



BOARD OF DIRECTORS

February 16th, 2021

BEDFORD REGIONAL WATER AUTHORITY

Providing quality service to everyone.



1723 Falling Creek Road, Bedford, VA 24523-3137



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MEETING NOTES

To: BRWA Board of Directors
From: Brian M. Key, PE; Executive Director
Date: February 9, 2021
Re: Notes for the February 16, 2021 Board of Directors Meeting

Below are some notes about the corresponding items on the agenda.

- 5.a. Jill will review the financials for the past month. Please note that our capital recovery fees remain strong.
- 5.b. The budget schedule can be found in the board packet.
- 6. In addition to the Work Order Summary, Nathan will discuss the recent security breach which took place at a water utility in Oldsmar, Florida and how it relates to Bedford Water.
- 9.a. As mentioned at the January board meeting, we reviewed the electronic attendance policy for board meetings. Enclosed in the board packets are both the BRWA's policy, and the related section from the Code of Virginia.
- 9.b. There have been some recent discussions about board compensation; as such, staff did a quick poll to see how this is handled by some other government organizations around the area.

If you have any questions about any of the information contained in your board packets, please contact me prior to the board meeting. In addition, please let me know by noon on Monday if you will be attending the meeting remotely.

AGENDA

NOTICE AND AGENDA

To: Board of Directors
From: Brian Key – Executive Director
Date: February 9, 2021
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, February 16, 2021 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/89558749686?pwd=N05lK3pneEE5TnVLbXNBWlZV1o3dz09>
 - Meeting ID: 895 5874 9686
 - Password: fj4LEt
- Join the Zoom meeting with **audio only** by phone:
 - Phone Numbers:
267.831.0333 (Philadelphia)
301.715.8592 (Washington DC)
312.626.6799 (Chicago)
470.250.9358 (Atlanta)
 - Meeting ID: 895 5874 9686
 - Passcode: 775033
- 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: January 19, 2021 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
 - a. Financial Statements through month end January 2021
 - b. Budget Schedule
6. Operations Report: Presented by Nathan Carroll
 - a. Work Order Summary

To: Board of Directors
From: Brian Key – Executive Director
Date: February 9, 2021
Re: Notice of Board Meeting and Agenda



7. Administration Report: Presented by Megan Pittman
 - a. Public Relations Information
8. Engineering Report: Presented by Rhonda English
 - a. Projects Summary
9. Executive Report: Presented by Brian Key
 - a. Electronic Attendance
 - b. Board Compensation, Expenses, and Email
10. Other business not covered on the above agenda
11. Motion to Adjourn

MINUTES

**Bedford Regional Water Authority – Board of Directors
Regular Board Meeting – Minutes
January 19, 2021**

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Bedford Water”) was held on Tuesday, January 19, 2021, 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 from Home)
Jay Gray
Rusty Mansel
Kevin Mele
Thomas Segroves
Walter Siehien (Virtual from Blue Ridge Optics)

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)

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.

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: December 15, 2020 – Regular Board Meeting
5. Executive Director’s Report: Presented by Brian Key
 - a. Introduction of New Board Members
 - i. Jay Gray
 - ii. Kevin Mele
 - iii. Rusty Mansel
 - b. Tours and Orientations for new board members
6. Financial Report: Presented by Jill Underwood
 - a. Customer Service Summary Report
 - b. Financial Statements through month end December 2020
7. Operations Report: Presented by Nathan Carroll
 - a. Work Order Summary
8. Administration Report: Presented by Megan Pittman
 - a. Public Relations Information

9. Engineering Report: Presented by Rhonda English
 - a. Projects Summary
 - b. **Resolution 2021-01.01 - Burnbridge Sewer Prepayment**
10. Other business not covered on the above agenda
11. Motion to Adjourn

3. Public Comments

There were no public comments.

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

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

Member Gray 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. Executive Director's Report: Presented by Brian Key

a. Introduction of New Board Members

Mr. Key asked each new board member to briefly introduce themselves to the board. The members have also gone through an orientation with the directors and HR. Mr. Key said that the Authority's bylaws will be reviewed to see how virtual board meetings can continue once the pandemic is over.

i. Jay Gray

Mr. Gray moved to Forest from California in 2011 with his family. He is a consultant and trainer for an irrigation company; he has worked in this field since he was 16.

ii. Kevin Mele

Mr. Mele resides in Moneta and has been there for 40 years where he runs his CPA business. He is looking forward to bringing his financial expertise to the board.

iii. Rusty Mansel

Mr. Mansel has lived in Bedford for about 25 years. He retired from Henkel Corporation four years ago, specializing in adhesives with Loctite. He works for the National Parks part-time.

b. Tours and Orientations for new board members

Ms. Underwood stated that all paperwork has been received and the board's payroll should be deposited into accounts on Friday. Mr. Gray and Mr. Mele were able to tour a few of the facilities at the end of December; there are still more sites to visit, and Mr. Mansel has not had the opportunity to participate yet. Mr. Key offered the tours to the board members whenever it fits their schedule.

6. Financial Report: Presented by Jill Underwood

a. Customer Service Summary Report

As of December 31, 2020, the County CARES funding is no longer available for delinquent accounts. The disconnection moratorium is in effect until further notice. Customer Service is communicating with customers that are past due to establish repayment plans. There are currently 441 residential customers that are past due, totaling \$64,081. The BRWA has received \$22,628 in pledges from the County CARES funding. Thirty-two businesses are past due totaling \$16,924.

To compare to November's financials: the amount of payments increased 1.43%, water revenue increased 3.86%, and sewer revenue decreased 6.66%. In comparison to December 2019, water revenue increased 11.12% and sewer revenue increased 4%.

The Authority is transitioning from the current billing provider Paymentus to Invoice Cloud in mid-February. This new system has some enhanced payment capability and communication options to be more user friendly for the customer.

b. Financial Statements through month end December 2020

Ms. Underwood reviewed some of the details about the financial reports for the period ending December 2020. The targeted budget goal for December was 50%; operating revenues were 55%, and operating expenditures were 42%. The revised budget that was approved in November is reflected in the December financials.

Capital recovery fees received are 86% of the total budgeted amount, with water at 68% and sewer at 145%. There were 13 new connections in Forest and four in Moneta in December.

Ms. Underwood explained that capital recovery fees enable the customer to tap into the Authority's service for new service. This fee covers the cost of the assets the Authority has already installed to allow that service to be available for the customer. Mr. Key explained that these fees pay for current projects or are put in the setasides account and is dedicated to projects.

Mr. Siehien asked about the past due trends in the Customer Service report; Ms. Underwood expressed her concerns about this number rising due to the moratorium extending through June 2022, or until it is rescinded by the Governor.

7. Operations Report: Presented by Nathan Carroll

a. Work Order Summary

Mr. Carroll explained the work order summary breakdown with the hours and number of work orders categorized by service area. This report will change soon since the Authority is transitioning from the current system, SEMS, to Cartegraph.

Mr. Flynn suggested that Mr. Key put together a document that shows the effect of reversion on the daily workings of the Authority. Mr. Key will do this over the next few meetings, starting with the Smith Mountain Lake Water Treatment Facility and waterline extension project.

Mr. Carroll reported on the Energy Savings Performance Contract (ESCO) project that is in process at the Central WWTP. The project allows for the Authority to save energy which will cause the Authority to save money. Schneider Electric was chosen for this project and will implement a \$5.3 million upgrade to the plant that will have a \$3.8 million savings over 15 years.

Mr. Carroll also reported about the broken line on Route 122. Due to the location of this break, water is not able to be transmitted from Smith Mountain Lake to the Town of Bedford. Now water is having to be pumped from Lynchburg, due to it being a lower elevation, to the Town of Bedford. This has affected the water pressure at Lowes, including its fire suppression system. Mr. Carroll has asked Lowes for a formal request for assistance since the 122 replacement line will not be installed until, at the earliest, mid-March.

8. Administration Report: Presented by Megan Pittman

a. Public Relations Information

Ms. Pittman reviewed the articles included in the board packet, highlighting the two articles about the Broadband project and the New London disc golf course.

COVID cases have recently increased among staff; however, the Authority has continued functioning smoothly. The Authority has had 7 positive cases out of the 13 total possible cases in the last month. The decision was made to extend FFCRA to encourage employees to stay home and isolate themselves if needed.

9. Engineering Report: Presented by Rhonda English

a. Projects Summary

Ms. English highlighted the bigger projects that are in process in the report. Ms. English showed a map of interceptors that relate to the Ivy Creek Sewer Project and explained the project's design and budget of \$11 million. Mr. Key added that the Authority was able to negotiate with Bedford County to get \$500,000 for three years (\$1.5 million total) to start the project. The Route 460 Booster Pump Station project has a temporary pump set-up now and a permanent pump station will be constructed in the \$2 million project. Ms. English explained the in-progress and future replacement projects for water and sewer lines.

b. Resolution 2021-01.01 - Burnbridge Sewer Prepayment

The Board initially approved the issuance of prepayment credits for the Burnbridge Sewer project on January 15, 2019, and renewed the approval on January 21, 2020, since approval is only valid for one year per the Prepayment Policy. The County Economic Development Authority has received property owner funding, and design plans are pending approval and easements. The resolution offers an extension of the deadline for credits being issued.

At a regular meeting of the Bedford Regional Water Authority ("Authority") Board of Directors, held in the Board Meeting Room at the Authority's Administrative Annex Building on the 19th of January 2021, beginning at 7:00pm

WHEREAS, the Authority received a request from Doyle Allen and Thomas E. Scott ("Developers") for prepayment credits in the amount of \$162,000 per the Prepayment Policy 4.40 for the reimbursement of construction expenses for approximately 2,400 linear feet of 8-inch sewer line located adjacent to Burnbridge Road in Forest, Virginia ("Project"); and, **WHEREAS**, on March 25, 2019, the Bedford County Board of Supervisors authorized \$100,000 from the Cellular Lease Revenue Sharing fund to help fund this Project; and,

WHEREAS, in their regular called meeting on April 4, 2019, the Bedford County Economic Development Authority ("EDA") authorized \$50,000 to help fund this Project; and,

WHEREAS, the Developers and property owners ("Contributors") adjacent to the sewer line extension have entered into Escrow Agreements with the EDA and are contributing funds toward the Project construction in a combined amount of up to \$162,000; and,

WHEREAS, the Prepayment Policy states that "Each project proposed for reimbursement shall be evaluated by the Board of Directors on a case by case basis...". The Board of Directors, and that the Policies and Projects Committee has reviewed the request at a Committee meeting that took place on December 13, 2018 and the Committee recommended approval of the issuance of the credits requested by the Developers; and,

WHEREAS, the Prepayment Policy states that "After the Board of Directors gives approval for a project to have prepayment credits issued, the credits must be issued within one (1) year or the agreement will be void"; that the Board of Directors authorized the issuance of prepayment credits for the Project on January 15, 2019 in Resolution 2019-01.01 and further extended approval on January 21, 2020 in Resolution 2020-01.03 that becomes void on January 21, 2021; now,

THEREFORE, BE IT RESOLVED, that the Board of Directors does hereby authorize the Director of Engineering to execute agreements with the Developers and Contributors of this Project for the issuance of prepayment credits as a reimbursement in a combined amount not to exceed one hundred sixty two thousand dollars (\$162,000.00).

Member Segroves made a motion to approve this Resolution.

Member Mele made a Second to approve.

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

10. Other Business

Mr. Key handed out Freedom of Information Act (FOIA) booklets and encouraged the board members to brief themselves on the rules since personal phones, computers, emails, etc. are subject to FOIA.

Mr. Flynn outlined the committee assignments: Mr. Mansel and Mr. Moldenhauer will serve on the Personnel Committee, Mr. Mele and Mr. Segroves will serve on the Finance Committee, and Mr. Siehien and Mr. Gray will serve on the Policies and Projects Committee.

11. Motion to Adjourn:

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

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

The meeting adjourned at approximately 9:14 pm.

Prepared by Megan Pittman – Director of Administration
Approved: _____ 2021

FINANCIAL REPORT



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MEMORANDUM

To: BRWA Board of Directors
From: Jill W. Underwood, Director of Finance
Date: February 8, 2021
Re: Financial Highlights for January 2021

Customer Service Statistical Report:

There are currently 336 residential customers that are past due, totaling \$85,657. There are 11 businesses that are past due totaling \$2,531. Disconnections for non-residential customers began in January.

To compare to December's financials: the amount of payments decreased 1.49%, water revenue decreased 12.54% and sewer revenue increased 5.84%. In comparison to January 2020, water revenue increased 8.15% and sewer revenue increased 2.87%.

Summary of Revenues & Expenses:

- 1) Budget goal is 58% for January, revenues are at 63% and expenses at 48%.
- 2) Capital Recovery fees received so far this FY are 109% of the total budgeted amount, with water at 82% and sewer at 195%. There were 26 new connections 24 in Forest and 2 in Moneta during December.

Cash Flow Summary

The summary is included in your packets.

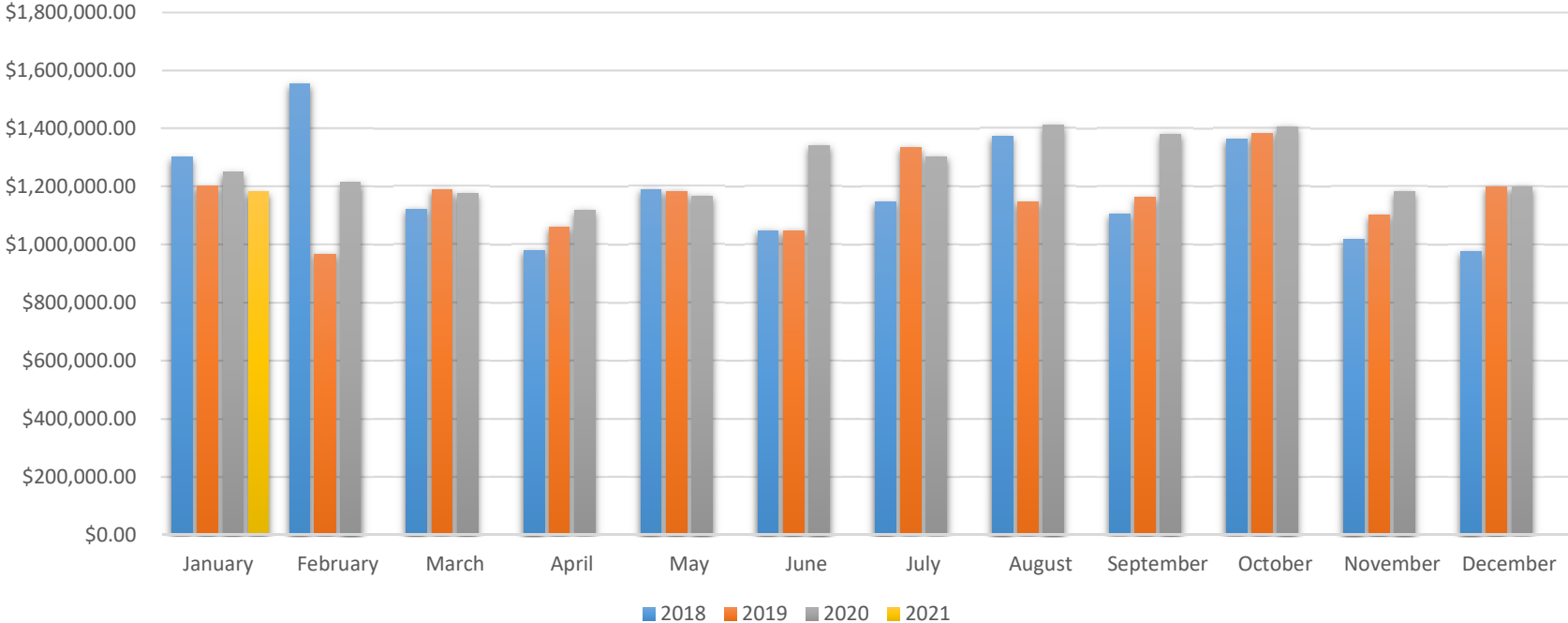
FY 2022 Budget

Budget preparations are underway and the first Finance Committee meeting is scheduled for February 25th. The budget calendar is included in the packet. A resolution for FY 2022 proposed rates will be included for the March meeting, in order to meet the advertisement deadline for an April rate hearing, with a June 1st implementation.

