394.18	52%
4270	SML Treatment Expenses	994.76	14,149.44	33,238.00	19,088.56	43%
4330	SML WTF Expenses	22,072.77	103,191.94	501,266.00	398,074.06	21%
4275	Central Water Distribution Expenses	8,061.17	42,705.81	225,692.00	182,986.19	19%
4276	Central Water Treatment Expenses	18,492.79	38,268.70	135,189.00	96,920.30	28%
4280	Stewartsville Water Expenses	3,806.29	11,262.29	38,532.00	27,269.71	29%
4290	Forest Sewer Expenses	10,478.41	129,230.48	609,825.00	480,594.52	21%
4291	Central Sewer Collection System Ex...	16,599.35	33,501.51	318,750.00	285,248.49	11%
4293	Central Sewer Treatment Expenses	26,027.29	134,236.65	626,550.00	492,313.35	21%
4292	Moneta Sewer Collection System E...	4,621.97	11,612.98	31,800.00	20,187.02	37%
4294	Moneta Sewer Treatment Expenses	6,057.84	22,453.90	150,447.00	127,993.10	15%
4295	Montvale Sewer Expenses	4,688.63	9,489.92	29,380.00	19,890.08	32%
4340	Mariners Landing Sewer Expenses	6,060.73	32,608.56	86,770.00	54,161.44	38%
4350	Cedar Rock Sewer Expenses	902.69	19,360.63	26,070.00	6,709.37	74%
4300 + 4310	Schools Sewer Expenses	1,690.65	4,115.14	35,000.00	30,884.86	12%
4315	Mariners Landing Expenses	1,094.04	5,488.02	28,655.00	23,166.98	19%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Four Months Ending Saturday, October 31, 2020

		<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
4320	Franklin County Operations	3,077.32	15,888.39	36,000.00	20,111.61	44%
	Total Operating Expenditures	776,383.55	2,898,254.86	10,619,950.90	7,721,696.04	27%
4400	Depreciation			3,231,425.16	3,231,425.16	0%
4500-0640	Lynchburg Debt Service Paid			262.00	262.00	0%
4500-0645	2012 VRA Interest		78,796.88	139,400.00	60,603.12	57%
4500-0660	2014 VRA Interest		38,640.63	77,281.00	38,640.37	50%
4500-0665	2015 VRA Interest		533,318.75	1,058,563.00	525,244.25	50%
4500-0650	Assumed Debt from City	490.40	40,035.15	80,070.00	40,034.85	50%
4500-0670	VRA 2019 Interest		69,828.13	117,491.00	47,662.87	59%
	Total Interest and Debt Service	490.40	760,619.54	1,473,067.00	712,447.46	52%
	Total Exp., Depr. and Debt Servi...	776,873.95	3,658,874.40	15,324,443.06	11,665,568.66	24%
	Total Revenues Less Oper Expense	(568,632.03)	(3,846,011.15)	(628,110.94)	3,217,900.21	612%
	Gross Cash Before Capital Exp	(568,632.03)	(3,846,011.15)	(628,110.94)	3,217,900.21	612%
	Less non-debt Capital Contributions	(18,913.00)	(44,873.86)	(220,000.00)	(175,126.14)	20%
	Earnings/(loss) before BRWA Capit...	(549,719.03)	(3,801,137.29)	(408,110.94)	3,393,026.35	931%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Four Months Ending Saturday, October 31, 2020

		<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
OPERATING REVENUE						
Water Sales:						
3000-3000	Water Sales	(709,447.57)	(3,104,122.14)	(7,930,668.00)	(4,826,545.86)	39%
3000-3050	Contract Water Sales	(10,253.65)	(49,722.94)	(73,470.00)	(23,747.06)	68%
	Total Water Sales	(719,701.22)	(3,153,845.08)	(8,004,138.00)	(4,850,292.92)	39%
Sewer Sales:						
3100-3000	Sewer Sales	(380,505.82)	(1,573,403.17)	(4,057,824.00)	(2,484,420.83)	39%
3100-3050	Cedar Rock Revenue	(2,584.05)	(10,686.54)	(31,200.00)	(20,513.46)	34%
	Total Sewer Sales	(383,089.87)	(1,584,089.71)	(4,089,024.00)	(2,504,934.29)	39%
Penalties:						
3902-3211	Water Penalty Revenue	(717.74)	(712.04)	(45,000.00)	(44,287.96)	2%
3902-3213	Sewer Penalty Revenue	(474.88)	(468.80)	(25,000.00)	(24,531.20)	2%
	Total Penalties	(1,192.62)	(1,180.84)	(70,000.00)	(68,819.16)	2%
Account Charges:						
3903-3231	Water Account Charge Revenue	(3,725.00)	(16,325.00)	(40,000.00)	(23,675.00)	41%
3903-3233	Sewer Account Charge Revenue	(1,350.00)	(7,750.00)	(20,000.00)	(12,250.00)	39%
	Total Account Charges	(5,075.00)	(24,075.00)	(60,000.00)	(35,925.00)	40%
Review Fees:						
3903-3240	Engineering Review Fees	(1,400.00)	(6,284.64)	(50,000.00)	(43,715.36)	13%
3903-3243	SGP Review and Inspections	(600.00)	(3,000.00)	(2,000.00)	1,000.00	150%
3903-3242	Engineering Fire Flow Testing			(1,500.00)	(1,500.00)	0%
	Total Review Fees	(2,000.00)	(9,284.64)	(53,500.00)	(44,215.36)	17%
Interest Earned:						
3900-3250	Bank Interest Earned	(562.11)	(4,163.29)	(60,000.00)	(55,836.71)	7%
	Total Interest Earned	(562.11)	(4,163.29)	(60,000.00)	(55,836.71)	7%
Sewer Clean Outs:						
3903-3245	Sewer Clean-Out Installation Fee	(1,500.00)	(3,850.00)	(7,000.00)	(3,150.00)	55%
	Total Sewer Clean Outs	(1,500.00)	(3,850.00)	(7,000.00)	(3,150.00)	55%
Meter Installation Revenues:						
3903-3250	Meter Fee Revenue	(2,825.00)	(22,225.00)	(35,000.00)	(12,775.00)	64%
3903-3260	Meter Base Installation Revenue	(10,800.00)	(67,969.95)	(60,000.00)	7,969.95	113%
	Total Meter Installation Revenues	(13,625.00)	(90,194.95)	(95,000.00)	(4,805.05)	95%
Industrial Pretreatment Revenue:						
3903-3255	Industrial Pretreatment Revenue	(1,520.82)	(6,083.28)	(18,000.00)	(11,916.72)	34%
	Total Industrial Pretreatment Reve...	(1,520.82)	(6,083.28)	(18,000.00)	(11,916.72)	34%
Rent/Meter Charges:						
3903-3261	Service Repairs & Equipment Ren...	(431.39)	(770.57)	(5,000.00)	(4,229.43)	15%
	Total Rent/Meter Charges	(431.39)	(770.57)	(5,000.00)	(4,229.43)	15%
Misc:						
3903-3262	Cellular Antenna Rental- BRWA p...	(3,937.20)	(21,454.88)	(67,729.00)	(46,274.12)	32%
3903-3264	Sewer Pump Maintenance Reven...	(5,075.00)	(20,370.00)	(40,000.00)	(19,630.00)	51%
3903-3270	Miscellaneous Revenue	(258.99)	(258.99)	(5,000.00)	(4,741.01)	5%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Four Months Ending Saturday, October 31, 2020

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
Total Misc	(9,271.19)	(42,083.87)	(112,729.00)	(70,645.13)	37%
Fixed Asset Disposals:					
3903-3280 Sales and Disposals	(15.00)	(1,690.00)		1,690.00	0%
Total Fixed Asset Disposals	(15.00)	(1,690.00)		1,690.00	0%
Account Default Fees:					
3901-3212 Return Check Revenue	(525.00)	(1,050.00)	(2,000.00)	(950.00)	53%
3901-3211 Reconnect Fee Revenue			(20,000.00)	(20,000.00)	0%
3901-3213 Unauthorized Service Revenue			(1,000.00)	(1,000.00)	0%
Total Account Default Fees	(525.00)	(1,050.00)	(23,000.00)	(21,950.00)	5%
Contract Reimbursements:					
3201-3275 School System Operations	(6,897.07)	(10,707.38)	(51,000.00)	(40,292.62)	21%
3904-3318 Franklin County Contract Operatio...	(64,561.89)	(85,524.19)	(100,000.00)	(14,475.81)	86%
Total Contract Reimbursements	(71,458.96)	(96,231.57)	(151,000.00)	(54,768.43)	64%
Revenue from BRWA Operations	(1,209,968.18)	(5,018,592.80)	(12,748,391.00)	(7,729,798.20)	39%
Capital Recovery Fees:					
3000-3220 Water Capital Recovery Fees	(74,000.00)	(389,500.00)	(719,710.00)	(330,210.00)	54%
3100-3220 Sewer Capital Recovery Fees	(40,000.00)	(267,000.00)	(219,300.00)	47,700.00	122%
Total Capital Recovery Fees	(114,000.00)	(656,500.00)	(939,010.00)	(282,510.00)	70%
Cellular Antenna Site Rental-County portion:					
3903-3265 Cellular Antenna Revenue- Co. po...	(2,624.80)	(14,303.25)	(45,153.00)	(30,849.75)	32%
3903-3285 Bedford County Broadband Reven...		(8,350.00)		8,350.00	0%
Total Cellular Antenna Site Rental...	(2,624.80)	(22,653.25)	(45,153.00)	(22,499.75)	50%
BOS Capital Contributions:					
3904-3310 Bedford County Debt Support		(1,762,265.64)	(2,000,000.00)	(237,734.36)	88%
Total BOS Capital Contributions		(1,762,265.64)	(2,000,000.00)	(237,734.36)	88%
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		(1,948.19)		1,948.19	0%
Total Contributions from WVWA		(1,948.19)		1,948.19	0%
Contributions for DEQ Projects:					
3904-3335 DEQ Contributions for Projects	(18,913.00)	(42,913.00)		42,913.00	0%
Total Contributions for DEQ Proje...	(18,913.00)	(42,913.00)		42,913.00	0%
SML WTF Revenue:					
3903-3330 SML WTF Revenue		(12.67)		12.67	0%
Total SML WTF Revenue		(12.67)		12.67	0%
Developer Prepayments Redemption Revenue:					
3904-3317 Developer Capital Recovery Fee...			(20,000.00)	(20,000.00)	0%
Total Developer Prepayments Red...			(20,000.00)	(20,000.00)	0%
Revenue from Other Sources	(135,537.80)	(2,486,292.75)	(3,204,163.00)	(717,870.25)	78%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Four Months Ending Saturday, October 31, 2020

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
Total Revenue	(1,345,505.98)	(7,504,885.55)	(15,952,554.00)	(8,447,668.45)	47%
OPERATING EXPENSES					
Salaries:					
4000-0010 Administration Salaries	86,051.78	236,745.73	777,305.88	540,560.15	30%
4000-0019 IT Oncall Stipend	900.00	2,550.00	7,800.00	5,250.00	33%
4000-0020 Administration Overtime	129.51	129.51	1,734.00	1,604.49	7%
4002-0010 Customer Service Salaries	37,658.13	100,699.03	325,996.80	225,297.77	31%
4002-0020 Customer Service Overtime	1,148.72	3,246.57	16,760.85	13,514.28	19%
4003-0010 Engineering Department Salaries	73,503.60	199,938.09	600,353.60	400,415.51	33%
4003-0019 Engineering OnCall Stipend	900.00	2,550.00	7,800.00	5,250.00	33%
4003-0020 Engineering Department Overtime	2,747.84	7,829.53	30,570.08	22,740.55	26%
4004-0010 Maintenance Department Salaries	90,435.48	240,218.88	829,099.20	588,880.32	29%
4004-0019 Maintenance Oncall Stipend Expe...	1,800.00	5,250.00	18,720.00	13,470.00	28%
4004-0020 Maintenance Department Overtime	8,876.34	27,084.36	135,247.13	108,162.77	20%
4005-0010 Operations Department Salaries	135,706.43	372,359.66	1,184,543.20	812,183.54	31%
4005-0020 Operations Department Overtime	2,560.95	10,966.90	93,698.16	82,731.26	12%
Total Salaries	442,418.78	1,209,568.26	4,029,628.90	2,820,060.64	30%
General Office Expenses:					
4010-0100 Office Supplies	1,506.17	2,160.32	10,000.00	7,839.68	22%
4010-0103 Public Outreach Expenses	70.00	894.55	16,415.00	15,520.45	5%
4010-0110 Building Maintenance Expense	981.49	6,006.69	21,000.00	14,993.31	29%
4010-0130 Postage and Shipping Expense		1,526.83	8,000.00	6,473.17	19%
4010-0140 Commercial Phone Charges	1,095.29	3,303.75	12,600.00	9,296.25	26%
4010-0142 Cellular Phone Service	1,175.46	4,558.60	19,220.00	14,661.40	24%
4010-0150 Building Power and Utilities		4,925.37	20,500.00	15,574.63	24%
4010-0155 Building Fuel Costs		239.41	8,000.00	7,760.59	3%
4010-0160 Employee Bond			669.00	669.00	0%
4010-0161 Building Insurance			3,863.00	3,863.00	0%
4010-0170 Advertising		100.00	18,000.00	17,900.00	1%
4010-0175 Bank Service charges	1,221.61	4,931.47	15,600.00	10,668.53	32%
4010-0200 Accounting Services	9,425.00	22,925.00	30,000.00	7,075.00	76%
4010-0220 Legal Expenses	1,572.84	5,427.12	18,000.00	12,572.88	30%
4010-0400 Board of Directors Fees	1,750.00	7,000.00	21,000.00	14,000.00	33%
4010-0075 Board & Committee Meetings			600.00	600.00	0%
4010-0085 Long Range Planning			45,000.00	45,000.00	0%
Total General Office Expenses	18,797.86	63,999.11	268,467.00	204,467.89	24%
Employee Benefit & Related Expenses:					
4100-0030 Payroll Taxes	32,085.68	95,425.72	305,641.00	210,215.28	31%
4100-0040 VRS Retirement and Group Life	45,661.85	95,106.93	345,852.00	250,745.07	27%
4100-0041 VRS Hybrid Disability Program		1,533.07	10,051.00	8,517.93	15%
4100-0045 Unemployment Payments		359.82	6,000.00	5,640.18	6%
4100-0050 Health Insurance	58,774.99	284,281.91	724,311.00	440,029.09	39%
4100-0055 Flexible Spending Account		1,081.20	2,500.00	1,418.80	43%
4100-0060 Worker's Compensation		(1,691.00)	105,397.00	107,088.00	(2%)
4100-0065 Employee Testing		855.00	4,785.00	3,930.00	18%
4100-0075 Meetings	14.75	102.13	6,140.00	6,037.87	2%
4100-0080 Professional Dues		2,088.00	23,150.00	21,062.00	9%
4100-0085 Training and Education	1,032.24	4,299.94	54,117.00	49,817.06	8%
4100-0101 Clothing and Uniforms	757.63	4,508.36	31,248.00	26,739.64	14%
4100-0102 Employee & Incentive Fund	177.48	1,687.71	27,500.00	25,812.29	6%
4100-0103 Safety	1,629.42	7,245.35	41,174.00	33,928.65	18%
4100-0070 Mileage Reimbursements			460.00	460.00	0%
4100-0086 Continuing Education			5,250.00	5,250.00	0%
4100-0090 Whistle Blower Hotline			500.00	500.00	0%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Four Months Ending Saturday, October 31, 2020

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
Total Employee Benefit & Related...	140,134.04	496,884.14	1,694,076.00	1,197,191.86	29%
Billing Expenses:					
4110-0091 Bad Debt Expense Water		342.04	15,000.00	14,657.96	2%
4110-0093 Bad Debt Expense Sewer		453.33	7,500.00	7,046.67	6%
4110-0097 Collection Agency Expense			1,200.00	1,200.00	0%
4110-0110 Bill Processing Services	3,437.64	43,569.86	103,978.00	60,408.14	42%
4110-0120 Customer Service Software Maint...	1,170.00	20,755.00	52,596.00	31,841.00	39%
4110-0125 Credit Card Processing Fees		3,424.80	18,900.00	15,475.20	18%
4110-0175 Courier Service	330.08	990.24	4,230.00	3,239.76	23%
4110-0094 Bad Debt Expense Penalties/Misc.			4,000.00	4,000.00	0%
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	4,937.72	69,535.27	211,404.00	141,868.73	33%
Information Systems Expenses:					
4120-0100 Information Systems Supplies	75.38	1,747.74	8,500.00	6,752.26	21%
4120-0110 Contracted Services (Network)	5,447.56	12,274.62	22,000.00	9,725.38	56%
4120-0115 Continuing Support (Software)	741.41	4,702.87	123,314.00	118,611.13	4%
4120-0145 Internet and WAN Communications	370.00	1,465.00	4,380.00	2,915.00	33%
Total Information Systems Expens...	6,634.35	20,190.23	158,194.00	138,003.77	13%
Adminstration Supplies:					
4130-0100 Administration Supplies	127.49	2,362.75	500.00	(1,862.75)	473%
Total Adminstration Supplies	127.49	2,362.75	500.00	(1,862.75)	473%
Customer Service Supplies:					
4140-0100 Customer Service Supplies		112.81	3,368.00	3,255.19	3%
Total Customer Service Supplies		112.81	3,368.00	3,255.19	3%
Engineering Expenses:					
4210-0100 Engineering Supplies	13.00	1,667.96	18,413.00	16,745.04	9%
4210-0110 Engineering Reviews	2,775.04	10,126.42	51,800.00	41,673.58	20%
4210-0141 Locating Notification Tickets	898.80	2,579.85	8,320.00	5,740.15	31%
4210-0240 Construction testing	30.00	180.00	2,820.00	2,640.00	6%
Total Engineering Expenses	3,716.84	14,554.23	81,353.00	66,798.77	18%
Operations Expenses:					
4220-0100 Wastewater Operations Supplies		42.36	1,900.00	1,857.64	2%
4223-0100 Water Operations Supplies			500.00	500.00	0%
Total Operations Expenses		42.36	2,400.00	2,357.64	2%
Compliance Program Supplies:					
4221-0100 FROG Program Supplies			8,000.00	8,000.00	0%
Total Compliance Program Suppli...			8,000.00	8,000.00	0%
Pretreatment Expenses:					
4222-0100 Pretreatment Supplies/Expenses	2,369.16	6,867.18	19,600.00	12,732.82	35%
Total Pretreatment Expenses	2,369.16	6,867.18	19,600.00	12,732.82	35%
Lab Supplies:					
4225-0100 Lab Supplies	1,339.86	2,587.84	24,000.00	21,412.16	11%
Total Lab Supplies	1,339.86	2,587.84	24,000.00	21,412.16	11%
Maintenance Expenses:					

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4230-0100	Maintenance Supplies	2,931.24	4,609.94	46,402.00	41,792.06	10%
	Total Maintenance Expenses	2,931.24	4,609.94	46,402.00	41,792.06	10%
Vehicles & Equipment Expenses:						
4240-0100	Vehicles and Equipment Supplies	1,659.78	7,052.79	32,350.00	25,297.21	22%
4240-0110	Vehicles and Equipment Contract...	8,021.30	35,418.32	81,600.00	46,181.68	43%
4240-0155	Vehicles & Equipment Fuel Costs	6,151.50	18,068.49	95,000.00	76,931.51	19%
4240-0162	Vehicles and Equipment Insurance			30,674.00	30,674.00	0%
	Total Vehicles & Equipment Expe...	15,832.58	60,539.60	239,624.00	179,084.40	25%
Forest Water Expenses:						
4250-0100	Forest Water Supplies	173.46	6,385.40	35,000.00	28,614.60	18%
4250-0110	Forest Water Contracted Services		13,535.75	19,400.00	5,864.25	70%
4250-0140	Forest Water Communications	33.57	134.25	300.00	165.75	45%
4250-0150	Forest Water Power	401.71	1,488.45	3,000.00	1,511.55	50%
4250-0161	Forest Water Insurance			16,851.00	16,851.00	0%
4250-0240	Forest Water Sampling and Testing	323.00	323.00	15,000.00	14,677.00	2%
4250-0300	Forest Water Purchased		246,878.75	666,440.00	419,561.25	37%
4250-0410	Forest Water VDH Fees		24,930.45	24,756.00	(174.45)	101%
4250-0101	Forest Water Meter Installations			56,000.00	56,000.00	0%
4250-0115	Forest Water System Repairs & I...			3,500.00	3,500.00	0%
	Total Forest Water Expenses	931.74	293,676.05	840,247.00	546,570.95	35%
Well Systems Expenses:						
4260-0100	Well Systems Supplies		1,420.10	15,000.00	13,579.90	9%
4260-0105	Well Systems Chemicals		1,834.73	3,000.00	1,165.27	61%
4260-0110	Well Systems Contracted Services		1,050.00	13,100.00	12,050.00	8%
4260-0150	Well Systems Power	394.25	2,088.25	5,500.00	3,411.75	38%
4260-0161	Well Systems Insurance			899.00	899.00	0%
4260-0240	Well Systems Sampling and Testi...	414.93	638.33	5,000.00	4,361.67	13%
4260-0410	Well Systems VDH Fees		678.50	679.00	0.50	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	809.18	7,709.91	45,678.00	37,968.09	17%
SML Central Distribution System Expenses:						
4265-0100	SML Central Supplies	611.60	12,937.22	10,000.00	(2,937.22)	129%
4265-0110	SML Central Contracted Services		893.54	3,000.00	2,106.46	30%
4265-0240	SML Central Sampling & Testing	64.41	265.91	10,000.00	9,734.09	3%
4265-0410	SML Central VDH Fees		3,354.15	3,345.00	(9.15)	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...	676.01	17,450.82	33,845.00	16,394.18	52%
SML Treatment Expenses:						
4270-0100	SML Treatment Supplies			2,000.00	2,000.00	0%
4270-0110	SML Treatment Contracted Services		2,380.00	3,550.00	1,170.00	67%
4270-0150	SML Treatment Water Power	994.76	4,241.75	16,800.00	12,558.25	25%
4270-0155	SML Treatment Fuel Costs		27.69	2,000.00	1,972.31	1%
4270-0161	SML Treatment Insurance			7,038.00	7,038.00	0%
4270-0300	SML Quality Monitoring		7,500.00		(7,500.00)	0%
4270-0105	SML Treatment Chemicals			1,000.00	1,000.00	0%
4270-0371	SML Treatment Road Maintenanc...			850.00	850.00	0%
	Total SML Treatment Expenses	994.76	14,149.44	33,238.00	19,088.56	43%
SML WTF Expenses:						
4330-0100	SML WTF Supplies	924.69	5,945.27	30,000.00	24,054.73	20%
4330-0105	SML WTF Chemicals	1,258.20	15,636.37	45,000.00	29,363.63	35%
4330-0110	SML WTF Contracted Services	1,512.08	7,620.66	125,000.00	117,379.34	6%

