

BOARD OF DIRECTORS

February 15th, 2022

BEDFORD REGIONAL WATER AUTHORITY

Providing quality service to everyone.



1723 Falling Creek Road, Bedford, VA 24523-3137



540.586.7679



540.586.5805



www.brwa.com

MEETING NOTES

To: BRWA Board of Directors
From: Brian M. Key, PE; Executive Director
Date: February 10, 2022
Re: Notes for the February 15, 2022 Board of Directors Meeting

Below are a few notes corresponding to the agenda items.

3. Clay Chastain has informed our legal counsel that he intends to attend the meeting; it is my understanding that he plans to attend remotely. As is customary for the public comment period, Clay will be given 5 minutes to present information to the board. The public comment period is intended for the public to comment to the board, it is not required that the board respond to the public's comments; as such, the board may want to consider minimizing any response to any member of the public who may comment during this period.
4. Because the meeting in January was cancelled, the minutes from the December meeting are included in the packets for approval. The January cancellation notice does not need to be approved, it is simply in the packets for documentation.
5. The financial reconciliation was a little challenging this month, being that some of the transactions were from the old billing software system (Billmaster) and some of them were from the new billing software system (Impressa); this caused a slight delay in getting the financial reports prepared, but Jill was able to work through it and they made it into the board packets for your review.
7. Megan has a few different reports in the packet this month; she will review them with you at the meeting.
9. Throughout the month of December 2021, the weekly reports to the board included information about the Moneta Wastewater Treatment Plant. The weekly reports in February 2022 will include pictures of the four wastewater lift stations that serve as part of the collection system. As the BRWA history lesson this month, I will review some of the details of the Moneta Wastewater System with the board at this meeting; a map of the system is included in the packets.
10. The Personnel Committee met on January 26, 2022 to perform my evaluation as the Executive Director; the Committee would like to review the findings with the board during a closed session at this board meeting.

It is my understanding that Rusty will not be in attendance at this meeting as he has a schedule conflict. In addition, Walter will be traveling during this month's meeting; he will try to attend remotely if his schedule permits.

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

AGENDA

NOTICE AND AGENDA

To: Board of Directors
From: Brian Key – Executive Director
Date: February 9, 2022
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 15, 2022 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/87803419579?pwd=cnBSL3dlbVF2K1YxOVc0M1dPdXN3dz09>
 - Meeting ID: 878 0341 9579
 - Password: Q46L1T
- Join the Zoom meeting with **audio only** by phone:
 - Meeting ID: 878 0341 9579
 - Passcode: 090843
 - 312 626 6799 US (Chicago)
 - 470 250 9358 US (Atlanta)
 - 470 381 2552 US (Atlanta)
 - 646 518 9805 US (New York)
 - 646 558 8656 US (New York)
- 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: December 21, 2021 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
6. Operations Report: Presented by Nathan Carroll
7. Administration Report: Presented by Megan Pittman

To: Board of Directors
Date: February 9, 2022
Re: Notice of Board Meeting and Agenda

8. Engineering Report: Presented by Rhonda English
9. Executive Report: Presented by Brian Key
10. Closed Session Pursuant to Section 2.2-3711 A. 1 of the Code of Virginia, specifically to review the annual evaluation of the Executive Director
11. Other business not covered on the above agenda
12. Motion to Adjourn

MINUTES

Bedford Regional Water Authority – Board of Directors

Regular Board Meeting – Minutes

December 21, 2021

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“BRWA”) was held on Tuesday, December 21, 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
Jay Gray
Rusty Mansel
Kevin Mele
Thomas Segroves
Walter Siehien

Members Absent:..... None

Staff & Counsel Present:.. Brian Key – Executive Director
Nathan Carroll – Assistant Executive Director (Virtually)
Rhonda English – Director of Engineering (Virtually)
Megan Pittman – Director of Administration (Virtually)

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: November 16, 2021 – Regular Board Meeting
5. Financial Report: Presented by Brian Key
6. Operations Report: Presented by Nathan Carroll
7. Administration Report: Presented by Megan Pittman
8. Engineering Report: Presented by Rhonda English
9. Executive Director’s Report: Presented by Brian Key
10. Election of Officers
 - a. Existing Terms and Officer History
 - b. Resolution 2021-12.01 Elections of Officers
11. Other business not covered on the above agenda
12. Motion to Adjourn

3. Public Comments

There were no public comments.

4. Approval of Minutes: November 16, 2021 Regular Board Meeting

The regular Board Meeting Minutes from November 16, 2021, were reviewed.

Member Moldenhauer made a motion to approve the minutes.

Member Mele seconded the motion.

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

5. Financial Report: Presented by Brian Key

The budget goal is 42% for November with operating revenues at 47% and operating expenses at 39%. Capital Recovery fees received so far this FY are 40% of the total budgeted amount, with water at 28% and sewer at 81%. There were 6 new connections in Forest and one at Smith Mountain Lake during November.

The board discussed whether to keep the financials in landscape or portrait mode; staff will explore options on how to make it easier to read in landscape mode.

The BRWA has been awarded \$57,977.71 in federal State and Local Fiscal Recovery Funds (SLFRF) through the American Recovery Plan Act (ARPA) for the COVID-19 ARPA SLFRF Municipal Utility Assistance Program. The BRWA has received the executed paperwork from the County and is submitting them to the state in advance of the December 17th biweekly submission deadline. Once the funds are received, they will be allocated to the past due customers that meet the program criteria.