Tracking Data for Customer Service Department

Description	February '20	March '20	April '20	May '20	June '20	July '20	August '20	September '20	October '20	November '20	December '20	January '20	Running 12 Month Totals
1 Statements Mailed	14,466	14,551	14,600	15,017	15,091	15,149	15,179	15,170	15,175	15,180	15,183	15,162	179,923
2 Statements Sent Electronically	1,479	1,518	1,552	1,613	1,675	1,712	1,743	1,781	1,821	1,860	1,868	1,834	20,456
3 Total of Payments Received	12,203	12,695	12,456	11,757	13,019	12,372	12,986	12,723	12,792	12,523	12,864	11,774	150,164
4	\$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	\$1,183,110.39	\$1,200,081.72	\$1,182,192.55	\$15,084,814.28
5	2,432	2,588	2,600	2,516	2,698	2,668	2,642	2,617	2,625	2,582	2,755	2,498	31,221
6 Bill Payer Payments	\$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	\$174,884.85	\$169,578.81	\$169,000.26	2,100,089
7	19.9%	20.4%	20.9%	21.4%	20.7%	21.6%	20.3%	20.6%	20.5%	20.6%	21.4%	21.2%	20.8%
8	2,214	2,049	2,216	1,982	2,150	2,189	2,209	2,356	2,481	2,253	2,260	2,173	26,532
9 Paymentus Payments	\$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	\$202,662.06	\$192,625.85	\$184,758.02	\$2,384,848.45
10	18.1%	16.1%	17.8%	16.9%	16.5%	17.7%	17.0%	18.5%	19.4%	18.0%	17.6%	18.5%	17.7%
11 Automatic Draft Payments (ACH)	1,592	1,603	1,620	1,629	1,692	1,701	1,705	1,736	1,746	1,749	1,769	1,715	20,257
12	\$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	\$115,978.27	\$124,512.13	\$110,641.95	\$1,327,788.42
13	13.0%	12.6%	13.0%	13.9%	13.0%	13.7%	13.1%	13.6%	13.6%	14.0%	13.8%	14.6%	13.5%
14 Account Transfers	127	130	134	136	167	205	174	149	158	140	137	95	1,752
15 New Customers - Forest	14	15	17	10	18	33	23	15	19	12	13	24	213
16 New Customers - SML	-	2	2	6	3	3	-	6	1	3	4	2	32
17 Disconnects for Non-payment	34	19	-	-	-	-	-	-	-	-	-	5	58
18 Customers Still Off for Non-Payment	7	-	-	-	-	-	-	-	-	-	-	1	8
19 Repeat Disconnected Customers	6	5	-	-	-	-	-	-	-	-	-	1	12
20 Meters Read - Normal and Transfer Readings	14,264	14,277	14,289	14,315	14,334	14,363	14,369	14,385	14,399	14,415	14,477	14,438	172,325
21 Radio Read Meters	12,103	12,341	12,515	12,595	12,727	12,771	12,781	12,798	12,843	12,874	13,000	13,058	152,406
22 Manually Read Meters	2,161	1,936	1,774	1,720	1,607	1,592	1,592	1,587	1,556	1,541	1,477	1,380	19,923
23 Tower Read Meters	910	1,054	1,071	1,283	1,037	1,002	950	1,037	1,085	1,115	861	-	11,405
24 New Meter Installs	6	9	11	7	22	22	11	4	18	15	10	7	142
25 Broken Meters Replaced	12	5	13	-	4	2	1	4	3	2	5	7	58
26 Meters Changed - Program	173	209	150	78	108	10	1	4	31	5	112	55	936
27 Connections paid for but not installed	289	290	286	281	291	300	303	311	309	308	308	331	N/A
28 Remaining Developer's Credits	\$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	\$341,484.01	\$341,484.01	\$341,484.01	N/A
29 Bulk Water Sales - New London (Gallons)	1,410	14,969	58,475	23,485	82,673	42,738	-	6,280	12,760	9,395	835	935	253,955
30 Bulk Water Sales - Moneta (Gallons)	600	2,700	8,610	12,200	40,480	6,000	-	20,128	-	-	-	-	90,718
31 Bulk Water Sales - Central Distr (Gallons)	3,000	-	-	400	-	28,700	3,900	17,800	3,500	17,500	8,460	200	83,460
32 Total Bulk Water Sales	\$27.05	\$95.41	\$362.26	\$194.86	\$665.03	\$418.17	\$21.06	\$238.72	\$87.80	\$145.23	\$50.19	\$6.13	\$2,311.92

2018-2021 Total Payments Received



Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Sunday, January 31, 2021

		<u>7/1/2020</u>	<u>Jan 2021</u>
		<u>Beginning</u>	<u>Actual</u>
ASSETS			
1000:1000	Cash	\$5,993,484.61	\$7,789,797.63
1001	Restricted Investments	8,150,166.66	8,662,511.41
1002:1002	Prepaid Expenses	828,812.19	686,954.51
1101:1101	Accounts Receivable	2,157,333.40	2,217,702.32
1102	Accounts Receivable Other	33,439.18	27,799.41
1200	Inventory	488,551.59	605,439.41
1202	Loan Related Assets	3,934.66	3,934.66
1250	Construction In Progress	297,742.21	505,325.00
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		45,636.40
1900	Depreciation	<u>(64,747,719.17)</u>	<u>(64,747,719.17)</u>
	Total assets	<u>124,295,543.27</u>	<u>126,887,179.52</u>
LIABILITIES			
2000	Accounts Payable	(419,653.13)	(202,458.06)
2001	Customer Liabilities	(515,437.37)	(404,475.82)
2100	Employee Liabilities	(1,264,686.26)	(1,164,210.96)
2200	Notes Payable	(42,062,594.55)	(39,377,937.05)
2300	Developer Credits	(452,440.01)	(425,440.01)
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	<u>(124,295,543.27)</u>	<u>(121,155,253.85)</u>
	Operating Surplus/ (Loss)		5,731,925.67

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Sunday, January 31, 2021

		<u>7/1/2020</u>	<u>Jan 2021</u>
		<u>Beginning</u>	<u>Actual</u>
ASSETS			
Cash:			
1000-0000	Change Box for CS	350.00	350.00
1000-0001	Petty Cash	16.57	16.57
1000-0002	SunTrust Checking Account	2,136,501.19	3,934,098.55
1000-0004	Cash Drawer	225.00	225.00
1000-0011	LGIP Operating Reserves Fund	322,251.36	322,621.07
1000-1000	VA Investment Pool-Capital Projects Reserve	2,498,188.70	2,500,644.37
1000-2000	VA Investment Pool- Operating Reserves	1,035,951.79	1,036,970.07
1000-0005	Cash Suspense Account (for F.A.)		(5,128.00)
	Total Cash	<u>5,993,484.61</u>	<u>7,789,797.63</u>
Restricted Investments:			
1001-0001	Deposit Refund Program Fund	359,661.65	359,661.65
1001-0010	Debt Service Accumulation Fund	1,705,687.91	1,812,448.36
1001-0020	Reserve for future capital projects	662,705.67	662,897.68
1001-0021	County Funds for New Projects	229,925.42	177,353.72
1001-0022	SML WTF Depreciation Fund WVWA	252,079.10	252,091.77
1001-0023	BRWA Cell Tower Funds	240,538.75	246,363.72
1001-0024	SML WTF Depreciation Fund- BRWA portion	252,065.18	252,077.85
1001-0025	Vehicle and Equipment Replacement Fund	295,493.54	429,179.11
1001-0030	Information Systems Replacement Fund	157,872.83	176,875.70
1001-0035	Meter Replacement Fund	318,719.33	482,882.46
1001-0040	Sewerline Replacement Fund	558,195.16	616,526.16
1001-0045	Waterline Replacement Fund	522,165.92	615,496.92
1001-0050	Tank Rehab	237,996.00	237,996.00
1001-1010	VA Investment Pool- Reserve Fund	450,171.30	451,084.51
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	<u>8,150,166.66</u>	<u>8,662,511.41</u>
Prepaid Expenses:			
1002-1000	Prepaid Insurance	113,720.53	25,396.19
1002-1001	Prepaid Dues/Service Contracts	62,308.66	8,775.32
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	<u>828,812.19</u>	<u>686,954.51</u>
Accounts Receivable:			
1101-1000	Billings Receivable Water	1,411,415.24	1,422,851.90
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	942,411.18
1101-3210	Credit Card Convenience Fee AR	847.58	846.08
1101-4000	Allowance for Doubtful Accounts	(486,341.29)	(486,341.29)
1101-4001	Water Penalties- A/R	39,404.50	46,543.91
1101-4002	Payment Arrangement AR- Water	(154.96)	(154.96)
1101-4003	Sewer Penalties A/R	25,136.10	30,392.25
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	90,329.00

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Sunday, January 31, 2021

		<u>7/1/2020</u>	<u>Jan 2021</u>
		<u>Beginning</u>	<u>Actual</u>
1101-5002	Returned Check A/R	784.75	1,113.80
1101-5003	Sewer Facility Fees A/R	55,627.78	50,627.78
1101-5005	Reconnect Fee A/R	27,058.15	26,686.28
1101-6000	Water Account Charge A/R	10,552.03	8,998.53
1101-6003	Sewer Account Charges A/R	6,168.09	5,093.09
1101-7001	Water Deposits A/R	3,393.56	3,675.31
1101-7003	Sewer Deposits A/R	20,712.75	21,176.00
1101-7500	Meter Base Installation Fee A/R	14,244.02	15,744.02
1101-7504	Sewer Pump Maintenance A/R	4,284.79	4,040.30
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	5,000.00
1101-7508	A/R- Industrial Pretreatment	1,541.66	1,833.32
1101-8000	Misc. Charges Receivable	(1.00)	(1.00)
1101-8002	NSF holding/clearing account	145.78	(4,086.05)
1101-8003	Consolidation holding account	(3,761.63)	(3,761.63)
1101-8006	Unauthorized Service A/R	7,845.08	7,810.28
1101-8009	Pending Electronic Payments	5,909.09	12,684.30
1101-7502	A/R- Sewer Clean-Out Installation Fee		1,500.00
1101-7510	SGP Review and Inspections A/R		600.00
	Total Accounts Receivable	<u>2,157,333.40</u>	<u>2,217,702.32</u>
Accounts Receivable Other:			
1102-0001	Miscellaneous Accounts Receivable	33,439.18	27,799.41
	Total Accounts Receivable Other	<u>33,439.18</u>	<u>27,799.41</u>
Inventory:			
1200-0001	Maintenance Inventory	174,859.22	269,341.39
1200-0002	Meter Inventory	313,692.37	336,098.02
	Total Inventory	<u>488,551.59</u>	<u>605,439.41</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	160,899.47
1250-0383	CIP- Ivy Creek Sewer	45,700.00	50,454.09
1250-0389	CIP- Country Estates Waterline	77,044.49	90,870.28
1250-0391	CIP- Turkey Mtn Booster Station	18,002.50	39,590.00
1250-0386	CIP - Building Renovations		3,669.51
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)		8,525.00
1250-0394	Mariners Landing WWTP		49,899.63
1250-0395	ESCO Project		8,647.84
	Total Construction In Progress	<u>297,742.21</u>	<u>505,325.00</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 Seven Months Ending Sunday, January 31, 2021

	<i>7/1/2020 Beginning</i>	<i>Jan 2021 Actual</i>
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		45,636.40
Total Fixed Asset Clearing Account		45,636.40
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	126,887,179.52
LIABILITIES		
Accounts Payable:		
2000-1000 Accounts Payable	(219,653.13)	(2,458.06)
2000-1005 Retainage Payable	(200,000.00)	(200,000.00)
Total Accounts Payable	(419,653.13)	(202,458.06)
Customer Liabilities:		
2001-0000 Customer Credit- Budget Billing accounts	5,068.88	5,068.88
2001-0001 Customer Credits	(234,769.82)	(353,512.49)
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)	(28,493.89)
2001-1555 Fireline Assembly Deposits	(16,308.86)	(16,308.86)
2001-2000 Interest on Deposits (Town accounts)	1,256.53	1,256.93
2001-3000 Sewer Deposits	(90,682.23)	(19,558.23)
Total Customer Liabilities	(515,437.37)	(404,475.82)
Employee Liabilities:		
2100-0050 Compensated Absences Liability	(149,518.68)	(131,090.02)

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Sunday, January 31, 2021

		<u>7/1/2020</u>	<u>Jan 2021</u>
		<u>Beginning</u>	<u>Actual</u>
2100-0060	Accrued Payroll	(106,761.48)	(0.01)
2100-0250	VRS Employee Contribution Payable	300.36	(14,144.97)
2100-0400	Net Pension Liability	(501,911.00)	(501,911.00)
2100-0450	Flexible Spending Account Payable	1.63	61.52
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)	(22,284.27)
2100-0600	VRS Mandatory Cash Match- Hybrid	1.25	1.25
2100-0750	Optional Life Insurance Payable	342.81	599.52
2100-0800	AFLAC Withholding Payable	1,697.23	1,714.03
2100-0900	Outstanding Payables Checks	(49.83)	(49.83)
2100-0200	State Withholding Payable		(12,520.18)
2100-1000	Garnishments Payable		(350.00)
	Total Employee Liabilities	<u>(1,264,686.26)</u>	<u>(1,164,210.96)</u>
Notes Payable:			
2200-0115	Current Maturities Long-Term Debt	0.40	2,684,657.90
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	<u>(42,062,594.55)</u>	<u>(39,377,937.05)</u>
Developer Credits:			
2300-0000	Deferred Revenue Liability	(368,484.01)	(341,484.01)
2300-1000	Deferred Inflows of Resources	(83,956.00)	(83,956.00)
	Total Developer Credits	<u>(452,440.01)</u>	<u>(425,440.01)</u>
Equity:			
2900-0150	Customer Contributions for Line Extensions	(41,000.00)	(41,000.00)
	Total Equity	<u>(41,000.00)</u>	<u>(41,000.00)</u>
Retained Earnings:			
2999-0000	Retained Earnings	(79,539,731.95)	(79,539,731.95)
	Total Retained Earnings	<u>(79,539,731.95)</u>	<u>(79,539,731.95)</u>
	Total liabilities	<u>(124,295,543.27)</u>	<u>(121,155,253.85)</u>
	Operating Surplus/ (Loss)		5,731,925.67

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Seven Months Ending Sunday, January 31, 2021