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		<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
4330-0140	SML WTF Communications	45.40	90.84	516.00	425.16	18%
4330-0150	SML WTF Power	16,801.15	70,819.62	228,000.00	157,180.38	31%
4330-0155	SML WTF Fuel Costs		15.40	2,000.00	1,984.60	1%
4330-0161	SML WTF Property Insurance			14,450.00	14,450.00	0%
4330-0240	SML WTF Sampling & Testing	1,531.25	3,063.78	40,000.00	36,936.22	8%
4330-0300	SML Water Quality Monitoring			7,500.00	7,500.00	0%
4330-0370	SML WTF Raw Water Fee			8,800.00	8,800.00	0%
	Total SML WTF Expenses	22,072.77	103,191.94	501,266.00	398,074.06	21%
Central Water Distribution Expenses:						
4275-0100	Central Water Supplies	(2,022.71)	4,899.43	37,500.00	32,600.57	13%
4275-0110	Central Water Contracted Services	6,312.10	20,293.76	108,700.00	88,406.24	19%
4275-0140	Central Water Communications		62.00		(62.00)	0%
4275-0240	Central Water Sampling & Testing	3,771.78	6,423.52	20,000.00	13,576.48	32%
4275-0410	Central Water VDH Fees		11,027.10	10,992.00	(35.10)	100%
4275-0101	Central Water Meter Installations			3,750.00	3,750.00	0%
4275-0115	Central Water Repairs & Improve...			44,500.00	44,500.00	0%
4275-0155	Central Water Fuel Purchases			250.00	250.00	0%
	Total Central Water Distribution E...	8,061.17	42,705.81	225,692.00	182,986.19	19%
Central Water Treatment Expenses:						
4276-0100	Central Water Treatment Supplies	16,407.08	21,381.33	20,000.00	(1,381.33)	107%
4276-0105	Central Water Treatment Chemica...	168.00	6,628.93	50,000.00	43,371.07	13%
4276-0110	Central Water Treatment Contract...		2,170.18	10,000.00	7,829.82	22%
4276-0140	Central Water Treatment Commun...	59.06	201.39	1,020.00	818.61	20%
4276-0150	Central Water Treatment Power	1,858.65	7,886.87	33,600.00	25,713.13	23%
4276-0161	Central Water Treatment Property...			18,569.00	18,569.00	0%
4276-0155	Central Water Treatment Fuel			2,000.00	2,000.00	0%
	Total Central Water Treatment Ex...	18,492.79	38,268.70	135,189.00	96,920.30	28%
Stewartsville Water Expenses:						
4280-0100	Stewartsville Water Supplies		363.63	2,000.00	1,636.37	18%
4280-0110	Stewartsville Water Contracted Se...		560.00	2,700.00	2,140.00	21%
4280-0140	Stewartsville Water Communicatio...	18.22	72.88	300.00	227.12	24%
4280-0150	Stewartsville Water Power	16.16	58.20	300.00	241.80	19%
4280-0161	Stewartsville Water Insurance			666.00	666.00	0%
4280-0240	Stewartsville Water Sampling and...	203.11	453.43	1,500.00	1,046.57	30%
4280-0300	Stewartsville Water Purchased	3,568.80	9,338.20	27,650.00	18,311.80	34%
4280-0410	Stewartsville Water VDH Fees		415.95	416.00	0.05	100%
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	3,806.29	11,262.29	38,532.00	27,269.71	29%
Forest Sewer Expenses:						
4290-0100	Forest Sewer Supplies	87.85	13,015.78	65,000.00	51,984.22	20%
4290-0105	Forest Sewer Chemicals	3,444.00	16,875.90	87,000.00	70,124.10	19%
4290-0110	Forest Sewer Contracted Services	3,500.00	11,568.06	104,500.00	92,931.94	11%
4290-0140	Forest Sewer Communications	141.01	497.66	3,600.00	3,102.34	14%
4290-0150	Forest Sewer Power	3,305.55	12,273.08	37,200.00	24,926.92	33%
4290-0161	Forest Sewer Insurance			5,025.00	5,025.00	0%
4290-0350	Forest Sewer Treatment Costs		75,000.00	300,000.00	225,000.00	25%
4290-0115	Forest Sewer Repairs & Improvem...			2,000.00	2,000.00	0%
4290-0155	Forest Sewer Fuel Expense			5,000.00	5,000.00	0%
4290-0240	Forest Sewer Testing			500.00	500.00	0%
	Total Forest Sewer Expenses	10,478.41	129,230.48	609,825.00	480,594.52	21%
Central Sewer Collection System Expenses:						
4291-0100	Central Sewer Supplies	7,738.95	20,048.40	70,000.00	49,951.60	29%
4291-0110	Central Sewer Coll System Contra...	8,860.40	11,600.40	84,500.00	72,899.60	14%
4291-0150	Central Sewer Power		1,852.71	55,000.00	53,147.29	3%

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		<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
4291-0115	Central Sewer Repairs & Improve...			104,000.00	104,000.00	0%
4291-0155	Central Sewer Fuel Costs			5,000.00	5,000.00	0%
4291-0240	Central Sewer Sampling & Testing			250.00	250.00	0%
	Total Central Sewer Collection Sy...	16,599.35	33,501.51	318,750.00	285,248.49	11%
Central Sewer Treatment Expenses:						
4293-0100	Center Sewer Treatment Supplies	632.47	28,597.62	73,000.00	44,402.38	39%
4293-0105	Center Sewer Treatment Chemicals	1,704.65	18,793.20	127,000.00	108,206.80	15%
4293-0110	Center Sewer Treatment Contract...	2,297.90	7,674.65	95,000.00	87,325.35	8%
4293-0115	Center Sewer Sludge Tipping Fees	450.00	3,214.20	45,000.00	41,785.80	7%
4293-0140	Center Sewer Treatment Commun...	90.55	1,911.98	7,200.00	5,288.02	27%
4293-0150	Center Sewer Treatment Power	20,115.09	58,596.62	228,000.00	169,403.38	26%
4293-0161	Center Sewer Treatment Property...			15,450.00	15,450.00	0%
4293-0240	Center Sewer Treatment Samplin...	736.63	6,069.38	25,000.00	18,930.62	24%
4293-0411	Center Sewer DEQ Charges		9,379.00	9,400.00	21.00	100%
4293-0155	Central Sewer Fuel			1,500.00	1,500.00	0%
	Total Central Sewer Treatment Ex...	26,027.29	134,236.65	626,550.00	492,313.35	21%
Moneta Sewer Collection System Expenses:						
4292-0100	Moneta Sewer Supplies	3,502.28	3,802.09	10,250.00	6,447.91	37%
4292-0105	Moneta Sewer Chemicals		1,392.54	2,000.00	607.46	70%
4292-0110	Moneta Sewer Contracted Services		2,828.62	3,050.00	221.38	93%
4292-0150	Moneta Sewer Power	1,119.69	3,589.73	12,000.00	8,410.27	30%
4292-0115	Moneta Sewer Repairs & Improve...			400.00	400.00	0%
4292-0155	Moneta Sewer Fuel Costs			3,500.00	3,500.00	0%
4292-0240	Moneta Sewer Sampling & Testing			600.00	600.00	0%
	Total Moneta Sewer Collection Sy...	4,621.97	11,612.98	31,800.00	20,187.02	37%
Moneta Sewer Treatment Expenses:						
4294-0100	Moneta Sewer Treatment Supplies		497.28	30,000.00	29,502.72	2%
4294-0105	Moneta Sewer Treatment Chemic...	1,756.87	3,221.77	9,000.00	5,778.23	36%
4294-0110	Moneta Sewer Contracted Services		1,000.00	21,500.00	20,500.00	5%
4294-0115	Moneta Sewer Sludge Tipping Fees	140.00	1,571.02	15,000.00	13,428.98	10%
4294-0140	Moneta Sewer Treatment Commu...	132.60	397.80	1,980.00	1,582.20	20%
4294-0150	Moneta Sewer Treatment Power	3,632.97	10,147.95	43,200.00	33,052.05	23%
4294-0161	Moneta Sewer Treatment Property...			6,417.00	6,417.00	0%
4294-0240	Moneta Sewer Treatment Samplin...	395.40	2,729.08	20,000.00	17,270.92	14%
4294-0411	Moneta Sewer DEQ Charges		2,889.00	3,000.00	111.00	96%
4294-0155	Moneta Sewer Fuel			350.00	350.00	0%
	Total Moneta Sewer Treatment Ex...	6,057.84	22,453.90	150,447.00	127,993.10	15%
Montvale Sewer Expenses:						
4295-0100	Montvale Sewer Supplies	3,205.69	3,294.28	6,000.00	2,705.72	55%
4295-0105	Montvale Sewer Chemicals	291.97	291.97	1,500.00	1,208.03	19%
4295-0110	Montvale Sewer Contracted Servi...		2,080.00	10,000.00	7,920.00	21%
4295-0140	Montvale Communications	18.22	72.88	300.00	227.12	24%
4295-0150	Montvale Sewer Power	48.75	118.60	360.00	241.40	33%
4295-0161	Montvale Sewer Insurance			1,570.00	1,570.00	0%
4295-0240	Montvale Sewer Sampling & Testi...	1,124.00	1,321.19	7,000.00	5,678.81	19%
4295-0411	Montvale Sewer DEQ charges		2,311.00	2,400.00	89.00	96%
4295-0155	Montvale Sewer Fuel Costs			250.00	250.00	0%
	Total Montvale Sewer Expenses	4,688.63	9,489.92	29,380.00	19,890.08	32%
Mariners Landing Sewer Expenses:						
4340-0100	Mariners Landing Sewer Supplies	140.68	2,472.00	16,000.00	13,528.00	15%
4340-0110	Mariners Landing Sewer Contract...	4,040.00	21,729.00	28,400.00	6,671.00	77%
4340-0150	Mariners Landing Sewer Power	1,880.05	8,407.56	27,000.00	18,592.44	31%
4340-0105	Mariners Landing Sewer Chemicals			4,500.00	4,500.00	0%
4340-0140	Mariners Landing Sewer Commun...			300.00	300.00	0%
4340-0155	Mariners Landing Sewer Fuel Costs			4,200.00	4,200.00	0%

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		<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
4340-0161	Mariners Landing Sewer Property...			1,570.00	1,570.00	0%
4340-0240	Mariners Landing Sewer Sampling...			2,400.00	2,400.00	0%
4340-0411	Mariners Landing Sewer DEQ Per...			2,400.00	2,400.00	0%
	Total Mariners Landing Sewer Exp...	6,060.73	32,608.56	86,770.00	54,161.44	38%
Cedar Rock Sewer Expenses:						
4350-0100	Cedar Rock Sewer Supplies	164.71	4,041.91	5,000.00	958.09	81%
4350-0105	Cedar Rock Sewer Chemicals	145.98	145.98	700.00	554.02	21%
4350-0110	Cedar Rock Sewer Contracted Ser...		10,975.00	8,000.00	(2,975.00)	137%
4350-0140	Cedar Rock Sewer Communication	43.22	285.37	300.00	14.63	95%
4350-0150	Cedar Rock Sewer Power	531.98	1,393.62	5,100.00	3,706.38	27%
4350-0240	Cedar Rock Sewer Sampling & Te...	16.80	207.75	2,400.00	2,192.25	9%
4350-0411	Cedar Rock Sewer DEQ Permit F...		2,311.00	2,400.00	89.00	96%
4350-0155	Cedar Rock Sewer Fuel Costs			600.00	600.00	0%
4350-0161	Cedar Rock Sewer Property Insur...			1,570.00	1,570.00	0%
	Total Cedar Rock Sewer Expenses	902.69	19,360.63	26,070.00	6,709.37	74%
Schools Sewer Expenses:						
4300-0100	Schools Operations Supplies	1,434.55	1,871.40	10,000.00	8,128.60	19%
4300-0105	Schools Chemicals	145.98	354.73	10,000.00	9,645.27	4%
4300-0240	Schools Sampling and Testing	110.12	1,889.01		(1,889.01)	0%
4300-0110	Schools Contracted Services			15,000.00	15,000.00	0%
	Total Schools Sewer Expenses	1,690.65	4,115.14	35,000.00	30,884.86	12%
Mariners Landing Expenses:						
4315-0100	Mariners Landing Water Expenses		577.76	6,868.00	6,290.24	8%
4315-0140	Mariners Landing Water Communi...	10.21	306.57	300.00	(6.57)	102%
4315-0150	Mariners Landing Water Power	897.27	2,864.41	11,925.00	9,060.59	24%
4315-0240	Mariners Landing Sampling Expen...	186.56	680.23	2,400.00	1,719.77	28%
4315-0410	Mariners Landing Water VDH Fees		1,059.05	1,162.00	102.95	91%
4315-0110	Mariners Landing Water Contracte...			2,000.00	2,000.00	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%
	Total Mariners Landing Expenses	1,094.04	5,488.02	28,655.00	23,166.98	19%
Franklin County Operations:						
4320-0100	Franklin County Supplies	2,844.82	7,473.46	7,000.00	(473.46)	107%
4320-0105	Franklin County Chemicals		5,437.34	9,000.00	3,562.66	60%
4320-0240	Franklin County Sampling & Testi...	232.50	2,977.59	20,000.00	17,022.41	15%
	Total Franklin County Operations	3,077.32	15,888.39	36,000.00	20,111.61	44%
	Total Operating Expenditures	776,383.55	2,898,254.86	10,619,950.90	7,721,696.04	27%
Depreciation:						
4400-0810	Office Depreciation			151,840.00	151,840.00	0%
4400-0811	Information Systems Depreciation			48,933.00	48,933.00	0%
4400-0812	Vehicles and Equipment Depreciat...			147,568.00	147,568.00	0%
4400-0813	Forest Water Depreciation			573,566.00	573,566.00	0%
4400-0814	Lakes Water Depreciation			263.16	263.16	0%
4400-0815	SML Central Depreciation			329,609.00	329,609.00	0%
4400-0816	Stewartsville Water Depreciation			48,895.00	48,895.00	0%
4400-0817	Forest Sewer Depreciation			511,568.00	511,568.00	0%
4400-0818	Montvale Sewer Depreciation			80,336.00	80,336.00	0%
4400-0819	Amortization Expense			1,000.00	1,000.00	0%
4400-0820	Studies Depreciation Expense			35,410.00	35,410.00	0%
4400-0821	Moneta Sewer Depreciation			444,330.00	444,330.00	0%
4400-0822	Central Sewer Depreciation			415,564.00	415,564.00	0%
4400-0823	Center Water Depreciation			438,551.00	438,551.00	0%
4400-0824	SML Water Treatment Facility Dep...			3,992.00	3,992.00	0%

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	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
Total Depreciation			3,231,425.16	3,231,425.16	0%
Lynchburg Debt Service Paid:					
4500-0640 Lynchburg Sewer Interest			262.00	262.00	0%
Total Lynchburg Debt Service Paid			262.00	262.00	0%
2012 VRA Interest:					
4500-0645 VRA 2012 Interest (2005 refunding)		78,796.88	139,400.00	60,603.12	57%
Total 2012 VRA Interest		78,796.88	139,400.00	60,603.12	57%
2014 VRA Interest:					
4500-0660 VRA 2014 Interest (2005 Refundin...		38,640.63	77,281.00	38,640.37	50%
Total 2014 VRA Interest		38,640.63	77,281.00	38,640.37	50%
2015 VRA Interest:					
4500-0665 VRA 2015 Interest		533,318.75	1,058,563.00	525,244.25	50%
Total 2015 VRA Interest		533,318.75	1,058,563.00	525,244.25	50%
Assumed Debt from City:					
4500-0650 Assumed Debt from Town- Interest	490.40	40,035.15	80,070.00	40,034.85	50%
Total Assumed Debt from City	490.40	40,035.15	80,070.00	40,034.85	50%
VRA 2019 Interest:					
4500-0670 VRA 2019 Refunding Interest		69,828.13	117,491.00	47,662.87	59%
Total VRA 2019 Interest		69,828.13	117,491.00	47,662.87	59%
Total Interest and Debt Service	490.40	760,619.54	1,473,067.00	712,447.46	52%
Total Exp., Depr. and Debt Servi...	776,873.95	3,658,874.40	15,324,443.06	11,665,568.66	24%
Total Revenues Less Oper Expense	(568,632.03)	(3,846,011.15)	(628,110.94)	3,217,900.21	612%
Gross Cash Before Capital Exp	(568,632.03)	(3,846,011.15)	(628,110.94)	3,217,900.21	612%
Less non-debt Capital Contributions	(18,913.00)	(44,873.86)	(220,000.00)	(175,126.14)	20%
Earnings/(loss) before BRWA Capit...	(549,719.03)	(3,801,137.29)	(408,110.94)	3,393,026.35	931%

BRWA Cash Flow Analysis- SunTrust Checking Account

Description	July-20	August-20	September-20	October-20	November-20	December-20	January-21	February-21	March-21	April-21	May-21	June-21	YTD Total
Starting Balance	\$ 2,136,501.19	\$ 2,471,838.17	\$ 2,766,224.08	\$ 2,800,962.02									
DEBITS													
Debits from Operations													
Capital Contributions/Asset Sales and Dispos	\$ 5,118.00	\$ 25,675.00	\$ -	\$ 15.00									\$ 30,808.00
Cash From Operations	\$ 1,339,885.55	\$ 1,431,050.59	\$ 1,394,976.43	\$ 1,415,075.47									\$ 5,580,988.04
Total Cash from Operations:	\$ 1,345,003.55	\$ 1,456,725.59	\$ 1,394,976.43	\$ 1,415,090.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,611,796.04
Debits from Non-Operating Sources													
County CIP Debt Service	\$ -	\$ -	\$ 1,762,265.64	\$ -									\$ 1,762,265.64
Transfers from Reserve Accounts	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers from SNAP Project Fund	\$ -	\$ -	\$ -	\$ 17,313.10									\$ 17,313.10
Transfers from Escrow Account	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers from Capital & Replacement Fund	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers in Deposit Refund Program Fund	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers from Economic Dev. Fund	\$ -	\$ -	\$ 50,000.00	\$ 16,104.08									\$ 66,104.08
Transfers In Debt Service Fund	\$ -	\$ -	\$ 1,293,318.75	\$ -									\$ 1,293,318.75
Total Cash from Non Operating:	\$ -	\$ -	\$ 3,105,584.39	\$ 33,417.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,139,001.57
Total Debits (Oper. and Non-Oper.)	\$ 1,345,003.55	\$ 1,456,725.59	\$ 4,500,560.82	\$ 1,448,507.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,750,797.61
CREDITS													
Credits for Operating Expenditures	\$ 729,149.57	\$ 704,205.16	\$ 1,130,343.01	\$ 813,227.83									\$ 3,376,925.57
Credits for Non-Operating Expenditures													
Payments on Capital Projects	\$ 5,900.00	\$ 60,594.74	\$ 8,240.00	\$ 19,325.04									\$ 94,059.78
Payments on Debt Service	\$ -	\$ 116,657.50	\$ 3,055,584.39	\$ -									\$ 3,172,241.89
Transfers to Debt Service Account	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00									\$ 800,000.00
Transfers to Capital Account	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers to Replacement Fund	\$ 74,617.00	\$ 71,174.00	\$ 63,860.34	\$ 68,353.18									\$ 278,004.52
Transfers to Deposit Refund Program	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers to Investment Account	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers to Escrow Account	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers to SML WTF Depreciation Fund	\$ -	\$ -	\$ -	\$ -									\$ -
Payments/Transfers to Economic Development Fund	\$ -	\$ 9,708.28	\$ 7,795.14	\$ -									\$ 17,503.42
Total Non-Operating Expenditures:	\$ 280,517.00	\$ 458,134.52	\$ 3,335,479.87	\$ 287,678.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,361,809.61
Total Credits (Oper. and Non-Oper.)	\$ 1,009,666.57	\$ 1,162,339.68	\$ 4,465,822.88	\$ 1,100,906.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,738,735.18
Ending Cash Balance	\$ 2,471,838.17	\$ 2,766,224.08	\$ 2,800,962.02	\$ 3,148,563.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Capital Improvement Projects (CIP) Tracking																	
ID	Task Name	Duration	Start	Finish	Budget	Spent	Remaining	% Done	Notes	Manager	2020		2021				
											Q3	Q4	Q1	Q2	Q3	Q4	
0	Total Active CIP Projects				\$3,309,000.00	\$904,281.46	\$2,404,718.54	59%									
1	FY 2018-2019 CIP																
2	Mariners Waterline Connection- Design	16 wks	Mon 7/2/18	Fri 10/19/18	\$45,000.00	\$22,700.00	\$22,300.00	100%	Design Complete. Construction is #34 below.	English							
3	Country Estates Neighborhood Line Extension	41.5 wks	Mon 12/24/18	Tue 6/30/20	\$108,000.00	\$88,713.00	\$19,287.00	50%	Under construction; about 1/2 way complete.	English,Ch							
4	Office Improvements- Parking Lot Design	91 wks	Mon 7/2/18	Fri 3/27/20	\$50,000.00	\$41,108.00	\$8,892.00	70%	Waiting on approval from VDOT. See #5 & #16 below.	English							
5	Office Improvements- Parking Lot Construction and Storm water Facilities. Funding increased with #21 below.	30 wks	Mon 3/30/20	Fri 10/23/20	\$200,000.00	\$0.00	\$200,000.00	0%	VDOT entrance waiver under review.	English							
6	Lake Vista Sewer Line Extension- Preliminary Engineering Report (PER)	20 wks	Mon 12/3/18	Fri 4/19/19	\$60,000.00	\$45,700.00	\$14,300.00	100%	Final report received. Project complete.	English							
7	Office Improvements- Admin Building- Flooring and Painting	26.8 wks	Mon 1/28/19	Thu 8/1/19	\$70,000.00	\$114,259.00	(\$44,259.00)	100%	Includes cost of moving and setting up new mobile units from Forest Middle School. Also added security cameras, and office furniture..	Key							
8	Purchase Track Skid Steer Loader	8.6 wks	Wed 7/17/19	Fri 9/13/19	\$70,000.00	\$75,502.00	(\$5,502.00)	100%	Purchase complete.	Cherro							
9	FY 2019-2020 CIP		Sat 7/1/17		\$2,706,000.00	\$516,299.46	\$2,189,700.54	55%									
10	Supplies and Tools		Sat 7/1/17		\$45,000.00	\$32,118.00	\$12,882.00	93%									
11	Customer Service Gateway antennae's	2 wks	Tue 8/13/19	Mon 8/26/19	\$15,000.00	\$9,515.00	\$5,485.00	50%	Purchased, still need to install it.	Mclvor							
12	Vehicle for Water Operations	12 wks	Wed 4/1/20	Tue 6/23/20	\$30,000.00	\$22,603.00	\$7,397.00	100%	Vehicle is in use in the fleet	Cherro							
13	Site Upgrades				\$658,000.00	\$113,206.31	\$544,793.69	57%									
14	Main Office	63.8 wks	Tue 8/13/19	Fri 10/30/20	\$181,000.00	\$37,694.31	\$143,305.69	83%									
15	Engineering Assistant Manager desk	37.2 wks	Mon 9/2/19	Mon 5/18/20	\$6,000.00	\$0.00	\$6,000.00	100%	Paid for under #17 (same invoice)	English							
16	Additional funding for Parking Lot Construction (in addition to item #10 above)	16 wks	Mon 7/13/20	Fri 10/30/20	\$100,000.00	\$0.00	\$100,000.00	0%	Comments issued on site plan, waiting for revisions.	English							
17	Annex Cubicles and chairs	40 wks	Tue 8/13/19	Mon 5/18/20	\$75,000.00	\$37,694.31	\$37,305.69	100%	Installed/delivered and invoice received for payment	English							
18	Central Water Treatment Plant	2 wks	Tue 8/13/19	Mon 8/26/19	\$140,000.00	\$36,853.00	\$103,147.00	17%									
19	Central Water Control Valve replacements	12 wks	Mon 11/4/19	Fri 1/24/20	\$80,000.00	\$0.00	\$80,000.00	0%		Deitrich							
20	Design for booster station & finished line for customers served by Central WTP	23.4 wks	Mon 1/20/20	Tue 6/30/20	\$60,000.00	\$36,853.00	\$23,147.00	25%	Special Project Review approved by County; reviewing final plans and specs.	Deitrich							
21	Central Wastewater Treatment Plant	2 wks	Tue 8/13/19	Mon 8/26/19	\$217,000.00	\$38,659.00	\$178,341.00	62%									
22	Patch and Seam asphalt	14 wks	Mon 3/16/20	Fri 6/19/20	\$30,000.00	\$0.00	\$30,000.00	0%	On hold due to COVID-19.	Ramsey							
23	PLC Controls- sand filter	10.6 wks	Mon 2/24/20	Wed 5/6/20	\$34,000.00	\$0.00	\$34,000.00	0%	On hold due to COVID-19.	Ramsey							
24	Central WWTP VFD's for EQ	31.8 wks	Tue 8/20/19	Fri 3/27/20	\$16,000.00	\$6,919.00	\$9,081.00	100%	Complete	Ramsey							
25	Replace roof in Control room & lab	9.8 wks	Tue 8/20/19	Fri 10/25/19	\$25,000.00	\$19,140.00	\$5,860.00	100%	Installation complete	Ramsey							
26	Heat and AC for Office in Shop	9 wks	Fri 8/30/19	Thu 10/31/19	\$6,000.00	\$7,800.00	(\$1,800.00)	100%	Installation complete	Ramsey							



1723 Falling Creek Road
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www.brwa.com

COMMITTEE MEETING SUMMARY

To: BRWA Board of Directors
From: Brian Key, Executive Director
Date: November 12, 2020
Re: Summary of November 10, 2020 Finance Committee Meeting

A meeting of the Finance Committee of the Bedford Regional Water Authority was held on **November 10, 2020 at 3:00 p.m.** in the **Board Room** of the Authority located in the **Annex** building at **1723 Falling Creek Road in Bedford County**. Due to COVID-19, only Committee members and staff were able to join the meeting in person.

Members Present: Cindy Gunnoe
Elmer Hodge
Thomas Segroves

Staff Present: Brian Key – Executive Director
Jill Underwood – Director of Finance
Rhonda English – Director of Engineering (virtual)
Nathan Carroll – Assistant Executive Director (virtual)
Whitney Quarles – Engineering Manager (virtual)

Guests: Barry Wilhelm – Schneider Electric (virtual)
Jason Stevens – Schneider Electric (virtual)
Quent Mather – Schneider Electric (virtual)

The following Agenda items were discussed:

1. Call to Order: Due to problems launching the Zoom meeting, the meeting began at approximately 3:04pm.
2. Review Schneider Electric contract for ESCO project: Mr. Key began with a short overview of the project. Mr. Carroll then presented a slide show with information about the six Energy Conservation Measures (ECMs) that were identified for the project. Mr. Wilhelm then discussed the financial aspects of the project.

The project has a not-to-exceed price of \$5,316,745, and the total guaranteed savings for the project is \$3,892,413. The amount of the bond financing is \$4,242,599, leaving the BRWA with a CIP contribution of \$1,074,146. In addition to the CIP expense, the Authority will be spending \$861,342 more than the energy savings that the project generates.

There are a large number of improvements identified as part of this project which need to be performed whether or not this ESCO contract is executed; several examples of this are a main electrical switch that doesn't meet current electrical codes, and a belt filter press which has exceeded it's useful life.



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Because of the number of improvements that are necessary, and the fact that CIP money would need to be spent at the WWTP with-or-without the ESCO project, the Committee agreed that the full scope of the project should be undertaken and they requested that a resolution be drafted for the Board's consideration to proceed with the project.