In response to questions about developer projects, Mr. Key reviewed how capital recovery fees and prepayment credits work.

Mr. Mele asked about the contract water sales. In an email, Ms. Underwood said that after the audit an adjustment was made when the account was trued up. This is in reference to how water from Smith Mountain Lake Water Treatment Facility is charged to Western Virginia Water Authority (WVWA).

6. Operations Report: Presented by Nathan Carroll

Mr. Carroll said that the labor items by task type now show Engineering on the report, which could be attributed to hunting season and time off in the Maintenance and Operations departments.

Mr. Carroll also mentioned that WVWA is absorbing Vinton's water and sewer department, which opens up more water sources for them and may provide value to the BRWA. The BRWA has a study in process about the Stewartsville system. The consultant has been in touch with WVWA and they may join the study to see how both Authorities can benefit from the study and water sources.

A contract modification has been received for the Energy Savings project which extends it to August 2022 due to supply chain issues related to the manufacturing and shipping of all nine blowers. In response to a question from Mr. Mele, Mr. Carroll explained the purpose of the blowers in the wastewater treatment process.

7. Administration Report: Presented by Megan Pittman

Ms. Meador, Human Resources Manager, thanked the board for their support of the compensation study and wished them a happy holiday.

Ms. Pittman reviewed the news articles and grease campaign summary included in the board packet and answered questions about the campaign. Mr. Gray praised the social media presence that the BRWA presents.

8. Engineering Report: Presented by Rhonda English

Three developer projects closed out since the report was put into the packets. The Moneta Park Waterline plans are waiting for VDOT approval. Ivy Creek easements are still coming in; there are 14 remaining easements. DEQ is still in review of the Environmental Assessment. The parking lot is paused until the stormwater materials are in stock, which will hopefully be in January. A proposal has been received and is under review for the Helm Street tank replacement. The Bell Town project is in the process of being surveyed.

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

Mr. Key updated the board about the Clay Chastain case. At court, the deposit had not been paid so the emergency injunction was removed, and the BRWA is no longer required to make the connection until the fees are paid. The outstanding suit is to determine whether the rates are reasonable and fair and if Mr. Chastain will have to pay the rates. The judge gave Mr. Chastain 21 more days to respond with facts about how the rates are not fair. The BRWA is likely going to file another demurrer that says the case has not been made. The court date is still set for February 2, 2022 and the hope is that it will be dismissed.

The board discussed if the BRWA should be working with the County and Town to be part of the administrative process for development and new construction. The board would like to pursue getting involved earlier in the process with the Town.

10. Election of Officers

a. Existing Terms and Officer History

No discussion was had about this item.

b. Resolution 2021-12.01 Elections of Officers

At a regular meeting of the Bedford Regional Water Authority ("Authority") Board of Directors, held in the Board Meeting Room at the Authority's Administrative Annex Building on the 21st day of December 2021, beginning at 7:00pm:

WHEREAS, the Authority Bylaws Policy 1.30 states that each year at the December meeting of the board the Authority will elect officers, including Chair, Vice Chair, Treasurer, and Secretary; now,

THEREFORE BE IT RESOLVED, the following nominations and motions were made for Calendar Year 2022:

Chair:

A motion was made by Member Moldenhauer to Nominate Member Flynn for the position of Chair.

The motion was seconded by Member Gray

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

Vice-Chair:

A motion was made by Member Flynn to Nominate Member Moldenhauer for the position of Vice-Chair.

The motion was seconded by Member Siehien

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

Secretary / Treasurer:

A motion was made by Member Siehien to Nominate Mr. Key for the position of Secretary / Treasurer.

The motion was seconded by Member Moldenhauer.

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

11. Other Business

Mr. Gray stated that he was able to attend the Winter Luncheon and that it was a good event. He liked the recognition of service awards and the effort put on by staff. He was able to represent the board and speak a few words at the event.

Mr. Key thanked the board for their service, and presented them with their holiday gift basket.

Mr. Flynn thanked the staff for their hard work all year long.

12. Motion to Adjourn:

There being no further business to discuss:

Member Segroves made a motion to adjourn.

Member Moldenhauer seconded the motion.

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

The meeting adjourned at approximately 8:23 pm.

Prepared by Megan Pittman – Director of Administration

Approved: _____ 2022



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Bedford Regional Water Authority – Board of Directors
Regular Board Meeting – Minutes
January 18, 2022

The regular meeting of the Board of Directors of the Bedford Regional Water Authority ("Bedford Water") was scheduled for Tuesday, January 18, 2022, in the Board Meeting Room in Bedford Water's Annex building located at 1723 Falling Creek Road in Bedford County.

Due to inclement weather, this meeting was cancelled.

Prepared by Megan Pittman – Director of Administration
Approved: _____ 2022

FINANCIAL REPORT

MEMORANDUM

To: BRWA Board of Directors
From: Jill W. Underwood, Director of Finance
Date: February 10, 2022
Re: Financial Highlights for January 2022

Customer Service Statistical Report:

In January, there were a total of 45 customers disconnected for non-payment.

The BRWA has been awarded \$57,977.71 in federal State and Local Fiscal Recovery Funds (SLFRF) through the American Recovery Plan Act (ARPA) for the COVID-19 ARPA SLFRF Municipal Utility Assistance Program.