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>	
OPERATING REVENUE						
3000-3000 +...	Water Sales	(\$656,637.27)	(\$5,273,521.34)	(\$8,372,144.00)	(\$3,098,622.66)	63%
3100-3000:3...	Sewer Sales	(377,958.52)	(2,697,528.02)	(4,279,608.00)	(1,582,079.98)	63%
3902	Penalties	(7,501.05)	(26,828.93)	(70,000.00)	(43,171.07)	38%
3903-3231:3...	Account Charges	(3,875.00)	(36,925.00)	(60,000.00)	(23,075.00)	62%
3903-3240:3...	Review Fees	(12,867.00)	(34,128.24)	(53,500.00)	(19,371.76)	64%
3900-3250:3...	Interest Earned		(5,028.08)	(60,000.00)	(54,971.92)	8%
3903-3245:3...	Sewer Clean Outs	(1,500.00)	(5,350.00)	(7,000.00)	(1,650.00)	76%
3903-3250 +...	Meter Installation Revenues	(12,250.00)	(121,444.95)	(95,000.00)	26,444.95	128%
3903-3255	Industrial Pretreatment Revenue	(1,520.82)	(10,645.74)	(18,000.00)	(7,354.26)	59%
3903-3261	Rent/Meter Charges		(927.04)	(5,000.00)	(4,072.96)	19%
3903-3262:3...	Misc	(16,517.41)	(81,873.92)	(112,729.00)	(30,855.08)	73%
3903-3280:3...	Fixed Asset Disposals		(1,744.00)		1,744.00	0%
3901-3211:3...	Account Default Fees	(140.00)	(1,610.00)	(23,000.00)	(21,390.00)	7%
3201-3275 +...	Contract Reimbursements		(96,231.57)	(151,000.00)	(54,768.43)	64%
	Revenue from BRWA Operations	<u>(1,090,767.07)</u>	<u>(8,393,786.83)</u>	<u>(13,306,981.00)</u>	<u>(4,913,194.17)</u>	63%
3000-3220 +...	Capital Recovery Fees	(210,000.00)	(1,019,500.00)	(939,010.00)	80,490.00	109%
3903-3265 +...	Cellular Antenna Site Rental-County...	(6,177.82)	(36,986.89)	(45,153.00)	(8,166.11)	82%
3904-3310	BOS Capital Contributions		(1,762,265.64)	(2,000,000.00)	(237,734.36)	88%
3904-3312 +...	BOS Contributions for New Develop...	(500,000.00)	(500,000.00)		500,000.00	0%
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		(42,913.00)		42,913.00	0%
3903-3330	SML WTF Revenue		(25.34)		25.34	0%
3904-3317	Developer Prepayments Redemptio...			(20,000.00)	(20,000.00)	0%
	Revenue from Other Sources	<u>(716,177.82)</u>	<u>(3,363,639.06)</u>	<u>(3,204,163.00)</u>	<u>159,476.06</u>	105%
	Total Revenue	(1,806,944.89)	(11,757,425.89)	(16,511,144.00)	(4,753,718.11)	71%
OPERATING EXPENSES						
4000 + 4002...	Salaries	312,126.02	2,122,633.36	4,169,901.18	2,047,267.82	51%
4010	General Office Expenses	8,012.90	107,999.32	268,467.00	160,467.68	40%
4100	Employee Benefit & Related Expens...	96,978.83	862,206.68	1,724,071.00	861,864.32	50%
4110	Billing Expenses	6,594.04	113,488.99	211,404.00	97,915.01	54%
4120	Information Systems Expenses	2,492.83	91,399.90	158,194.00	66,794.10	58%
4130	Administration Supplies	38.72	2,626.47	500.00	(2,126.47)	525%
4140	Customer Service Supplies	120.91	233.72	3,368.00	3,134.28	7%
4210	Engineering Expenses	725.55	29,708.03	81,353.00	51,644.97	37%
4220 + 4223	Operations Expenses		117.98	2,400.00	2,282.02	5%
4221	Compliance Program Supplies			8,000.00	8,000.00	0%
4222	Pretreatment Expenses	57.65	11,594.05	19,600.00	8,005.95	59%
4225-0100	Lab Supplies	762.48	6,994.74	24,000.00	17,005.26	29%
4230	Maintenance Expenses	7,224.63	15,927.49	46,402.00	30,474.51	34%
4240	Vehicles & Equipment Expenses	17,821.88	128,538.48	239,624.00	111,085.52	54%
4250	Forest Water Expenses	86,111.23	556,532.87	840,247.00	283,714.13	66%
4260	Well Systems Expenses	3,815.59	16,628.85	45,678.00	29,049.15	36%
4265	SML Central Distribution System Ex...	338.02	36,102.64	33,845.00	(2,257.64)	107%
4270	SML Treatment Expenses	1,473.00	22,590.98	40,738.00	18,147.02	55%
4330	SML WTF Expenses	19,449.72	187,478.20	493,766.00	306,287.80	38%
4275	Central Water Distribution Expenses	5,529.77	59,262.16	225,692.00	166,429.84	26%
4276	Central Water Treatment Expenses	15,678.26	70,995.06	135,189.00	64,193.94	53%
4280	Stewartsville Water Expenses	1,515.70	21,334.24	38,532.00	17,197.76	55%
4290	Forest Sewer Expenses	44,036.84	256,253.90	609,825.00	353,571.10	42%
4291	Central Sewer Collection System Ex...	2,230.67	48,001.98	318,750.00	270,748.02	15%
4293	Central Sewer Treatment Expenses	28,690.70	239,608.38	626,550.00	386,941.62	38%
4292	Moneta Sewer Collection System E...	2,605.55	19,491.63	31,800.00	12,308.37	61%
4294	Moneta Sewer Treatment Expenses	16,534.89	67,417.84	150,447.00	83,029.16	45%
4295	Montvale Sewer Expenses	1,989.61	19,561.87	29,380.00	9,818.13	67%
4340	Mariners Landing Sewer Expenses	2,247.77	48,590.07	86,770.00	38,179.93	56%
4350	Cedar Rock Sewer Expenses	582.01	25,570.74	26,070.00	499.26	98%
4300 + 4310	Schools Sewer Expenses	667.52	8,188.41	35,000.00	26,811.59	23%

Bedford Regional Water Auth.
 Summary of Revenue & Expenditures
 For the Seven Months Ending Sunday, January 31, 2021

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>	
4315	Mariners Landing Water Expenses	65.39	7,004.97	28,655.00	21,650.03	24%
4320	Franklin County Operations	3,098.62	21,251.93	36,000.00	14,748.07	59%
	Total Operating Expenditures	<u>689,617.30</u>	<u>5,225,335.93</u>	<u>10,790,218.18</u>	<u>5,564,882.25</u>	48%
4400	Depreciation			3,257,478.00	3,257,478.00	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	39,544.75	79,579.90	80,070.00	490.10	99%
4500-0670	VRA 2019 Interest		69,828.13	117,491.00	47,662.87	59%
	Total Interest and Debt Service	<u>39,544.75</u>	<u>800,164.29</u>	<u>1,473,067.00</u>	<u>672,902.71</u>	54%
	Total Exp., Depr. and Debt Servi...	<u>729,162.05</u>	<u>6,025,500.22</u>	<u>15,520,763.18</u>	<u>9,495,262.96</u>	39%
	Total Revenues Less Oper Expense	<u>(1,077,782.84)</u>	<u>(5,731,925.67)</u>	<u>(990,380.82)</u>	<u>4,741,544.85</u>	579%
	Gross Cash Before Capital Exp	<u>(1,077,782.84)</u>	<u>(5,731,925.67)</u>	<u>(990,380.82)</u>	<u>4,741,544.85</u>	579%
	Less non-debt Capital Contributions		(44,886.53)	(220,000.00)	(175,113.47)	20%
	Earnings/(loss) before BRWA Capit...	<u>(1,077,782.84)</u>	<u>(5,687,039.14)</u>	<u>(770,380.82)</u>	<u>4,916,658.32</u>	738%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Seven Months Ending Sunday, January 31, 2021

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
OPERATING REVENUE					
Water Sales:					
3000-3000	Water Sales	(648,592.20)	(5,184,452.62)	(8,298,674.00)	(3,114,221.38) 62%
3000-3050	Contract Water Sales	(8,045.07)	(89,068.72)	(73,470.00)	15,598.72 121%
	Total Water Sales	<u>(656,637.27)</u>	<u>(5,273,521.34)</u>	<u>(8,372,144.00)</u>	<u>(3,098,622.66)</u> 63%
Sewer Sales:					
3100-3000	Sewer Sales	(374,995.87)	(2,678,673.36)	(4,248,408.00)	(1,569,734.64) 63%
3100-3050	Cedar Rock Revenue	(2,962.65)	(18,854.66)	(31,200.00)	(12,345.34) 60%
	Total Sewer Sales	<u>(377,958.52)</u>	<u>(2,697,528.02)</u>	<u>(4,279,608.00)</u>	<u>(1,582,079.98)</u> 63%
Penalties:					
3902-3211	Water Penalty Revenue	(4,519.78)	(16,316.43)	(45,000.00)	(28,683.57) 36%
3902-3213	Sewer Penalty Revenue	(2,981.27)	(10,512.50)	(25,000.00)	(14,487.50) 42%
	Total Penalties	<u>(7,501.05)</u>	<u>(26,828.93)</u>	<u>(70,000.00)</u>	<u>(43,171.07)</u> 38%
Account Charges:					
3903-3231	Water Account Charge Revenue	(2,425.00)	(24,850.00)	(40,000.00)	(15,150.00) 62%
3903-3233	Sewer Account Charge Revenue	(1,450.00)	(12,075.00)	(20,000.00)	(7,925.00) 60%
	Total Account Charges	<u>(3,875.00)</u>	<u>(36,925.00)</u>	<u>(60,000.00)</u>	<u>(23,075.00)</u> 62%
Review Fees:					
3903-3240	Engineering Review Fees	(12,792.00)	(29,253.24)	(50,000.00)	(20,746.76) 59%
3903-3242	Engineering Fire Flow Testing	(75.00)	(75.00)	(1,500.00)	(1,425.00) 5%
3903-3243	SGP Review and Inspections		(4,800.00)	(2,000.00)	2,800.00 240%
	Total Review Fees	<u>(12,867.00)</u>	<u>(34,128.24)</u>	<u>(53,500.00)</u>	<u>(19,371.76)</u> 64%
Interest Earned:					
3900-3250	Bank Interest Earned		(5,028.08)	(60,000.00)	(54,971.92) 8%
	Total Interest Earned		<u>(5,028.08)</u>	<u>(60,000.00)</u>	<u>(54,971.92)</u> 8%
Sewer Clean Outs:					
3903-3245	Sewer Clean-Out Installation Fee	(1,500.00)	(5,350.00)	(7,000.00)	(1,650.00) 76%
	Total Sewer Clean Outs	<u>(1,500.00)</u>	<u>(5,350.00)</u>	<u>(7,000.00)</u>	<u>(1,650.00)</u> 76%
Meter Installation Revenues:					
3903-3250	Meter Fee Revenue	(6,250.00)	(33,975.00)	(35,000.00)	(1,025.00) 97%
3903-3260	Meter Base Installation Revenue	(6,000.00)	(87,469.95)	(60,000.00)	27,469.95 146%
	Total Meter Installation Revenues	<u>(12,250.00)</u>	<u>(121,444.95)</u>	<u>(95,000.00)</u>	<u>26,444.95</u> 128%
Industrial Pretreatment Revenue:					
3903-3255	Industrial Pretreatment Revenue	(1,520.82)	(10,645.74)	(18,000.00)	(7,354.26) 59%
	Total Industrial Pretreatment Reve...	<u>(1,520.82)</u>	<u>(10,645.74)</u>	<u>(18,000.00)</u>	<u>(7,354.26)</u> 59%
Rent/Meter Charges:					
3903-3261	Service Repairs & Equipment Ren...		(927.04)	(5,000.00)	(4,072.96) 19%
	Total Rent/Meter Charges		<u>(927.04)</u>	<u>(5,000.00)</u>	<u>(4,072.96)</u> 19%
Misc:					
3903-3262	Cellular Antenna Rental- BRWA p...	(7,916.74)	(39,430.36)	(67,729.00)	(28,298.64) 58%
3903-3264	Sewer Pump Maintenance Reven...	(5,075.00)	(35,630.00)	(40,000.00)	(4,370.00) 89%
3903-3270	Miscellaneous Revenue	(3,525.67)	(6,813.56)	(5,000.00)	1,813.56 136%

Bedford Regional Water Auth.
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For the Seven Months Ending Sunday, January 31, 2021

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Total Misc	(16,517.41)	(81,873.92)	(112,729.00)	(30,855.08)	73%
Fixed Asset Disposals:					
3903-3280 Sales and Disposals		(1,744.00)		1,744.00	0%
Total Fixed Asset Disposals		(1,744.00)		1,744.00	0%
Account Default Fees:					
3901-3212 Return Check Revenue	(140.00)	(1,610.00)	(2,000.00)	(390.00)	81%
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	(140.00)	(1,610.00)	(23,000.00)	(21,390.00)	7%
Contract Reimbursements:					
3201-3275 School System Operations		(10,707.38)	(51,000.00)	(40,292.62)	21%
3904-3318 Franklin County Contract Operatio...		(85,524.19)	(100,000.00)	(14,475.81)	86%
Total Contract Reimbursements		(96,231.57)	(151,000.00)	(54,768.43)	64%
Revenue from BRWA Operations	(1,090,767.07)	(8,393,786.83)	(13,306,981.00)	(4,913,194.17)	63%
Capital Recovery Fees:					
3000-3220 Water Capital Recovery Fees	(100,000.00)	(592,500.00)	(719,710.00)	(127,210.00)	82%
3100-3220 Sewer Capital Recovery Fees	(110,000.00)	(427,000.00)	(219,300.00)	207,700.00	195%
Total Capital Recovery Fees	(210,000.00)	(1,019,500.00)	(939,010.00)	80,490.00	109%
Cellular Antenna Site Rental-County portion:					
3903-3265 Cellular Antenna Revenue- Co. po...	(5,277.82)	(26,286.89)	(45,153.00)	(18,866.11)	58%
3903-3285 Bedford County Broadband Reven...	(900.00)	(10,700.00)		10,700.00	0%
Total Cellular Antenna Site Rental...	(6,177.82)	(36,986.89)	(45,153.00)	(8,166.11)	82%
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%
BOS Contributions for New Development:					
3904-3305 Bedford County Support-Forest S...	(500,000.00)	(500,000.00)		500,000.00	0%
Total BOS Contributions for New...	(500,000.00)	(500,000.00)		500,000.00	0%
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		(42,913.00)		42,913.00	0%
Total Contributions for DEQ Proje...		(42,913.00)		42,913.00	0%
SML WTF Revenue:					
3903-3330 SML WTF Revenue		(25.34)		25.34	0%
Total SML WTF Revenue		(25.34)		25.34	0%

Bedford Regional Water Auth.
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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: 58%</u>
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	(716,177.82)	(3,363,639.06)	(3,204,163.00)	159,476.06	105%
Total Revenue	(1,806,944.89)	(11,757,425.89)	(16,511,144.00)	(4,753,718.11)	71%