3. Review budget scenarios for potential release of spending restrictions: The Committee reviewed the financial impact of the pandemic on the operations of the Authority. They concurred with staff that the impacts from COVID were not as significant as was feared when the budget was adopted in the spring.

The committee was concerned about adopting the revised rates that were advertised in the spring, as they felt that many customers were likely dealing with financial hardships due to COVID; for this reason, they focused on reviewing expenses that could be increased based on existing revenue without consideration of any rate changes.

The committee requested that staff modify the option from the spring that allowed for increased spending with no rate increase, and add back in the set-asides for economic development support. They requested that the changes be brought to the Board at the November meeting with a resolution for the board to consider to modify the budget.

4. Review proposed changes to Policy 2.40, Adjustments: The committee reviewed some minor changes to the policy, and agreed to support a resolution for the changes to the Board.
5. Other business: The committee asked about the broadband progress, and a very brief summary was provided by Mr. Key.
6. Motion to Adjourn: The meeting adjourned at approximately 4:43pm.



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RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Nathan Carroll, Assistant Executive Director
Date: November 12, 2020
Re: Resolution 2020-11.01 – Energy Services Contract

Attached is a resolution for consideration to enter into an Energy Services Contract with Schneider Electric for the Central Wastewater Treatment Plant project as a result of a successful conclusion to the Investment Grade Audit (IGA). The project proposed will be guaranteed to provide substantial energy and operation and maintenance costs savings while also addressing significant deficiencies that currently exist at the treatment facility.



RESOLUTION
2020-11.01
Energy Services Contract

At a regular meeting of the Bedford Regional Water Authority ("Authority") Board of Directors, held in the Board Meeting Room at the Authority's Administrative Annex Building on the 17th of November 2020, beginning at 7:00 p.m.

WHEREAS, the Board of Directors authorized the Executive Director, through Resolution 2020-01.01, to enter into agreement with Schneider Electric Buildings Americas, Inc. ("ESCO") to conduct an Investment Grade Audit ("IGA") of select Authority facilities on January 21, 2020; and,

WHEREAS, the IGA has identified the opportunity for the Authority to realize guaranteed energy and operation and maintenance costs through six Energy Conservation Measures ("ECM") to be implemented at the Central Wastewater Treatment Plant; and,

WHEREAS, an Energy Services Contract ("Contract") has been prepared by the ESCO to provide and perform the ECMs set forth in the Contract Documents; and,

WHEREAS, the Finance Committee discussed the scope of the proposed Contract on November 10, 2020 and are recommending approval of the agreement to the Board of Directors; now,

THEREFORE, BE IT RESOLVED, that the Bedford Regional Water Authority Board of Directors authorize the Executive Director to execute the Contract with Schneider Electric Buildings Americas, Inc. that is substantially similar to the attached Contract in the amount not to exceed \$5,316,745. The Executive Director will execute the Contract following the final review, editing, and approval from legal counsel.

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

Being a motion from a committee, no second 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 November 17, 2020 at which a quorum was present and acting throughout, and that the same has not been amended or rescinded and is in full force and effect as of the date of the above mentioned meeting.

(SEAL)

Brian M. Key, Secretary,
Bedford Regional Water Authority

COMMONWEALTH OF VIRGINIA
CONTRACT BETWEEN OWNER AND DESIGN BUILD CONTRACTOR

This Contract dated this 17th day of November 2020 between Bedford Regional Water Authority ("Owner") and Schneider Electric Buildings Americas Inc. ("Contractor"), is binding among and between these parties as of the date of the Owner's signature.

RECITALS

1. The legal address for the Owner and for the Contractor and the addresses for delivery of Notices and other project documents are as follows:

Owner-

Attn- Mr. Nathan Carroll

Address- 1723 Falling Creek Road

City, State, Zip- Bedford, VA 24523

Telephone 540-586-6091

FAX N/A

Contractor -

Attn- Mr. Barry K. Wilhelm

Address- 6800 Paragon Place, Suite 470

City, State, Zip- Richmond, VA 23230

Telephone 540-798-3220

FAX N/A

Contractor's Virginia License #: 2705 072744A

FEIN/SSN: 75-2066352

2. The Project is identified as:
Project Title – Central Wastewater Plant Energy Project

Project Code – PC19P0111

General Project Description – Energy and Operational Upgrades to the Central Wastewater Plant

3. The Virginia licensed Architect / Engineer who will design the Project is identified as:
Architect/Engineer – Schneider Electric Buildings Americas, Inc.

Address – 6800 Paragon Place, Suite 470

City, State, Zip- Richmond, VA 23230

Telephone 540-798-3220

FAX 804-330-9002

4. The Project Code (PC#) indicated above is required to be shown for identification purposes on all project-related material and documents including, but not limited to, Notices, Change Orders, Submittals,

(Rev. 04/13)

Requests For Information, Requests For Quotes, Field Orders, minutes of meetings, correspondence, Schedule of Values and Certificate For Payment (Form CO-12), test reports, and related material.

5. After competitive negotiation pursuant to the Virginia Public Procurement Act, Contractor is awarded this Contract to perform the Work described by the Contract Documents for the above-described project ("the Project").

THEREFORE, in consideration of the Recitals set forth above, and good and valuable consideration as set forth below, the parties agree as follows:

1. **STATEMENT OF WORK:** The Contractor shall furnish all labor, equipment, and materials and perform all Work for the design and the construction of the Project in strict accordance with the Contract Documents.
2. **CONTRACT DOCUMENTS:** This Contract shall consist of the following:
 - this Contract Between Owner and Contractor (CO-9 DB Contract);
 - the General Conditions of the Design Build Contract, 2013 edition (Form CO7), (referred to as the "General Conditions");
 - Energy Special Terms and Conditions for ESCO Contract Under the CO-9 DB
 - Energy Services Contract dated November 17, 2020 including
 - Attachment A – Design Intent Documents
 - Attachment B – Construction Phasing Plan
 - Attachment C – Design Drawings
 - Attachment D – Equipment Data

All of these documents are incorporated herein by reference.

3. **TIME FOR COMPLETION:** The Work shall be commenced on a date to be specified in a written order of the Owner and shall be Substantially Completed within 420 calendar days or not later than the Contract Completion Date which is January 31, 2022. The Work as agreed upon shall be finally completed within 60 days after the date of Substantial Completion of the Work.
4. **COMPENSATION TO BE PAID TO THE CONTRACTOR:** The Owner agrees to pay and the Contractor agrees to accept as just and adequate compensation for the performance of the Work in accordance with the Contract Documents the sum of

Five million, three hundred sixteen thousand, seven hundred and forty-five dollars (\$5,316,745)

5. **PAYMENTS:** The procedures for establishing a Schedule of Values for the Work, for requesting monthly progress payments for Work in place, and for requesting payments for properly stored materials are stated in the General Conditions. Unless otherwise provided under the Contract Documents, interest on payments due the Contractor shall accrue at the rate of one percent per month. § 2.2-4355 of the Code of Virginia.

6. **CONTRACTUAL CLAIMS:** Any contractual claims shall be submitted in accordance with the contractual dispute procedures set forth in Section 47 of the General Conditions and the supplemental instructions or procedures of the contracting State Agency, if any, attached to this Contract.
7. **NON-DISCRIMINATION:** §2.2-4311 of the Code of Virginia applies to this contract. See Section 4 of the General Conditions.
8. **AUTHORIZATION TO TRANSACT BUSINESS**
The A/E certifies that, if it is organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership, it is authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia, or as otherwise required by law, and that it shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 or Title 50, to be revoked or cancelled at any time during the term of the Contract. The Contractor understands and agrees that the Owner may void this Contract if the Contractor fails to comply with these provisions.
9. **DEBARMENT AND ENJOINMENT:** By signing contract, the undersigned certifies that this Contractor or any officer, director, partner or owner is not currently barred from bidding on contracts by any Agency of the Commonwealth of Virginia, or any public body or agency of another state, or any agency of the federal government, nor is this Contractor a subsidiary or affiliate of any firm/corporation that is currently barred from bidding on contracts by any of the same.
10. ***“ALL RISK” BUILDER’S RISK INSURANCE:*** *As this project is a modification to an existing building, in accordance with Section 12(c) of the General Conditions, the requirements of Section 12(a) of the General Conditions do not apply.*

IN WITNESS WHEREOF, the parties hereto on the day and year written below have executed this agreement in two (2) counterparts, each of which shall, without proof or accountancy for the other counterparts, be deemed an original thereof.

For the Contractor:

Schneider Electric
(Contractor)

By: _____
(Signature in ink) (Date)

Name: _____

Title: _____

ATTEST: _____
(Signature) (Date)

For the Owner:

Bedford Regional Water Authority
(Owner)

By: _____
(Signature in ink) (Date)

Name: _____

Title: _____

ATTEST: _____
(Signature) (Date)

ENERGY SERVICES CONTRACT

This is an Energy Services Contract (this "Contract") by and between Schneider Electric Buildings Americas, Inc. ("ESCO") and [Bedford Regional Water Authority] ("Customer"), dated November 17, 2020 (the "Effective Date ") whereby ESCO agrees to provide and perform the energy conservation measures ("ECMs") set forth in the Contract Documents including the Schedules and Exhibit(s) listed below and incorporated fully herein, subject to the terms and conditions set forth herein:

Schedule A: Scope of Work

Schedule B: Performance Assurance Support Services Agreement

Schedule B: Exhibit A – Performance Assurance Support Services

Schedule C: Performance Guarantee

Schedule D: Measurement & Verification ("M&V") Plan

Schedule E: Customer Responsibilities for Performance Guarantee

**Bedford Regional Water
Authority
Virginia**

**Schneider Electric Buildings
Americas, Inc.**

By _____ (Signature)	By _____ (Signature)
Print Name _____	Print Name _____
Title _____	Title _____

DEFINITIONS

1. "Actual Savings" is defined as the sum of the total savings realized using the procedures for measured of savings as set forth in Schedule D plus all adjustments and non-measured savings.
2. "Annual Savings Guarantee" is the amount of the Actual Savings that is guaranteed by ESCO for a twelve (12) month period beginning on the Savings Guarantee Commencement Date and any subsequent twelve (12) month anniversary thereafter.
3. "Change Order" is defined as a written change to the Project executed by both parties.
4. "Contract Documents" consist of this Contract with the terms and conditions set forth herein, the Schedules identified above, and any mutually agreed upon written modification issued after execution of this Contract as provided in a Change Order. The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by ESCO.
5. "Date of Commencement" is the later of the date first written above or the date funding occurs.
6. "Day" as used herein shall mean calendar day unless otherwise specifically designated.
7. "Excess Savings" is the amount of Actual Savings in excess of the Performance Guarantee to date including any savings achieved during construction.
8. "Guarantee Year" is the twelve (12) month period beginning on the Savings Guarantee Commencement Date and each subsequent twelve (12) month anniversary thereafter.

9. "Performance Guarantee" is the sum of the Annual Savings Guarantee for each year of the guarantee term as set forth in Schedule C unless terminated earlier in accordance with the Contract Documents.
10. "Performance Period" is defined as the period beginning on the Savings Guarantee Commencement Date and extending through the time period as defined in the Performance Guarantee.
11. "Project" refers to scope of work, as set forth in Schedule A: Scope of Work, made to facilities of Customer.
12. "Savings Guarantee Commencement Date" means the first day of the first utility billing period following the month in which ESCO delivers to Customer the project warranty letter.
13. "Substantial Completion" refers to and shall mean the date the individual scopes of work are sufficiently implemented in accordance with the Contract Documents that Customer may utilize the Project for the use for which it is intended, and is fully complete except for minor items, adjustments and/or corrections.
14. "Warranty Period" is for one (1) year from the dates set forth in the project warranty letter.
15. "Work" means the services required by the Contract Documents, whether completed or partially completed and, includes all labor, materials, equipment and services provided or to be provided by ESCO to fulfill ESCO'S obligations. The Work may constitute the whole or a part of the Project.

TERMS AND CONDITIONS OF IMPLEMENTATION PORTION OF CONTRACT

ARTICLE 1 – DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

1.1 ESCO projects it will achieve Substantial Completion of the Work within 420 days from Date of Commencement (the “Contract Time”), subject to adjustments of this Contract Time as provided in the Contract Documents.

ARTICLE 2 – CONTRACT PRICE AND PAYMENTS

2.1 The total of all implementation contract payments shall be \$5,316,745 (the “Contract Price”). ESCO shall invoice Customer for construction progress payments which shall be paid to ESCO monthly based on the percentage completion of items delineated on a “Schedule of Values” completed during the prior month. The Schedule of Values will be developed by ESCO and provided to Customer at the beginning of project implementation. The Schedule of Values will be based upon the project cost less the Project Mobilization Payment. Payment of invoice is due thirty (30) days after the invoice application date. If receipt of any payment exceeds the thirty (30) days after the invoice application date, Customer shall pay to ESCO a 1% late penalty per month and ESCO reserves the right to terminate this Contract due to non-payment upon seven (7) days prior written notice.

2.2 Within ten (10) days of the Date of Commencement, Customer shall make payment to ESCO for expenses incurred to date, including but not limited to engineering, development, expenses and project mobilization expenses, of 10% of the Contract Price for project start-up and mobilization, equipment and material procurement, bonds and other expenses. The costs incurred to date and the project mobilization expenses is the total “Project Mobilization Payment” in the amount of not to exceed 25% of the implementation contract payment total of the Contract Price.

2.3 For the initial one (1) year beginning at the Savings Guarantee Commencement Date, Customer shall receive the services as described in the Performance Assurance Support Services Agreement at no additional cost. Thereafter, the Performance Assurance Support Services Agreement shall automatically renew for a period of one (1) year, whereby Customer can maintain the current service, upgrade the level of service, or terminate, as provided for in Schedule B.

2.4 Final payment for the Work shall not become due until ESCO has delivered to Customer a complete release of all liens arising out of this Contract covering all labor, materials, and equipment for which a lien could be filed, or a bond satisfactory to Customer to indemnify Customer against such lien.

ARTICLE 3 – CUSTOMER

3.1 Except for permits and fees that are explicitly the responsibility of ESCO under the Contract Documents, Customer shall secure and pay for necessary approvals, inspections, easements, assessments and charges required for the use or occupancy of permanent structures or permanent changes in facilities, including, but not limited to inspections for concrete and/or earthen compaction, where applicable.

3.2 If ESCO fails to correct Work that is not in material accordance with the requirements of the Contract Documents within the Warranty Period (“Defective Work”) or repeatedly fails to carry out the Work in accordance with the Contract Documents, Customer shall provide written notice to ESCO detailing any alleged deficiencies. If the noticed deficiencies are not resolved within thirty (30) days of receipt of the written notice, Customer may order ESCO to stop the Work, or any portion thereof, until the cause for such order has been eliminated. However, the right of Customer to stop the Work shall not give rise to a duty on the part of Customer to exercise this right for the benefit of ESCO or any other person or entity.

3.3 Customer agrees to repair or replace as necessary any defective existing equipment that is intended to be reused.

3.4 Information under Customer's control shall be furnished by Customer with reasonable promptness as requested by ESCO.

3.5 Customer shall notify ESCO in writing of any or all uses or restrictions in usage of all areas of Customer's facility or the location of the Project.

3.6 The foregoing are in addition to any other duties and responsibilities of Customer set forth herein or in any other Contract Documents, including but not limited to those duties and responsibilities set forth in Schedule E.

3.7 Customer shall provide facility access adequate to the requirements of ESCO and their subcontractors. Keys, access cards, and/or escorts will be provided for all facilities involved in the scope of Work in a quantity sufficient to facilitate execution of scopes at multiple locations with multiple trades. Customer assumes all liability and risk of loss for providing such access. Customer is subject to change orders for delays resulting from limited or restricted access for scheduled or previously coordinated work. Keys and/or access cards will be issued to ESCO project personnel and subcontractor site foreman or lead personnel as necessary.

ARTICLE 4 – ESCO

4.1 ESCO shall supervise and direct the Work, using ESCO'S skill and attention. ESCO shall be solely responsible for and have control over means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless Contract Documents give other specific instructions concerning these matters.

4.2 Unless otherwise provided in the Contract Documents, ESCO shall provide and pay for labor, materials, tools, equipment and machinery necessary for the proper execution and completion of the Work.

ESCO warrants to Customer for a period of one (1) year from the corresponding dates of each project substantial completion letter per scope of work that the materials and equipment manufactured by ESCO will be of good quality and new unless the Contract Documents require or permit otherwise, and further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. ESCO'S warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by or for ESCO, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. ESCO shall repair or replace defective material or equipment and re-perform Work to correct any defect within the Warranty Period.

4.3 Unless otherwise provided in the Contract Documents, ESCO shall pay sales, consumer, use, and other similar taxes which are legally enacted when bids are received or negotiations concluded, whether or not effective or merely scheduled to go into effect, and shall secure and pay for the building permit and other permits, licenses and inspections necessary for proper execution and completion of the Work.

4.4 ESCO shall comply with and give notices required by laws, ordinances, rules, regulations, and lawful orders of public authorities bearing on performance of the Work.

4.5 ESCO shall keep the premises and surrounding areas free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, ESCO shall remove from and about Project waste materials, rubbish, ESCO'S tools, equipment, machinery and surplus material.

4.6 ESCO shall provide Customer access to the Work in preparation and progress wherever located.

4.7 ESCO shall pay all royalties and license fees, shall defend Customer from suits or claims for infringement of patent rights, and shall hold Customer harmless from loss on account thereof.

4.8 Except to the extent of the negligence or willful misconduct of Customer, or its agents, representatives, employees, officers, directors or assigns, ESCO shall indemnify and hold harmless Customer, and agents and employees thereof from and against all third party claims, damages, losses and expenses, including, but not limited to, reasonable attorney's fees, arising out of or resulting from performance of the Work provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (including the Work itself), but only to the extent caused in whole or in part by negligent acts or omissions of ESCO, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable.

ARTICLE 5 – N/A

ARTICLE 6 – SUBCONTRACTS

6.1 A Subcontractor is a person or entity who has a direct contract with ESCO to perform a portion of the Work at the site.

6.2 Unless otherwise stated in the Contract Documents or the bidding requirements ESCO, if requested in writing by Customer, shall furnish in writing to Customer the names of the Subcontractors to whom ESCO plans to award Work. Contracts between ESCO and Subcontractors shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to ESCO by the terms of the Contract Documents, and to assume all the obligations and responsibilities which ESCO, by the Contract Documents, assumes toward Customer.

ARTICLE 7 – CHANGES IN THE WORK

7.1 Customer may request changes in Work consisting of additions, deletions or modifications, whereby, the Contract Price, Contract Time and/or Performance Guarantee shall be adjusted accordingly. Such changes in the Work shall be authorized by written Change Order that shall be mutually agreed to and signed by Customer and ESCO. The parties shall negotiate in good faith and use their best efforts to execute any Change Order, and any Change Order must be fully executed in writing by Customer and ESCO prior to any actual changes being implemented.

7.2 The cost or credit to Customer from a change in the Work shall be determined by mutual agreement and, in the absence of a mutual agreement being reached within a reasonable amount of time after the request for such Change Order was made, the cost or credit to Customer shall be decided by the dispute resolution process as provided in the Contract Documents.

7.3 In the event of any suspension or delay due to the acts or omissions of Customer or Customer directives to stop Work for any reason, through no fault of ESCO, the Contract Time for Substantial Completion shall be extended to reflect such period of interruption and the Contract Price shall be equitably adjusted to recover ESCO'S costs of demobilization, delay and remobilization related to such suspension or delay. ESCO agrees it will cooperate with Customer and mitigate such costs to the extent and efforts commercially reasonable. If such suspension or delay continues for more than ninety (90) consecutive days, through no act or fault of ESCO, ESCO may terminate this Contract and recover from Customer payment for Work executed, including reasonable overhead and profit, costs incurred by reason of such termination and damages.

ARTICLE 8 – TIME

8.1 The date of Substantial Completion is the date certified by ESCO in accordance with Article 9.3.

8.2 If ESCO is delayed at any time in progress of the Work by changes ordered in the Work, by labor disputes, fire, unusual delay in deliveries, abnormal adverse weather conditions not reasonably anticipatable, unavoidable casualties or any other causes which are beyond the control of ESCO, then the parties hereto agree to execute a Change Order allowing for a mutually agreeable extension of time for performance of ESCO'S Work to cover such delay.

8.3 **DISCLAIMER:** Customer acknowledges that the prevailing COVID-19 epidemic/pandemic and the evolving situation surrounding the same may trigger stoppages, hindrances and/or delays in ESCO's (or its subcontractors' or suppliers') ability or capacity to perform the contracted work and/or to produce, deliver, install or service any applicable products, irrespective of whether such stoppages, hindrances and/or delays are due to measures imposed by authorities or deliberately implemented by ESCO (or its subcontractors or suppliers) as preventive or curative measures to avoid harmful contamination or exposure of ESCO's (or its subcontractors' or suppliers') employees. Customer therefore recognizes that such circumstances shall be considered as a cause for excusable delay and shall not expose ESCO to contractual sanctions (including without limitation delay penalties, liquidated damages or other damages) or termination for default.

ARTICLE 9 – PAYMENTS AND COMPLETION

9.1 Payments shall be made as provided in Article 2 of the Contract.

9.2 Payments may be withheld on account of (1) Defective Work not remedied per Article 3.2, (2) failure of ESCO to make payments properly to the Subcontractors or for labor, materials or equipment, or (3) repeated failure to carry out the Work in accordance with the Contract Documents.

9.3 Upon Substantial Completion of each portion of the Work, ESCO will issue a project substantial completion letter per scope of work to Customer.

9.4 Final payment shall not become due until ESCO has delivered to Customer a complete release of all liens arising out of this Contract covering all labor, materials, and equipment for which a lien could be filed.

9.5 The making of final payment shall constitute a waiver of claims by Customer except those arising from (1) liens, claims, security interests or encumbrances arising out of the Contract and which are unsettled, (2) failure of the Work to comply with the requirements of the Contract Documents, or (3) terms of special warranties required by the Contract Documents.

ARTICLE 10 – PROTECTION OF PERSONS AND PROPERTY

10.1 ESCO shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract. ESCO shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to (1) employees on the Work and other persons who may be affected thereby, (2) the Work and materials and equipment to be incorporated therein, and (3) other property at the site or adjacent thereto.

10.2 ESCO shall give notices and comply with applicable laws, ordinances, rules, regulations and lawful orders of public authorities bearing on safety of persons and property and their protection from damage, injury or loss.

10.3 The scope of work or service to be performed by ESCO pursuant to this Contract, and the compensation to be paid to ESCO hereunder for Work or services performed, expressly exclude any Work or service of any nature associated or connected with the identification, abatement, cleanup, control or removal of environmentally hazardous materials beyond what is specifically defined and identified in Schedule A of this Contract. "Hazardous Materials" to include, but not be limited to, asbestos and PCBs discovered in or on the premises. Customer agrees that all duties and obligations in connection with any hazardous materials located in or on the premises, other than those defined in Schedule A, are strictly the responsibility of Customer. Customer will provide any hazardous materials testing documentation and reports, and information from previous sources or vendors used in hazardous materials testing. Customer warrants and represents to the best of Customer's knowledge there are no hazardous materials in or on the premises which will affect, be affected by, come in contact with, or otherwise impact upon or interfere with the Work to be performed by ESCO pursuant to this Contract.

10.4 Should ESCO become aware or suspect the presence of hazardous materials beyond those to be addressed in Schedule A during performance of its Work under this Contract, ESCO will be authorized to cease Work in the affected area immediately, and will promptly notify Customer of the conditions discovered. Should ESCO stop Work because of the discovery or suspicion of hazardous materials, the time for performance of ESCO'S Work or service will be extended to cover the period required for abatement, cleanup, or removal of the hazardous materials. ESCO will not be held responsible for any claims, damages, costs, or expenses of any kind associated with the period during which ESCO has stopped Work as a result of hazardous materials. If appropriate, ESCO will be entitled to an equitable adjustment of the Contract Price for any increased costs or other charges incurred by ESCO in connection with the existence of its rights under this paragraph.

10.5 Customer will be responsible for taking all necessary steps to correct, abate, clean up, or control hazardous materials not addressed by ESCO in Schedule A in accordance with all applicable statutes and regulations.

ARTICLE 11 – INSURANCE AND BONDS

11.1 ESCO shall maintain adequate levels and types of insurance coverage appropriate to its business and profession and as may be required by applicable law and the Contract Documents. Such insurance shall be in companies authorized to do business in the jurisdiction in which the Project is located with an A.M. Best's rating of at least A- VII and as a minimum shall include Workers' Compensation and Employer's Liability at statutory limits, Automobile Liability covering all owned, hired and other non-owned vehicles and Commercial General Liability covering public liability, property damage and completed operations with limits not less than \$2,000,000 per occurrence. Certificates of such insurance shall be provided to Customer prior to commencement of the Work.

11.2 If required in the Contract Documents, and upon Customer's request and expense, ESCO shall provide payment and performance bonds for 100% of the Contract Price to secure the faithful performance of the Work, compliance with the terms of this Contract and to insure ESCO'S payment obligations to its Subcontractors and suppliers related to the Work. Notwithstanding any provision to the contrary herein, any payment and performance bonds associated with this Contract guarantee only the performance of the installation portion of the Contract, and shall not be construed to guarantee the performance of: (1) any efficiency or energy savings guarantees, (2) any support or maintenance service agreement, or (3) any other guarantees or warranties with terms beyond one (1) year in duration from the completion of the installation portion of the Contract.