UPDATE: We are working on updating the list of customers to reflect any payments that have been received since the application was submitted to the state. Once this is complete, we will requisition the funds from the County and apply the amounts to customers' bills.

Summary of Revenues & Expenses:

- 1) Budget goal is 58% for January, operating revenues are at 60% and operating expenses at 51%.
- 2) Capital Recovery fees received so far this FY are 70% of the total budgeted amount, with water at 52% and sewer at 134%. There were 17 new connections 11 in Forest and 6 at SML during January.

Cash Flow Summary

The summary is included in your packets.

FY 2023 Budget

The draft budget is being prepared and the first Finance Committee is scheduled for March 3rd.

Tracking Data for Customer Service Department

Description	February '21	March '21	April '21	May '21	June '21	July '21	August '21	September '21	October '21	November '21	December '21	January '22	Running 12 Month Totals
1 Statements Mailed	15,186	15,215	15,237	15,273	15,304	15,301	15,142	15,110	15,123	15,134	15,172	15,012	182,209
2 Statements Sent Electronically	1,938	2,113	310	2,285	2,392	648	926	1,036	508	1,916	1,706	1,153	16,931
3 Total of Payments Received	11,731	13,237	12,251	12,301	13,330	12,833	13,474	12,877	13,085	13,174	13,270	11,430	152,993
4	\$1,139,909.57	\$1,239,274.12	\$1,157,433.82	\$1,266,813.43	\$1,360,467.63	\$1,265,583.55	\$1,421,442.06	\$1,280,152.33	\$1,545,482.34	\$1,239,099.34	\$1,424,343.42	\$1,064,643.02	\$15,404,644.63
5	2,575	2,790	2,640	2,579	2,686	2,592	2,587	2,596	2,551	2,626	2,615	2,321	31,158
6 Bill Payer Payments	\$159,390.40	\$176,927.30	\$166,551.99	\$160,905.25	\$177,974.10	\$181,197.24	\$190,519.04	\$183,472.04	\$181,368.84	\$178,239.08	\$184,708.03	\$148,689.27	\$2,089,942.58
7	22.0%	21.1%	21.5%	21.0%	20.2%	20.2%	19.2%	20.2%	19.5%	19.9%	19.7%	20.3%	20.4%
8	1,841	1,697	767	688	617	424	354	278	263	218	224	201	7,572
9 Paymentus Payments	\$147,384.82	\$145,796.56	\$65,099.17	\$60,726.80	\$56,736.32	\$38,225.05	\$36,816.81	\$24,972.25	\$23,417.75	\$17,584.95	\$18,084.11	\$15,598.26	\$650,442.85
10	15.7%	12.8%	6.3%	5.6%	4.6%	3.3%	2.6%	2.2%	2.0%	1.7%	1.7%	1.8%	4.9%
11		527	1,557	1,844	1,908	2,333	2,692	2,595	2,846	2,702	2,882	3,086	24,972
12 Invoice Cloud Payments		\$52,681.20	\$127,620.52	\$167,957.30	\$165,879.01	\$209,398.52	\$288,041.93	\$241,544.80	\$269,553.40	\$252,736.83	\$281,461.51	\$94,511.07	\$2,151,386.09
13	0.0%	4.0%	12.7%	15.0%	14.3%	18.2%	20.0%	20.2%	21.8%	20.5%	21.7%	27.0%	16.3%
14	1,723	1,789	1,821	1,854	1,871	1,861	1,891	1,873	1,889	1,897	1,895	1,865	22,229
15 Automatic Draft Payments (ACH)	\$106,418.21	\$105,915.93	\$104,453.93	\$113,714.11	\$119,931.36	\$132,908.07	\$141,439.67	\$136,003.65	\$139,462.06	\$128,672.21	\$123,294.01	\$117,943.62	\$1,470,156.83
16	14.7%	13.5%	14.9%	15.1%	14.0%	14.5%	14.0%	14.5%	14.4%	14.4%	14.3%	16.3%	14.5%
17 Account Transfers	116	223	155	146	171	163	174	163	134	137	133	97	1,812
18 New Customers - Forest	16	11	10	47	8	5	5	7	13	6	18	11	157
19 New Customers - SML	2	3	5	2	1	4	-	1	2	1	2	6	29
20 Residential Past Due Customers	326	305	356	364	510	564	99	79	192	96	151	45	3,087
21	\$93,085.66	\$99,377.87	\$115,462.49	\$154,763.35	\$181,321.32	\$153,723.49	\$63,988.09	\$27,199.96	\$35,669.33	\$18,121.12	\$20,820.29	\$16,049.38	\$979,582
22 Meters Read - Normal and Transfer Readings	14,456	14,477	14,504	14,537	14,577	14,596	14,691	14,705	14,623	14,641	14,652	14,711	175,170
23 Radio Read Meters	13,160	13,364	13,546	13,758	13,937	14,073	14,162	14,199	14,169	14,215	14,245	14,383	167,211
24 Manually Read Meters	1,296	1,113	958	779	640	523	529	506	454	426	407	328	7,959
25 Tower Read Meters	1,673	1,446	2,674	2,020	2,879	2,756	3,103	2,122	3,062	2,963	2,675	2,862	30,235
26 New Meter Installs	5	20	26	32	22	19	12	14	14	27	14	19	224
27 Broken Meters Replaced	21	23	-	-	-	-	1	-	-	-	-	-	45
28 Meters Changed - Program	74	181	157	178	56	118	52	23	18	20	19	99	995
29 Connections paid for but not installed	336	359	356	366	353	321	319	318	321	309	302	301	N/A
30 Remaining Developer's Credits	\$341,484.01	\$341,484.01	\$341,484.01	\$362,484.01	\$362,484.01	\$374,484.01	\$374,484.01	\$374,484.01	\$374,484.01	\$374,484.01	\$357,684.01	\$357,684.01	N/A
31 Bulk Water Sales - New London (Gallons)	4,150	43,764	93,485	104,219	163,432	109,265	30,404	18,560	25,050	17,855	4,660	-	614,844
32 Bulk Water Sales - Moneta (Gallons)	-	-	-	26,400	25,300	17,400	20,830	18,600	16,780	5,800	1,945	-	133,055
33 Bulk Water Sales - Central Distr (Gallons)	-	8,150	126,500	45,600	44,300	7,000	13,000	15,100	6,100	5,800	-	-	271,550
34 Total Bulk Water Sales	\$22.41	\$280.34	\$1,187.92	\$951.58	\$1,258.37	\$721.79	\$346.86	\$282.20	\$258.82	\$159.06	\$35.67	\$0.00	\$5,505.02