OPERATING EXPENSES

Salaries:					
4000-0010 Administration Salaries	55,080.00	404,016.63	794,279.12	390,262.49	51%
4000-0019 IT Oncall Stipend	600.00	4,050.00	7,800.00	3,750.00	52%
4000-0020 Administration Overtime		129.51	3,170.28	3,040.77	4%
4002-0010 Customer Service Salaries	26,269.39	177,179.28	340,458.28	163,279.00	52%
4002-0020 Customer Service Overtime	560.91	5,028.42	17,984.58	12,956.16	28%
4003-0010 Engineering Department Salaries	56,059.46	356,304.75	620,091.59	263,786.84	57%
4003-0019 Engineering OnCall Stipend	600.00	4,350.00	7,800.00	3,450.00	56%
4003-0020 Engineering Department Overtime	2,598.93	16,140.67	32,240.31	16,099.64	50%
4004-0010 Maintenance Department Salaries	64,451.77	430,323.14	859,238.92	428,915.78	50%
4004-0019 Maintenance Oncall Stipend Expe...	1,200.00	8,850.00	18,720.00	9,870.00	47%
4004-0020 Maintenance Department Overtime	6,254.02	42,797.36	137,797.55	95,000.19	31%
4005-0010 Operations Department Salaries	89,875.56	640,271.45	1,232,559.27	592,287.82	52%
4005-0020 Operations Department Overtime	8,575.98	33,192.15	97,761.28	64,569.13	34%
Total Salaries	312,126.02	2,122,633.36	4,169,901.18	2,047,267.82	51%

General Office Expenses:

4010-0075 Board & Committee Meetings	80.45	787.17	600.00	(187.17)	131%
4010-0100 Office Supplies	200.43	2,931.90	10,000.00	7,068.10	29%
4010-0103 Public Outreach Expenses	108.99	1,643.54	16,415.00	14,771.46	10%
4010-0110 Building Maintenance Expense	1,714.74	13,945.01	21,000.00	7,054.99	66%
4010-0130 Postage and Shipping Expense	25.49	2,903.61	8,000.00	5,096.39	36%
4010-0140 Commercial Phone Charges	1,107.96	6,646.84	12,600.00	5,953.16	53%
4010-0142 Cellular Phone Service		7,077.02	19,220.00	12,142.98	37%
4010-0150 Building Power and Utilities		8,840.82	20,500.00	11,659.18	43%
4010-0155 Building Fuel Costs	1,088.42	1,327.83	8,000.00	6,672.17	17%
4010-0160 Employee Bond	42.33	296.31	669.00	372.69	44%
4010-0161 Building Insurance	346.00	2,422.00	3,863.00	1,441.00	63%
4010-0170 Advertising		1,265.22	18,000.00	16,734.78	7%
4010-0175 Bank Service charges	1,088.09	8,428.66	15,600.00	7,171.34	54%
4010-0200 Accounting Services	460.00	23,385.00	30,000.00	6,615.00	78%
4010-0220 Legal Expenses		13,848.39	18,000.00	4,151.61	77%
4010-0400 Board of Directors Fees	1,750.00	12,250.00	21,000.00	8,750.00	58%
4010-0085 Long Range Planning			45,000.00	45,000.00	0%
Total General Office Expenses	8,012.90	107,999.32	268,467.00	160,467.68	40%

Employee Benefit & Related Expenses:

4100-0030 Payroll Taxes	22,678.82	163,218.67	316,372.00	153,153.33	52%
4100-0040 VRS Retirement and Group Life	2,069.16	143,859.30	356,583.00	212,723.70	40%
4100-0041 VRS Hybrid Disability Program		3,156.54	10,210.00	7,053.46	31%
4100-0045 Unemployment Payments		701.87	6,000.00	5,298.13	12%
4100-0050 Health Insurance	58,653.34	456,642.18	728,478.00	271,835.82	63%
4100-0055 Flexible Spending Account		(1,660.06)	2,500.00	4,160.06	(66%)
4100-0060 Worker's Compensation	4,680.92	31,075.44	109,604.00	78,528.56	28%
4100-0065 Employee Testing	764.00	2,119.00	4,785.00	2,666.00	44%
4100-0070 Mileage Reimbursements			460.00	460.00	0%
4100-0075 Meetings	120.90	336.25	6,140.00	5,803.75	5%
4100-0080 Professional Dues	957.33	3,792.33	23,150.00	19,357.67	16%
4100-0085 Training and Education	3,855.00	9,415.32	54,117.00	44,701.68	17%
4100-0101 Clothing and Uniforms	804.19	11,750.16	31,248.00	19,497.84	38%

Bedford Regional Water Auth.
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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: 58%</u>	
4100-0102	Employee & Incentive Fund	1,166.91	19,623.66	27,500.00	7,876.34	71%
4100-0103	Safety	1,228.26	18,176.02	41,174.00	22,997.98	44%
4100-0086	Continuing Education			5,250.00	5,250.00	0%
4100-0090	Whistle Blower Hotline			500.00	500.00	0%
	Total Employee Benefit & Related...	<u>96,978.83</u>	<u>862,206.68</u>	<u>1,724,071.00</u>	<u>861,864.32</u>	<u>50%</u>
Billing Expenses:						
4110-0091	Bad Debt Expense Water		942.80	15,000.00	14,057.20	6%
4110-0093	Bad Debt Expense Sewer		1,369.21	7,500.00	6,130.79	18%
4110-0097	Collection Agency Expense			1,200.00	1,200.00	0%
4110-0110	Bill Processing Services	2,715.83	52,659.37	103,978.00	51,318.63	51%
4110-0120	Customer Service Software Maint...		41,726.33	52,596.00	10,869.67	79%
4110-0125	Credit Card Processing Fees	3,523.20	14,493.94	18,900.00	4,406.06	77%
4110-0175	Courier Service	355.01	2,297.34	4,230.00	1,932.66	54%
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	<u>6,594.04</u>	<u>113,488.99</u>	<u>211,404.00</u>	<u>97,915.01</u>	<u>54%</u>
Information Systems Expenses:						
4120-0100	Information Systems Supplies	37.09	2,642.85	8,500.00	5,857.15	31%
4120-0110	Contracted Services (Network)	908.50	16,804.80	22,000.00	5,195.20	76%
4120-0115	Continuing Support (Software)	1,547.24	69,752.25	123,314.00	53,561.75	57%
4120-0145	Internet and WAN Communications		2,200.00	4,380.00	2,180.00	50%
	Total Information Systems Expens...	<u>2,492.83</u>	<u>91,399.90</u>	<u>158,194.00</u>	<u>66,794.10</u>	<u>58%</u>
Administration Supplies:						
4130-0100	Administration Supplies	38.72	2,626.47	500.00	(2,126.47)	525%
	Total Administration Supplies	<u>38.72</u>	<u>2,626.47</u>	<u>500.00</u>	<u>(2,126.47)</u>	<u>525%</u>
Customer Service Supplies:						
4140-0100	Customer Service Supplies	120.91	233.72	3,368.00	3,134.28	7%
	Total Customer Service Supplies	<u>120.91</u>	<u>233.72</u>	<u>3,368.00</u>	<u>3,134.28</u>	<u>7%</u>
Engineering Expenses:						
4210-0100	Engineering Supplies		4,226.06	18,413.00	14,186.94	23%
4210-0110	Engineering Reviews		20,481.42	51,800.00	31,318.58	40%
4210-0141	Locating Notification Tickets	725.55	4,820.55	8,320.00	3,499.45	58%
4210-0240	Construction testing		180.00	2,820.00	2,640.00	6%
	Total Engineering Expenses	<u>725.55</u>	<u>29,708.03</u>	<u>81,353.00</u>	<u>51,644.97</u>	<u>37%</u>
Operations Expenses:						
4220-0100	Wastewater Operations Supplies		117.98	1,900.00	1,782.02	6%
4223-0100	Water Operations Supplies			500.00	500.00	0%
	Total Operations Expenses	<u></u>	<u>117.98</u>	<u>2,400.00</u>	<u>2,282.02</u>	<u>5%</u>
Compliance Program Supplies:						
4221-0100	FROG Program Supplies			8,000.00	8,000.00	0%
	Total Compliance Program Suppli...	<u></u>	<u></u>	<u>8,000.00</u>	<u>8,000.00</u>	<u>0%</u>
Pretreatment Expenses:						
4222-0100	Pretreatment Supplies/Expenses	57.65	11,594.05	19,600.00	8,005.95	59%
	Total Pretreatment Expenses	<u>57.65</u>	<u>11,594.05</u>	<u>19,600.00</u>	<u>8,005.95</u>	<u>59%</u>
Lab Supplies:						

Bedford Regional Water Auth.
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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: 58%</u>	
4225-0100	Lab Supplies	762.48	6,994.74	24,000.00	17,005.26	29%
	Total Lab Supplies	762.48	6,994.74	24,000.00	17,005.26	29%
Maintenance Expenses:						
4230-0100	Maintenance Supplies	7,224.63	15,927.49	46,402.00	30,474.51	34%
	Total Maintenance Expenses	7,224.63	15,927.49	46,402.00	30,474.51	34%
Vehicles & Equipment Expenses:						
4240-0100	Vehicles and Equipment Supplies	2,050.19	12,224.59	32,350.00	20,125.41	38%
4240-0110	Vehicles and Equipment Contract...	5,904.51	63,835.89	81,600.00	17,764.11	78%
4240-0155	Vehicles & Equipment Fuel Costs	7,701.60	37,318.94	95,000.00	57,681.06	39%
4240-0162	Vehicles and Equipment Insurance	2,165.58	15,159.06	30,674.00	15,514.94	49%
	Total Vehicles & Equipment Expe...	17,821.88	128,538.48	239,624.00	111,085.52	54%
Forest Water Expenses:						
4250-0100	Forest Water Supplies	3,122.28	12,014.67	35,000.00	22,985.33	34%
4250-0110	Forest Water Contracted Services	2,706.00	29,054.75	19,400.00	(9,654.75)	150%
4250-0140	Forest Water Communications		201.66	300.00	98.34	67%
4250-0150	Forest Water Power	768.69	3,096.11	3,000.00	(96.11)	103%
4250-0161	Forest Water Insurance	1,126.76	7,887.32	16,851.00	8,963.68	47%
4250-0240	Forest Water Sampling and Testing		1,022.91	15,000.00	13,977.09	7%
4250-0300	Forest Water Purchased	78,387.50	478,325.00	666,440.00	188,115.00	72%
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	86,111.23	556,532.87	840,247.00	283,714.13	66%
Well Systems Expenses:						
4260-0100	Well Systems Supplies	1,540.69	3,279.54	15,000.00	11,720.46	22%
4260-0105	Well Systems Chemicals	1,699.49	3,534.22	3,000.00	(534.22)	118%
4260-0110	Well Systems Contracted Services		5,000.00	13,100.00	8,100.00	38%
4260-0150	Well Systems Power	485.74	2,994.57	5,500.00	2,505.43	54%
4260-0161	Well Systems Insurance	58.67	410.69	899.00	488.31	46%
4260-0240	Well Systems Sampling and Testi...	31.00	731.33	5,000.00	4,268.67	15%
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	3,815.59	16,628.85	45,678.00	29,049.15	36%
SML Central Distribution System Expenses:						
4265-0100	SML Central Supplies	276.02	14,515.97	10,000.00	(4,515.97)	145%
4265-0110	SML Central Contracted Services		17,811.61	3,000.00	(14,811.61)	594%
4265-0240	SML Central Sampling & Testing	62.00	420.91	10,000.00	9,579.09	4%
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...	338.02	36,102.64	33,845.00	(2,257.64)	107%
SML Treatment Expenses:						
4270-0100	Highpoint Facility Supplies			2,000.00	2,000.00	0%
4270-0110	Highpoint Facility Contracted Servi...		4,080.00	3,550.00	(530.00)	115%
4270-0150	Highpoint Facility Power	1,078.16	7,737.58	16,800.00	9,062.42	46%
4270-0155	Highpoint Facility Fuel Costs		509.52	2,000.00	1,490.48	25%
4270-0161	Highpoint Facility Insurance	394.84	2,763.88	7,038.00	4,274.12	39%
4270-0300	SML Quality Monitoring		7,500.00	7,500.00		100%
4270-0105	Highpoint Facility Chemicals			1,000.00	1,000.00	0%
4270-0371	Highpoint Facility Road Maintenanc...			850.00	850.00	0%
	Total SML Treatment Expenses	1,473.00	22,590.98	40,738.00	18,147.02	55%

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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: 58%</u>	
SML WTF Expenses:						
4330-0100	SML WTF Supplies	1,772.61	15,541.11	30,000.00	14,458.89	52%
4330-0105	SML WTF Chemicals	5,053.40	30,318.41	45,000.00	14,681.59	67%
4330-0110	SML WTF Contracted Services		15,544.49	125,000.00	109,455.51	12%
4330-0140	SML WTF Communications	49.67	236.20	516.00	279.80	46%
4330-0150	SML WTF Power	10,743.97	112,411.44	228,000.00	115,588.56	49%
4330-0155	SML WTF Fuel Costs		281.45	2,000.00	1,718.55	14%
4330-0161	SML WTF Property Insurance	1,129.42	7,905.94	14,450.00	6,544.06	55%
4330-0240	SML WTF Sampling & Testing	700.65	5,239.16	40,000.00	34,760.84	13%
4330-0370	SML WTF Raw Water Fee			8,800.00	8,800.00	0%
	Total SML WTF Expenses	19,449.72	187,478.20	493,766.00	306,287.80	38%
Central Water Distribution Expenses:						
4275-0100	Central Water Supplies	914.45	7,725.42	37,500.00	29,774.58	21%
4275-0110	Central Water Contracted Services	2,706.00	29,979.85	108,700.00	78,720.15	28%
4275-0140	Central Water Communications		62.00		(62.00)	0%
4275-0240	Central Water Sampling & Testing	1,909.32	10,467.79	20,000.00	9,532.21	52%
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...	5,529.77	59,262.16	225,692.00	166,429.84	26%
Central Water Treatment Expenses:						
4276-0100	Central Water Treatment Supplies	1,912.68	25,204.80	20,000.00	(5,204.80)	126%
4276-0105	Central Water Treatment Chemica...	8,059.47	16,457.25	50,000.00	33,542.75	33%
4276-0110	Central Water Treatment Contract...	85.09	4,281.61	10,000.00	5,718.39	43%
4276-0140	Central Water Treatment Commun...	34.85	354.36	1,020.00	665.64	35%
4276-0150	Central Water Treatment Power	4,795.41	19,161.72	33,600.00	14,438.28	57%
4276-0161	Central Water Treatment Property...	790.76	5,535.32	18,569.00	13,033.68	30%
4276-0155	Central Water Treatment Fuel			2,000.00	2,000.00	0%
	Total Central Water Treatment Ex...	15,678.26	70,995.06	135,189.00	64,193.94	53%
Stewartsville Water Expenses:						
4280-0100	Stewartsville Water Supplies		397.79	2,000.00	1,602.21	20%
4280-0110	Stewartsville Water Contracted Se...		960.00	2,700.00	1,740.00	36%
4280-0140	Stewartsville Water Communicatio...		109.59	300.00	190.41	37%
4280-0150	Stewartsville Water Power	73.05	185.32	300.00	114.68	62%
4280-0161	Stewartsville Water Insurance	44.52	311.64	666.00	354.36	47%
4280-0240	Stewartsville Water Sampling and...	203.11	687.54	1,500.00	812.46	46%
4280-0300	Stewartsville Water Purchased	1,195.02	18,266.41	27,650.00	9,383.59	66%
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	1,515.70	21,334.24	38,532.00	17,197.76	55%
Forest Sewer Expenses:						
4290-0100	Forest Sewer Supplies	4,559.76	24,998.86	65,000.00	40,001.14	38%
4290-0105	Forest Sewer Chemicals	7,672.80	40,342.50	87,000.00	46,657.50	46%
4290-0110	Forest Sewer Contracted Services	2,026.10	16,741.49	104,500.00	87,758.51	16%
4290-0140	Forest Sewer Communications	66.38	846.06	3,600.00	2,753.94	24%
4290-0150	Forest Sewer Power	4,362.02	20,876.53	37,200.00	16,323.47	56%
4290-0161	Forest Sewer Insurance	349.78	2,448.46	5,025.00	2,576.54	49%
4290-0350	Forest Sewer Treatment Costs	25,000.00	150,000.00	300,000.00	150,000.00	50%
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	44,036.84	256,253.90	609,825.00	353,571.10	42%