ARTICLE 12 – TERMINATION OF THE CONTRACT

12.1 If Customer fails to make payments to ESCO as required in this Contract, through no fault of ESCO, ESCO may, upon thirty (30) days written notice to Customer, terminate the Contract and recover from Customer payment for all Work executed and for proven loss with respect to materials, equipment, tools, and machinery, including reasonable overhead, profit and damages applicable to the Project.

12.2 If Customer (1) fails or neglects to maintain Customer responsibilities as set forth in Schedule E, or (2) fails to fulfill any of its other obligations or responsibilities under the Contract Documents, ESCO may, after delivery of written notice and providing Customer thirty (30) days to cure, terminate the Contract, including, but not limited to the termination of any obligation of ESCO to provide the Performance Guarantee.

12.3 If ESCO breaches a material provision of this Contract, Customer has provided written notice to ESCO detailing the alleged breach, and within thirty (30) days of receipt of the written notice the alleged breach is either not cured or ESCO has not diligently commenced to cure such breach, Customer may make good such deficiencies and may deduct the cost thereof from the payment then or thereafter due ESCO.

12.4 Termination of any of the Contract Documents shall release ESCO of all remaining obligations under all the Contract Documents as of the effective date of such termination.

12.5 Any remedies provided for in this Article 12, shall not be exclusive of any additional remedies available to a party pursuant to this Contract, in equity or in the law.

ARTICLE 13 – OTHER CONDITIONS OR PROVISIONS

13.1 If any provision of this Contract is determined to be invalid, illegal, or unenforceable as written, such provision shall be construed consistent with and to the fullest extent permitted under the law, and any such determination shall not affect or impair the validity, legality and enforceability of the remaining provisions.

13.2 Nothing herein shall be deemed to establish a relationship of principal and agent between ESCO and Customer, or any of their respective agents or employees, and this Contract and the Contract Documents may not be construed as creating any form of legal association or arrangement that would impose liability upon one party for the act or failure to act of the other party.

13.3 This Contract shall be governed by the laws of the state where the Project is located.

13.4 As between Customer and ESCO, any applicable statute of limitation shall commence to run and any alleged cause of action shall be deemed to have accrued (1) not later than the date of Substantial Completion for acts or failures to act occurring prior to the relevant date of Substantial Completion, or (2) not later than the date of the relevant act or failure to act by either party for acts or failures to act occurring after the date of Substantial Completion.

13.5 ESCO shall prepare and provide and Customer agrees to participate in press release(s) and business case studies limited to the business relationship with ESCO and Customer's use of ESCO's services. Customer agrees to grant ESCO the right to use Customer's trademarks, for the term contained herein, in connection with press releases, case studies or website marketing, advertisement, promotion, sale, and distribution of ESCO's services. Prior written notice of use shall be provided to Customer by ESCO and Customer's written approval is necessary for any press releases or case studies.

13.6 This Contract sets forth the entire understanding between the parties and supersedes all prior oral or written understandings relating to the subject matter herein. This Contract may not be altered or modified except by a written instrument signed by a duly authorized representative of each party.

SCHEDULE A

SCOPE OF WORK

Customer hereby acknowledges and agrees that the scope of work shall be limited to, and ESCO shall only perform, the following:

A brief description for the scope of work for each Energy Conservation Measure (ECM) is indicated below. Detailed technical descriptions for each ECM are embedded within the accompanying Design Intent Documents (DIDs) in **Attachment A**.

ECM 1 – PRE-AERATION OPTIMIZATION

- Demolish existing fine bubble diffusers and diffuser headers in each basin and low-pressure air (LPA) piping supplying air to the Pre-Aeration Basins.
- Install (1) submersible mixer in each of the two Pre-Aeration Basins.
- Provide power to submersible mixers from outdoor motor control center (MCC) currently feeding the Aerobic Digester blowers.
- Retrofit outdoor MCC with compatible NEMA 1 starters for the mixers after the existing starter sections in the MCC are demolished.
- Install vendor-supplied local control panel (LCP) next to Pre-Aeration Basins on top of new equipment pad.
- Interface LCP with new Aeration Control Panel to allow for monitoring and remote manual control of the mixers.
- Include high temperature alarm, seal failure alarm, amperes, and run hours for applicable equipment, controlled and/or monitored by new Aeration Control Panel.

ECM 2 – EQUALIZATION BASIN OPTIMIZATION AND BLOWER REPLACEMENT

- Replace existing centrifugal blowers with rotary lobe blowers equipped with variable frequency drives (VFDs).
- Install manual butterfly valves (BFVs) for isolation and (1) venturi flow meter downstream of the blowers.
- Connect new LPA piping to the existing LPA piping supplying air to the Equalization Basin.
- Demolish existing MCC starter sections and wall mounted disconnects in the Chemical Feed Building.
- Install new panelboard in the Chemical Feed Building and connect new conductors (pulled through existing conduit) from the existing automatic transfer switch (ATS) to the new panelboard.
- Feed new panelboard into the existing MCC and install new breakers to distribute power to the new blowers.
- Install conductors through the existing conduit and junction boxes from disconnects to the blower terminal box.
- Install 120V circuit from the existing 120V panelboard within the Chemical Feed Building to the blower and basin instruments.
- Install new ultrasonic level sensor in the Equalization Basin.
- Install new Aeration Control Panel.
- Interface blower LCPs with the new Aeration Control Panel to allow for monitoring of the Equalization Basin blowers and input of the Equalization Basin level setpoint.

ECM 3 – PROCESS AERATION UPGRADE

- Replace existing centrifugal blowers with rotary lobe blowers on variable frequency drives (VFDs).

- Demolish the existing LPA piping at the blower discharge and replace with new stainless-steel piping.
- Replace and re-route LPA piping between the blowers and the Zones 1-3 Aeration Basins.
- Install rotary lobe blowers equipped with VFDs for the Zone 4 Aeration Basins.
- Install new LPA piping between the Zone 4 Aeration Basin blower headers and the basin drop legs.
- Install new starters and breakers in outdoor MCC serving current Aerobic Digester blowers to feed the new Zone 4 Aeration Basin blowers.
- Install new conductors and duct bank from the MCC to the Zone 4 Aeration Basin blower pad.
- Power new instruments from 120V panelboard in the MCC.
- Install dissolved oxygen (DO) probes and transmitters in aeration zones 2E and 2W.
- Install motorized BFVs and venturi flow meters on the east and west train LPA headers supplying air to zones 1-3E and zones 1-3W.
- Install new pressure transmitter on the common zones 1-3 aeration blower discharge header.
- Install DO probes and transmitters in aeration zones 4E and 4W.
- Install motorized BFVs and venturi flow meters on the east and west train LPA headers supplying air to zone 4E and 4W.
- Install new pressure transmitter on the common Zone 4 Aeration Basin blower discharge header.
- Interface aeration blower LCPs with the new Aeration Control Panel to allow monitoring of the aeration blowers and input of the pressure setpoints for blower control.
- Include blower motor amperes and run hours for applicable equipment, controlled and/or monitored by new Aeration Control Panel.

ECM 4 – AEROBIC DIGESTER OPTIMIZATION

- Replace existing positive displacement blowers with rotary lobe blowers equipped with VFDs.
- Reconfigure LPA piping near the headers to accommodate new blowers.
- Install manual BFVs for isolation of each blower.
- Demolish starter sections in the outdoor MCC feeding the existing blowers.
- Install new breakers and starters for new blowers.
- Install new conductors in existing conduit (and extended as needed) from the MCC to the new blower motor terminal boxes.
- Install new level sensor in each digester.
- Install new Digester Control Panel.
- Interface vendor-supplied blower LCPs with the Digester Control Panel to allow for monitoring of the blowers and input of the level setpoint for blower control.

ECM 5 – SLUDGE DEWATERING UPGRADE

- Replace existing belt filter press (BFP) with new BFP with a hydraulic unit and screw conveyor.
- Connect 4-inch sludge piping to the new BFP.
- Install inline sludge-polymer mixing system consisting of a pump with polymer injection port and venturi mixer.
- Install new polymer unit to pump polymer to the sludge-polymer mixing system from the existing polymer tanks.
- Connect the filtrate and belt wash water to the existing drain line.
- Demolish all conduit and cable feeding the existing BFP (leave existing starters in the MCC as future spares).
- Install new breaker in the MCC to feed into the vendor-supplied control panel for the new BFP system. This control panel will contain all starters/VFDs for motors associated with the BFP system.
- Install new conduit and cable from the control panel to each motor in the new BFP system.
- Install vendor-supplied control panel.
- Interface existing sludge feed pumps with the new control panel to provide start/stop control and status monitoring of the pumps.

- Include low water pressure and belt alignment alarms for applicable equipment, controlled and/or monitored by new vendor-supplied control panel.

Clarifications and Exclusions

1. Customer will be responsible for changing point of service for all electrical loads served/interrupted by ESCO's work.
2. In instances of conflict between scope documents, the precedence is: 1) Schedule A Scope of Work, 2) Attachment A - Design Intent Document, and 3) Attachment C – Design Drawings and Attachment D – Equipment Data
3. Customer will be responsible for draining and removing solids from the pre-aeration basins, in order for ESCO to remove the existing diffusers.
4. Customer will be responsible for filling the pre-aeration basins, after ESCO is done installing the new mixers.
5. ESCO excludes the replacement of any diffuser systems, including headers, supports, assemblies, membranes, or retaining rings.
6. ESCO excludes the cost of obtaining permits from applicable authorities having jurisdiction.
7. ESCO excludes all unforeseen AHJ requirements & fees, if not included in scope of work.
8. ESCO excludes the cost of all AHJ and third-party inspection.
9. ESCO excludes all additional seismic and or structural support, engineering, and upgrades to systems or components outside of the scope of work outlined above.
10. ESCO excludes costs for schedule delay for contract execution. After 90 days, Customer will be responsible for additional costs incurred by ESCO.
11. ESCO excludes repair of coating, structural, etc. deficiencies identified after draining and/or cleaning of basins, digesters, etc. Any repairs are an impact to cost and/or schedule.
12. ESCO excludes all unforeseen conditions.
13. ESCO excludes all work not explicitly stated in the contract documents.
14. ESCO excludes replacement and/or repair of existing duct banks.
15. ESCO excludes the replacement or repair of all slide gates.
16. ESCO excludes any rock excavation.
17. ESCO is not responsible for delays related to or caused by the COVID-19 Coronavirus.
18. ESCO excludes all provisions for classified or explosion proof areas. (none identified)
19. ESCO excludes integration of existing or new local / vendor control panels with existing SCADA including but not limited to modification or expansion of data/ telecom infrastructure and equipment, modification or expansion of existing SCADA hardware and software, and modification or expansion of existing instrumentation
20. ESCO excludes piping heat trace and insulation.
21. ESCO excludes asbestos, lead, or other hazardous material work or associated cost.

22. ESCO excludes lightning protection.
23. ESCO excludes seismic bracing.

Assumptions

1. Contract scope/DID have been developed based on specifications/datasheets provided in Appendix D. Revisions and/or modifications to these specifications/datasheets is an impact to cost and/or schedule.
2. ESCO has developed the Scope of Work under the understanding that Customer has provided ESCO all relative insight and inherent knowledge on the operation of the facilities, any deficiencies of the facilities and/or equipment, and any requirements or specifications to be included as part of the Scope of Work.
3. ESCO is not required to provide mixing in the Equalization Basins while EQ Blowers are shutdown during their replacement.
4. ESCO can shutdown aeration blowers for a maximum of 8 hours before ESCO is required to provide temporary power.
5. Customer can store sludge in digesters and drying beds for 45 days during BFP shutdowns before ESCO is required to provide temporary dewatering equipment. If temporary dewatering equipment is required, ESCO will furnish and connect the equipment and Customer will operate the equipment. Maximum time for temporary dewatering equipment is 30 days.

SCHEDULE B

PERFORMANCE ASSURANCE SUPPORT SERVICES AGREEMENT

This Performance Assurance Support Services Agreement ("Agreement"), is by and between Schneider Electric Buildings Americas, Inc. ("ESCO"), and "[Customer Legal Name Here]" ("Customer"). To the extent that the terms and conditions in this Agreement conflict with the terms and conditions in the Contract, the terms and conditions of this Agreement shall control. Any capitalized terms used and not defined herein are as defined in the Contract.

Customer Legal Name Here

**Schneider Electric Buildings
Americas, Inc.**

By _____ (Signature)	By _____ (Signature)
Print Name _____	Print Name _____
Title _____	Title _____
Date _____	Date _____

A. TERM

This Agreement shall commence at the Savings Guarantee Commencement Date and continue for one (1) year (the "Initial Term") and shall automatically renew for additional one (1) year periods thereafter. After the Initial Term, Customer may terminate this Agreement at any time prior to thirty (30) days to the end of the then current term.

NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED HEREIN, OR IN ANY CONTRACT DOCUMENT, IN THE EVENT THAT THIS AGREEMENT IS CANCELED OR TERMINATED BY CUSTOMER FOR ANY REASON, THE PERFORMANCE GUARANTEE SET FORTH IN SCHEDULE C SHALL BE DEEMED TO HAVE BEEN MET AND FULFILLED, NULL AND VOID AND OF NO FURTHER FORCE OR EFFECT AS OF THE EFFECTIVE TERMINATION DATE OF THIS AGREEMENT AND ESCO SHALL HAVE NO FURTHER OBLIGATIONS OR LIABILITIES ASSOCIATED WITH SUCH PERFORMANCE GUARANTEE.

B. SERVICE SCOPE AND PAYMENT

ESCO shall provide the Performance Assurance Support Services (the "Services") to Customer as set forth in Exhibit A, Section 1 during the Initial Term.

After the end of Initial Term and each subsequent term thereafter, Customer may either (1) continue with the same level of Services as set forth in the previous term, (2) change the Services level by selecting one or more of the options as set forth in Exhibit A, Section 2 if any of this Agreement, or (3) terminate this Agreement and the Performance Guarantee in accordance with the termination provisions contained herein.

The available Services options may be amended from time to time at the sole discretion of ESCO.

1. After the Initial Term, the prices set forth in Exhibit A shall be adjusted upwards annually in accordance with the increase in Consumer Price Index ("CPI").
2. After the Initial Term, payment under this Agreement is due within thirty (30) days of the start of that year's term. ESCO reserves the right to add 1.5% per month to any balance due beyond thirty (30) days of invoice date. Customer acknowledges and understands that all charges are exclusive of any applicable federal, state, or local use, excise, sales taxes or similar fees whether charged to or against ESCO or Customer for the Services. Customer may utilize purchase orders for ease of administration and ordering purposes in implementation of this Agreement (to include: specific products or services, scope of work, quantities, price and delivery terms only), however, no pre-printed, additional, inconsistent or different terms contained or referenced in such purchase order shall have any force or effect, it being the intent of the parties that the terms of this Agreement shall apply.

C. ACCESS

Services provided under this Agreement will be performed during normal working hours (normal working hours shall mean 8:00 a.m. to 5:00 p.m., local time, Monday through Friday, excluding ESCO holidays) unless specifically stated otherwise in this Agreement. However, ESCO may have the need to access Customer facilities during non-normal working hours and on holidays in order to identify and troubleshoot energy savings issues. Therefore, Customer will provide and permit ESCO reasonable access to Customer's facility and equipment to the extent necessary for ESCO'S personnel to perform the Services. Customer shall also provide access to key personnel to discuss facility operating requirements. ESCO will use commercially reasonable efforts to minimize any disturbance with Customer's operations while providing the Services.

D. RELATIONSHIP

Customer and ESCO are independent contracting parties. Nothing in this Agreement shall be construed to make either party or any of its employees, the partner, joint venture, agent, or legal representative of the other for any purpose whatsoever, nor grants either party any authority to assume or create any obligation on behalf of or in the name of the other party. As an independent contractor, the mode, manner, method and means employed by ESCO in the performance of the terms and conditions of this Agreement shall be of ESCO'S selection and under the sole control and direction of ESCO. Under the terms of this Agreement, neither Customer nor any company in which it owns a controlling interest shall be required to furnish ESCO or any of its employees with any benefits, including but not limited to severance benefits, unemployment compensation or worker's compensation.

E. INSURANCE

Customer and ESCO shall each maintain insurance coverage, including without limitation, Workers' Compensation and Employer's Liability at statutory limits, Automobile Liability covering all owned, hired and other non-owned vehicles, and Commercial General Liability covering public liability and property damage with limits generally required for its respective industry and operations with not less than \$1,000,000 minimum coverage per occurrence. Such insurance shall be with reputable and financially responsible carriers authorized to transact business in the state in which the facility is located and the services are being performed with an A.M. Best's rating of at least A- VII.

F. LIMITATION OF LIABILITY

NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGE OF ANY KIND, INCLUDING WITHOUT LIMITATION, LOSS OF REVENUE OR PROFIT REGARDLESS OF THE FORM OF ACTION OR THEORY OF RECOVERY, EVEN IF THE PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE TOTAL CUMULATIVE LIABILITY OF ESCO WITH RESPECT TO THIS AGREEMENT OR ANYTHING DONE IN

CONNECTION THEREWITH, SUCH AS THE USE OF ANY DELIVERABLE FURNISHED HEREUNDER SHALL NOT EXCEED THE PRICE PAID FOR THE SERVICE PERFORMED THAT GIVES RISE TO THE CLAIM ON WHICH SUCH LIABILITY IS BASED. CUSTOMER AGREES TO THE FOREGOING TO THE EXTENT PERMITTED BY THE CONSTITUTION AND LAWS OF THE STATE OF VIRGINIA

G. EXCUSABLE DELAY

Any delay or failure of either party to perform its obligations hereunder (with the exception of payment) shall be excused, and time to perform extended, and shall not be held liable if and to the extent that the delay or failure to perform is caused by an event or occurrence beyond the reasonable control of the party whose performance is interfered with, and without its fault or negligence and which by the exercise of due diligence, said party is unable to prevent.

H. SUCCESSORS

Neither this Agreement nor any rights arising hereunder may be assigned, pledged, transferred or hypothecated by ESCO without the consent of Customer; such consent cannot be unreasonably withheld. No Work performed pursuant to this Agreement may be subcontracted in whole or in part by ESCO without the prior written consent of Customer; such consent cannot be unreasonably withheld.

I. ENTIRE AGREEMENT

This Agreement sets forth the entire understanding between the parties and supersedes all prior oral or written understandings relating to the subject matter herein. This Agreement may not be altered or modified in any way except by written instrument signed by a duly authorized representative of each party.

J. SEVERABILITY

If any provision of this Agreement shall be held to be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected or impaired thereby.

K. GOVERNING LAW

This Agreement will be governed, interpreted and construed by, under and in accordance with the laws, statutes and decisions of the state in which the Services are to be performed, without regard to its choice of law provisions. Venue shall be in the federal, state or municipal courts serving the county in which the Services are performed.

SCHEDULE B: EXHIBIT A

PERFORMANCE ASSURANCE SUPPORT SERVICES

SECTION 1 – SERVICES DURING INITIAL TERM

Contract Year 1

Measurement & Verification with Savings Reporting Portal

Schneider Electric will perform the measurement & verification as outlined in the M&V plan and will update the energy savings and performance portal as data is received. This website contains charts and graphs showing the energy savings by month and by meter for the project. Customer will be given web access to the Schneider Electric eSavings website for the contacts specified by Customer. Changes to that contact list can be made at any time. Data can only be updated on this website if utility bills and other necessary information are provided. If bills and other necessary information are not provided, Schneider Electric is not responsible for maintaining updated information in the energy savings and performance portal until the missing data is provided.

On-Site Visit

Schneider Electric will provide On-Site Energy Consulting consisting of 4 site visits per year, each averaging 6 hours per visit. This service will include a site assessment to determine current conditions and identify areas of improvement. Each site visit will be documented in a report indicating the findings and outlining a plan for further improvement. Each site visit will average 6 hours but will vary depending upon the needs of that visit. Customer is responsible for providing access to all mechanical and electrical equipment and any supervision required by Customer. Site visits must be requested 14 days or more prior to the requested date. Schneider Electric and Customer will work to schedule a mutually acceptable date for each visit.

SECTION 2 – SERVICES AFTER INITIAL TERM

After the end of Initial Term and each subsequent term thereafter, Customer may either (1) renew the same level of Service as set forth in the Initial Term or previous term, (2) change the Service level by selecting one or more of the options defined below, or (3) terminate this Agreement and the Savings Guarantee in accordance with the termination provisions contained herein. All prices will be calculated at the time of renewal.

Remote Energy Management, Training & Technical Support

Schneider Electric will provide a min of 10 hours of remote energy management support. This time can be used for any of the following activities including scheduling, system adjustment, on-demand remote energy management system training or technical support. All Remote Support is client initiated and it is the expectation of Schneider Electric that if a client does not remain on the phone for the duration of the time required to accomplish the task, the customer will accept the time, up to the limit of the hours already purchased and not used, that the Schneider Electric representative documents as used for that task. No credit will be given towards future years if all of the 10 hours are not used by the end of the project year. If all of the hours are exhausted at any time before the end of the year, additional hours can be purchased in 10-hour blocks which will remain available for use until the end of the next project year.

Training

Schneider Electric will provide On Site training at Customer direction. Customer will schedule training sessions at least 14 days in advance. Schneider Electric and Customer will work to schedule a mutually acceptable date for each visit. Customer will be responsible for providing access to the training location

and paying for any fees associated with that location. The training location must include internet and Customer EMS access. Schneider Electric does not impose any restrictions on the number of Customer employees attending training sessions so long as the location will accommodate that number.

On-Site Visit

Schneider Electric will provide On-Site Energy Consulting consisting of 4 site visits per year, each averaging 6 hours per visit. This service will include a site assessment to determine current conditions and identify areas of improvement. Each site visit will be documented in a report indicating the findings and outlining a plan for further improvement. Each site visit will average 6 hours but will vary depending upon the needs of that visit. Customer is responsible for providing access to all mechanical and electrical equipment and any supervision required by Customer. Site visits must be requested 14 days or more prior to the requested date. Schneider Electric and Customer will work to schedule a mutually acceptable date for each visit.

Measurement & Verification with Savings Reporting Portal

Schneider Electric will perform the measurement & verification as outlined in the M&V plan and will update the energy savings and performance portal as data is received. This website contains charts and graphs showing the energy savings by month and by meter for the project. Customer will be given web access to the Schneider Electric eSavings website for the contacts specified by Customer. Changes to that contact list can be made at any time. Data can only be updated on this website if utility bills and other necessary information are provided. If bills and other necessary information are not provided, Schneider Electric is not responsible for maintaining updated information in the energy savings and performance portal until the missing data is provided.

M&V / Client Services	Initial Term			
	Installation/Setup	Year 1	Year 2	Year 3
Remote Energy Mgmt Training and Technical Support - Total Hours			Customer Option	Customer Option
Measurement & Verification with Savings Reporting	Included	Included	Included	Included
On-Site Visits - Number of Consulting and Assessment Visits	Included	4	3	1
Training			Customer Option	Customer Option
Total	Included	Included	\$14,657	\$11,357

The available service options may be amended from time to time at the sole discretion of ESCO.

SCHEDULE C

PERFORMANCE GUARANTEE

The Performance Guarantee provided by ESCO will be as follows:

Year	Measured Savings	Non-Measured Savings	Annual Guaranteed Savings	Cumulative Guaranteed Savings
1	\$87,799	\$118,707	\$206,506	\$206,506
2	\$90,433	\$122,268	\$212,701	\$419,208
3	\$93,146	\$125,937	\$219,083	\$638,290
4	\$95,941	\$129,715	\$225,656	\$863,946
5	\$98,819	\$133,606	\$232,425	\$1,096,371
6	\$101,783	\$137,614	\$239,397	\$1,335,768
7	\$104,837	\$141,743	\$246,580	\$1,582,348
8	\$107,982	\$145,995	\$253,977	\$1,836,325
9	\$111,221	\$150,375	\$261,596	\$2,097,921
10	\$114,558	\$154,886	\$269,444	\$2,367,365
11	\$117,995	\$159,533	\$277,528	\$2,644,892
12	\$121,535	\$164,319	\$285,854	\$2,930,746
13	\$125,181	\$169,248	\$294,429	\$3,225,175
14	\$128,936	\$174,326	\$303,262	\$3,528,437
15	\$132,804	\$179,555	\$312,359	\$3,840,796
Total	\$1,632,970	\$2,207,826	\$3,840,796	

NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED HEREIN, OR IN ANY CONTRACT DOCUMENT, IN THE EVENT THAT THE PERFORMANCE ASSURANCE SUPPORT SERVICES AGREEMENT IS CANCELED OR TERMINATED BY CUSTOMER FOR ANY REASON, THE PERFORMANCE GUARANTEE SET FORTH IN THIS SCHEDULE C SHALL BE DEEMED TO HAVE BEEN MET AND FULFILLED AS OF THE EFFECTIVE TERMINATION DATE OF THE PERFORMANCE ASSURANCE SUPPORT SERVICES AGREEMENT AND ESCO SHALL HAVE NO FURTHER OBLIGATIONS OR LIABILITIES ASSOCIATED WITH SUCH PERFORMANCE GUARANTEE.