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Monday, January 31, 2022

		<u>7/1/2021</u> <u>Beginning</u>	<u>Jan 2022</u> <u>Actual</u>
	ASSETS		
1000:1000	Cash	\$7,494,850.24	\$6,503,886.38
1001	Restricted Investments	13,356,199.29	12,106,627.62
1002:1002	Prepaid Expenses	989,437.45	929,447.31
1101:1101	Accounts Receivable	2,135,398.67	1,963,148.78
1102	Accounts Receivable Other	12,144.52	14,414.37
1200	Inventory	718,893.23	943,462.56
1202	Loan Related Assets	3,934.66	3,934.66
1250	Construction In Progress	2,343,640.81	5,446,025.44
1301	Tangible Assets- Office	4,436,522.86	4,436,522.86
1302	Tangible Assets - Vehicles	3,438,853.21	3,438,853.21
1400:1500	Tangible Assets - Water	100,874,591.94	100,874,591.94
1700	Tangible Assets - Sewer	63,400,631.54	63,400,631.54
1800	Intangible Assets	714,451.00	714,451.00
1801	Fixed Asset Clearing Account		255,208.67
1900	Depreciation	<u>(69,344,496.04)</u>	<u>(69,344,496.04)</u>
	Total assets	130,575,053.38	131,686,710.30
	LIABILITIES		
2000	Accounts Payable	(1,762,784.90)	(256,442.10)
2001	Customer Liabilities	(325,674.23)	(448,598.41)
2100	Employee Liabilities	(1,639,639.81)	(1,521,129.71)
2200	Notes Payable	(43,552,826.53)	(40,816,169.03)
2300	Developer Credits	(384,274.01)	(372,178.67)
2999	Retained Earnings	<u>(82,909,853.90)</u>	<u>(82,909,853.90)</u>
	Total liabilities	(130,575,053.38)	(126,324,371.82)
	Operating Surplus/ (Loss)		5,362,338.48

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Monday, January 31, 2022

		<u>7/1/2021</u> <u>Beginning</u>	<u>Jan 2022</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	3,631,630.74	2,674,904.62
1000-0004	Cash Drawer	225.00	225.00
1000-0011	LGIP Operating Reserves Fund	322,782.68	322,895.97
1000-1000	VA Investment Pool-Capital Projects Reserve	2,502,221.25	2,503,397.96
1000-2000	VA Investment Pool- Operating Reserves	1,037,624.00	1,038,111.91
1000-0005	Cash Suspense Account (for F.A.)		(36,015.65)
	Total Cash	7,494,850.24	6,503,886.38
Restricted Investments:			
1001-0001	Deposit Refund Program Fund	359,661.65	359,661.65
1001-0010	Debt Service Accumulation Fund	2,311,197.09	2,142,162.91
1001-0020	Reserve for future capital projects	663,099.32	663,332.59
1001-0021	County Funds for New Projects	201,061.58	79,769.44
1001-0022	SML WTF Depreciation Fund WVWA	403,157.27	403,347.00
1001-0023	BRWA Cell Tower Funds	281,925.54	300,037.36
1001-0024	SML WTF Depreciation Fund- BRWA portion	403,143.33	403,333.04
1001-0025	Vehicle and Equipment Replacement Fund	432,181.11	542,996.76
1001-0030	Information Systems Replacement Fund	187,695.99	222,508.75
1001-0035	Meter Replacement Fund	357,382.46	524,246.46
1001-0040	Sewerline Replacement Fund	658,191.16	713,362.76
1001-0045	Waterline Replacement Fund	682,161.92	285,592.70
1001-0050	Tank Rehab	237,996.00	287,579.31
1001-1010	VA Investment Pool- Reserve Fund	450,838.05	445,513.01
1001-1020	LGIP Repairs & Maintenance Reserve	24,085.63	24,085.63
1001-1025	VRA Debt Service Reserve Fund- PNC Bank	1,931,140.75	1,931,140.75
1001-1030	VRA 2015 Debt Service Reserve Fund-SNAP	9,013.02	(8,053.43)
1001-1100	Escrow Account	32,037.34	32,037.34
1001-1215	VRA 2020 Construction Fund	3,727,098.15	2,749,860.20
1001-1216	VRA 2020 Construction Account- Interest	3,131.93	4,113.39
	Total Restricted Investments	13,356,199.29	12,106,627.62
Prepaid Expenses:			
1002-1000	Prepaid Insurance	113,508.32	107,952.04
1002-1001	Prepaid Dues/Service Contracts	62,658.13	8,224.27
1002-1002	Deferred Outflows of Resources (Pensions)	716,684.00	716,684.00
1002-1003	VRS OPEB Deferred Outflow	98,259.00	98,259.00
1002-1004	VRS OPEB Deferred Outflow	(8,586.00)	(8,586.00)
1002-1005	Local OPEB Deferred Outflows	22,750.00	22,750.00
1002-1006	Local OPEB Deferred Inflows	(15,836.00)	(15,836.00)
	Total Prepaid Expenses	989,437.45	929,447.31
Accounts Receivable:			
1101-1000	Billings Receivable Water	1,497,719.63	1,057,806.88
1101-2000	Budget Billing Accounts Rec.	229.36	6.52
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	946,611.25	1,103,640.79
1101-3210	Credit Card Convenience Fee AR	841.58	735.34
1101-4000	Allowance for Doubtful Accounts	(605,103.89)	(605,103.89)
1101-4001	Water Penalties- A/R	50,734.86	27,724.45
1101-4002	Payment Arrangement AR- Water	(154.96)	(154.96)
1101-4003	Sewer Penalties A/R	33,670.11	16,399.54
1101-4004	Payment Arrangement AR- Sewer	268.43	268.43
1101-4005	Payment Arrangement AR- Sewer Penalties	94.60	94.60