Bedford Regional Water Auth.
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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: 58%</u>	
Central Sewer Collection System Expenses:						
4291-0100	Central Sewer Supplies	(7,945.09)	19,641.13	70,000.00	50,358.87	28%
4291-0110	Central Sewer Coll System Contra...	9,069.43	23,244.67	84,500.00	61,255.33	28%
4291-0115	Central Sewer Repairs & Improve...	9.69	9.69	104,000.00	103,990.31	0%
4291-0150	Central Sewer Power		4,009.85	55,000.00	50,990.15	7%
4291-0155	Central Sewer Fuel Costs	1,096.64	1,096.64	5,000.00	3,903.36	22%
4291-0240	Central Sewer Sampling & Testing			250.00	250.00	0%
	Total Central Sewer Collection Sy...	2,230.67	48,001.98	318,750.00	270,748.02	15%
Central Sewer Treatment Expenses:						
4293-0100	Center Sewer Treatment Supplies	455.15	32,888.34	73,000.00	40,111.66	45%
4293-0105	Center Sewer Treatment Chemicals	5,871.00	39,426.24	127,000.00	87,573.76	31%
4293-0110	Center Sewer Treatment Contract...		7,674.65	95,000.00	87,325.35	8%
4293-0115	Center Sewer Sludge Tipping Fees		7,227.69	45,000.00	37,772.31	16%
4293-0140	Center Sewer Treatment Commu...	574.67	3,903.89	7,200.00	3,296.11	54%
4293-0150	Center Sewer Treatment Power	20,780.69	120,763.22	228,000.00	107,236.78	53%
4293-0161	Center Sewer Treatment Property...	1,009.19	7,064.33	15,450.00	8,385.67	46%
4293-0240	Center Sewer Treatment Samplin...		11,281.02	25,000.00	13,718.98	45%
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...	28,690.70	239,608.38	626,550.00	386,941.62	38%
Moneta Sewer Collection System Expenses:						
4292-0100	Moneta Sewer Supplies	1,324.65	6,786.68	10,250.00	3,463.32	66%
4292-0105	Moneta Sewer Chemicals		2,035.28	2,000.00	(35.28)	102%
4292-0110	Moneta Sewer Contracted Services		3,543.77	3,050.00	(493.77)	116%
4292-0150	Moneta Sewer Power	1,280.90	7,125.90	12,000.00	4,874.10	59%
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...	2,605.55	19,491.63	31,800.00	12,308.37	61%
Moneta Sewer Treatment Expenses:						
4294-0100	Moneta Sewer Treatment Supplies	243.46	2,215.17	30,000.00	27,784.83	7%
4294-0105	Moneta Sewer Treatment Chemic...	1,892.85	6,579.52	9,000.00	2,420.48	73%
4294-0110	Moneta Sewer Contracted Services	9,944.64	23,594.64	21,500.00	(2,094.64)	110%
4294-0115	Moneta Sewer Sludge Tipping Fees		2,101.57	15,000.00	12,898.43	14%
4294-0140	Moneta Sewer Treatment Commu...	132.60	795.60	1,980.00	1,184.40	40%
4294-0150	Moneta Sewer Treatment Power	3,286.30	20,713.74	43,200.00	22,486.26	48%
4294-0155	Moneta Sewer Fuel	254.98	254.98	350.00	95.02	73%
4294-0161	Moneta Sewer Treatment Property...	485.59	3,399.13	6,417.00	3,017.87	53%
4294-0240	Moneta Sewer Treatment Samplin...	294.47	4,874.49	20,000.00	15,125.51	24%
4294-0411	Moneta Sewer DEQ Charges		2,889.00	3,000.00	111.00	96%
	Total Moneta Sewer Treatment Ex...	16,534.89	67,417.84	150,447.00	83,029.16	45%
Montvale Sewer Expenses:						
4295-0100	Montvale Sewer Supplies	1,674.53	5,672.12	6,000.00	327.88	95%
4295-0105	Montvale Sewer Chemicals	224.00	515.97	1,500.00	984.03	34%
4295-0110	Montvale Sewer Contracted Servi...		9,270.00	10,000.00	730.00	93%
4295-0140	Montvale Communications		93.64	300.00	206.36	31%
4295-0150	Montvale Sewer Power	30.19	177.91	360.00	182.09	49%
4295-0161	Montvale Sewer Insurance	60.89	426.23	1,570.00	1,143.77	27%
4295-0240	Montvale Sewer Sampling & Testi...		1,095.00	7,000.00	5,905.00	16%
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	1,989.61	19,561.87	29,380.00	9,818.13	67%
Mariners Landing Sewer Expenses:						
4340-0100	Mariners Landing Sewer Supplies	49.14	13,016.91	16,000.00	2,983.09	81%
4340-0110	Mariners Landing Sewer Contract...		22,834.73	28,400.00	5,565.27	80%

Bedford Regional Water Auth.
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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: 58%</u>	
4340-0150	Mariners Landing Sewer Power	2,198.63	12,738.43	27,000.00	14,261.57	47%
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%
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...	2,247.77	48,590.07	86,770.00	38,179.93	56%
Cedar Rock Sewer Expenses:						
4350-0100	Cedar Rock Sewer Supplies		7,913.47	5,000.00	(2,913.47)	158%
4350-0105	Cedar Rock Sewer Chemicals		145.98	700.00	554.02	21%
4350-0110	Cedar Rock Sewer Contracted Ser...		11,475.00	8,000.00	(3,475.00)	143%
4350-0140	Cedar Rock Sewer Communication		441.55	300.00	(141.55)	147%
4350-0150	Cedar Rock Sewer Power	569.18	2,952.58	5,100.00	2,147.42	58%
4350-0161	Cedar Rock Sewer Property Insur...	12.83	89.81	1,570.00	1,480.19	6%
4350-0240	Cedar Rock Sewer Sampling & Te...		241.35	2,400.00	2,158.65	10%
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%
	Total Cedar Rock Sewer Expenses	582.01	25,570.74	26,070.00	499.26	98%
Schools Sewer Expenses:						
4300-0100	Schools Operations Supplies		1,928.58	10,000.00	8,071.42	19%
4300-0105	Schools Chemicals	422.70	3,199.18	10,000.00	6,800.82	32%
4300-0240	Schools Sampling and Testing	244.82	3,060.65		(3,060.65)	0%
4300-0110	Schools Contracted Services			15,000.00	15,000.00	0%
	Total Schools Sewer Expenses	667.52	8,188.41	35,000.00	26,811.59	23%
Mariners Landing Water Expenses:						
4315-0100	Mariners Landing Water Expenses		738.76	6,868.00	6,129.24	11%
4315-0140	Mariners Landing Water Communi...		457.99	300.00	(157.99)	153%
4315-0150	Mariners Landing Water Power	65.39	3,384.98	11,925.00	8,540.02	28%
4315-0240	Mariners Landing Sampling Expen...		1,364.19	2,400.00	1,035.81	57%
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 Water Exp...	65.39	7,004.97	28,655.00	21,650.03	24%
Franklin County Operations:						
4320-0100	Franklin County Supplies	2.29	8,496.43	7,000.00	(1,496.43)	121%
4320-0105	Franklin County Chemicals	2,972.33	8,409.67	9,000.00	590.33	93%
4320-0240	Franklin County Sampling & Testi...	124.00	4,345.83	20,000.00	15,654.17	22%
	Total Franklin County Operations	3,098.62	21,251.93	36,000.00	14,748.07	59%
	Total Operating Expenditures	689,617.30	5,225,335.93	10,790,218.18	5,564,882.25	48%
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			26,316.00	26,316.00	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%






































Bedford Regional Water Auth.
 Summary of Revenue & Expenditures
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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: 58%</u>
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%
	Total Depreciation		3,257,478.00	3,257,478.00	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	39,544.75	79,579.90	490.10	99%
	Total Assumed Debt from City	39,544.75	79,579.90	490.10	99%
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	39,544.75	800,164.29	672,902.71	54%
	Total Exp., Depr. and Debt Servi...	729,162.05	6,025,500.22	9,495,262.96	39%
	Total Revenues Less Oper Expense	(1,077,782.84)	(5,731,925.67)	(990,380.82)	579%
	Gross Cash Before Capital Exp	(1,077,782.84)	(5,731,925.67)	4,741,544.85	579%
	Less non-debt Capital Contributions		(44,886.53)	(175,113.47)	20%
	Earnings/(loss) before BRWA Capit...	(1,077,782.84)	(5,687,039.14)	4,916,658.32	738%

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	\$ 3,148,563.62	\$ 3,395,721.86	\$ 3,437,534.61						
DEBITS													
Debits from Operations													
Capital Contributions/Asset Sales and Dispos	\$ 5,118.00	\$ 25,675.00	\$ -	\$ 15.00	\$ 64.00	\$ 2,721.53	\$ -						\$ 33,593.53
Cash From Operations	\$ 1,339,885.55	\$ 1,431,050.59	\$ 1,394,976.43	\$ 1,415,075.47	\$ 1,274,873.85	\$ 1,215,667.76	\$ 1,222,588.51						\$ 9,294,118.16
Total Cash from Operations:	\$ 1,345,003.55	\$ 1,456,725.59	\$ 1,394,976.43	\$ 1,415,090.47	\$ 1,274,937.85	\$ 1,218,389.29	\$ 1,222,588.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,327,711.69
Debits from Non-Operating Sources													
County CIP & Debt Service	\$ -	\$ -	\$ 1,762,265.64	\$ -	\$ -	\$ -	\$ 500,000.00						\$ 2,262,265.64
Transfers from Reserve Accounts	\$ -	\$ -	\$ -	\$ -	\$ 0.00	\$ -	\$ -						\$ -
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	\$ -	\$ -	\$ 10,000.00						\$ 76,104.08
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	\$ -	\$ -	\$ 510,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,649,001.57
Total Debits (Oper. and Non-Oper.)	\$ 1,345,003.55	\$ 1,456,725.59	\$ 4,500,560.82	\$ 1,448,507.65	\$ 1,274,937.85	\$ 1,218,389.29	\$ 1,732,588.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,976,713.26
CREDITS													
Credits for Operating Expenditures													
	\$ 729,149.57	\$ 704,205.16	\$ 1,130,343.01	\$ 813,227.83	\$ 739,691.40	\$ 894,765.99	\$ 683,529.51						\$ 5,694,912.47
Credits for Non-Operating Expenditures													
Payments on Capital Projects	\$ 5,900.00	\$ 60,594.74	\$ 8,240.00	\$ 19,325.04	\$ 18,197.06	\$ 22,789.03	\$ 6,500.00						\$ 141,545.87
Payments on Debt Service	\$ -	\$ 116,657.50	\$ 3,055,584.39	\$ -	\$ -	\$ -	\$ 272,544.75						\$ 3,444,786.64
Transfers to Debt Service Account	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00						\$ 1,400,000.00
Transfers to Capital Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
Transfers to Replacement Fund	\$ 74,617.00	\$ 71,174.00	\$ 63,860.34	\$ 68,353.18	\$ 65,939.84	\$ 55,070.21	\$ 69,499.00						\$ 468,513.57
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	\$ -	\$ 3,951.31	\$ 3,951.31	\$ 3,951.31						\$ 29,357.35
Total Non-Operating Expenditures:	\$ 280,517.00	\$ 458,134.52	\$ 3,335,479.87	\$ 287,678.22	\$ 288,088.21	\$ 281,810.55	\$ 552,495.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,484,203.43
Total Credits (Oper. and Non-Oper.)	\$ 1,009,666.57	\$ 1,162,339.68	\$ 4,465,822.88	\$ 1,100,906.05	\$ 1,027,779.61	\$ 1,176,576.54	\$ 1,236,024.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,179,115.90
Ending Cash Balance	\$ 2,471,838.17	\$ 2,766,224.08	\$ 2,800,962.02	\$ 3,148,563.62	\$ 3,395,721.86	\$ 3,437,534.61	\$ 3,934,098.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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	Q1	Q2	Q3
0	Total Active CIP Projects				\$3,309,000.00	\$925,338.44	\$2,383,661.56	68%											
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	\$89,009.00	\$18,991.00	100%	Project complete. Much less expensive than hiring a contractor.	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%	Revised plans to address VDOT comments.	English									
5	Office Improvements- Parking Lot Construction and Storm water Facilities. Funding increased with #16 below.	30 wks	Mon 3/30/20	Fri 10/23/20	\$200,000.00	\$0.00	\$200,000.00	0%	Second entrance denied, unless primary entrance is eliminated.	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	\$537,060.44	\$2,168,939.56	64%											
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%	Work order pending for Facility Maintenance Crew.	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	69%											
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 #5 above)	16 wks	Mon 7/13/20	Fri 10/30/20	\$100,000.00	\$0.00	\$100,000.00	0%		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	11%											
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	8.78 wks	Mon 1/20/20	Tue 6/30/20	\$60,000.00	\$36,853.00	\$23,147.00	25%	Plans were submitted to VDH for review	Quarles									
21	Central Wastewater Treatment Plant	2 wks	Tue 8/13/19	Mon 8/26/19	\$217,000.00	\$38,659.00	\$178,341.00	87%											
22	Patch and Seam asphalt	3.8 wks	Tue 3/16/21	Fri 4/9/21	\$30,000.00	\$0.00	\$30,000.00	0%	On hold due to COVID-19.	Ramsey									
23	PLC Controls- sand filter	7 wks	Mon 3/15/21	Fri 4/30/21	\$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									
27	HVAC for Control Room	9 wks	Fri 8/30/19	Thu 10/31/19	\$6,000.00	\$4,800.00	\$1,200.00	100%	Installation complete	Ramsey									
28	200 HP blower with VFH control	12 wks	Wed 4/1/20	Tue 6/23/20	\$100,000.00	\$0.00	\$100,000.00	100%	Rolled into the Energy Project	Ramsey									
29	Central Sewer Lift Stations	2 wks	Tue 8/13/19	Mon 8/26/19	\$120,000.00	\$0.00	\$120,000.00	0%											
30	Central Sewer PS 1- soft starts and control panel	12 wks	Wed 4/1/20	Tue 6/23/20	\$50,000.00	\$0.00	\$50,000.00	0%	Allocated to PS #5 in Town; total loss due to flooding	Ramsey									
31	Central Sewer Pump Stations Upgrades- Planning	12 wks	Wed 4/1/20	Tue 6/23/20	\$70,000.00	\$0.00	\$70,000.00	0%	Allocated to PS #5 in Town; total loss due to flooding	Ramsey									
32	Residual 2015 Bond Funding				\$2,003,000.00	\$391,736.13	\$1,611,263.87	54%											
33	Control Valves	38.8 wks	Mon 2/4/19	Thu 10/31/19	\$180,000.00	\$167,432.00	\$12,568.00	100%	Complete	Carroll									
34	Mariners Landing Waterline Connection	26 wks	Mon 9/30/19	Fri 3/27/20	\$180,000.00	\$160,435.00	\$19,565.00	100%	Project Complete. Mariners is now on SMLWTF Water.	Cherro									
35	SML WTF Pump Station	42 wks	Mon 2/10/20	Fri 11/27/20	\$1,200,000.00	\$1,835.00	\$1,198,165.00	3%	To be included in PPEA design-build project with CHA/E.C.Pace	Carroll									
36	SML WTF Projects	12 wks	Tue 10/1/19	Mon 12/23/19	\$300,000.00	\$1,000.00	\$299,000.00	5%	Issued IFB for second GAC contactor; bids due 10/15	Deitrich									
37	Mariners Landing WWTP upgrades	26.2 wks	Wed 4/1/20	Wed 9/30/20	\$103,000.00	\$43,034.13	\$59,965.87	50%	Train 1 biowheel rebuilt. Ordng part to rebuild train 2 biowheel	Ramsey									
38	Mariners Landing Pump Stations 1&2 SCADA connection	17.2 wks	Wed 4/1/20	Wed 7/29/20	\$40,000.00	\$18,000.00	\$22,000.00	50%	PS#2 SCADA complete. Working on WWTP SCADA.	Ramsey									