The procedure used to calculate savings is described in Schedule D.

GUARANTEED SAVINGS RECONCILIATION

Customer, if required, will send ESCO all necessary utility or energy data as set forth in Schedule E herein. Within sixty (60) days of receipt of such information for the previous Guarantee Year, ESCO will determine the Actual Savings for such Guarantee Year hereafter defined as "Guaranteed Savings Reconciliation".

In the event the Actual Savings for the corresponding twelve (12) months are less than the Annual Savings Guarantee, ESCO will pay Customer the difference between the Annual Savings Guarantee and the Actual Savings for the corresponding twelve (12) months ("Savings Shortfall"). ESCO will make payments for any Savings Shortfall to Customer within thirty (30) days of that year's Guaranteed Savings Reconciliation.

SCHEDULE D MEASUREMENT & VERIFICATION PLAN

PROJECTED ANNUAL SAVINGS

The Performance Guarantee as established in Schedule C shall consist of savings from multiple scopes of work. The projected savings from each scope of work is presented in the table below.

Facility	Annual Projected Savings		
	Consumption	Demand	Units
BRWA Central WWTP	1,585,808	472	kWh, kW

The projected savings in the table above are provided for reference only and are not intended to construe a savings guarantee by meter, facility, or energy unit. The savings guarantee is fully defined in Schedule C.

ENERGY, WATER, AND OPERATIONS & MAINTENANCE (O&M) RATE DATA

The cost of energy in any period will be determined by applying the rates as defined below ("Baseline Energy Rates"), or the actual energy rates during the period, at the discretion of ESCO, to the energy used in a given period for each fuel type. Energy rates will escalate at 3% annually.

Utility Company:	Town of Bedford VA		
Rate Schedule:	Government Inside LGS		
Component	Charge	Unit	Description
Customer Charge	\$145.00	N/A	Applied to each billing period
Demand Charge	\$15.35	kW	Applied to each billed kW
Reactive Demand Charge	\$0.4959	kVAR	Applied to each measured peak kVAR
Energy Charge	\$0.0406	kWh	Applied to all kWh consumed
Adjustment Charge	\$0.017	kWh	Applied to all kWh consumed
Determination of Billed kW:	Billed demand is the greater of current metered demand, 60% of the previous 12 months, or 100kW.		

COMMON ECM ASSUMPTIONS

WEATHER DATA SOURCE

Data for weather compensation adjustments will be actual climate data obtained from the National Weather Service Station at Lynchburg Regional Airport, VA (LYH). In the event the specified weather station is deactivated, weather data will be collected from the nearest weather station with suitable observations. If the data source becomes unavailable or a superior source is identified, ESCO may select an alternative data source with Customer's approval.

MEASUREMENT & VERIFICATION DETAILS

OPTION C – WHOLE TERM

- A. Overview of M&V Plan, and Savings Calculation
- B. Energy Savings Calculations
- C. Key Parameters Measurement Strategy
- D. Parameter Estimates
- E. Cost Savings Calculations

A. Overview of M&V Plan, and Savings Calculation

The method of determining energy savings described in this section uses “Option C – Whole Facility (Main Meter Measurement)” as described in the International Measurement and Verification Protocol (IPMVP Volume I, EVO 10000-1:2012). The remainder of this section provides the energy savings calculations, the key parameter measurements that will be conducted, the parameters that will be estimated and those values, and how cost savings will be calculated.

Guaranteed Meters

The following meters will be used to measure actual energy consumption for both the base year and guarantee periods.

Meter Name	Account	Utility Type	Utility Company	Rate	Units
Bedford Central WWTP Blowers	003-001000047-01	Electric	Town of Bedford VA	Government Inside LGS	kWh, kW

B. Energy Savings Calculations

Provided within this section is an explanation of the calculations that will be used to perform energy savings calculations for this particular ECM.

Overview of Savings Methodology

Energy savings will be measured by comparing the Normalized Performance Period’s total energy consumption and demand to the total normalized energy consumption and demand for the same area in the base year period by utilizing energy meter data. Both base year and Performance Period energy and demand will be adjusted for differences in weather, facility operation and facility modifications to estimate how much energy would have been used in the guarantee period if the energy conservation measures had not been implemented. The energy saved is the difference between the adjusted normalized base year consumption and the normalized Performance Period consumption. The demand saved is the difference between the adjusted normalized base year demand and the normalized Performance Period demand. This process will be followed for each fuel type involved in the guarantee.

Equations and Analysis of Energy Savings

Savings are calculated as the difference in normalized energy usage from the baseline conditions after adjusting for all necessary changes, and the Performance Period conditions. This is shown in Equation 1 below:

Equation 1 – Weather Normalized Energy Consumption Savings

$$E_{save} = E_{Baseline} - E_{Performance}$$

Where,

E_{save} = Normalized Energy savings
 E_{Baseline} = Normalized Base Year Consumption
 $E_{\text{Performance}}$ = Normalized Reporting Period Consumption

The baseline is that set of parameters that describes both the energy consumed in the base year and the conditions that caused that consumption to occur. This set of parameters includes utility consumption, facility use information, weather data, influent flow, BOD, TSS and other information as may be necessary to describe the base year conditions. In addition, the baseline includes certain mathematical values, calculated by a model, that are used to correlate the base year energy consumption with the factors that caused that consumption. Customer agrees to accept modifications to this baseline that are necessary to account for changes in the facilities and their use which may have occurred prior to the execution of this agreement but come to the attention of ESCO after the execution of this agreement. Typical adjustments are provided in detail in Schedule E.

Base year consumption is normalized to estimate what the annual consumption would have been if no energy conservation measures had been implemented and conditions were consistent with the normalization period. Reporting period consumption is normalized to estimate what the annual consumption would have been after the energy conservation measures have been implemented and conditions had been consistent with the normalization period. This is accomplished by adjusting for these factors:

- Differences in weather between the normalization, base, and reporting periods
- Prorating baseline and reporting period utility usage to calendar months
- Changes in facility use between the normalization, base, and reporting periods
- Changes in wastewater parameters between the normalization, base, and reporting periods
- Modifications to the facility between the base and reporting periods and is defined by Equation 2 below:

The normalization period will be equal to the baseline period.

Equation 2 – Normalized Baseline Energy Use

$$E_{\text{Baseline}} = \sum_{i=1}^n C_D \times T_i + C_1 \times V1_i + C_2 \times V2_i + C_3 \times V3_i + CO_i + CM_i$$

Where,

n = Number of billing periods in year.
 E_{Baseline} = Normalized baseline period consumption
 C_D = A constant representing units of consumption per billing period day
 T_i = Number of days in billing period
 C_1 = A constant representing units of consumption per the first independent variable
 $V1_i$ = Sum of independent variable 1 in the current billing period
 C_2 = A constant representing units of consumption per the second independent variable
 $V2_i$ = Sum of independent variable 2 in the current billing period
 C_3 = A constant representing units of consumption per the third independent variable
 $V3_i$ = Sum of independent variable 3 in the current billing period
 CO_i = Offset for the current billing period
 CM_i = Other adjustments for the current billing period

Customer agrees to accept modifications to this baseline that are necessary to account for changes in the facilities and their use which may have occurred prior to the execution of this agreement but come to the attention of ESCO after the execution of this agreement. Typical adjustments are provided in detail in Schedule E.

Demand savings are computed similarly to the consumption savings, as shown by Equation 3 below:

Equation 3 – Peak Demand Savings

$$D_{save} = D_{Baseline} - D_{Performance}$$

Where,

D_{save} = Normalized Demand savings

$D_{Baseline}$ = Normalized Energy demand of facility equipment pre-implementation

$D_{Performance}$ = Normalized Energy demand of facility equipment post-implementation

Adjusted base year demand is calculated as demonstrated in Equation 4 below:

Equation 4 – Normalized Baseline Peak Demand

$$D_{Baseline} = \sum_{i=1}^n D_D + D_1 \times \frac{V1_i}{T_i} + D_2 \times \frac{V2_i}{T_i} + D_3 \times \frac{V3_i}{T_i} + DO_i + DM_i$$

Where,

D_D = A constant representing units of demand per billing period

D_1 = A constant representing units of demand per the first independent variable

D_2 = A constant representing units of demand per the second independent variable

D_3 = A constant representing units of demand per the third independent variable

DO_i = Offset for the current billing period

DM_i = Other adjustments for the current billing period

The same process is used to normalize the Performance Period energy use.

C. Key Parameters Measurement Strategy

Measurement and documentation strategies for each project phase are outline below.

Pre-Implementation Measurements and Documentation

Customer will provide ESCO with monthly utility bills and all delivery invoices for the accounts included in Paragraph A for a minimum of twenty-four (24) months of historical utility data that is to represent a complete span of two years of energy usage. Customer will also provide ESCO with monthly utility bills and all delivery invoices for the accounts included in Paragraph A, as well as the plant monthly operating reports from the end of that twenty-four (24) month data set through the Savings Guarantee Commencement Date within the timelines specified in Schedule E.

ESCO will collect daily high and low temperature data from the weather station defined in Schedule D, Common ECM Assumptions.

Post-Implementation Measurements and Documentation

No short-term verification is performed using this method. All post-implementation measurements are conducting during the Performance Period.

Performance Period Measurements and Documentation

Throughout the Performance Period, Customer will provide ESCO with the monthly utility bills and all delivery invoices for the accounts included in Paragraph A, as well as the plant monthly operating reports within the timelines specified in Schedule E.

ESCO will collect daily high and low temperature data from the weather station defined in Schedule D, Common ECM Assumptions.

D. Parameter Estimates

The parameters defined in the equations outlined in Paragraph B that are estimated are determined through engineering analysis of at least twelve (12) months of the pre-implementation measured utility data. This is done to establish the relationship between the weather, billing period length, influent flow, BOD, TSS, any other independent factors, and the consumption and demand associated with a particular account. The result of this analysis is the set of coefficients used in the equations defined in Paragraph B to fully define the baseline for each account. The values will be presented to Customer by ESCO before the Savings Guarantee Commencement Date and will be documented and agreed upon by both parties in the Meter Tuning Summary. Below are definitions of each of the estimated parameters included in Paragraph B;

- The values of CD and DD represent the base load consumption and demand of the utility usage of a particular meter and are equivalent to the operational independent energy usage and demand.
- The values of C₁₋₃ and D₁₋₃ represent the consumption and demand of the utility usage of a particular meter and are equivalent to the dependent energy usage and demand to each independent variable.
- The billing period values of CO_i and DO_i represent the portion of the energy consumption and demand that cannot be accounted for with the independent and dependent consumption.

Each of these parameters will be determined based on the relationship of the baseline period energy and demand and the independent factors. During the Performance Period they will be used to estimate the energy use and demand that would have occurred if the project had not been performed. To accomplish this, CO_i and DO_i will be pro-rated to the Performance Period billing periods for each account.

The terms CM_i and DM_i are included in the equations in Paragraph B to account for changes in the Performance Period energy use and demand from the baseline Period energy use and demand on the accounts in Paragraph A for any causes unrelated to the project as defined in Schedule E. The procedures for developing these estimates vary with the specific causes for the adjustments. The requirements for determining these values and any measurements necessary to support these estimates are defined in Schedule E.

E. Cost Savings Calculations

Provided below are the methods and equations used to determine the cost savings associated with this particular methodology.

Cost Savings are calculated as the difference between the baseline and Performance Period energy costs using the utility rates as defined in Schedule D, Energy, Water, and O&M Rate Data. The applicable utility rates will be applied to the baseline and Performance Period energy use for the accounts in Paragraph A. Equation 5 will be used to compute the total cost savings for each Guarantee Year. Energy rates will escalate at 3% annually.

Equation 5 – Total Cost Savings

$$\$_{save} = \sum_{i=1}^n \left[\sum_{k=1}^q (\$_{Baseline} - \$_{Performance})_k \right]_i$$

Where,

$\$_{save}$ = Guarantee year cost savings

$\$_{Baseline}$ = Billing period k baseline utility cost for account i

$\$Performance = \text{Billing period } k \text{ performance period utility cost for account } i$
 $n = \text{Total number of accounts}$
 $q = \text{Total number of billing periods for account } i$

NON-MEASURED SAVINGS

A. Overview of M&V Plan, and Savings Calculation

B. Annual Non-Measured Savings

A. Overview of M&V Plan, and Savings Calculation

The Actual Savings associated with this methodology will be agreed upon as outlined herein and will not be verified by measurements after implementation has occurred. Customer and ESCO agree to accept the annual savings values included in Section B with no additional verification. In the event that verification steps are performed by Customer or ESCO, the annual savings values included in Section B will still be the reported savings and values used for reconciling the guarantee in Schedule C. Section B details the agreed upon savings by measure and by category.

B. Annual Non-Measured Savings

Operation and Maintenance Savings

The annual savings in the table below for each measure will be claimed for each Guarantee Year after the Savings Guarantee Commencement Date. O&M savings will escalate at 3% annually.

Operation and Maintenance Savings Measure	Cost Savings
ECM 3 - PROCESS AERATION UPGRADE	\$6,229
ECM 4 - AEROBIC DIGESTER OPTIMIZATION	\$2,815
ECM 5 - SLUDGE DEWATERING UPGRADE	\$8,050
MgOH	\$37,613
Full Time Employee Reduction	\$64,000

SCHEDULE E

CUSTOMER RESPONSIBILITIES FOR PERFORMANCE GUARANTEE

GENERAL RESPONSIBILITIES

Customer acknowledges and agrees that proper maintenance is essential to any energy conservation program. Therefore, Customer agrees to undertake the following responsibilities:

Customer agrees to: (1) provide, or cause its suppliers to provide, periodic utility invoices to ESCO within ten (10) days of receipt, (2) execute all Customer responsibilities as outlined herein, and (3) provide to ESCO reasonable access to all Customer facilities and information necessary for ESCO to perform its responsibilities. Access will include, but is not limited to, the following items:

- All facilities listed within this Contract
- All facilities served by the meters listed within this Contract
- All mechanical equipment rooms in the facilities listed within this Contract
- All SCADA and plant information as requested by ESCO to be provided by Customer in a timely manner to ensure system performance. All information outlined in Theory of Operation and additional plant information should be provided to ESCO at a minimum twice a month to ensure system performance. Customer is responsible for sending the data in the agreed upon format for review.
- Personnel with responsibility for operating and/or managing any of the buildings listed within this Contract
- Monthly utility invoices and billing history for all the meters listed within this Contract
- Construction documents, equipment inventories, and other documents that may be helpful in evaluating a cause for adjustment as listed within this Contract
- Any data from meters or sub-meters relevant to M&V associated with this Contract

Customer will solely be responsible for providing communications and/or network interface to all buildings for operation and PASS support.

Customer will perform daily facilities monitoring and promptly review any alarm summaries.

Customer will designate a "Primary Operator" of the system. The Primary Operator is defined as the individual who will be trained by ESCO during the installation period and will be responsible for daily operation and maintenance of the equipment and systems necessary to achieve the Performance Guarantee. Customer will notify ESCO within five (5) days after the departure or termination of the Primary Operator. Within ten (10) days of the departure of the current Primary Operator, Customer will designate a new Primary Operator and shall provide ESCO access to train the new Primary Operator. ESCO shall train a new Primary Operator at the sole expense of Customer on a time and materials basis.

MAINTENANCE RESPONSIBILITIES

Customer agrees to use its best efforts to maintain the ECMs in original operating condition ("Original Operating Condition") with allowance for normal wear and tear. If an ECM is operating at any state other than the Original Operating Condition as defined above ("Failed ECM"), Customer agrees to (1) repair or replace the ECM immediately, and (2) contact a PASS representative at 1-800-274-5551 option 4, within 24 hours of such event. ESCO reserves the right to adjust the amount of Performance Guarantee associated with the Failed ECM for the duration of the failure in the Annual Savings Guarantee.

Customer will agree to maintain all parts of the Project site(s) where the ECM(s) reside including but not limited to components, equipment, machinery, SCADA systems, structure of the facility(s), computer

hardware, network and IT systems, either existing or newly installed. Customer must comply with the general maintenance requirements specified by equipment manufacturers and the maintenance tasking guidelines included in the operating and maintenance manual. Customer will be responsible to provide to ESCO documentation that proper maintenance has been performed at ESCO'S request within fifteen (15) days of written request.

Notwithstanding anything to the contrary contained herein, all ECM(s) must be maintained in proper working condition in all cases where the performance of said ECM(s) affects or could affect the ability to achieve, measure or verify the Annual Savings Guarantee. Should Customer refuse to perform the required maintenance as required in this Contract, ESCO and Customer shall agree to one of the following means of recourse: (1) ESCO will adjust the Performance Guarantee associated with that ECM pursuant to Schedule E, or (2) ESCO may terminate this Performance Guarantee and any and all obligations and liabilities of ESCO associated therewith upon fifteen (15) days written notice.

ADJUSTMENT RESPONSIBILITIES

In addition to the responsibilities of Customer set forth in this Schedule, Customer also agrees to undertake the responsibilities set forth in the Adjustment Schedule as necessary.

ADJUSTMENT SCHEDULE

Below is the procedure for accounting for non-routine adjustments for any of the utility meters included in Schedule D. A non-routine adjustment is required for any change outside of those explicitly defined in Schedule D that will impact the energy use or the verified savings under this Contract. It is Customer's responsibility to notify ESCO of any changes that may necessitate a non-routine baseline adjustment and to perform the required non-routine baseline adjustment steps identified below at Customer's sole expense.

REQUIRED NON-ROUTINE BASELINE ADJUSTMENT RESPONSIBILITIES

The system design and performance are based on the Theory of Operation. The Customer will operate the system to achieve the parameters set forth in the Theory of Operation. The responsibility of operating the plant to achieve the Theory of Operation is that of the Customer.

Theory of Operation

The following information on operating parameters and maintenance requirements are essential to the success of the project, as agreed upon with Customer and ESCO.

Table 1 outlines the baseline operational parameters. Table 2 outlines the operational parameters during the Performance Period.

Table 1: Baseline Theory of Operations

Process	Control (Sequence of Ops)	Operation
Pre-Aeration Basins	<ul style="list-style-type: none"> The pre-aeration basins are located downstream of the equalization bypass splitter box and upstream of the primary clarifiers. The basins have a fixed volume based on a downstream overflow weir. The basins are aerated continuously through coarse bubble diffusers at the bottom of each basin. The only means of airflow control is by throttling the manual butterfly valves at the top of each basin's diffuser grid drop leg. 	<ul style="list-style-type: none"> 2 of 2 basins in service. 1 of 1 diffuser grids (served by EQ Blowers) per basin in service.

Primary Clarifiers	<ul style="list-style-type: none"> The primary clarifiers are located downstream of the pre-aeration basins and upstream of the equalization basin. The basins have a fixed volume based on a downstream overflow weir. The primary clarifiers are operated continuously except for maintenance. 	<ul style="list-style-type: none"> 2 of 2 primary clarifiers in service.
Equalization Basin	<ul style="list-style-type: none"> The equalization basin is located downstream of the primary clarifiers and equalization bypass splitter box. The equalization basin is upstream of the aeration basins. There are two influent pipelines into cell 1 and one influent pipeline into cell 2. All three pipelines are used. The equalization basin is operated as one common storage basin, with all connecting sluice gates between cells open, allowing the water surface level in each cell to equalize. The basin has a variable volume and wastewater is pumped from the wet well to the aeration basin through two variable speed pumps and one constant speed pump. The variable speed pumps operate in lead/lag configuration and the constant speed pump operates in standby. Equalization basin water levels typically operate between 4 to 7 feet depth using one of the variable speed pumps. When the water level exceeds 7 feet (during high-flow conditions), the both variable speed pumps are operated. The basin is aerated continuously through coarse bubble diffusers at the bottom of each cell. The only means of airflow control is by throttling the manual butterfly valves at the top of each cell's diffuser grid drop leg. The constant speed EQ Blowers are operated in a duty/standby configuration. 	<ul style="list-style-type: none"> 3 of 3 cells in service. 3 of 3 pumps in service. 1 of 1 diffuser grids (served by the EQ Blowers) per cell in service. 2 of 2 EQ Blowers in service.
Chemical Feed	<ul style="list-style-type: none"> The plant receives a 58-62% $Mg(OH)_2$ slurry, which is stored in the bulk storage tank. Once per shift (4 shifts per day), the slurry is transferred from the bulk storage tank to the day tank using the transfer pump and diluted with water. The two dosing pumps, operated in a duty/standby configuration, withdraw 788 lbs. of $Mg(OH)_2$ slurry (not including water used for dilution) from the day tank continuously each day and dose the solution into the system between the equalization basin and aeration basins. The duty dosing pump is alternated every shift. 	<ul style="list-style-type: none"> 1 of 1 bulk storage tanks in service. 1 of 1 day tanks in service. 1 of 1 transfer pumps in service. 2 of 2 dosing pumps in service.

	<ul style="list-style-type: none"> The chemical lines are flushed with water every shift. 	
Aeration Basins (Zones 1-3)	<ul style="list-style-type: none"> The two Zones 1-3 aeration basins are located downstream of the equalization basins and upstream of the Zone 4 aeration basins. The basins have a fixed volume based on a downstream overflow weir. Both basins are operated continuously. Each basin has three anoxic zones and three oxic (aerated) zones. Each anoxic zone has a mixer that operates continuously. Each oxic zone is aerated continuously through fine bubble diffusers at the floor of the basins. The only means of airflow control is by throttling the manual butterfly valves at the top of each oxic zone's diffuser grid drop leg. A constant airflow to each zone is maintained by adjusting the manual butterfly valves. Excess air provided by the Aeration Basin Blowers is released to the atmosphere. The constant speed Aeration Basin Blowers are operated in a duty/standby configuration. The wasting activated sludge flow rate is modulated to maintain a solids retention time of 20 days. The return activated sludge flow rate is modulated to maintain a secondary clarifier sludge blanket level. 	<ul style="list-style-type: none"> 2 of 2 basins in service. 3 of 3 diffuser grids (served by the Aeration Basin Blowers) per basin in service. 2 of 2 Aeration Basin Blowers in service. 3 of 3 anoxic mixers per basin in service.
Aeration Basins (Zone 4)	<ul style="list-style-type: none"> The two Zone 4 aeration basins are located downstream of the Zones 1-3 aeration basins and upstream of the secondary clarifiers. The basins have a fixed volume based on a downstream overflow weir. Both basins are operated continuously. Each basin is aerated continuously through fine bubble diffusers at the floor of the basins. The only means of airflow control is by throttling the manual butterfly valves at the top of each basin's diffuser grid drop leg. A constant airflow to each zone is maintained by adjusting the manual butterfly valves. The wasting activated sludge flow rate is modulated to maintain a solids retention time of 20 days. The return activated sludge flow rate is modulated to maintain a secondary clarifier sludge blanket level. 	<ul style="list-style-type: none"> 2 of 2 basins in service. 1 of 1 diffuser grids (served by the Aeration Basin Blowers) per basin in service.
Aerobic Digesters	<ul style="list-style-type: none"> The aerobic digesters are located downstream of the gravity thickener and upstream of the dewatering press. The digesters are operated in a duty/standby configuration. 	<ul style="list-style-type: none"> 2 of 2 aerobic digesters in service. 1 of 1 diffuser grids (served by the Aerobic

	<ul style="list-style-type: none"> The digesters have a variable volume and sludge is pumped from the aerobic digesters via a dewatering feed pump. The average depth of the duty digester is 14 feet, the minimum depth is 6 ft, and maximum depth is 22 feet. The digesters are aerated continuously through fine bubble diffusers at the bottom on each digester. The only means of airflow control is by throttling the manual butterfly valves on each digester's diffuser grid drop leg. Any excess air not needed for the aeration for the duty digester is discharged into the standby digester. The one operable Aerobic Digester Blower is constant speed and operated continuously, except during digester decant. The other two constant speed Aerobic Digester Blowers are inoperable. 	<p>Digester Blowers) per digester in service.</p> <ul style="list-style-type: none"> 1 of 3 Aerobic Digester Blowers in service.
Dewatering	<ul style="list-style-type: none"> The dewatering belt filter press is located downstream of the aerobic digesters. The belt filter press is operated two days per week for 12 hours per day. The cake from the belt filter press (22% solids on average) is conveyed to a 30-yard roll off dumpster and then hauled to landfill. On average, the dumpster is 75% filled when it is hauled to landfill. The filtrate is returned to the head of the liquid treatment process. 	<ul style="list-style-type: none"> 1 of 1 dewatering belt filter presses in service.