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Monday, January 31, 2022

		<u>7/1/2021</u> <u>Beginning</u>	<u>Jan 2022</u> <u>Actual</u>
1101-4006	Payment Arrangement AR- Water Penalties	174.14	174.14
1101-5001	Water Capital Recovery Fees A/R	55,779.00	154,179.00
1101-5002	Returned Check A/R	1,078.80	858.63
1101-5003	Sewer Capital Recovery Fees A/R	30,627.78	111,363.73
1101-5005	Reconnect Fee A/R	26,590.03	16,293.26
1101-6000	Water Account Charge A/R	9,620.05	9,024.53
1101-6003	Sewer Account Charges A/R	5,268.09	4,657.59
1101-7001	Water Deposits A/R	3,428.81	7,191.06
1101-7003	Sewer Deposits A/R	20,562.00	20,948.25
1101-7500	Meter Base Installation Fee A/R	12,744.02	22,663.43
1101-7502	A/R- Sewer Clean-Out Insallation Fee	3,000.00	4,500.00
1101-7504	Sewer Pump Maintenance A/R	5,859.84	3,829.77
1101-7505	Service Repairs & Rents A/R	1,004.94	(709.88)
1101-7506	A/R- Septage Dumping Fees	8,335.00	8,335.00
1101-7507	Meter Fee A/R	4,475.00	8,294.63
1101-7508	A/R- Industrial Pretreatment	1,083.33	1,583.32
1101-7510	SGP Review and Inspections A/R	1,200.00	1,500.00
1101-8000	Misc. Charges Receivable	(1.00)	(1.00)
1101-8002	NSF holding/clearing account	375.39	322.49
1101-8003	Consolidation holding account	(3,761.63)	(3,761.63)
1101-8006	Unauthorized Service A/R	7,810.26	4,000.00
1101-8009	Pending Electronic Payments	14,750.38	(13,998.71)
	Total Accounts Receivable	<u>2,135,398.67</u>	<u>1,963,148.78</u>
Accounts Receivable Other:			
1102-0001	Miscellaneous Accounts Receivable	12,144.52	14,414.37
	Total Accounts Receivable Other	<u>12,144.52</u>	<u>14,414.37</u>
Inventory:			
1200-0001	Maintenance Inventory	243,741.69	319,866.87
1200-0002	Meter Inventory	475,151.54	623,595.69
	Total Inventory	<u>718,893.23</u>	<u>943,462.56</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:			
1250-0324	Central Sewer Pump Station 5	46,028.76	209,214.79
1250-0326	Town & Country Sewer Replacement Project	33,970.00	55,950.00
1250-0345	CIP- Central WWTP PLC controls	7,000.00	25,250.00
1250-0353	CIP- SML WTP & Waterlines	135,600.00	391,696.78
1250-0363	BRWA Parking Lot Expansion	87,995.50	511,508.85
1250-0383	CIP- Ivy Creek Sewer	252,454.09	1,050,819.88
1250-0390	CIP- 460 Booster Station	47,560.00	55,810.00
1250-0391	CIP- Turkey Mtn Booster Station	42,490.00	42,490.00
1250-0394	Mariners Landing WWTP	143,006.16	198,000.80
1250-0395	ESCO Project	1,113,803.58	2,039,030.79
1250-0396	CIP- Avenel Ave Water	633.85	633.85
1250-0397	Route 122 Waterline Relocation	432,911.14	489,053.14
1250-0398	CIP- Avenel Ave Sewer	187.73	19,583.85
1250-0320	CIP- Paradise Point Waterline		250.00
1250-0321	CIP- Billing System Upgrade		74,834.19
1250-0322	CIP- Key System		18,565.00
1250-0323	Central Water control valves		72,492.82
1250-0327	CIP- Poplar St.		38,360.32
1250-0328	Bridgewater Bay PRV		5,600.00
1250-0329	CIP- Windsor Dr Waterline		54,445.62
1250-0330	CIP- Stoney Creek Telemetry		4,957.87