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MEMORANDUM

To: BRWA Board of Directors and BRWA Directors and Managers
From: Jill W. Underwood, Director of Finance
Date: January 13, 2021
Re: FY 21-22 Budget Schedule

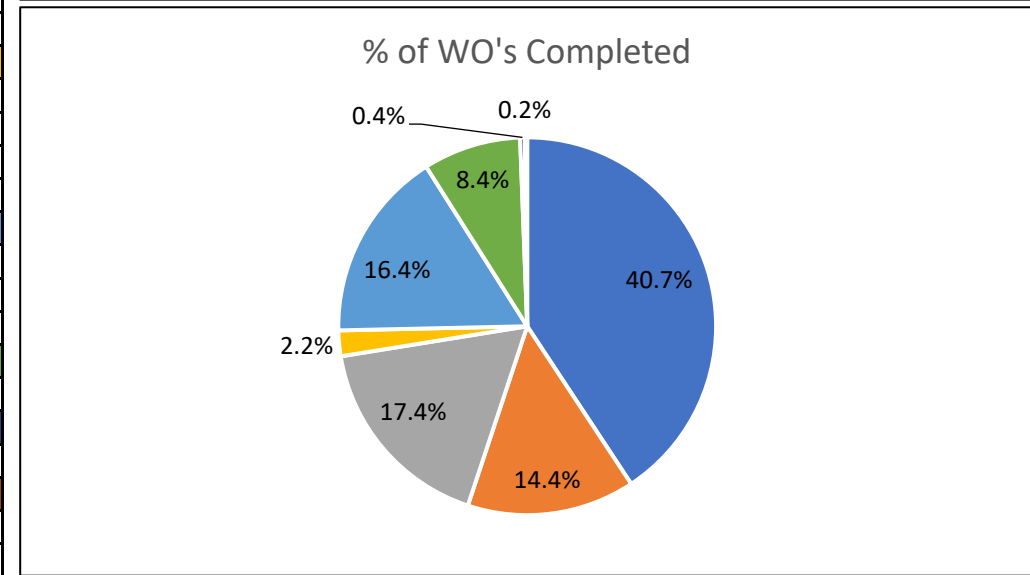
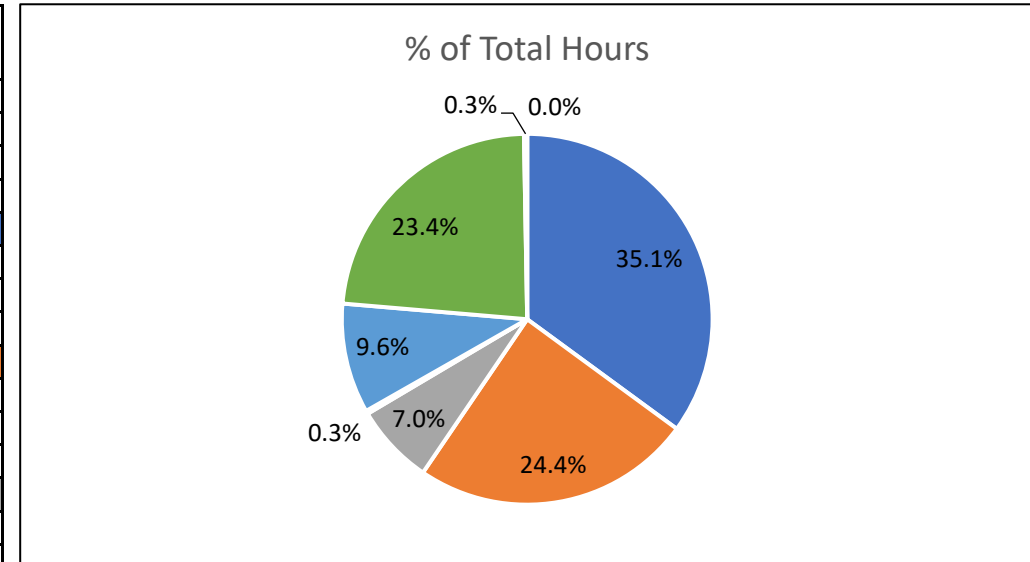
- **January 15, 2021** by close of business: Finance will provide managers with expenditure data through December 2020 (6 months into the fiscal year). If detailed account information is needed please send me a request via email.
- **January 22, 2021** CIP requests are due to Rhonda, Whitney and Jill
- **February 1, 2021:** All operating budget requests are due to Finance, by the close of business.
- **February 25, 2021 at 3:00 pm** Finance Committee meeting to discuss draft FY 21-22 Operating Budget and rates.
- **March 16, 2021** Board meeting with resolution to advertise rates
- **March 24, 2021** at 3:00 pm: Finance Committee meeting, to discuss operating budget and CIP.
- **April 7, 2021** at 3:00pm Finance Committee Meeting to discuss Board concerns from March 16th Board meeting
- **April 20, 2021** Board Meeting: FY 21-22 Operating Budget and CIP presentation to Board, public hearing for rates
- **April 29, 2021** at 3:00 pm: Finance Committee meeting to discuss Board concerns from April 20th Board meeting
- **May 18, 2021** Board meeting: Adoption of Operating Budget and CIP
- **June 3, 2021** Finance Committee meeting at 3:00pm (if needed)
- **June 15, 2021** Board meeting, Adopt both operating and CIP, if not approved at May meeting.

OPERATIONS REPORT



January 2021 Work Orders
(excluding Meter Replacement Program)

Service Area	Hours	% of Total Hours	Completed Work Orders	% of WO's Completed
Central Sewer Collection	198.3	12.3%	40	8.0%
Central Sewer Treatment	99.6	6.2%	118	23.6%
Central Water Distribution	187.4	11.7%	21	4.2%
Central Water Treatment	77.9	4.9%	25	5.0%
Central Total:	563.2	35.1%	204.0	40.7%
Forest Sewer	35.5	2.2%	15	3.0%
Forest Water	357.1	22.2%	57	11.4%
Forest Total:	392.6	24.4%	72.0	14.4%
Moneta Sewer Collection	48.0	3.0%	5	1.0%
Moneta Sewer Treatment	64.2	4.0%	82	16.4%
Moneta Sewer Total:	112.2	7.0%	87.0	17.4%
Montvale Sewer Collection	1.0	0.1%	2	0.4%
Montvale Sewer Treatment	3.5	0.2%	9	1.8%
Montvale Sewer Total:	4.5	0.3%	11.0	2.2%
Office - Admin Building	1.0	0.1%	14	2.8%
Office - Annex Building	0.0	0.0%	3	0.6%
Other	153.0	9.5%	65	13.0%
Offices/Other Total:	154.0	9.6%	82.0	16.4%
SML Central Distribution	307.9	19.2%	18	3.6%
SML Treatment (SMLWTF)	67.4	4.2%	24	4.8%
SML Total:	375.3	23.4%	42.0	8.4%
Stewartsville Water Total:	4.5	0.3%	2	0.4%
BRWA Well Systems Total:	0.0	0.0%	1	0.2%
Grand Totals:	1606.3	100.0%	501	100.0%

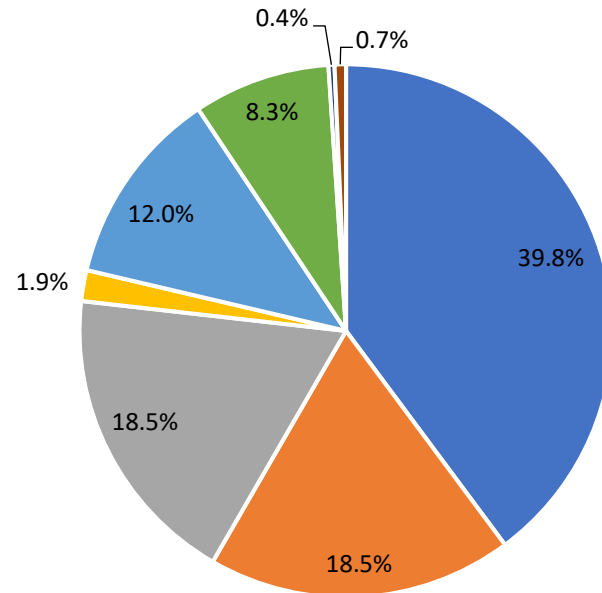




Work Order Summary All Departments Running Totals Tracking Sheet

Service Area	February '20	March '20	April '20	May '20	June '20	July '20	August '20	September '20	October '20	November '20	December '20	January '21	Running Total	Running Total %
Central	193	211	192	167	204	186	173	157	182	149	170	204	2188	39.8%
Forest	80	93	85	77	99	127	69	95	66	81	73	72	1017	18.5%
Moneta	105	80	65	61	83	93	83	86	92	92	87	87	1014	18.5%
Montvale	14	8	9	11	6	4	9	5	12	7	7	11	103	1.9%
Offices/Other	57	68	48	52	47	64	55	50	73	39	23	82	658	12.0%
SML	52	43	34	38	36	39	35	34	43	21	39	42	456	8.3%
Stewartsville	2	3	3	1	0	0	1	4	1	1	2	2	20	0.4%
BRWA Well Systems	4	5	7	1	2	2	2	6	5	1	2	1	38	0.7%
Monthly Totals:	507	511	443	408	477	515	427	437	474	391	403	501	5494	100.0%

% of Work Orders Completed - Running Total



ADMINISTRATION REPORT

FEATURED

Three New Bedford Regional Water Authority Board Members Sworn In

Jan 20, 2021



Jay Gray taking his oath on January 6th at the Bedford Courthouse.

Bedford Regional Water Authority/Contributed

Three new board members for the Bedford Regional Water Authority (BRWA) have been sworn in at the Bedford General District Court. The two members appointed by the Bedford County Board of Supervisors are Jay Gray and Kevin Mele; these members were appointed on December 14th and they took their oath on January 6th. The third member appointed by the Bedford Town Council is Rusty Mansel; he was appointed on January 12th and sworn in on January 19, 2021. All members will serve a four-year term with the option to be appointed for a second four-year term.

“We are excited to welcome our new members onto the BRWA board. All three members provide diverse backgrounds and experience that will continue the strong leadership and guidance our board provides for the organization,” said Brian Key, BRWA Executive Director. “It

is bittersweet to see founding board members leave, however, these three new members make us excited about the skills and knowledge they will bring.”

About the new members:

Jay Gray currently works at Conserva Irrigation as a Franchise Support Consultant. Mr. Gray relocated with his family from California to Forest several years ago to enjoy the beauty of Bedford County. Jay also brings with him valuable experience in cross-connection.

Kevin Mele is a CPA who has been running his own accounting firm in Moneta since 1980. Mr. Mele has also served on numerous boards in the community, including the Bedford County school board, which his wife Susan is now a member of. The couple currently lives in Moneta.

Rusty Mansel retired from a 30-year career at Henkel where he worked in various roles throughout the company including business development manager, market development manager, and account manager. Rusty currently works part-time for the National Park Service. Rusty has also been a board member of the Town of Bedford’s Redevelopment and Housing Authority and the Bower Center for the Arts.

Mr. Gray, Mr. Mele, and Mr. Mansel replace three longstanding board members whose terms ended in December 2020. Elmer Hodge, Carl Wells, and Cynthia Gunnoe were three of the original BRWA board members when the board was formed in 2012. All three members served the two full four-year terms allotted by the BRWA bylaws and were recognized at the December 15, 2020 board meeting for their longstanding leadership. All three members brought vast knowledge and experience to the board.

https://smithmountainlake.com/news/local/bedford-regional-water-authority-appoints-new-board-members/article_c635a3a8-5cd7-11eb-8c8c-1737786654ca.html

Bedford Regional Water Authority appoints new board members

Jan 27, 2021



Kevin Mele is one of three new board members on the Bedford Regional Water Authority. He was sworn in at the Bedford County Courthouse on Jan. 6.

Three new board members for the Bedford Regional Water Authority were sworn in at the Bedford General District Court recently.

The two new members appointed by the Bedford County Board of Supervisors are Jay Gray and Kevin Mele. They were appointed Dec. 14 and they took their oath Jan. 6.

The third member appointed by the Bedford Town Council is Rusty Mansel. He was appointed on Jan. 12 and sworn in on Jan. 19. All members will serve a four-year term with the option to be appointed for a second four-year term.

“We are excited to welcome our new members onto the BRWA board,” said Brian Key, BRWA executive director. “All three members provide diverse backgrounds and experience that will continue the strong leadership and guidance our board provides for the organization. It is bittersweet to see founding board members leave, however, these three new members make us excited about the skills and knowledge they will bring.”

Gray currently works at Conserva Irrigation as a franchise support consultant. Gray relocated with his family from California to Forest several years ago.

Mele is a CPA who has owned his accounting firm in Moneta since 1980. He has also served on numerous boards in the community, including the Bedford County School Board, which his wife, Susan, is now a member of. The couple currently lives in Moneta.

Mansel retired from a 30-year career at Henkel where he worked in various roles throughout the company, including business development manager, market development manager and account manager. Mansel currently works part-time for the National Park Service.

The three new appointments replace three board members whose terms ended in December. Elmer Hodge, Carl Wells and Cynthia Gunnoe were three of the original BRWA board members when the board was formed in 2012.

All members served the two, full four-year terms allotted by the BRWA bylaws and were recognized at the Dec. 15 board meeting for their longstanding leadership.

- Submitted by Megan Pittman

ENGINEERING REPORT

Job #	2012001	Job Type:	Water & Sewer	Location	Central County/Bedford City	Last updated on:	
Job Name	Harmony in Bedford Site 1					Last updated on:	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. Esmnt 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					Last updated on:	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					Last updated on:	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					Last updated on:	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 fee rec'd 10/4/19. Comments issued 10/16/19. Met w/ Surveyor & Engineer to go over comments 10/21/19. Re-review fee rec'd 1/29/20. Dsgn 07 rec'd 1/30/20. Dsgn 07 approvable as of 2/26/20; email sent 2/27/20. Construction Cost Estimate rec'd 2/25/20; Calc 06 comments issued 3/2/20; Surety Rqmnt sent 3/2/20. Calc 07 approved 3/5/20. Surety LOC# 353 rec'd 3/18/20. Inspection fee rec'd 3/30/20. Shop Dwgs appv'd 3/24/20; Plans Approved and C2C issued to Inspector 3/30/20. C2C issued 3/31/2020. VDH Water Cert completed 4/23/20 (See 2020-003). Waterline complete, testing complete and punchlist mailed 11/9/20.						