Table 2: Performance Period Theory of Operations

Process	Control (Sequence of Ops)	Operation
Pre-Aeration Basins	<ul style="list-style-type: none"> The pre-aeration basins are located downstream of the equalization bypass splitter box and upstream of the primary clarifiers. The basins have a fixed volume based on a downstream overflow weir. Each basin is mixed continuously by a submersible mixer operated at constant speed. 	<ul style="list-style-type: none"> 2 of 2 basins in service. 1 of 1 submersible mixer per basin in service.
Primary Clarifiers	<ul style="list-style-type: none"> The primary clarifiers are located downstream of the pre-aeration basins and upstream of the equalization basin. The basins have a fixed volume based on a downstream overflow weir. The primary clarifiers are operated continuously except for maintenance. 	<ul style="list-style-type: none"> 2 of 2 primary clarifiers in service.
Equalization Basin	<ul style="list-style-type: none"> The equalization basin is located downstream of the primary clarifiers and equalization bypass splitter box. The equalization basin is upstream of the aeration basins. There are two influent pipelines into cell 1 and one influent pipeline into cell 2. All three pipelines are used. 	<ul style="list-style-type: none"> 3 of 3 cells in service. 3 of 3 pumps in service. 1 of 1 diffuser grids (served by the EQ

	<ul style="list-style-type: none"> • The equalization basin is operated as one common storage basin, with all connecting sluice gates between cells open, allowing the water surface level in each cell to equalize. • The basin has a variable volume and wastewater is pumped from the wet well to the aeration basin through two variable speed pumps and one constant speed pump. • The variable speed pumps operate in lead/lag configuration and the constant speed pump operates in standby. • Equalization basin water levels typically operate between 4 to 7 feet depth using one of the variable speed pumps. When the water level exceeds 7 feet (during high-flow conditions), the both variable speed pumps are operated. • The basin is aerated continuously through coarse bubble diffusers at the bottom of each cell. • The airflow to each cell is varied linearly with the basin's water depth (measured by an ultrasonic level sensor) in order to maintain a minimum mixing requirement of 15 cfm/1000 ft³. • The variable speed EQ and Swing Blowers are operated in a lead/lag configuration and provide variable airflow based on the basin's water depth. 	<p>Blowers) per cell in service.</p> <ul style="list-style-type: none"> • 1 of 1 EQ Blowers in service. • 1 of 1 Swing Blowers in service.
Chemical Feed	<ul style="list-style-type: none"> • The plant receives a 58-62% Mg(OH)₂ slurry, which is stored in the bulk storage tank. • Once per day, the slurry is transferred from the bulk storage tank to the day tank using the transfer pump and diluted with water. • The two dosing pumps, operated in a duty/standby configuration, withdraw 197 lbs. of Mg(OH)₂ slurry (not including water used for dilution) from the day tank continuously each day and dose the solution into the system between the equalization basin and aeration basins. The 197 lbs. of Mg(OH)₂ slurry represented 25% of the Baseline chemical usage. • The duty dosing pump is alternated every shift. • The chemical lines are flushed with water every shift. 	<ul style="list-style-type: none"> • 1 of 1 bulk storage tanks in service. • 1 of 1 day tanks in service. • 1 of 1 transfer pumps in service. • 2 of 2 dosing pumps in service.
Aeration Basins (Zones 1-3)	<ul style="list-style-type: none"> • The two Zones 1-3 aeration basins are located downstream of the equalization basins and upstream of the Zone 4 aeration basins. • The basins have a fixed volume based on a downstream overflow weir. • The basins are operated in a duty/standby configuration. • Each basin has three anoxic zones and three oxic (aerated) zones. 	<ul style="list-style-type: none"> • 2 of 2 basins in service. • 3 of 3 diffuser grids (served by the Zones 1-3 Aeration Basin Blowers) per basin in service.

	<ul style="list-style-type: none"> • Each anoxic zone has a mixer that operates continuously when the basin is in operation. • Each oxic zone is aerated continuously through fine bubble diffusers at the floor of the basins when the basin is in operation. • Airflow to the operational basin is varied using dissolved oxygen (DO) control. Motorized flow control valves in the basin's air supply piping modulate using most open valve methodology based on a DO setpoint of 2.0 mg/L. • The variable speed Zones 1-3 Aeration Basin and Swing Blowers are operated in a lead/lag/standby configuration and speed controlled to maintain a pressure setpoint in the common blower discharge header (no air is to be blown off under normal conditions). • The Swing Blower can serve Zones 1-3 Aeration Basins or the Equalization Basin. Manual butterfly valves in the common blower discharge header can be used to determine which process is served by the Swing Blower. If both the Zones 1-3 Aeration Basins and the Equalization Basin both call for the Swing Blower, the Zones 1-3 Aeration Basins will take priority. The Swing Blower is not required for normal operation of the Zones 1-3 Aeration Basins at current flows and loads and is provided for future conditions and redundancy. • The wasting activated sludge flow rate is modulated to maintain a solids retention time of 20 days. • The return activated sludge flow rate is modulated to maintain a secondary clarifier sludge blanket level. 	<ul style="list-style-type: none"> • 2 of 2 Zones 1-3 Aeration Basin Blowers in service. • 1 of 1 Swing Blowers in service. • 3 of 3 anoxic mixers per basin in service.
Aeration Basins (Zone 4)	<ul style="list-style-type: none"> • The two Zone 4 aeration basins are located downstream of the Zones 1-3 aeration basins and upstream of the secondary clarifiers. • The basins have a fixed volume based on a downstream overflow weir. • Both basins are operated continuously. • Each basin is aerated continuously through fine bubble diffusers at the floor of the basins. • Airflow to the basins is varied using dissolved oxygen (DO) control. Motorized flow control valves in each basin's air supply piping modulate using most open valve methodology based on a DO setpoint of 2.0 mg/L. • The variable speed Zone 4 Aeration Basins Blowers are operated in a lead/lag/standby configuration and speed controlled to maintain a pressure setpoint in the common blower discharge header. • The wasting activated sludge flow rate is modulated to maintain a solids retention time of 20 days. • The return activated sludge flow rate is modulated to maintain a secondary clarifier sludge blanket level. 	<ul style="list-style-type: none"> • 2 of 2 basins in service. • 1 of 1 diffuser grids (served by the Zone 4 Aeration Basin Blowers) per basin in service. • 3 of 3 Zone 4 Aeration Basin Blowers in service.

Aerobic Digesters	<ul style="list-style-type: none"> The aerobic digesters are located downstream of the gravity thickener and upstream of the dewatering press. The digesters are operated in a duty/standby configuration. The digesters have a variable volume and sludge is pumped from the aerobic digesters via a dewatering feed pump. The average depth of the duty digester is 14 feet, the minimum depth is 6 ft, and maximum depth is 22 feet. The duty digester is aerated continuously through fine bubble diffusers at the bottom on the digester. The airflow to duty digester is varied linearly with the basin's water depth (measured by a level sensor) in order to maintain a minimum mixing requirement of 30 cfm/1000 ft³. The variable speed Aerobic Digester Blowers are operated in a duty/standby configuration and provide variable airflow based on the basin's water depth. 	<ul style="list-style-type: none"> 2 of 2 aerobic digesters in service. 1 of 1 diffuser grids (served by the Aerobic Digester Blowers) per digester in service. 2 of 2 Aerobic Digester Blowers in service.
Dewatering	<ul style="list-style-type: none"> The dewatering belt filter press is located downstream of the aerobic digesters. The belt filter press is operated two days per week for 12 hours per day. The cake from the belt filter press (23% solids or higher) is conveyed to a 30-yard roll off dumpster and then hauled to landfill. On average, the dumpster is at least 90% filled when it is hauled to landfill. The filtrate is returned to the head of the liquid treatment process. 	<ul style="list-style-type: none"> 1 of 1 dewatering belt filter presses in service.

If the Theory of Operation is not followed within the operating parameters a non-routine baseline adjustment will be performed. The adjustment will follow the calculation process of the impact of the parameter that falls outside the allowable threshold limit for the parameters.

CUSTOMER REQUIRED NON-ROUTINE BASELINE ADJUSTMENT RESPONSIBILITIES

If the required non-routine baseline adjustment steps are not performed, and the change is greater than the threshold limit, savings will be determined with the Assumed Savings Procedure Adjustment, as defined below. Actual Savings will be determined using the Assumed Savings Procedure Adjustment for all billing periods until the required non-routine baseline adjustment steps have been completed, or until the change which necessitated the non-routine baseline adjustment is no longer in place. If Customer fails to notify ESCO of a change necessitating a non-routine baseline adjustment or fails to provide details of the change, savings will be determined with the Assumed Savings Procedure Adjustment.

If the required non-routine baseline adjustment steps are not performed, and the change is less than the threshold limit, savings will be determined with the "Estimated Savings Procedure Adjustment". Actual Savings will be determined using the Estimated Savings Procedure Adjustment for all billing periods until the required non-routine baseline adjustment steps have been completed, or until the change which necessitated the non-routine baseline adjustment is no longer in place.

1. Addition of New Energy User

- All utility services to the process or energy user which affect the energy use of any meter included

in Schedule D must be sub-metered at Customer's expense.

2. Addition to Existing Process

- All utility services to the addition which affect the energy use of any meter included in Schedule D must be sub-metered at Customer's expense.

3. Renovation / Modification to Existing Process or Utility Service

- All utility services for the affected portion of the process must be sub-metered before and after the change until the effect on the energy consumption has been determined at Customer's expense.

4. Demolition / Abandonment of Existing Process or Utility Service

- All utility services for the affected process must be sub-metered before and after the change until the effect on the energy consumption has been determined at Customer's expense.

5. Re-commissioning of Out of Service Process

- All utility services for the affected process must be sub-metered before and after the change until the effect on the energy consumption has been determined at Customer's expense.

6. Change in Influent Flow or Loading

- Customer must perform, or cause to be performed, at Customer's expense, a calibrated computer simulation to account for the change. If the impact computed by the simulation is greater than 20% of the projected savings on the meter, the "Assumed Savings Procedure" listed below will be followed. In no event will the adjusted savings be reported as less than the savings achieved in the preceding project year.
- Threshold limit: 5% of the of the monthly average influent flow and/or loadings as submitted for state monitoring for the meter as defined in Schedule D.

7. Customer Initiated ECMs

- Customer must develop and execute an M&V plan at Customer's expense, which has been reviewed and approved by ESCO, to evaluate the impact of the change. If the impact determined by the M&V plan is greater than 20% of the projected savings on the meter, the Assumed Savings Procedure will be followed. In no event will the adjusted savings be reported as less than the savings achieved in the preceding project year.
- Threshold limit: 2% of the projected savings on any affected meter.

8. Missing Bills

- Customer is required to provide ESCO with utility bills for meters defined in Schedule D within ten (10) days of receipt of each bill or provide ESCO direct access to retrieve the utility bills electronically. If utility bills are not received by ESCO within sixty (60) days of the end of the service date, the Assumed Savings Procedure will be used.

9. Failure to Operate ECMs According to Theory of Operation

- Customer agrees to operate the ECMs according to the Theory of Operation of the ECMs. Failure to do so will necessitate a baseline adjustment using the Assumed Savings Procedure.

10. Failure to Perform Project Specific Customer Responsibilities

- Customer agrees to perform the project specific Customer responsibilities as defined in Schedule E. Failure to do so will necessitate a baseline adjustment using the Assumed Savings Procedure.

11. Other Causes

- Any change that impacts the energy use on the meters defined in Schedule D that does not fit into any of the other categories may still require a non-routine baseline adjustment. Customer will notify ESCO before any change is made so that an agreeable adjustment strategy can be determined. If no agreeable adjustment method can be reached, the Assumed Savings Procedure will be used.

ASSUMED SAVINGS PROCEDURE ADJUSTMENT

- If the Actual Savings for the affected meter(s) in the prior Guarantee Year are greater than or equal to the projected savings for the affected meter(s), the Actual Savings from the prior Guarantee Year will be reported while savings are assumed for the affected meter(s).
- If the Actual Savings for the affected meter(s) in the prior Guarantee Year are less than the projected savings for the affected meter(s) and there have been less than twenty-four (24) months since the commencement of the Performance Period, Actual Savings will be reported at the projected savings level while savings are assumed for the affected meter(s).
- If the Actual Savings for the affected meter(s) in the prior Guarantee Year are less than the projected savings for the affected meter(s) and there have been twenty-four (24) months or more since the commencement of the Performance Period, Actual Savings will be reported as the average of the achieved savings over the two (2) most recent Guarantee Year plus half (1/2) of the difference between the projected savings and the average of the achieved savings over the two (2) most recent Guarantee Years.
 - If pursuant to the Assumed Savings Procedure, ESCO makes improvements to the Project beyond the original scope as defined in Schedule A., which results in an increase in the Actual Savings, an M&V plan accounting for those improvements will be executed and the resulting savings will be added to the Actual Savings.

ESTIMATED SAVINGS PROCEDURE ADJUSTMENT

- At ESCO'S sole discretion, ESCO will estimate the impact of the change using computerized building simulations, manual calculations, or other generally accepted estimating procedures and may ignore any changes which fall below the threshold limit.

RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Jill Underwood, Director of Finance
Date: November 12, 2020
Re: Resolution 2020-11.02: Operating Budget Revisions for FY 2020-2021

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

The budget that was approved at the May Board meeting was the most conservative approach, given the unknown impacts from COVID-19. The Finance Committee reviewed the current financials at a meeting on November 10, 2020. Since the budget's adoption in May the following is important to note: audited FY 2020 financials showed Operating Revenues at 101%, with both water and sewer revenues at 99% and Capital Recovery fees at 143%. As of October 2020, the budget goal is 33% and water and sewer revenues are both at 39%, Capital Recovery fees are at 70%. Past due balances have improved since the pandemic began 8 months ago and total past due accounts are \$50,725. Bedford County allocated a portion of their CARES funding for utility assistance and so far the BRWA has received \$20,347 from these funds.

The BRWA maintains a strong cash position and given the current financial situation, the Committee is recommending revising the budget to allow for salary increases to employees and resuming the set-asides for the economic development funding. The budget revision does not include an increase to customer rates.

The budget revisions for FY 2020-2021 are 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

	Current Fiscal Year 2019-2020			2020-2021
	FY 19-20 Budget	Recent Balance	Projected to June 2020	Proposed Budget
a. Operating Revenues	\$ 13,718,640	\$ 10,887,035	\$ 13,116,910	\$ 13,306,982
b. Projected Capital Facility Fee Revenue	\$ 953,700	\$ 981,250	\$ 1,182,229	\$ 939,010
c. Other Revenues & Support for Operations	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,265,153
d. Total Revenues for Operations & Debt	\$ 16,672,340	\$ 13,868,285	\$ 16,299,139	\$ 16,511,144
e. Operating Expenditures	\$ 10,585,800	\$ 7,570,067	\$ 9,111,527	\$ 10,790,214
f. Debt Service & Fees	\$ 2,990,672		\$ 2,990,672	\$ 4,328,453
g. Total Expenditures & Debt Service	\$ 13,576,472	\$ 7,570,067	\$ 12,102,199	\$ 15,118,667
h. Operating Revenue for Coverage (d. - g.)				\$ 1,392,477

Comparisons	
Difference 19-20 budget 21-21 projected	Difference 19-20 budget 20-21 proposed
\$ (601,730)	\$ (411,658)
\$ 228,529	\$ (14,690)
\$ -	\$ 265,153
\$ (373,201)	\$ (161,196)
\$ (1,474,273)	\$ 204,414
\$ -	\$ 1,337,781
\$ (1,474,273)	\$ 1,542,195

Capital Projects and Reserve Setasides		Per Month	Annual
i. Vehicle and Equipment Replacements		\$ 24,000.00	\$ 288,000
j. Computer Equipment Replacements		\$ 5,000.00	\$ 60,000
k. Meter Replacement (should be 10 year plan, per meter replacement policy)		\$ 24,500	\$ 294,000
l. Tank Rehabilitation		\$ 6,666.67	\$ 80,000
m. Waterline Replacement (needed for older leaking systems)		\$ 13,333	\$ 160,000
n. Sewerline Replacement (required by consent order, needed in Center District)		\$ 22,500.00	\$ 270,000
o. SML Facility Depreciation Reserve		\$ 12,583.33	\$ 151,000
p. Cell Tower Funds for Economic Development		\$ 5,644.00	\$ 33,864
q. Capital Improvement Projects & New Employee Vehicles (Using Capital Recovery Fees)			
r. Total Replacement Reserved Capital			\$ 1,336,864

Comparisons	
Prior FY 2019-2020	Future FY 2023-2024
\$ 200,000	\$ 360,000
\$ 56,000	\$ 72,000
\$ 294,000	\$ 350,000
\$ 70,000	\$ 100,000
\$ 150,000	\$ 200,000
\$ 260,000	\$ 300,000
\$ 118,000	\$ 250,000
\$ 66,793	\$ 67,000
\$ 1,214,793	\$ 1,699,000

s. **Operating Coverage minus Replacement Capital (h.-r.)**

\$ 55,613

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	\$ 8,298,674	-4%
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	\$ 4,248,408	-4%
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	\$ 13,306,982	-3.0%

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	\$ 16,511,144	-2.5%

Operating Expenses

		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
Account #	Description							
Salaries								
4000-0010	Salaries	\$ 3,775,453	\$ 2,959,158	\$ 3,565,251	\$ 3,846,627	1.9%	\$ 71,174	8%
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	\$ 288,954	-7%	\$ (22,245)	65%
4006-0010	Contracted & Intern Salaries		\$ -	\$ -		#DIV/0!	\$ -	
4000-4006	Salaries Total	\$ 4,113,172	\$ 3,128,422	\$ 3,769,183	\$ 4,169,901	1.4%	\$ 56,729	10.6%
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

		Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
Account #	Description	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	\$ 316,372	4%	\$ 11,890	13%
4100-0040	VRS Retirement & Life	\$ 297,909	\$ 233,091	\$ 280,832	\$ 356,583	20%	\$ 58,674	27%
4100-0041	VRS Hybrid Disability	\$ 6,478	\$ 4,980	\$ 6,000	\$ 10,210	58%	\$ 3,732	70%
4100-0045	Unemployment Payments	\$ 6,000	\$ 2,268	\$ 2,733	\$ 6,000	0%	\$ -	
4100-0050	Health Insurance	\$ 734,548	\$ 538,571	\$ 648,881	\$ 728,478	-1%	\$ (6,070)	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	\$ 109,604	40%	\$ 31,197	80%
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	\$ 1,724,069	8%	\$ 132,320	23%

Operating Expenses

		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
Account #	Description							
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

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

Operating Expenses

		Current Fiscal Year 2019-2020			Fiscal Year 2020-2021		
Account #	Description	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 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

		Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
Account #	Description	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

		Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
Account #	Description	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			Difference from Projected June 2020
		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	
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

		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
Account #	Description	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

		Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
Account #	Description	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

		Current Fiscal Year 2019-2020			Fiscal Year 2020-2021			
Account #	Description	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	\$ 10,790,214	1.9%	\$ 240,666	18.4%

Operating Expenses

		Current Fiscal Year 2019-2020			Fiscal Year 2020-2021		
Account #	Description	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 Projected June 2020
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

2020-11.02

Operating Budget Revisions 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 17th day of November 2020, beginning at 7:00pm:

WHEREAS, the Board of Directors of the Authority approved 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, a review of the current financials shows an improvement in the financial position in light of the current global pandemic; and,

WHEREAS, the Finance Committee of the Board of Directors has thoroughly reviewed this information and recommends that the Authority revise the Operating Budget that was approved at the meeting held on May 19, 2020; and,

WHEREAS, the Board of Directors of the Authority have been presented with a revised FY 2020-2021 Budget, with a summary indicating Total Revenues in the amount of \$16,245,992 and Cash Operating Expenses in the amount of \$15,118,667 and Total Expenditures (including depreciation) in the amount of \$18,376,145 (the "Operating Budget Summary"); 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 Revised 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 November 17, 2020 at which a quorum was present and acting throughout, and that the same has not been amended or rescinded and is in full force and effect as of the date of the above mentioned meeting.

(SEAL)

Brian M. Key, Secretary,
Bedford Regional Water Authority



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RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Brian Key, Executive Director
Date: November 12, 2020
Re: Resolution 2020-11.03 – Adjustment Policy 2.40 Revisions

Attached is a resolution for some minor revisions to the adjustment policy; staff brought these recommended changes to the Finance Committee for their review at their meeting on November 10, 2020, and the Committee agreed to recommend the changes to the Board.



RESOLUTION

2020-11.03

Adjustment Policy 2.40 Revisions

At a regular meeting of the Bedford Regional Water Authority ("Authority") Board of Directors, held in the Board Meeting Room at the Authority's Administrative Annex Building on the 17th of November 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, 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 the proposed policy changes at their November 10, 2020 meeting, and recommend the Board approve the changes; now,

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

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

Being a motion from a Committee, no second 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 November 17, 2020 at which a quorum was present and acting throughout, and that the same has not been amended or rescinded and is in full force and effect as of the date of the above mentioned meeting.

(SEAL)

Brian M. Key, Secretary,
Bedford Regional Water Authority

ADJUSTMENTS

Section 1. POLICY

The purpose of this policy is to state the procedure and requirements for water and wastewater adjustments that the Bedford Regional Water Authority ("Authority") has for its customers. Each account maintained by a customer is subject to an adjustment under this policy.

Section 2. WATER LEAK ADJUSTMENT

- A. Until the Authority approves an adjustment, per this policy, the customer should continue to pay the bill according to the billing statement.
- B. Ownership:
 1. The Authority owns the water mains and service lines that provide service to the water meter; the Authority also owns and is responsible for everything inside the meter box and up to two feet (2') of the pigtail outside the box. The customer is not to tamper with nor modify anything inside of the meter box.
 2. The Customer is responsible for maintaining everything on the service side of the meter box, beginning two feet (2') from the pigtail on the outside of the meter box; this includes the service line to the structure or property that is being served, and all fixtures and appurtenances on the property. The customer is responsible for properly maintaining their property to minimize the potential for leaks.
- C. No adjustment will be provided by the Authority under the following conditions:
 1. If the water was used for irrigation purposes, except as specifically stated in Section 3 of this policy. Please refer to see Section 3 Sewer Adjustment.
 2. If the water used flowed through a fire suppression system; this includes, but is not limited to, systems such as a sprinkler system or privately owned fire hydrants.
 3. If the high water loss was due to unintentional-misuse or willful-neglect; an e-Example of this situation would be a -water hose left running for a prolonged period of time.unbeknownst to customer.
- D. Adjustments are credited to the open-active account for which the service is billed for the affected address; adjustments are not issued in the form of cash, check, or other form of payments.
- E. Customer Adjustments: These adjustments are for leaks that occur on the customer's side of the meter. Authority customers may receive up to three (3) leak adjustments every six (6) years from the date of the first of the these last-adjustments received. Customer Adjustments will be made according to the following:
 1. Adjustments will only be made if the usage that was billed is at least 200% of (double)-(2 times) the average usage (not normal charge) that is normally billed for the account.
 2. The adjustment request must be made within 30-60 days of the notification of the leak or within 30 days of the receipt of the the date that the billing statement was sent.
 3. Each adjustment will only cover one (1) billing cycle. Multiple adjustments will count individually towards the adjustment limit listed above.
 4. An "Application for Adjustment" form must be submitted to the Authority. This documentation will be noted and saved with the customer's account.
 - a. The Application for Adjustment must contain:

ADJUSTMENTS

- ~~— a description of the cause and location of the leak for which the adjustment is being requested. A hard copy of the request must be sent by mail, e-mail, or hand delivered, and it must contain an original signature.~~
 - ~~— the following statement of certification on the Application for Adjustment:~~
 - ~~— “By signing this letter, I am certifying that the adjustment being requested was due to a leak on the property that I own and/or rent.”~~
- e-a. Supporting documentation that is ~~recommended~~ required to go with the Application for Adjustment includes the following:
 - i. ~~Detailed letter describing the leak and describing the resolution indicate final results of reported leak; it is recommended that p~~Photographs of the cause of the leak and photographs of the work ~~performed done~~ to prevent future high use be included in the letter are is recommended.
 - ii. ~~Any other supporting documentation that is available. This may include A copy of the plumber invoices, parts lists showing repair parts purchased, etc. showing that work was done to eliminate the leak.~~
- 5. Customer Adjustments will be calculated as follows:
 - a. The bill will be adjusted by dividing the water and/or sewer volume charge portion of the bill in half. Fifty percent (50%) of the volume charges will be the responsibility of the customer to pay, and the other fifty percent (50%) of the volume charges will be deducted from the bill by an adjustment.
 - b. No adjustment will be made to any ~~Authority other fees (including plumber bills,)~~ other than the volume charges; adjustments will not include any credits for any customer expenses or plumber bills.
 - c. Minimum: The minimum amount of the bill to be considered for adjustment is fifty dollars (\$50). No adjustment credit will be approved for under twenty five dollars (\$25).
 - d. Maximums: For very large leaks, where adjustments are approved, the following applies:
 - i. Residential: for a leak that generates a bill (or bills) totaling in excess of one thousand dollars (\$1000), the billing statement(s) will be reduced to a maximum charge of five hundred dollars (\$500). When this maximum large adjustment is applied to the account, no further adjustment will be made to the account for six (6) years following the date of the adjustment.
 - ii. Commercial/Industrial: due to the large variability of flow rates among these customers, any maximum charge for this classification of customers, which is greater than the residential maximum stated above, will be reviewed by the Board of Directors on a case by case basis.
- F. Authority Adjustments: These adjustments are for problems related to assets owned by the Authority or damages caused by the Authority. These Authority Adjustments do not count towards the limited number of adjustments allowed per the prior section of this policy. Authority Adjustments will be made according to the following:
 - 1. An “Application for Adjustment” form, requesting the Authority Adjustment and providing explanation of the reason for the request, must be submitted to the Authority. This documentation will be noted and saved with the customer’s account.
 - 2. Authority Adjustments will be given upon the following conditions:
 - a. A leak was determined to be on the Authority side of the meter setting
 - b. The meter setting was loose and caused a leak

ADJUSTMENTS

- c. A gasket failed in the meter setting
- d. Erroneous meter readings leading to a larger than normal bill
3. Authority Adjustments will be calculated as follows:
 - a. The volume portion of the bill will be adjusted to equal to the average volume consumption for the impacted service address.
 - b. No adjustment will be made to any other fees other than the volume charges.