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Monday, January 31, 2022

		<u>7/1/2021</u> <u>Beginning</u>	<u>Jan 2022</u> <u>Actual</u>
1250-0331	CIP- Laurel Street Waterline		42,533.87
1250-0332	Stoney Creek Reservoir Drain Analysis		5,266.25
1250-0335	CIP- Mariners West Cove PS SCADA		8,012.09
1250-0346	CIP- Moneta Park WL Ext.		22,040.00
1250-0350	CIP- Mariners PS 7 to SCADA		9,552.79
1250-0389	CIP- Country Estates Waterline		71.89
	Total Construction In Progress	2,343,640.81	5,446,025.44
Tangible Assets- Office:			
1301-0001	Office Facilities	2,729,555.79	2,729,555.79
1301-0002	Information Systems	1,706,967.07	1,706,967.07
	Total Tangible Assets- Office	4,436,522.86	4,436,522.86
Tangible Assets - Vehicles:			
1302-0001	Vehicles and Equipment	3,438,853.21	3,438,853.21
	Total Tangible Assets - Vehicles	3,438,853.21	3,438,853.21
Tangible Assets - Water:			
1400-1000	SML Water Treatment Facility	16,447,649.90	16,447,649.90
1400-2000	Smith Mountain Lake Central	21,566,117.31	21,566,117.31
1400-3000	Stewartsville Water	2,735,076.84	2,735,076.84
1500-1000	Forest Water	36,630,406.19	36,630,406.19
1500-2000	Lakes Water	1,625,458.78	1,625,458.78
1500-3000	Central Water	21,869,882.92	21,869,882.92
	Total Tangible Assets - Water	100,874,591.94	100,874,591.94
Tangible Assets - Sewer:			
1700-0014	Central Sewer	22,595,952.04	22,595,952.04
1700-0015	Moneta Sewer	12,700,512.43	12,700,512.43
1700-0016	Forest Sewer	19,599,240.73	19,599,240.73
1700-0020	Mariners Landing Sewer	1,229,134.50	1,229,134.50
1700-1016	BRWA Share Lynchburg Sewer Upgrade	5,205,912.62	5,205,912.62
1700-8000	Montvale Sewer	2,069,879.22	2,069,879.22
	Total Tangible Assets - Sewer	63,400,631.54	63,400,631.54
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		255,208.67
	Total Fixed Asset Clearing Account		255,208.67
Depreciation:			
1900-0000	Accumulated Depreciation	(69,344,496.04)	(69,344,496.04)
	Total Depreciation	(69,344,496.04)	(69,344,496.04)
	Total assets	130,575,053.38	131,686,710.30
LIABILITIES			
Accounts Payable:			
2000-1000	Accounts Payable	(1,515,118.76)	(2,729.41)
2000-1005	Retainage Payable	(247,666.14)	(253,712.69)

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Monday, January 31, 2022

		<u>7/1/2021</u> <u>Beginning</u>	<u>Jan 2022</u> <u>Actual</u>
	Total Accounts Payable	(1,762,784.90)	(256,442.10)
Customer Liabilities:			
2001-0000	Customer Credit- Budget Billing accounts	5,068.88	5,068.88
2001-0001	Customer Credits	(202,152.63)	(243,246.56)
2001-0002	Misc. Misposting	(1,520.90)	(1,520.90)
2001-0003	Customer Refunds Payable	9,454.97	8,592.74
2001-0004	Liabilty for Sureties Held	(5,250.00)	(5,250.00)
2001-1000	Water Deposits	(74,361.89)	(130,873.16)
2001-1555	Fireline Assembly Deposits	(16,308.86)	(16,308.86)
2001-2000	Interest on Deposits (Town accounts)	1,256.93	1,256.93
2001-3000	Sewer Deposits	(41,860.73)	(66,317.48)
	Total Customer Liabilities	(325,674.23)	(448,598.41)
Employee Liabilities:			
2100-0050	Compensated Absences Liability	(157,283.11)	(157,283.11)
2100-0060	Accrued Payroll	(129,577.98)	(0.01)
2100-0250	VRS Employee Contribution Payable	391.85	(15,736.81)
2100-0400	Net Pension Liability	(784,977.00)	(784,977.00)
2100-0500	VRS OPEB Liability	(287,541.00)	(287,541.00)
2100-0510	Local OPEB Liability	(258,380.00)	(258,380.00)
2100-0550	Health Insurance Payable- Employee Share	(24,496.67)	(3,979.17)
2100-0600	VRS Mandatory Cash Match- Hybrid	1.25	1.25
2100-0750	Optional Life Insurance Payable	600.93	(248.03)
2100-0800	AFLAC Withholding Payable	1,671.75	1,670.55
2100-0900	Outstanding Payables Checks	(49.83)	(49.83)
2100-0200	State Withholding Payable		(14,256.55)
2100-1000	Garnishments Payable		(350.00)
	Total Employee Liabilities	(1,639,639.81)	(1,521,129.71)
Notes Payable:			
2200-0115	Current Maturities Long-Term Debt	0.40	2,736,657.90
2200-2001	Accrued Interest Payable	(403,411.79)	(403,411.79)
2200-2020	VRA 2015 Loan	(28,840,000.00)	(28,840,000.00)
2200-2021	VRA 2015 Premium	(264,093.49)	(264,093.49)
2200-2026	VRA Series 2005 Premium	(1,685.60)	(1,685.60)
2200-2029	VRA 2009 Series Deferred amount of Refunding	76,333.52	76,333.52
2200-2230	Series 2012 Loan (2005 Refunding)	(2,365,000.00)	(2,365,000.00)
2200-2231	Series 2012 Premium (2005 Refunding)	(246,946.76)	(246,946.76)
2200-2232	VRA 2012 Deferred Amount on refunding	130,234.64	130,234.64
2200-2233	VRA Series 2014 Loan (2005 refunding)	(1,745,000.00)	(1,745,000.00)
2200-2234	VRA Series 2014 Premium (2005)	(123,530.82)	(123,530.82)
2200-2235	VRA 2014 Deferred Amt on Refunding	40,542.47	40,542.47
2200-2236	VRA 2019 Refunding Premium	(94,659.33)	(94,659.33)
2200-2237	VRA Series 2019 Refunding	(1,860,000.00)	(1,860,000.00)
2200-2238	VRA Series 2019 Deferred Amt on Refunding	(49,867.99)	(49,867.99)
2200-2240	VRA 2020 Loan (ESCO)	(3,730,000.00)	(3,730,000.00)
2200-2241	VRA 2020 Premium	(547,875.53)	(547,875.53)
2200-2500	Assumed Debt from Town	(2,771,355.05)	(2,771,355.05)
2200-3000	Lynchburg Sewer System Loan Payable	(756,511.20)	(756,511.20)
	Total Notes Payable	(43,552,826.53)	(40,816,169.03)
Developer Credits:			
2300-0000	Deferred Revenue Liability	(362,484.01)	(362,388.67)
2300-0002	Prepayments Transfer Clearing account		12,000.00
2300-1000	Deferred Inflows of Resources	(21,790.00)	(21,790.00)
	Total Developer Credits	(384,274.01)	(372,178.67)