Job #	2017060	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Burnbridge Sewer Extension - Design						2/5/2021
Description	Discussions of sewer extension along Burnbridge Road to serve commercial lots and allow for development of the area and expansion of existing development.					Department Contact:	C Ward
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. Dsgn 01 rec'd 11/20/20. Comments emailed to engineer 12/3/20 Dsgn 02 rec'd 12/14/20. Comments emailed to engineer 1/4/21. Dsgn 03 rec'd 1/22/21. Comments emailed to the engineer 2/5/21. Easement Exhibits rec'd 2/4/21						
Job #	2018023.1	Job Type:	Water	Location	Lakes / Huddleston	Last updated on:	
Job Name	Mariners Landing System Transfer - Waterline Extension						9/20/2020
Description	Waterline extension along SML Parkway to connect Mariners Landing water system to public system.					Department Contact:	S Dade
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. Construction complete and punchlist items sent 9/20/20.						
Job #	2018034	Job Type:	Other	Location	Forest / Goode	Last updated on:	
Job Name	VDOT Everett Rd Bridge Replacement						11/12/2020
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.					Department Contact:	
Status	VDOT emailed preliminary drawings identifying potential grading concerns. BRWA to verify depth of waterline in areas of concern. Minor Site Plan SP# 20-0106 for a temp job trailer for bridge replacement rec'd 11/12/20 no impact on BRWA.						
Job #	2018055	Job Type:	Preliminary Plan	Location	Forest	Last updated on:	
Job Name	Cambridge Manor Estates - Preliminary Plan						12/9/2020
Description	Preliminary layout for Country Club Meadows subdivision. 156 single family lots on public water & private septic. Roads Connecting to Everett Road and 221. Currently planned for 2 phases. Previously known as "Country Club Meadows - Prelim Plan".					Department Contact:	S Foster
Status	Preliminary Plan 01 rec'd 5/9/18. TRC 5/22/18. Preliminary Plan 02 rec'd 12/07/18. Comments issued 1/16/19. Preliminary Plan 03 rec'd 2/19/20. Comments sent to Planning 3/4/20. Preliminary Plan 04 rec'd 6/29/20. Items noted are outside BRWA purview - therefore no BRWA comments on 4th submittal & BRWA ok for approval. Preliminary Plan 05 rec'd 11/30/20. "No Further BRWA Comments" issued 12/9/20.						
Job #	2018062.2	Job Type:	Internal	Location	Bedford Central	Last updated on:	
Job Name	BRWA Administration Parking Lot - North						2/4/2021
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. W\W notified on 12/4/20 of VDOT comments sent to County in 10/2020 but not delivered to BRWA or W W. W W removing new entrance to address VDOT comments. Will request pricing from Annual Contractors.						

Job # 2018086 **Job Type:** Sewer **Location** Forest **Last updated on:**
Job Name Sewer Force Main for TM# 118-A-6A - Design 2/5/2021
Description Sanitary Force Main Plan and Profile for TM# 118-A-6A. **Department Contact:**
S Dade
Waterline Relocation added to project in 8th submittal (See 2018-086.1 for Waterline C2C/COC purposes)
Status Dsgn01 rec'd 7/19/18 - Withdrawn 7/20/18 per Engineer. Treat next submittal as Dsgn01. Dsgn01 rec'd 8/13/18. Base Review Fee rec'd 8/16/18. Comments issued 8/27/18. Current design does not meet BRWA criteria for being public. Dsgn02 rec'd 10/30/18. 11/8/18 SWF Met w/ Norm and Tommy to discuss submittal. No formal review comments being issued for submittal 02. P&O will revise and resubmit per meeting discussion. Dsgn03 rec'd 11/15/18 with hard copies of calculations. When plans were opened on 11/29/18 they were exactly the same as previous submittal. Dsgn 03 was voided and an e-mail sent to Engineer requesting revised submittal. Dsgn 04 rec'd 11/29/18. Dsgn 04 comments issued 12/5/18; Calc 02 comments issued 12/6/18. Dev Pkg issued 12/6/18. Met w/ Engineer & Developer 12/6/18. BRWA soliciting necessary Easements. Dsgn 05 rec'd 5/6/19. Comments emailed to engineer 5/28/2019. Dsgn 06 & Re-review fee rec'd 6/5/19. Slip sheets rec'd 6/10/19. Dsgn 06 Comments issued 6/13/19. Signed Developers Agrmt & Review & Inspection fees rec'd 7/3/19. Dsgn 07 & Re-Review Fee rec'd 8/19/19. Plans approvable. VDOT LUP App submitted to VDOT. Finalizing calcs w/ P&O and Liberty. Cost Est received from P&O 11/20/19 in review. Cost Est comments issued 12/9/19. FM Calcs approved 12/9/19. Unforseen site conditions require a section of existing 12' waterline to be relocated. Plans forthcoming. 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. Developer changing Contractors to Toney Construction (12/11/20) New C2C prepared and ready to issue pending Shop Dwgs from Toney Construction. Waterline & testing complete. Punchlist sent to contractor. C2C for Vision Directional Drilling VOIDED; Pre-Con held and C2C issued to Toney Const for the FM (2/3/21).

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. **Department Contact:**
Reference 2018-086. S Dade
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 **Department Contact:**
Road. Property owners inquiring about BRWA taking over system, including aged and failing booster station. 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 # 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 **Department Contact:**
portion of existing public sewer and addressing unmetered fire line. 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 Agrmt -Signed- rec'd 5/30/19. Dsgn 04 rec'd 6/10/19 - comments issued 6/18/19; Rev & Insp Fee rqmnts issued 6/18/19; Esmt Exhibit 01 review comments issued 6/18/19. Dsgn 05 (Slip Sheets) rec'd 6/25/19. Site Plan app'vd 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 app'vd 7/19/19; C2C prepared for Pre-Con on 7/22/19; Easement Agrmnts 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:	7/16/2020
Job Name	Westyn Village Townhomes 2019 - Site/Design					Department Contact:	S Dade
Description	Proposed (8) 9 unit residential townhomes and (3) 8 unit Townhomes with private road						
Status	Site/Dsgn rec'd 3/12/19. Awaiting \$400 review fee. Comments & Dev Pkg issued 4/8/19. Met w/ Russ Orrison to discuss review & PS analysis 4/12/19. Requested flow data from CS 4/29/19; Site/Dsgn Plan 02 rec'd 8/29/19. CS water consumption data sent to Russ Orrison 8/29/19. Updated Plans rec'd 9/9/19 prior to review of the set rec'd 8/29. Replaced as Submittal 02 rec'd 9/9/19. Review & Inspection Fees rec'd 9/10/19. Review 02 comments issued 9/17/19. Re-review fee rec'd 11/06/19. Site/Desgn 03 rec'd 11/7/19. Signed Dev 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:	2/8/2021
Job Name	Boonsboro Meadows Section 2 Roadway, Water & Sanitary - Design					Department Contact:	S Dade
Description	Roadway, Water & Sanitary Design for Boonsboro Meadow Section 2.						
Status	Dsgn 01 & Water Calculations rec'd 3/13/19. Base Review Fee rec'd 3/19/19. Dev Pkg not issued yet due to number of review comments. Dsgn 01 and water & sewer calcs 01 comments issued 4/19/19. Road, Water & Sewer Design 02 rec'd 7/23/19. Comments & Dev Pkg issued 8/28/19. Signed Developer Agrmt & Review fees rec'd 10/29/19. Design 03 rec'd 11/20/19 (Re-review fee not rec'd). Plan review comments issued 12/30/19 & Calc Comments to be issued separately - need 2 re-review fees prior to accepting further submittals. 1 Re-review Fee rec'd 1/8/20. Re-review fee rec'd 1/22/20 for awaited 04 submittal. Design 04 rec'd 1/27/20 - comments issued 2/4/20 (Plans approvable) Water Calcs app'v'd 3/13/20. FM Calcs app'v'd 3/30/20,. Inspection fees rec'd 4/3/20. Bond #2020-053 rec'd 4/24/20. Plans stamped 'app'v'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. Test results rec'd 2/8/21.						
Job #	2019061	Job Type:	Internal	Location	Central, Lakes	Last updated on:	2/4/2021
Job Name	Energy Performance Study and Improvements					Department Contact:	N Carroll
Description	Evaluation of existing facilities and upgrades that can be made that reduce energy costs to create savings greater than or equal to the cost of upgrade.						
Status	A meeting was held 5/13/19 with Scheider Electric to discuss their basic review of improvements to the Central WWTP that could be made. DMME presented the public process on 5/14/19 and provided template documents for the initial process. Schneider will review the proposed project with the Finance Committee on 9/12/19. Project included in financial study. Board resolution passed in Jan to execute IGA upon verification of procurement processes. Virtual walk-through of Central WWTP on 4/15. Design Intent Document (DID) was reviewed with proposed Energy Control Measures (ECMs). VRA funding application submitted. Final DID prepared. Bond paperwork signed 11/5. Board approved contract at 11/2020 Board meeting. Utilities marked by locators for project survey.						
Job #	2019081	Job Type:	Internal	Location	Lakes	Last updated on:	2/4/2021
Job Name	Paradise Point Water System Transfer Request					Department Contact:	R English
Description	Owner is requesting BRWA take ownership of water system. Water system serves 24 customers. Treatment includes orthophosphate, soda ash, and chlorine.						
Status	Met with system operator, J. Hughes, to review plant and system on 7/31/19. Financial analysis reviewed with Jean Maas on 9/16/19. Additional info received from Maas on 9/26, and financial analysis updated and sent on 9/27. Maas approached WVWA 10/2019. Rec'd financial comments from Maas on 11/12 & responded 11/15. Inquiry rec'd 2/4/20 regarding contract repairs. Inquiry rec'd on 2/21 for presentation to be given to subdivision. FOIA request received 3/8/20 regarding capital funding; response sent 3/12 with additional questions received afterwards. Owners made presentation to Board at 4/21 Rate Hearing; rate concerns to be further discussed with Finance Committee. 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 and sent to Paradise Point for review. Final documents were sent to J Maas on 11/17 for review. Final documents signed by Paradise Point on 12/21/20. Legal counsel e-filed with SCC on 1/14; SCC acknowledged complete application on 1/20/21.						
Job #	2019085	Job Type:	Sewer	Location	Smith Mountain Lake	Last updated on:	4/20/2020
Job Name	Moneta Storage Units Lot 6 - Site Plan					Department Contact:	S Foster
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						
Status	Site Plan 01 rec'd 8/13/19. Comments issued 9/4/19. Site Plan 02 rec'd 10/29/19. Comments issued 11/12/19. Site Plan 03 rec'd 1/28/2020. Comments & Dev Pkg issued 2/13/20 - requested 3 additional copies of Plans; Site Plan approved by Planning 4/14/20; 4/20/20 - Warning layer posted to GIS not to accept new sign up fees until C2C is issued (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					Last updated on:	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. Plat						
Job #	2019101	Job Type:	Sewer	Location	New London	Last updated on:	
Job Name	Sheetz New London Sewer Extension - Design					Last updated on:	11/24/2020
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. Revised Esmt Agmts requested 11/16/20. Esmt #200014323 recorded 11/24/20.						
Job #	2019106	Job Type:	Water	Location	Stewartsville	Last updated on:	
Job Name	Hardy Road Waterline Extension					Last updated on:	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					Last updated on:	1/7/2021
Description	DEQ requesting a possible waterline extension to serve the 1906 Bunker Hill Loop					Department Contact:	W Blankenship / S Dade
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 complete 12/23/20. Testing complete 1/7/21.						
Job #	2019113	Job Type:	Internal	Location	SML (Bridgewater Bay Deve	Last updated on:	
Job Name	Bridgewater Bay Water Pressure Issues					Last updated on:	2/4/2021
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. Mr. Harmon contacted again on 2/3/21 asking for update on mainline PRV installation.						
Job #	2019114	Job Type:	Site Plan w/Proposed Utilities	Location	Central	Last updated on:	
Job Name	Cardinal Senior Living - Site Plan					Last updated on:	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					Last updated on:	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					Last updated on:	1/5/2021
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. Plans finalized and sent to VDH for review as of 12/2020						
Job #	2020016	Job Type:	Water & Sewer	Location	Smith Mountain Lake	Last updated on:	
Job Name	Eastlake Village Roadway, Water & Sanitary - Design					Last updated on:	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					Last updated on:	2/2/2021
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 & Agmt 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 Agmt, Base Fee, Review Fees & Re-Review Fee. Dsgn 03 rec'd 11/30/20 (need Signed Agmt, Base Fee, Review Fees & Re-Review Fee before review completed/comments released). Review complete & Developer notified 12/31/20 via e-mail of outstandign tems needed prior to release of comments. Base fee, Review fees & Re-review fee rec'd 2/2/21 - still need Agreement.						
Job #	2020022	Job Type:	Fire Flow Meter	Location	Forest	Last updated on:	
Job Name	Berglund Toyota - Site/Design					Last updated on:	1/19/2021
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. Esmt, Dev Agmt, & Review & Inspection Fee rec'd 12/22/20. Esmt #200015740 recorded 12/22/20. Site Plan approval emailed to Planning & Engineer 12/23/20; waiting on remaining items before issuing C2C. 2 additional copies rec'd 12/29/20. Bowman Excavating app'd as Contractor & Construction Cost Est accepted 1/19/21.						
Job #	2020023	Job Type:	Sewer	Location	Lakes	Last updated on:	
Job Name	Bridgewater Bay Sewer Inquiry					Last updated on:	1/8/2021
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. Dan Early submitted courtesy plans 12/22/20 for upgrading pump station to solids handling; BRWA requested project be brought to BRWA standard considering ongoing request for public acceptance.						
Job #	2020028	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:	
Job Name	Innerspec Building Addition - Site Plan					Last updated on:	12/9/2020
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. Site Plan 02 approved 11/12/20. Surety #B1246569 rec'd 12/7/20. ESMT #200015039 recorded 12/9/20.						