Section 3. SEWER ADJUSTMENT

- A. Adjustments to customer sewer bills may be made for irrigation, fire suppression, filling swimming pools and hot tubs and will be allowed for one (1) billing period per ~~calendar~~ year from the previous year's adjustment according to the following:
 1. The customer must be connected to the Authority's sewer system in order to receive the sewer adjustment.
 2. The customer must notify the Authority at least three (3) business days prior to irrigating lawn, filling ~~the a~~ pool or hot tub and also within one (1) business day upon completion of the irrigation or fill.
 3. The customer must make the request for the sewer adjustment in writing, either by a letter or email, within five (5) business days upon completion of the fill. This documentation will be noted and saved with the customer's account.
 4. The sewer charges for one (1) billing period will be credited for consumptions above the lowest three (3) billing periods average consumption that occurred one (1) year prior to the adjustment.
 - ~~4. If a sewer customer uses excessive water due to a house fire, they may apply for an adjustment.~~

Section 4. ROUTINE WASTEWATER CHARGE ADJUSTMENT

- A. General: The customer will be responsible for requesting the routine wastewater charge adjustment in writing to the Authority. It is the responsibility of the customer to document and justify the request for the adjustment.
- B. Approval: The Authority will review the request in a timely manner, and make a determination of the applicability of this policy to the request; a site inspection of the customer's facilities by the Authority may be required. The Authority will determine if the customer will be eligible one of the following types of routine wastewater adjustment based on water used that does not have the ability to be transmitted to the wastewater system.
 1. Metered: Should the customer have multiple processes that will not produce wastewater where an adjustment is requested, each process must have a deduct process water meter and each meter will have separate fees and credits associated with the meter. If the customer is approved for a routine adjustment under this section of the policy, the customer must:
 - a. Sign up for the service and agree to pay the current account fee, deposit, and base charge, as adopted by Authority and shown in the Rate Policy, for the deduct process water meter.

ADJUSTMENTS

- b. Purchase and install the deduct process water meter upstream of the area of the process which will not produce any wastewater entering the wastewater system. The deduct meter must meet the Authority's specifications, and the size of the meter must be approved by the Authority. The meter can be purchased from the Authority if so desired by the customer.
 - c. Install the antenna for the deduct meter in a location that allows for the meter to be read remotely from a place with unfettered access using the Authority's reading equipment.
 - d. Make the deduct meter, and the area in which it is installed, available for inspections by the Authority personnel upon request. If such access is not granted at any time by the customer to the Authority, the adjustments may be terminated without any further notice from the Authority to the customer.
 - e. Be the responsible for any maintenance, testing for accuracy, or replacement of the deduct water meter.
 2. Evaporation: Water lost due to evaporation that can that can be clearly documented and quantified, but cannot be metered as shown above. Evaporation adjustments may be granted in lieu of metered deductions, but will not be combined with metered deductions for the same process. If the customer is approved for routine adjustment under this section of the policy, the customer must:
 - a. Provide documentation showing why it is not possible to install a deduct process water meter to quantify the water that is not transmitted to the wastewater system.
 - b. Provide documentation showing the calculation or basis for the routine adjustment that is requested.
- C. Billing: The Authority will routinely deduct from the billing statement utilizing one of the following methods:
 1. Metered: The Authority will read the deduct process water meter(s) and calculate the net wastewater consumption by deducting the volume of water flowing through the deduct meter(s) from the gross volume of water flowing through the customer's master water meter.
 2. Evaporation: The Executive Director of the Authority will calculate a percentage of wastewater that is not generated due to the evaporation, and the Authority will deduct this same percentage from the wastewater bill every billing period. This calculation will be performed no more than annually, and any requested change must be made in writing to the Authority from the customer.

Section 5. APPEAL

- A. Customers may appeal administrative decisions regarding this policy to the ~~Executive~~Director of Finance for the Authority. ~~†The Executive~~Director of Finance will then consult with at least two (2) other management level staff to determine if an adjustment should be made. If the ~~Executive~~Director of Finance determines that an exception is warranted, the granted exception will be reported to the Board of Directors.
- B. The Board may review any appeal, and they may remand the review of an appeal to a committee for further evaluation; said committee will then make a recommendation to the Board at the next regularly scheduled board meeting.

ADJUSTMENTS

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 -November 19, 2013, effective November 20, 2013:
 - a. Changed the term "sewer" to "wastewater" throughout the policy.
 - b. Modified the formatting of section 2 for clarity
 - c. Modified section 3 to allow for a routine wastewater adjustment based on evaporation.
 - 2. Approved November 18, 2014, effective November 19, 2014:
 - a. The entire section 2 was modified for water leak adjustments.
 - b. Section 3 was added for sewer adjustments based on filling swimming pools.
 - 3. Approved August 16, 2016, effective September 1, 2016:
 - a. Section 2 was revised to require the Application for Adjustment, to limit the period in which the adjustment can be requested to 60 days, and to include minimums and maximums adjustment parameters.
 - 4. Approved February 21, 2017, effective February 22, 2017:
 - a. Section 1 was modified to provide clarification on each account being eligible
 - b. Section 2.A and 2.B were added to explain the responsibilities of the customer.
 - c. Section 2.F was added to explain the appeal process.
 - 5. Approved June 19, 2018, effective July 1, 2018:
 - a. Changes were made to reflect the transition to monthly billing
 - b. Section 2.F. was added to explain the process of Authority adjustments
 - c. The appeal process was modified and moved to Section 5.
 - 6. Approved November 17, 2020, effective November 18, 2020
 - e-a. Changes were made throughout the policy for clarification



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RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Jill Underwood; Director of Finance
Date: October 29, 2020
Re: Resolution 2020-01.04 – Reimburse Expenditures with Proceeds of a Borrowing

Attached is a resolution drafted by our legal counsel for the upcoming funding of the Ivy Creek Sewer and E Crest Town water booster station project. The funding will close in spring 2021 (or before) and this resolution allows the Authority to reimburse itself for project expenditures prior to the closing of the loan.



RESOLUTION

2020-11.04

Reimburse Expenditures with Proceeds of a Borrowing

At a regular meeting of the Bedford Regional Water Authority ("Authority") Board of Directors, held in the Board Meeting Room at the Authority's Administrative Annex Building on the 17th of November 2020, beginning at 7:00 p.m.

WHEREAS, the Bedford Regional Water Authority (the "Authority"), 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 (the "Act"), has determined its intent to reimburse expenditures with proceeds of a borrowing;; and,

WHEREAS, the Authority intends to acquire, construct and equip the items comprising the Project set forth herein and,

WHEREAS, plans for the Project have advanced and the Authority has been or contemplates advancing its own funds to pay expenditures and expects to continue advancing its own funds to pay expenditures related to the Project (the "Expenditures") prior to incurring indebtedness and to receive reimbursement for such Expenditures from proceeds of tax-exempt bonds or taxable debt, or both; now,

THEREFORE, BE IT RESOLVED by the Board of Directors of the Bedford Regional Water Authority that:

The Project is the construction of a gravity sewer line along Ivy Creek in Forest, VA and also a water booster pump station located on E. Crest Drive in Bedford, VA the total cost of which is estimated at \$12,530,000 (collectively, the "Project"); and,

The Authority intends to utilize the proceeds of tax-exempt bonds or the Authority's taxable bond given in connection there with (the "Bonds") or to incur other debt, to pay some or all of the costs of the Project. This resolution constitutes an initial resolution authorizing the issuance of the Bonds as provided in the Act.

1. For a period of thirty (30) days after the date of the filing with the circuit court having jurisdiction over any of the political subdivisions, which are members of the authority, a certified copy of the initial resolution of the authority authorizing the issuance of bonds, any person in interest may contest the validity of the Bonds, the rates, fee and other charges for the services and facilities furnished by, for the use of, or in connection with, any water or waste system or, for authorities created under Article 6 (§ [15.2-5152](#) et seq.) of Chapter 51, such other facilities which may be provided by the authority under § 15.2-5158, the pledge of the revenues of any water or waste system, or any combination or any thereof, for authorities created under Article 6 of Chapter 51, such other facilities which may be provided by the Authority under § 15.2-5158, any provisions which may be recited in any resolution, trust agreement,

- indenture or other instrument authorizing the issuance of bonds, or any matter contained in, provided for or done or to be done pursuant to the foregoing. If such contest is not given within the thirty-day period, the authority to issue the Bonds, the validity of the pledge of revenues necessary to pay the Bonds, the validity of any other provision contained in the resolution, trust agreement, indenture, or other instrument, and all proceedings in connection with the authorization and the issuance of the Bonds shall be conclusively presumed to have been legally taken and no court shall have authority to inquire into such matters and no such contest shall thereafter be instituted.
2. The Authority intends that some or all of the proceeds of the Bonds be used to reimburse the Authority for Expenditures with respect to the Project made on or after the date that is no more than sixty (60) days prior to the date of this Resolution, with the possible exception of preliminary expenses needed to evaluate the feasibility of the Project as permitted under applicable U.S. Treasury Regulations. The Authority reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds or other debt.
 3. Each Expenditure was or will be, unless or otherwise, approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditures), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Authority so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount or for the benefit of the Authority.
 4. The Authority intends to make a reimbursement allocation, which is a written allocation by the Authority that evidences the Authority's use of proceeds of the Bonds to reimburse an Expenditure, no later than eighteen (18) months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three (3) years after the date on which the Expenditure is paid. Periodic requisitions of funds will constitute the Authority's written allocation. The Authority recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimus amounts, expenditures by "small issuers" (based on the year of issuance and not the year of expenditure) and expenditures for construction for at least five (5) years.
 5. The Authority intends that the adoption of this resolution confirms the "official intent" within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Code of 1986, as amended.



This resolution shall take effect immediately.

Member _____ made a motion to approve this resolution.

Member _____ seconded the motion.

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 November 17, 2020 at which a quorum was present and acting throughout, and that the same has not been amended or rescinded and is in full force and effect as of the date of the above mentioned meeting.

(SEAL)

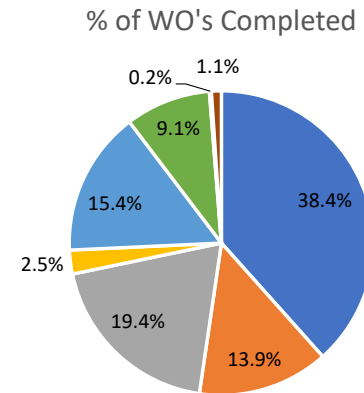
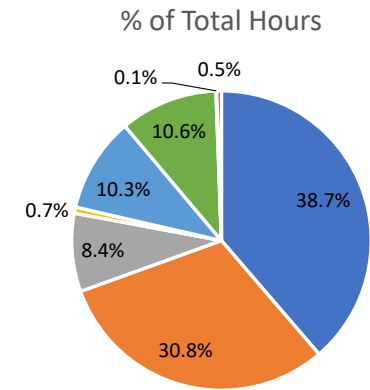
Brian M. Key, Secretary,
Bedford Regional Water Authority

OPERATIONS REPORT



October 2020 Work Orders
(excluding Meter Replacement Program)

Service Area	Hours	% of Total Hours	Completed Work Orders	% of WO's Completed
Central Sewer Collection	116.1	6.8%	19	4.0%
Central Sewer Treatment	176.5	10.4%	100	21.1%
Central Water Distribution	313.6	18.4%	35	7.4%
Central Water Treatment	52.7	3.1%	28	5.9%
Central Total:	658.8	38.7%	182.0	38.4%
Forest Sewer	134.6	7.9%	14	3.0%
Forest Water	389.6	22.9%	52	11.0%
Forest Total:	524.2	30.8%	66.0	13.9%
Moneta Sewer Collection	24.5	1.4%	5	1.1%
Moneta Sewer Treatment	119.3	7.0%	87	18.4%
Moneta Sewer Total:	143.8	8.4%	92.0	19.4%
Montvale Sewer Collection	0.0	0.0%	2	0.4%
Montvale Sewer Treatment	11.2	0.7%	10	2.1%
Montvale Sewer Total:	11.2	0.7%	12.0	2.5%
Office - Admin Building	7.0	0.4%	4	0.8%
Office - Annex Building	2.0	0.1%	2	0.4%
Other	165.7	9.7%	67	14.1%
Offices/Other Total:	174.7	10.3%	73.0	15.4%
SML Central Distribution	89.6	5.3%	16	3.4%
SML Treatment (SMLWTF)	90.1	5.3%	27	5.7%
SML Total:	179.7	10.6%	43.0	9.1%
Stewartsville Water Total:	1.5	0.1%	1	0.2%
BRWA Well Systems Total:	8.5	0.5%	5	1.1%
Grand Totals:	1702.3	100.0%	474	100.0%

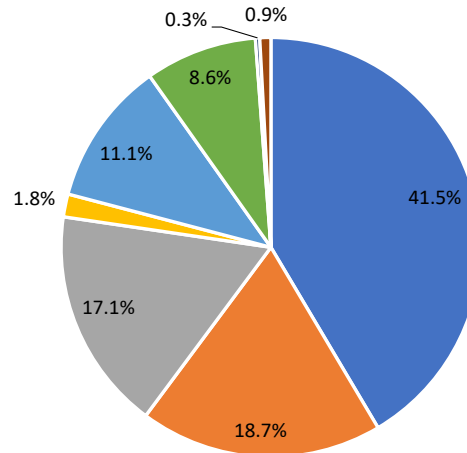




Work Order Summary **All Departments** **Running Totals Tracking Sheet**

Service Area	November '19	December '19	January '20	February '20	March '20	April '20	May '20	June '20	July '20	August '20	September '20	October '20	Running Total	Running Total %
Central	151	253	168	193	211	192	167	204	186	173	157	182	2237	41.5%
Forest	65	83	70	80	93	85	77	99	127	69	95	66	1009	18.7%
Moneta	30	71	76	105	80	65	61	83	93	83	86	92	925	17.1%
Montvale	4	4	9	14	8	9	11	6	4	9	5	12	95	1.8%
Offices/Other	11	35	39	57	68	48	52	47	64	55	50	73	599	11.1%
SML	29	33	49	52	43	34	38	36	39	35	34	43	465	8.6%
Stewartsville	1	1	1	2	3	3	1	0	0	1	4	1	18	0.3%
BRWA Well Systems	1	7	4	4	5	7	1	2	2	2	6	5	46	0.9%
Monthly Totals:	292	487	416	507	511	443	408	477	515	427	437	474	5394	100.0%

% of Work Orders Completed - Running Total



ADMINISTRATION REPORT

CLOSINGS AND DELAYS / There are currently 10 active closings. Click for more details.

< **WEATHER ALERTS** / Flash Flood Warning: **Appomattox, Campbell**

>



DRUMSTICK DASH / Register now and find out more about this...

LYNCHBURG & CENTRAL VIRGINIA NEWS

Greater-Lynchburg water providers supply free grease disposal kits so citizens can “Enjoy the Feast, Recycle the Grease”



FILE – This Nov. 2, 2009, file photo shows a Thanksgiving turkey in Concord, N.H. (AP Photo/Larry Crowe, File)

by: WFXRtv.com Digital Desk

Posted: Nov 10, 2020 / 05:14 PM EST / Updated: Nov 10, 2020 / 05:14 PM EST

and recycle their cooking oils and grease this holiday season.

The organizations will be giving away free grease disposal kits that can be filled with the drippings from holiday meals and returned to the water providers for sustainable disposal. The collected grease will then be recycled into an environmentally-friendly biofuel or be donated to a local farmer for livestock feed.

Fat, oil, and grease can build up in local sewer systems. When these ingredients are poured down the drain, they solidify in the sewer pipes, mixing with non-flushable items (like wet wipes and shop rags) and create fatbergs that block the sewer lines and cause costly and unsafe overflows into backyards, forests, and streams.

“

“A big gift that citizens can give themselves, the community, and the environment this holiday season is to properly dispose of fats, rags, oil, and grease. By keeping those items out of the pipes, customers will end up saving money by not having costly sewer backups. Also, this helps save the environment from untreated wastewater spilling out of backed-up pipes.”

- BRIAN KEY, BRWA EXECUTIVE DIRECTOR

“These kits provide our community with the information and tools they need to protect our infrastructure and environment, right at the kitchen sink. We encourage the community to practice proper grease disposal methods during the holiday season and year-round,”

The free grease collection kits include a funnel, can lid, sponge, dish scraper, and informational hand-outs on how to use the items and how to properly dispose of the grease. The kits will be available at a variety of locations.

Kits can be picked up at the following locations:

- **Lynchburg Community Market** Table will be set up for grab and go from Saturday, November 7- Monday, November 30. Kit hand-out events will occur at the Market on Saturday, November 21, from 8 a.m. – 2 p.m., and Wednesday, November 25, from 10 a.m. – 2 p.m.
- **Lynchburg Parks and Recreation Neighborhood Centers (College Hill, Diamond Hill, Daniel's Hill, and Jefferson Park):** Available during open hours November 9 – November 30.
- **Templeton Senior Center:** Available during open hours November 9 – November 30.
- **Lynchburg College Hill Water Treatment Plant Administration Building:** Table will be set up for grab and go within the front administration building lobby Monday through Friday from 8:30 a.m. – 5 p.m.
- **Lynchburg Wastewater Treatment Plant:** Kits are located on the top shelf of the grease recycling container. The plant is open 24/7 for grease recycling or kit pick up.
- **BRWA Administration Building:** Table will be set up for grab and go within the front lobby from November 9 – November 30, Monday through Friday, from 8:30 a.m. – 5 p.m.
- **BRWA Smith Mountain Lake Water Treatment Facility:** Table will be set up for grab and go outside of the main entrance on November 9 – November 30, Monday through Friday from 8:30 a.m. – 5 p.m.

Sealed containers can be dropped off at any of the above locations in designated drop-off boxes during open hours. Citizens can also drop off used cooking oil and

Water Authority's Administration Building located at 1723 Falling Creek Road in Bedford.

“

“These kits provide our community with the information and tools they need to protect our infrastructure and environment, right at the kitchen sink. We encourage the community to practice proper grease disposal methods during the holiday season and year-round.”

- TIM MITCHELL, DIRECTOR OF LWR

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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						9/3/2020
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).					Department Contact:	S Foster
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. Annual project close out requirements letter mailed 9/3/20.						
Job #	2013086.2	Job Type:	Other	Location	Central - Bedford	Last updated on:	
Job Name	Route 43 - Stoney Creek Bridge VDOT Improvement						7/10/2020
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					Department Contact:	S Dade
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. Working to gather close-out documents						
Job #	2015058	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Corporate Park Drive Extension - Design						11/9/2020
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 Facilities plans dated 1-1994					Department Contact:	S Dade
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. Testing complete; puchlist mailed 2/10/20. Punchlist mailed 7/24/20. Gathering close out documents 11/9/20.						
Job #	2016062	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	Kitsmont Subdivision - Design						11/9/2020
Description	New construction of approximately 4,100 LF of WL and appurtenances for 52 lots.					Department Contact:	S Dade
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 feed 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). Waterline complete, testing complete and punchlist mailed 11/9/20.						
Job #	2017058	Job Type:	Fire Flow Meter	Location	Forest	Last updated on:	
Job Name	Forest Enterprises LLC - Site Plan						10/20/2020
Description	Develop a 30,000 SF commercial warehouse building with parking.					Department Contact:	S Dade
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 contactor due to grading. Fire flow meter vault installed. Sewer connection to be installed at a later date. Punchlist mailed 10/20/20.						

Job #	2017060	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Burnbridge Sewer Extension - Design					Department Contact:	10/6/2020 C Ward
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; 4/3/2020 H&P reviewing alternate pressure sewer alignment along roadways. 6/22/2020. Preliminary FM Dsgn 01 rec'd 10/06/20. Plans intended for VDOT's review. Full set of plans to be sent in at a later date.						
Job #	2017075	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	Country Estates 2017 NLE					Department Contact:	7/10/2020 C Ward
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. Esmts #200004979, #200004975, #200004976 & 200004977 recorded 5/18/20. Esmts #200005538, #200005537, #200005533, #200005534 & #20005536 recorded 6/1/20. Esmt #200006067 recorded 6/11/20. Letters to sign up for service emailed & mailed 6/17/20. Wet tap installed 6/30/2020						
Job #	2018023.1	Job Type:	Water	Location	Lakes / Huddleston	Last updated on:	
Job Name	Mariners Landing System Transfer - Waterline Extension					Department Contact:	9/4/2020 S Dade
Description	Waterline extension along SML Parkway to connect Mariners Landing water system to public system.						
Status	Proposal approved 8/9/18 for survey and design of waterline extension. Preliminary alignment reviewed 10/10/18 with H&P. Plans rec'd 2/13/19, comments returned 6/19. Will not require County SRP submission. Plans rec'd 8/13/2019. Plans emailed to VDOT & Natrual Resources 8/20/19. Natrual Resources LDP Application form & approval rec'd 8/28/19 Comments emailed 8/29/19. Comments received from VDOT. Dsgn 03 rec'd 10/28/19. 12" Waterline installation and pressure testing complete on SML Parkway. Bac-t samples and PRV vault to be installed at a later date. Water Analysis samples rec'd 8/21/20. Water Analysis sample rec'd 8/31/20. ESMT #200009947 recorded 8/31/20. Water Analysis sample rec'd 9/4/20.						
Job #	2018034	Job Type:	Other	Location	Forest / Goode	Last updated on:	
Job Name	VDOT Everett Rd Bridge Replacement					Department Contact:	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 #	2018062.2	Job Type:	Internal	Location	Bedford Central	Last updated on:	
Job Name	BRWA Administration Parking Lot - North						8/7/2020
Description	Addition of a parking lot at the north side of the BRWA administration facilities.					Department Contact:	R English
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. Received E&S approvals and comments from County on 1st plan submittal; VDOT comments rec'd 7/9/20 indicating waiver request for new entrance would require review by regional office and possibly another 3 month's review time. Revised plans were submitted for VDOT review on 8/4/20. Nutrient purchase agreement and invoice were received 8/3.						
Job #	2018086	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Sewer Force Main for TM# 118-A-6A - Design						10/9/2020
Description	Sanitary Force Main Plan and Profile for TM# 118-A-6A. Waterline Relocation added to project in 8th submittal (See 2018-086.1 for Waterline C2C/COC purposes)					Department Contact:	S Foster
Status	Dsgn01 rec'd 7/19/18 - Withdrawn 7/20/18 per Engineer. Treat next submittal as Dsgn01. Dsgn01 rec'd 8/13/18. Base Review Fee rec'd 8/16/18. Comments issued 8/27/18. Current design does not meet BRWA criteria for being public. Dsgn02 rec'd 10/30/18. 11/8/18 SWF Met w/ Norm and Tommy to discuss submittal. No formal review comments being issued for submittal 02. P&O will revise and resubmit per meeting discussion. Dsgn03 rec'd 11/15/18 with hard copies of calculations. When plans were opened on 11/29/18 they were exactly the same as previous submittal. Dsgn 03 was voided and an e-mail sent to Engineer requesting revised submittal. Dsgn 04 rec'd 11/29/18. Dsgn 04 comments issued 12/5/18; Calc 02 comments issued 12/6/18. Dev Pkg issued 12/6/18. Met w/ Engineer & Developer 12/6/18. BRWA soliciting necessary Easements. Dsgn 05 rec'd 5/6/19. Comments emailed to engineer 5/28/2019. Dsgn 06 & Re-review fee rec'd 6/5/19. Slip sheets rec'd 6/10/19. Dsgn 06 Comments issued 6/13/19. Signed Developers Agrmt & Review & Inspection fees rec'd 7/3/19. Dsgn 07 & Re-Review Fee rec'd 8/19/19. Plans approvable. VDOT LUP App submitted to VDOT. Finalizing calcs w/ P&O and Liberty. Cost Est received from P&O 11/20/19 in review. Cost Est comments issued 12/9/19. FM Calcs approved 12/9/19. Unforeseen 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 additon 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. Bond #22BSBII2206 rec'd 5/15/20. 7/30/20 - Called Tommy & responded to e-mail of 7/29 requesting guidance for what is needed to move forward. Per Developer - Falwell Corp to construct water & Vision Directional Drilling proposed to construct FM. Rec'd Contractor Qualification Statement and app'vd Vision Directional Drilling for the FM construction. FM Shop Dwg submittal 1 rec'd & review comments issued. Still awaiting issuance of VDOT permit. VDOT Land Use Permit #216-28329 rec'd 10/6/20. Shop Dwgs app'd 10/8/20 for sewer only. C2C for Sewer Only issued to Inspector 10/9/20.						
Job #	2018086.1	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	221 Car Wash Waterline Relocation - Design						10/5/2020
Description	For C2C & COC purposes only. Reference 2018-086.					Department Contact:	S Foster
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. Bond #22BSBII2206 rec'd 5/15/20. Per Developer 7/30/20 - Falwell Corp to construct water. Shop Dwgs app'd 10/1/20 for water only. C2C for Water Only issued to Inspector 10/5/20.						
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.					Department Contact:	R English
Status	Met with Dunstan & Riley on 6/5/18 to view system in field. Contacted Falwell on 8/3/18 to get plans for the system. Can offer submetering now; can discuss possible contract operation only upon rebuild of booster pump station & waterline information received. 1/4/19: meeting scheduled for 3/4/19 with BRWA and Falwell to review system again for upgrades needed. Falwell did not attend; property owners requesting list of upgrades needed for BRWA to consider contract operation or acceptance.						
Job #	2018106	Job Type:	Sewer	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.					Department Contact:	S Dade
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 Agrmt 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 #	2018125	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Forest Middle School Improvements - Site/Design						7/10/2020
Description	Proposed expansion and upgrades to the existing Forest Middle School. Project will include relocating portion of existing public sewer and addressing unmetered fire line.					Department Contact:	S Dade
Status	TRC 12/13/18. Concept plan 01 rec'd 12/13/18. Site/Design Plan 01 rec'd 02/01/19 & waiting on \$400 Base Review Fee. Met w/ Engineer, BCPS, Planning & VDOT 2/8/19. Per the meeting, BRWA is deferring review & comment until 2nd submittal - posted comment to that effect for 1st submittal. Base Review Fee rec'd 3/8/19. Fire Flow Test Fee rec'd 4/12/19. Site Plan 02 rec'd 4/23/19. Meeting held 5/16/19. Several revised conceptual SS alignments sent via e-mail. Dsgn 02 comments issued 5/20/19. Dsgn 03 rec'd 5/24/19. Comments posted 5/29/19. Dev Agmt -Signed- rec'd 5/30/19. Dsgn 04 rec'd 6/10/19 - comments issued 6/18/19; Rev & Insp Fee reqmts issued 6/18/19; Esmt Exhibit 01 review comments issued 6/18/19. Dsgn 05 (Slip Sheets) rec'd 6/25/19. Site Plan appv'd by BRWA 6/26/19. Requested 4 copies for C2C purposes & e-mailed BCPS status update of outstanding items needed for C2C on 6/26/19. Shop Dwgs 01 rec'd 7/10/19. Review Fees, Inspection Fees & Re-Review Fees Rec'd 7/15/19. Construction Cost Estimate of \$197,500 rec'd/agreedupon 7/16/19. Shop Dwgs 02 rec'd 7/16/19; Shop Dwgs & Plans appv'd 7/19/19; C2C prepared for Pre-Con on 7/22/19; Easement Agmnts prepared to execute. Pre-Con meeting & C2C issued 7/22/19. Private waterlines have been disconnected from the public main and rerouted behind the existing vault. The sanitary sewerline has been constructed and tested. Punchlist mailed to BCPS and Contractor 5/20/2020						
Job #	2019034	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Westyn Village Townhomes 2019 - Site/Design						7/16/2020
Description	Proposed (8) 9 unit residential townhomes and (3) 8 unit Townhomes with private road					Department Contact:	S Dade
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. Signed Dev agmt rec'd 2/6/20. Re-review fee rec'd 2/7/20. Comments issued 2/12/20 - Approvable. Shop Drawings approved 2/27/20. Awaiting Surety & Contractor confirmation. Revised Cost Est rec'd & revised Surety Rqmnt sent. Surety rec'd 7/7/20 with inaccuracies - returned to Developer 7/8/20 with notification of needed corrections. On-Site Contractor will be Thomas Builders of VA; Contractor for public connections to existing will be JL Crawford per e-mail from Developer 6/26/20. C2C pending receipt of corrected Surety. Awaiting Contractor & Surety Information. Surety LOC# 582 rec'd 7/15/20. Dev agmt executed 7/16/20. Water Cert completed 7/16/20. C2C issued 7/16/20.						
Job #	2019037	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Boonsboro Meadows Section 2 Roadway, Water & Sanitary - Design						11/9/2020
Description	Roadway, Water & Sanitary Design for Boonsboro Meadow Section 2.					Department Contact:	S Dade
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 Agmt & 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). Waterline construction completed the week of 7/6/2020. Forcemain sewer to begin the week of 7/13/2020. Construction complete and crew working on punchlist 11/9/20.						
Job #	2019049	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	NLBTC Lot 7 EDA Meade Road Extension - Design Plan						7/10/2020
Description	Proposed waterline extension down Meade Road.					Department Contact:	S Dade
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 and testing complete. Punchlist issued to Contractor 5/13/2020						
Job #	2019061	Job Type:	Internal	Location	Central, Lakes	Last updated on:	
Job Name	Energy Performance Study and Improvements						11/5/2020
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.					Department Contact:	N Carroll
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. Design Intent Document (DID) was reviewed with proposed Energy Control Measures (ECMs). VRA funding application submitted. Final DID prepared. Bond paperwork signed 11/5.						