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Monday, January 31, 2022

		<u><i>7/1/2021</i></u> <u><i>Beginning</i></u>	<u><i>Jan 2022</i></u> <u><i>Actual</i></u>
Retained Earnings: 2999-0000	Retained Earnings	(82,909,853.90)	(82,909,853.90)
	Total Retained Earnings	<u>(82,909,853.90)</u>	<u>(82,909,853.90)</u>
	Total liabilities	(130,575,053.38)	(126,324,371.82)
	Operating Surplus/ (Loss)		5,362,338.48

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Seven Months Ending Monday, January 31, 2022

		<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
OPERATING REVENUE						
3000-3000	Water Sales	(\$710,885.43)	(\$5,497,925.55)	(\$9,313,750.00)	(\$3,815,824.45)	59%
3100-	Sewer Sales	(354,961.63)	(2,709,314.70)	(4,542,954.00)	(1,833,639.30)	60%
3902	Penalties	3.49	(27,504.89)	(70,000.00)	(42,495.11)	39%
3903-	Account Charges	(2,925.00)	(34,275.00)	(60,000.00)	(25,725.00)	57%
3903-	Review Fees	(1,200.00)	(25,841.87)	(55,500.00)	(29,658.13)	47%
3900-	Interest Earned	2,592.04	2,172.45	(10,000.00)	(12,172.45)	(22%)
3903-	Sewer Clean Outs		(7,700.00)	(7,000.00)	700.00	110%
3903-3250	Meter Installation Revenues	(12,125.00)	(83,685.00)	(95,000.00)	(11,315.00)	88%
3903-3255	Industrial Pretreatment Revenue		(9,124.92)	(18,000.00)	(8,875.08)	51%
3903-3261	Rent/Meter Charges	(170.00)	(5,729.02)	(5,000.00)	729.02	115%
3903-	Misc	(9,423.94)	(81,220.72)	(139,124.00)	(57,903.28)	58%
3903-	Fixed Asset Disposals		(8,650.00)		8,650.00	0%
3901-	Account Default Fees	(145.00)	(21,940.00)	(3,000.00)	18,940.00	731%
3201-3275	Contract Reimbursements		(215,324.30)	(151,000.00)	64,324.30	143%
	Revenue from BRWA Operations	<u>(1,089,240.47)</u>	<u>(8,726,063.52)</u>	<u>(14,470,328.00)</u>	<u>(5,744,264.48)</u>	<u>60%</u>
3000-3220	Capital Recovery Fees	(167,200.00)	(809,200.00)	(1,158,411.00)	(349,211.00)	70%
3903-3265	Cellular Antenna Site Rental-County portion	(8,616.62)	(33,469.97)	(53,166.00)	(19,696.03)	63%
3904-3310	BOS Capital Contributions		(1,796,906.26)	(2,000,000.00)	(203,093.74)	90%
3904-3312	BOS Contributions for New Development		(500,000.00)	(500,000.00)		100%
3904-3315	Developer Line Contributions			(200,000.00)	(200,000.00)	0%
3903-3330	SML WTF Revenue	(77.33)	(338.44)		338.44	0%
3904-3317	Developer Prepayments Redemption Revenue			(20,000.00)	(20,000.00)	0%
	Revenue from Other Sources	<u>(175,893.95)</u>	<u>(3,139,914.67)</u>	<u>(3,931,577.00)</u>	<u>(791,662.33)</u>	<u>80%</u>
	Total Revenue	(1,265,134.42)	(11,865,978.19)	(18,401,905.00)	(6,535,926.81)	64%
OPERATING EXPENSES						
4000 + 4002	Salaries	349,424.14	2,303,260.78	4,414,027.97	2,110,767.19	52%
4010	General Office Expenses	11,591.82	117,983.65	247,251.00	129,267.35	48%
4100	Employee Benefit & Related Expenses	93,642.28	871,685.46	1,833,200.00	961,514.54	48%
4110	Billing Expenses	9,040.42	404,021.31	214,957.00	(189,064.31)	188%
4120	Information Systems Expenses	5,424.00	102,590.98	159,189.00	56,598.02	64%
4130	Administration Supplies			1,000.00	1,000.00	0%
4140	Customer Service Supplies	213.81	277.08	2,318.00	2,040.92	12%
4210	Engineering Expenses	978.80	21,704.78	88,328.00	66,623.22	25%