Job #	2020035	Job Type:	Internal	Location		Last updated on:	
Job Name	Asset Management Conversion					12/3/2020	
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. Live date revised from September 2020 to February 2021.						
Job #	2020043.1	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Ivy Creek Divisions 5 & 6 Interceptors - PPEA					2/4/2021	
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 worked with DEQ to ensure agreement meets DEQ requirements before submitting revisions. Final draft rec'd 11/18/20; awaiting formal comments from legal counsel. Preliminary Stage contract signed on 12/18/20. Project kickoff meeting held 1/28/21.						
Job #	2020043.2	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Ivy Creek Divisions 5 & 6 Interceptors - Funding					2/4/2021	
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. DEQ approved funding in 12/2020. Anticipated closing on loan in Spring 2021. Request of AIS exemption for 460 pump station to be submitted week of 2/8.						
Job #	2020043.3	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Ivy Creek Divisions 5 & 6 Interceptors					1/8/2021	
Description	Design and construction of Ivy Creek sewer extension from Lake Vista to Lynchburg; includes temporary capacity measures at Lake Vista Pump Station until project completion.					Department Contact:	R English
Status	Meeting scheduled 1/11/21 at LVPS to review station for temporary capacity measures needed.						
Job #	2020043.4	Job Type:	Water	Location	Bedford Central	Last updated on:	
Job Name	Route 460 Water Pump Station					2/4/2021	
Description	Value engineering design and construction of booster station at the end of East Crest Drive.					Department Contact:	R English
Status	Preliminary Stage contract for PPEA project executed 12/18/20. Construction Stage contract for this portion of the project anticipated early spring 2021. Working with contractor to obtain permanent electric service installed for use with temporary pump measures.						
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 design Plans 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's 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:	12/31/2020
Job Name	City of Lynchburg Lake Crest Drive Sewer Extension - Design					Department Contact:	S Dade
Description	Sanitary sewer extension for proposed 3 lot subdivision. Line will be owned by Lybchburg. BRWA limited to inspection of connection to existing BRWA MH.						
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. Miss Utility Ticket called in by Midstate Construction 12/28/20. Reached out and obtained 'Final Plans Approved by Lynchburg' 12/29/20; Issued SEMS WO #33912 for Insp of MH tie-in 12/29/20; Saved, printed, filed and made copy of Plans for Insp 12/31/20.						
Job #	2020064	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:	2/3/2021
Job Name	Runk & Pratt Senior Living Facility - Site Plan					Department Contact:	J Dean
Description	Proposed senior living facility.						
Status	TRC 5/26/20. Concept 01 rec'd 5/21/20. Site Plan 01 rec'd 2/3/21.						
Job #	2020066.2	Job Type:	Sewer	Location	Forest	Last updated on:	11/5/2020
Job Name	FMS Pump Station Upgrades- Prepayment Request					Department Contact:	R English
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.						
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 #	2020066.3	Job Type:	Sewer	Location	Forest	Last updated on:	2/4/2021
Job Name	Westyn Village Forest Middle School Pump Station Upgrades - Design					Department Contact:	R English
Description	Upgrades to Forest Middle School pump station to allow for current and future growth. Current growth related to Westin Village development.						
Status	Meeting held on 12/3/20 with P&O to discuss station design. P&O working with Chris Fewster on pump station design.						
Job #	2020073	Job Type:	Water	Location	Forest	Last updated on:	1/26/2021
Job Name	West Crossing Section 4 - Design					Department Contact:	S Foster
Description	Road plan, waterline design and profile for section 4. 19 lots approximately 2900 LF Waterline.						
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 Agmnt. Dsgn 02 rec'd 10/22/20. Review 02 complete 11/4/20. Base Review Fee, Review Rees & Re-review Fee for forthcoming 3rd submittal rec'd 11/17/20. Signed Developer Agmt rec'd 11/17/20. Review 02 comments issued 11/17/20. Fire Flow Test fee rec'd 1/26/21.						
Job #	2020084	Job Type:	Site Plan w/ Existing Utilities	Location	New London	Last updated on:	1/25/2021
Job Name	Liberty University Airport Expansion - Site Plan					Department Contact:	S Foster
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.						
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. Site Plan 02 forthcoming. Site Plan 02 rec'd 1/25/21. Comment issued 1/25/21.						
Job #	2020095	Job Type:	Water & Sewer	Location	Forest	Last updated on:	2/8/2021
Job Name	Boonsboro Meadows Sections 3 & 4 - Design					Department Contact:	S Foster
Description	Sections 3 (20 Lots) & 4 (20 Lots) of Boonsboro Meadows. Water & Sewer (LPFM).						
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. Dsgn 01 rec'd 9/28/20. Dsgn 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. Review fees rec'd 1/5/21. Dsgn 02 rec'd 1/22/21. Dsgn 02 Comments issued 2/3/21 - FM Calc 01 submittal still in review. Surety #2021-005 rec'd 2/8/21.						
Job #	2020107	Job Type:	Water & Sewer	Location	Forest	Last updated on:	11/5/2020
Job Name	Boonsboro Section 5 Roadway & Water - Design					Department Contact:	S Foster
Description	Proposed Section 5 (Proposed 16 Lots). Consisting of Water and LPFM. Wild Doe Drive						
Status	Dsgn 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 #	2020108.1	Job Type:	Internal	Location	Countywide	Last updated on:	
Job Name	Capital Improvement Plan 2021-22						2/4/2021
Description	Listing of proposed projects and purchases for the 2021-2022 fiscal year.					Department Contact:	W Blankenship / R English
Status	Preliminary capital project listing sent to managers for review with requests due 1/22/21. Drawings, descriptions, cost estimates and plan summary are near complete pending receipt of budget figures to finalize CIP projects listing.						
Job #	2020108.2	Job Type:	Water & Sewer	Location	Countywide	Last updated on:	
Job Name	Water and Sewer Replacement Projects						1/8/2021
Description	Replacement Project planning for use of water and sewer setaside funds.					Department Contact:	W Blankenship / R English
Status	Meeting held with Engineering and Maintenance to discuss upcoming projects and distribution between annual contractor and CIP crew.						
Job #	2020112	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:	
Job Name	NLBTC Lot 3B - Site Plan						2/3/2021
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. Site Plan 02 rec'd 1/29/21. Comments 02 emailed to Planning & Engineer 2/3/21.						
Job #	2020114	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:	
Job Name	Cottontown Manor Phase 5 - Site Plan						1/5/2021
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. Site Plan 02 rec'd 1/5/21.						
Job #	2020118	Job Type:	Site Plan w/ Existing Utilities	Location	Smith Mountain Lake	Last updated on:	
Job Name	Vittone Farms Inc Change of Use - Site Plan						1/25/2021
Description	Proposed Site Plan for Greenhouse & Farmers Market Booth. Improvements proposed include the redevelopment of a vacant lot (previous drive in theater) to a hydroponic farm use.					Department Contact:	C Slusser
Status	Site Plan 01 rec'd 11/9/20. Comments 01 emailed 11/10/20. Site Plan 02 rec'd 1/20/21. Comment 02 emailed to Planning & Engineer 1/25/21.						
Job #	2020124	Job Type:	Sewer	Location	Montvale	Last updated on:	
Job Name	Neathawk Lumber Expansion - Site Plan						1/5/2021
Description	Proposed 11,250 SF metal building with 16' x 24' loading dock.					Department Contact:	C Slusser
Status	TRC 12/8/20. Concept 01 rec'd 12/2/20. Comments 01 emailed to Planning & Engineer 12/7/20. Site Plan 01 rec'd 1/4/21. Comments 01 emailed to Planning & Engineer 1/5/21.						
Job #	2020125	Job Type:	Internal	Location		Last updated on:	
Job Name	Ratliff Road Route122 Waterline Replacement						1/11/2021
Description						Department Contact:	C Ward
Status	Design and easements prepared 1/8/21/.						
Job #	2021005	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:	
Job Name	LTB Holding Company - Site Plan						1/12/2021
Description	Change of use from a General Office to an Automobile Dealership.					Department Contact:	C Ward
Status	Site Plan 01 rec'd 1/7/21. Comment emailed to Planning 1/12/2021						
Job #	2021008	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:	
Job Name	Burnbridge Commercial Outdoor Recreational Space - Site Plan						1/20/2021
Description	Proposed auto dealership / commercial outdoor entertainment.					Department Contact:	C Slusser
Status	Site Plan 01 rec'd 1/15/21. Comments 01 emailed to Planning 1/20/21.						

Job # 2021012 **Job Type:** Site Plan w/ Existing Utilities **Location** Forest **Last updated on:**
Job Name Thomas Wedding Venue - Site Plan **Department Contact:**
2/3/2021
Description Proposed conference center. J Dean
Status Site Plan 01 rec'd 2/3/21.

Job # 2021111 **Job Type:** Internal **Location** Countywide **Last updated on:**
Job Name County Comprehensive Plan Review **Department Contact:**
2/2/2021
Description Review of 2020 / 2021 Comprehensive Plan update as it relates to utilities
Status Received copy of files from Planning for review on 2/1/2021.

EXECUTIVE DIRECTOR'S REPORT

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5. Electronic Participation is acceptable by members subject to the express limitations imposed by § 2.2-3708.2 of the FOIA and as defined in this policy section.
 - a. At all meetings in which a Member participates remotely by means of electronic communication, a quorum of the Board must be physically assembled at one primary or central meeting location; and,
 - b. The Authority must make arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location.
 - c. If participation by a member through electronic communication takes place, the Authority shall record in its minutes the remote location from which the member participated. The remote location need not be open to the public for attendance.
 - d. In order to participate remotely by means of electronic communication, **a Member must, on or before the day of a meeting, notifies the Chair that remote participate is necessary** due to any of the reason shown below.
 - i. Such Member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance. The Authority shall include in its minutes the fact that the member participated through electronic communication means due to a temporary or permanent disability or other medical condition that prevented the member physical attendance; or,
 - ii. Such member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter.
 - a) Participation by a Member pursuant to this situation is limited each calendar year to two meetings.
 - b) If approved, the Authority shall include in its minutes the specific nature of the personal matter cited by the Member.
 - c) If denied, because such participation would violate this section of the policy, such disapproval shall be recorded in the minutes with specificity.
 - iii. A member notifies the chair that such member's principal residence is more than thirty (30) miles from the meeting location identified in the required notice for such meeting.

~~ARTICLE III: MEMBERS~~

1. Appointment:
 - a. The Authority members shall be appointed, and vacancies filled, as specified in the Authority's Articles of Incorporation.
 - b. Any vacancy occurring in the membership shall not impair the right of a quorum to exercise or perform duties and rights of the Authority.
2. Terms:
 - a. The terms of each member are as specified in the Authority's Articles of Incorporation.
 - b. Any appointed member may be removed by the Locality appointing or the Localities approving such member for malfeasance in office.
3. Attendance:
 - a. Each member shall strive to attend in person every meeting possible.
 - b. Except under unusual circumstances, as determined by a majority vote of the members, each member should miss no more than two meetings in a row, not to exceed three meetings within any twelve month period. In the event that such attendance requirements are not met, it shall be considered a neglect in duty and thus that member may be removed from office by

§ 2.2-3708.2. Meetings held through electronic communication means

A. The following provisions apply to all public bodies:

1. Subject to the requirements of subsection C, all public bodies may conduct any meeting wherein the public business is discussed or transacted through electronic communication means if, on or before the day of a meeting, a member of the public body holding the meeting notifies the chair of the public body that:

a. Such member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance; or

b. Such member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter. Participation by a member pursuant to this subdivision is limited each calendar year to two meetings.

2. If participation by a member through electronic communication means is approved pursuant to subdivision 1, the public body holding the meeting shall record in its minutes the remote location from which the member participated; however, the remote location need not be open to the public. If participation is approved pursuant to subdivision 1 a, the public body shall also include in its minutes the fact that the member participated through electronic communication means due to a temporary or permanent disability or other medical condition that prevented the member's physical attendance. If participation is approved pursuant to subdivision 1 b, the public body shall also include in its minutes the specific nature of the personal matter cited by the member.

If a member's participation from a remote location pursuant to subdivision 1 b is disapproved because such participation would violate the policy adopted pursuant to subsection C, such disapproval shall be recorded in the minutes with specificity.

3. Any public body may meet by electronic communication means without a quorum of the public body physically assembled at one location when the Governor has declared a state of emergency in accordance with § 44-146.17, provided that (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to address the emergency. The public body convening a meeting in accordance with this subdivision shall:

a. Give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members of the public body conducting the meeting;

b. Make arrangements for public access to such meeting; and

c. Otherwise comply with the provisions of this section.

The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes.

B. The following provisions apply to regional public bodies:

1. Subject to the requirements in subsection C, regional public bodies may also conduct any meeting wherein the public business is discussed or transacted through electronic communication means if, on the day of a meeting, a member of a regional public body notifies the chair of the public body that such member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting.
2. If participation by a member through electronic communication means is approved pursuant to this subsection, the public body holding the meeting shall record in its minutes the remote location from which the member participated; however, the remote location need not be open to the public.

If a member's participation from a remote location is disapproved because such participation would violate the policy adopted pursuant to subsection C, such disapproval shall be recorded in the minutes with specificity.

C. Participation by a member of a public body in a meeting through electronic communication means pursuant to subdivisions A 1 and 2 and subsection B shall be authorized only if the following conditions are met:

1. The public body has adopted a written policy allowing for and governing participation of its members by electronic communication means, including an approval process for such participation, subject to the express limitations imposed by this section. Once adopted, the policy shall be applied strictly and uniformly, without exception, to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting;
2. A quorum of the public body is physically assembled at one primary or central meeting location; and
3. The public body makes arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location.

D. The following provisions apply to state public bodies:

1. Except as provided in subsection D of § 2.2-3707.01, state public bodies may also conduct any meeting wherein the public business is discussed or transacted through electronic communication means, provided that (i) a quorum of the public body is physically assembled at one primary or central meeting location, (ii) notice of the meeting has been given in accordance with subdivision 2, and (iii) members of the public are provided a substantially equivalent electronic communication means through which to witness the meeting. For the purposes of this subsection, "witness" means observe or listen.

If a state public body holds a meeting through electronic communication means pursuant to this subsection, it shall also hold at least one meeting annually where members in attendance at the meeting are physically assembled at one location and where no members participate by

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the Locality appointing or the Localities approving such member without limitation. In such an event, a successor shall be appointed by the Locality appointing or the Localities approving such member for the unexpired portion of the term of the member who has been removed.

4. Expenses and fees:

- a. The Authority shall provide for the payment of expenses incurred by members and liaisons in the performance of their official duties.
- b. The Authority shall pay each member \$250 per month for their services. The members will be salaried employees of the Authority, and withholdings will be made according to federal, state, and local tax regulations.
- c. No benefits, other than those listed above, will be provided to the members.

5. Duties:

- a. The members shall conduct all business to ensure that:
 - i. The Authority operates in a manner such that it adheres to the Authority's adopted mission statement
 - ii. The Authority fulfills the purpose of the Authority as set forth in the Article of Incorporation.
- b. The members shall hire an Executive Director to oversee and manage the daily operation of the Authority.
- c. The members shall adopt an annual budget, with a fiscal year running from July 1 through June 30, prior to the close of the previous fiscal year. The members shall review the financial statements at least monthly to ensure adherence to the adopted budget.
- d. The members shall review and act upon committee recommendations.

ARTICLE IV: OFFICERS

1. Requirements:

- a. The officers of the Authority shall be a Chair, Vice-Chair, Secretary and Treasurer, and such assistant secretaries and treasurers as shall be convenient to the conduct of the Authorities' business. Such officers shall be elected in accordance with the provisions of this article. The Secretary and Treasurer and such assistants as shall be needed need not be members of the Authority and the office of the Secretary and Treasurer may be combined if such is the vote of the majority of the members of the Authority.

2. Election and Term of Office:

- a. The officers of the Authority shall be elected annually by the members of the Authority at the regular monthly meeting of the Authority held in the month of December of each year and shall take office the first day of the following month. If the election of officers shall not be held as of such meeting, such election shall be held as soon thereafter as it conveniently may be done. Each officer shall hold office until his or her successor shall have been duly elected.

3. Removal of Officers:

- a. Any officer elected or appointed by the members of the Authority may be removed by the members of the Authority whenever in its judgment the best interest of the Authority would be served thereby, but such removal shall be without prejudice to the contract rights of any of the officers so removed.

Utility / Locality	Compensation	Mileage Reimbursement	Government issued email address
Bedford Regional Water Authority	\$250/month	No	No
Bedford County Board of Supervisors	Chair: \$8100/year = \$675/month Vice Chair: \$7600/year = \$633/month Members: \$6600/year = \$550/month	Yes	yes
Town of Bedford Council	Mayor: \$5000/year = \$417/month Council: \$4000/year = \$333/month	Only for out of town (overnight) meetings.	yes
Campbell County Utility and Service Authority (CCUSA)	Chair: \$200/month Members: \$150/month Additional \$150/Committee meeting If miss meeting, no pay for month.	have policy- requests not submitted	no- use personal
Western Virginia Water Authority (WVWA)	\$250/month	no	yes
Albemarle County Service Authority (ACSA)	\$173.90/month	yes, standard IRS rates	no
Henry County Public Service Authority	Chairman: \$450/month Members: \$400/month	no, would only pay if had to travel out of town	offered, but not required
Grayson County Board of Supervisors	Chairman: \$300/month Members \$250/month	yes	offered and encouraged due to FOIA