Job #	2019081	Job Type: Internal	Location Lakes	Last updated on:
Job Name	Paradise Point Water System Transfer Request			11/5/2020
Description	Owner is requesting BRWA take ownership of water system. Water system serves 24 customers. Treatment includes orthophosphate, soda ash, and chlorine.			Department Contact: R English
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. Finance Committee recommended and Board approved \$37 rate with no further reductions based on 5/28/20 review and discussion of revised calculations. Request received on 7/28/20 from owners for system transfer. Information given to legal counsel for document preparation, with information being received from Paradise Point. Goals planned for draft documents by end of October, SCC submission by end of November, and transfer by 5/31/2021. Draft Petition, Summary and Transfer Agreement reviewed by BRWA on 11/5; to be sent to Paradise Point for review.			
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, installation of 1 FM valve, 1 sewer connection & 1 water connection - Requires a Developer Project			Department Contact: S Foster
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 signup fees until C2C is issued (have not rec'd signed Dev Agmt or Fees).			
Job #	2019088	Job Type: Water	Location Forest	Last updated on:
Job Name	The Stables On Coffee Subdivision - Design			9/11/2020
Description	Proposed 15 lot residential subdivision with public roadway & water line. Comments Emailed to County 12/31/19.			Department Contact: J Dean
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. Dsgn 03 rec'd 7/1/20. Design & Water Calcs Approved and sent comments to Planning & Engineer 7/17/2020. Dsgn 04 rec'd 8/12/20. Inspection fees rec'd 8/13/20. Surety #20-200 rec'd 8/25/20. Shop Drwgs Approved 9/11/2020.			
Job #	2019093	Job Type: Concept Plan	Location Forest	Last updated on:
Job Name	Tractor Supply at Perrowville Rd and Hooper Rd - Concept			9/18/2019
Description	Proposed Tractor Supply Store			Department Contact:
Status	TRC 9/24/19. Comments e-mailed to Planning 9/18/19.			
Job #	2019101	Job Type: Sewer	Location New London	Last updated on:
Job Name	Sheetz New London Sewer Extension - Design			9/24/2020
Description	Proposed sewer hookup for Sheetz in New London.			Department Contact: C Slusser / S Dade
Status	Met with Ryan Gatewood (LE&D) & Charles Santore (BCPS) 12/9/19 at New London Academy to discuss alignment & easements. Dsgn 01 & 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 Exhibit approved & Dsgn 02 Comments issued 5/7/20. VDOT Permit App reviewed & original is forthcoming. Dsgn 03 rec'd 5/20/20. Dsgn 03A (slip sheets) rec'd 6/3/20. Final Dsgn plans approvable pending Dev documents; Esmt Agmts EMLed 6/3/20; VDOT Permit App being processed. Esmt #200006065 & #200006066 recorded 6/11/20. VDOT LUP# 216-28207 rec'd 6/25/20. Esmt #200007256 recorded 7/7/20. Shop Drawings 01 rec'd 7/31/20; contractor will be Counts & Dobyns. Construction Cost Est rec'd 8/11/20; need to revise & resubmit. Shop Drawings 02 rec'd 8/12/20. Inspection Fee rec'd 8/19/20. Const Cost Est & Shop Dwgs app'd 9/1/20. C2C will be issued upon receipt of Surety & Shop Dwgs as of 9/2/20. Shop Dwgs rec'd 9/21/20. Shop Dwgs app'd 9/22/20. Surety rec'd 9/22/20. C2C issued 9/23/20. Pre-construction meeting held 9/24/20.			
Job #	2019106	Job Type: Water	Location Stewartsville	Last updated on:
Job Name	Hardy Road Waterline Extension			9/4/2020
Description	Proposed waterline extension to serve Hardy Road mobile home park. VDH requesting EPA WIIN grant towards water system repairs or public line extension.			Department Contact: R English
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. VDH placed owner of Trailer Park under Consent Order. Conference call held 8/20 with VDH, SERCAP, RD, DHCD and owner to review options. Discussed with VDH on 8/24 inability to assist with funding or staffing for project currently.			

Job #	2019108	Job Type:	Water	Location	164-A-46A	Last updated on:	
Job Name	1906 Bunker Hill Loop Waterline Extension					Department Contact:	11/6/2020
Description	DEQ requesting a possible waterline extension to serve the 1906 Bunker Hill Loop					Department Contact:	W Blankenship
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. Scope of Work for BRWA was emailed to DEQ for review/approval on 6/10/2020. Plans sent to Agencies for review on 8/3/2020. Public Hearing for Special Review Project on 9/15/2020. VDOT LUP App hand delivered (w/out check) 9/17/20. VDOT LUP Check hand delivered 10/1/20. VDOT LUP #216-28348 rec'd 10/27/20. NTP was issued 10/21/2020. Construction has not started.						
Job #	2019113	Job Type:	Internal	Location	SML (Bridgewater Bay Deve	Last updated on:	
Job Name	Bridgewater Bay Water Pressure Issues					Department Contact:	8/7/2020
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.					Department Contact:	S Foster
Status	Engineering contacted Mr. Harmon to gather as much background info as possible. WO's were issued to Preventive Maintenance (PM) 11/20/19 to set up pressure recorders to collect pressure data. First round of pressure recorder data rec'd from PM 12/5/19. Pressure results communicated to Bridgewater Bay. Money has been requested in FY - 2020-2021 budget to install main line PRV. Responded to status update request from Mr. Harmon on 8/6/20 explaining CIP budget cut due to COVID. Also e-mailed info on BRWA waterline their private FM around entrance area per Mr. Harmon's request. Mr. Harmon reported they have not been having the failures that they had previously been experiencing.						
Job #	2019114	Job Type:	Site Plan w/Proposed Utilities	Location	Central	Last updated on:	
Job Name	Cardinal Senior Living - Site Plan					Department Contact:	9/17/2020
Description	Proposed Senior Living Center					Department Contact:	J Dean
Status	Site Plan 01 rec'd 12/06/19. Conference Call with Enginner 12/11/19. FF test check rec'd 12/23/2019. Site plan 02 rec'd 5/21/20. Developer Agreement sent on 6/29/2020. Site Plan 03 rec'd 8/27/20. Review fees and signed Developer Agmt needed in order to release comments.						
Job #	2019117	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Westyn Village Condotels - Site/Design					Department Contact:	9/2/2020
Description	Proposed 24 Condotel & 6 36 unit Condotel with a clubhouse. (Plan Name Changed to Westyn Village Ph II).					Department Contact:	S Foster
Status	Site/Design 01 rec'd 12/06/19. Comments & Dev Pkg issued 1/31/20. Site/Design 02 rec'd 4/13/20. Site Plan 02 comments, Esmt Exhibits 01 comments & Revised Developer Agreement issued 6/1/20. Easement Exhibit submittal 02 rec'd 6/11/20. Exhibit review comments e-mailed to Engineer 8/25/20. Project 'on-hold' pending sewer capacity issues being resolved.						
Job #	2020008	Job Type:	Water	Location	Bedford Central	Last updated on:	
Job Name	Turkey Mountain Booster Station					Department Contact:	11/6/2020
Description	Booster station and distribution lines to serve customers currently directly connected to WTP and dependent upon the plant being in operation. Part of FY 19-20 CIP					Department Contact:	W Blankenship
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. First draft of Design Report rec'd from H&P on 6/3 and was distributed internally for review/comments. Comments were provided to H&P on 6/10. H&P submitted the second submittal of the design report on 6/29 and 30% drawings on 6/30. BRWA comments were sent to H&P on 7/7. Public Hearing for Special Review Project on 9/15/2020. SRP approved. Reviewing third plan submittal.						
Job #	2020012	Job Type:	Sewer	Location	Montvale	Last updated on:	
Job Name	Montvale VFD Sewer Extension					Department Contact:	11/5/2020
Description	Proposed sewer extension.					Department Contact:	S Foster
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 are needed for BRWA public portion of the sewer. Easements are needed. Easement Agreements w/ Exhibits have been prepared and e-mailed to VDOT and County for consideration/execution. As-Built 01 rec'd 6/18/20. Esmt #200009011 recorded 8/11/20. Working w/ VDOT on closeout documents. Quitclaim Deed Agreement #200013148 recorded 11/2/20. Esmt #200013149 recorded 11/2/20.						
Job #	2020016	Job Type:	Water & Sewer	Location	Smith Mountain Lake	Last updated on:	
Job Name	Eastlake Village Roadway, Water & Sanitary - Design					Department Contact:	7/13/2020
Description	14 lot subdivision with roadway, water & sewer.					Department Contact:	J Dean
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. Awaiting outstanding review fees in order for comments to be issued.						

Job #	2020020	Job Type:	Water	Location	Forest	Last updated on:
Job Name	Cambridge Manor Phase 1 - Design					7/31/2020
Description	Road & waterline plan & profile for Country Club Meadows Phase 1 (59 lot single family development). Previously known as "Country Club Meadows Phase 1 - Design".					Department Contact: S Foster
Status	Dsgn 01 rec'd 2/03/20. (Need \$400.00 base review fee). Dsgn 01 Comments & Dev Pkg issued 2/28/20. Dsgn 02 rec'd 6/30/20. Fees & Agment have not yet been rec'd. 2nd Review Comments issued and due to Project name change & design changes a revised Dev Pkg was issued 7/31/20. Please do not accept 3rd submittal w/o Agmnt, Base Fee, Review Fees & Re-Review Fee.					
Job #	2020022	Job Type:	Fire Flow Meter	Location	Forest	Last updated on:
Job Name	Berglund Toyota - Site/Design					9/14/2020
Description	Improvements proposed include demolition of existing (vacant) car dealership building & construction of new dealership building (automobile parts/supply & retail) with associated parking expansion & utilities.					Department Contact: C Slusser
Status	TRC 2/11/20. Concept 01 rec'd 2/5/20. FFT Fee rec'd 2/28/20. Site/Dsgn 01 & Calcs rec'd 6/5/20. Base Review Fee rec'd 6/11/20. Comments 01 & Dev Pkg emailed/mailed 7/10/20. Updated Dev Agmt emailed 7/29/20. Site/Dsgn 02 rec'd 8/3/20; hard copies rec'd from Planning 8/12/20. Site/Dsgn 02 approvable as of 8/14/20 - need Dev Agmt & Fees. Updated Dev Agmt emailed 8/24/20. Esmt Exhibit 01 reviewed & comments issued 9/14/20.					
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.					Department Contact: R English
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)					Department Contact: W Blankenship
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 #	2020028	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:
Job Name	Innerspec Building Addition - Site Plan					11/2/2020
Description	Proposed 10,400 SF building addition and associated stormwater measures. Building use will be light manufacturing.					Department Contact: J Dean
Status	TRC 2/25/20. Concept 01 rec'd 2/20/20. Site Plan 01 rec'd 9/23/20. Review & Inspection fees rec'd 10/23/20. Signed Developer Agreement & Signed Esmt rec'd 10/28/20. Site Plan 02 rec'd 11/2/20.					
Job #	2020032	Job Type:	Preliminary Plan	Location	Forest	Last updated on:
Job Name	Boonsboro Meadows Sections 3-8 - Preliminary Plan					8/18/2020
Description	Proposed 193 residential lots in 9 sections. Sections 1 (9 lots) already completed and Section 2 (22 lots) under construction w/ C2C issued 5/5/20.					Department Contact: S Foster
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. Prelim Plan 02 review completed 6/5/20 & corresponding FM Calcs review completed 6/26/20 - comments for both issued 6/29/30. BRWA will be preparing a Capacity Letter to Planning to follow. Preliminary Plan 03 rec'd 7/29/20 (e-mail); Calcs rec'd 8/7/20 (e-mail). Comments issued 8/18/20 - "no further comments". Requested one full size hard copy of final approved plan for BRWA files.					
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					Department Contact: A Browning
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 #	2020043.1	Job Type:	Water & Sewer	Location	Forest	Last updated on:
Job Name	Ivy Creek Divisions 5 & 6 Interceptors - PPEA					11/5/2020
Description	Unsolicited PPEA proposal received for Ivy Creek sewer and Route 460 Water Pump Station.					Department Contact: R English
Status	PPEA proposal received, accepted by Board on 4/21 for review. Posted and advertised for competing submittals, due 7/7/20. Two additional proposals received; internal review completion anticipated 7/31. Additional information requested of proposers to reach uniform proposals; interviews held 9/16 and 9/17 with all 3 groups. Selection made for EC Pace and CHA based on scoring. Debriefings held with non-selected groups. Comments returned on Preliminary Stage Agreement on 10/21 and discussed with DB on 10/27. DB working with DEQ to ensure agreement meets DEQ requirements before submitting revisions.					

Job #	2020043.2	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Ivy Creek Divisions 5 & 6 Interceptors - Funding						11/5/2020
Description	Funding to complete the Ivy Creek sewer line to take the Lake Vista Pump Station offline.					Department Contact:	R English
Status	PER modification completed for CWRLF funding application; application submitted on 7/8/20. Conditional approval rec'd, final approval upon SWCB meeting in December. Meeting held with DEQ and DB team on 10/7 to discuss funding process.						
Job #	2020048	Job Type:	Water & Sewer	Location	Town Tax Map 129	Last updated on:	
Job Name	Avenel Ave Water & Sewer Replacement						9/4/2020
Description	To replace a 4"/3" waterline and 6" sewerline on Avenel Ave to coincide with the Town of Bedford paving schedule given by Wayne Hale.					Department Contact:	C Ward
Status	Research and designPlans sent for BRWA internal review 4/24/2020. Plans revised and approved by BRWA 6/29/2020. Revised plans sent to Town of Bedford for review and approval 6/30/2020. Easement agreement mailed to Rucker 7/8/2020. Easement Agreement declined by property owner 7/21/2020. New easement agreement mailed to Johnston 7/23/2020. Comments rec'd from Town of Bedford 9/4/2020						
Job #	2020049	Job Type:	Fire Flow Meter	Location	Forest	Last updated on:	
Job Name	Tractor Supply 2020 - Site Plan						10/22/2020
Description	Proposed Tractor Supply Store.					Department Contact:	J Dean
Status	Site Plan 01 rec'd 4/7/20. Comments sent to Consultant & Planning on 4/30/2020. FFT fee rec'd 5/26/20. Site Plan 02 rec'd 6/18/20. Dev Agreement mailed 6/29/20. Review & Inspection fee rec'd 7/7/20. Site Plan 03 rec'd 7/24/20. Esmt #200009480 recorded 8/20/20. Signed Dev Agmt rec'd 8/21/20. 4 sets of approved plans rec'd 9/1/20. Slip Sheets rec'd 9/3/20. Surety #S203236 rec'd 9/9/20. Shop drawings approved 10/22/20. C2C issues 10/22/20.						
Job #	2020053	Job Type:	Sewer	Location	Lynchburg/Bedford	Last updated on:	
Job Name	City of Lynchburg Lake Crest Drive Sewer Extension - Design						6/8/2020
Description	Sanitary sewer extension for proposed 3 lot subdivision. Line will be owned by Lynchburg. BRWA limited to inspection of connection to existing BRWA MH.					Department Contact:	S Foster
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. Dsgn 02 rec'd 5/22/20. Comments 6/8/20 - no comments & requested 2 hard copies of final signed/app'd plans. Work order will be issued for BRWA connection inspection.						
Job #	2020066.1	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	FMS Pump Station Upgrades - Preliminary						10/1/2020
Description	Review of upgrades needed to Forest Middle School Pump Station to serve current and future development.					Department Contact:	R English
Status	Basis of Design Report received from WRA on 9/3/20 and given to P&O.						
Job #	2020066.2	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	FMS Pump Station Upgrades- Prepayment Request						11/5/2020
Description	Prepayment request to complete upgrades to Forest Middle School pump station to allow for current and future growth. Current growth related to Westin Village development.					Department Contact:	R English
Status	Discussions held on 9/23/20 with R Orrison and D Cyrus of process and developer's responsibility for design. Prepayment request approved at October Board Meeting for \$100k less than total construction cost.						
Job #	2020068	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:	
Job Name	Nanotouch Building Addition - Site Plan						7/22/2020
Description	Proposed building addition (5,025 gross square feet). The building addition will use the existing water/sewer connections. No proposed changes to BRWA water/sewer connections. No FOG.					Department Contact:	S Foster
Status	TRC 6/9/20. Concept 01 rec'd 6/4/20. Site plan 01 rec'd 7/16/20. "NO COMMENTS" issued 7/22/20. Requested 1 full size hard copy of Site Plan upon final approval by Planning.						
Job #	2020073	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	West Crossing Section 4 - Design						11/4/2020
Description	Road plan, waterline design and profile for section 4. 19 lots approximately 2900 LF Waterline.					Department Contact:	S Foster
Status	Dsgn 01 rec'd via e-mail (pdf) 6/29/20. Hard copy rec'd 7/8/20. Comments issued 8/6/20. Dev Pkg issued 8/6/20. Need Base Fee. Need Review Fees. Need Dev Agmt. Dsgn 02 rec'd 10/22/20. Review 02 complete 11/4/20. Withholding comments pending receipt of Dev Docs and Fees.						

Job #	2020079	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:
Job Name	DNX Motors - Site Plan					10/6/2020
Description	Proposed DNX Motors building.					Department Contact: C Ward
Status	TRC 7/14/20. Concept 01 rec'd 7/09/20. Site Plan 01 rec'd 10/1/20. Comments emailed to engineer and planning 10/6/2020					
Job #	2020084	Job Type:	Site Plan w/ Existing Utilities	Location	New London	Last updated on:
Job Name	Liberty University Airport Expansion - Site Plan					9/30/2020
Description	New London Airport Expansion (non-conforming Aviation Facility, General Use. Project is to widen the existing runway/taxiway/dragstrip to 75 FT and extend the runway 296 FT.					Department Contact: S Foster
Status	TRC 7/28/20. Concept 01 rec'd 7/23/20. Site Plan 01 rec'd 9/24/20. Comments issued 9/30/20. Comment is minor and I requested they address ONLY if resubmittal req'd due to other agency comments. Otherwise approvable.					
Job #	2020093	Job Type:	Sewer	Location	Bedford Central	Last updated on:
Job Name	DEQ Central WWTP Consent Order Report 2020					9/4/2020
Description	Report of Sanitary Sewer improvements completed in FY 2019-2020, and those proposed in FY 2020-2021.					Department Contact: R English
Status	Gathering information necessary for report preparation. Overflow report and SEMS report received.					
Job #	2020095	Job Type:	Water & Sewer	Location	Forest	Last updated on:
Job Name	Boonsboro Meadows Sections 3 & 4 - Design					10/30/2020
Description	Sections 3 (19 Lots) & 4 (20 Lots) of Boonsboro Meadows. Water & Sewer (LPFM).					Department Contact: S Foster
Status	Water Calcs rec'd via e-mail from H&P 8/11/20. Link to Plans rec'd from H&P 8/26/20 while awaiting official submittal through Planning. Dsng 01 rec'd 9/28/20. Dsng 01 & Water Calc 01 Review comments issued 10/15/20. Dev Pkg issued 10/19/20. Base Review Fee & Signed Developer Agreement rec'd 10/30/20.					
Job #	2020098	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:
Job Name	Impact Church Tent - Site Plan					9/18/2020
Description	Placing two tents on parcel.					Department Contact: J Dean
Status	Site Plan 01 rec'd 9/16/20. Comments sent to planning 9/18/20.					
Job #	2020107	Job Type:	Water & Sewer	Location	Forest	Last updated on:
Job Name	Boonsboro Section 5 Roadway & Water - Design					11/5/2020
Description	Proposed Section 5 (Proposed 16 Lots). Consisting of Water and LPFM. Wild Doe Drive					Department Contact: S Foster
Status	Desgn 01 rec'd 9/28/20. Comments & Dev Pkg issued 10/26/20. Need \$400 Base Fee, Review Fees and Agmnt w/ 2nd submittal. Base Review fee rec'd 11/5/20.					
Job #	2020108	Job Type:	Internal	Location	Countywide	Last updated on:
Job Name	Capital Improvement Plan 2021-22					
Description	Listing of proposed projects and purchases for the 2021-2022 fiscal year.					Department Contact: W Blakenship
Status						
Job #	2020112	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:
Job Name	NLBTC Lot 3B - Site Plan					10/21/2020
Description	Proposed 10,000 SF manufacturing building with parking.					Department Contact: C Slusser
Status	Site Plan 01 rec'd 10/14/20. Comments 01 emailed to Planning & Engineer 10/21/20.					
Job #	2020114	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:
Job Name	Cottontown Manor Phase 5 - Site Plan					10/29/2020
Description	Proposed 36 unit apartments for section 5 of Cottontown Manor.					Department Contact: J Dean
Status	Site Plan 01 rec'd 10/15/20.Sent Comments to Planning & Consultant on 10/29/2020.					