4220 + 4223	Operations Expenses	214.78	230.41	1,600.00	1,369.59	14%
4221	Compliance Program Supplies		591.86	8,000.00	7,408.14	7%
4222	Pretreatment Expenses	60.03	6,522.96	19,600.00	13,077.04	33%
4225-0100	Lab Supplies	1,787.97	10,972.44	24,000.00	13,027.56	46%
4230	Maintenance Expenses	577.06	16,442.93	46,832.00	30,389.07	35%
4240	Vehicles & Equipment Expenses	15,939.27	123,304.54	241,100.00	117,795.46	51%
4250	Forest Water Expenses	58,665.70	428,826.47	878,341.00	449,514.53	49%
4260	Well Systems Expenses	1,693.52	12,714.61	38,673.00	25,958.39	33%
4265	SML Central Distribution Water System Expenses	2,974.23	19,926.85	34,180.00	14,253.15	58%
4270	Highpoint Facility Expenses	2,044.96	12,164.19	30,792.00	18,627.81	40%
4330	SMLWTF Water Treatment Expenses	25,901.38	232,770.79	555,794.00	323,023.21	42%
4275	Central Water Distribution Expenses	3,302.68	72,551.37	228,753.00	156,201.63	32%
4276	Central Water Treatment Expenses	8,495.82	73,603.14	135,017.00	61,413.86	55%
4280	Stewartsville Water Expenses	2,167.60	30,258.49	41,448.00	11,189.51	73%
4290	Forest Sewer Expenses	43,552.99	248,592.30	608,044.00	359,451.70	41%
4291	Central Sewer Collection System Expenses	1,117.13	44,844.23	323,750.00	278,905.77	14%
4293	Central Sewer Treatment Expenses	22,701.00	203,261.77	583,460.00	380,198.23	35%
4292	Moneta Sewer Collection System Expenses	1,848.95	12,439.07	32,800.00	20,360.93	38%
4294	Moneta Sewer Treatment Expenses	7,121.62	49,123.68	163,062.00	113,938.32	30%
4295	Montvale Sewer Expenses	4,317.85	10,726.63	49,618.00	38,891.37	22%
4340	Mariners Landing Sewer Expenses	4,785.95	50,847.41	104,686.00	53,838.59	49%
4350	Cedar Rock Sewer Expenses	1,212.36	16,186.58	45,770.00	29,583.42	35%
4360	Paradise Point Water Expenses	190.26	8,053.06	19,463.00	11,409.94	41%
4300 + 4310	Schools Sewer Expenses	852.06	9,756.59	42,000.00	32,243.41	23%
4315	Mariners Landing Water Expenses	170.08	8,936.38		(8,936.38)	0%
4320	Franklin County Operations	3,082.14	17,916.82	39,000.00	21,083.18	46%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Seven Months Ending Monday, January 31, 2022

		<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4600:4600	BRWA&EDA Contributions for Development		<u>162,450.00</u>		<u>(162,450.00)</u>	<u>0%</u>
	Total Operating Expenditures	<u>685,092.66</u>	<u>5,705,539.61</u>	<u>11,256,053.97</u>	<u>5,550,514.36</u>	<u>51%</u>
4400	Depreciation			<u>3,257,478.00</u>	<u>3,257,478.00</u>	<u>0%</u>
4500-0600	Loan Issuance Costs		<u>15,600.00</u>		<u>(15,600.00)</u>	<u>0%</u>
4500-0640	Lynchburg Debt Service Paid			<u>1,842.00</u>	<u>1,842.00</u>	<u>0%</u>
4500-0645	2012 VRA Interest		<u>60,603.13</u>	<u>102,116.00</u>	<u>41,512.87</u>	<u>59%</u>
4500-0660	2014 VRA Interest		<u>38,640.63</u>	<u>77,281.00</u>	<u>38,640.37</u>	<u>50%</u>
4500-0665	2015 VRA Interest		<u>525,243.75</u>	<u>1,034,091.00</u>	<u>508,847.25</u>	<u>51%</u>
4500-0650	Assumed Debt from City		<u>36,440.71</u>	<u>72,881.00</u>	<u>36,440.29</u>	<u>50%</u>
4500-0670	VRA 2019 Interest		<u>47,662.50</u>	<u>72,134.00</u>	<u>24,471.50</u>	<u>66%</u>
4500-0675	VRA 2020 Interest (ESCO project)		<u>73,909.38</u>	<u>143,334.00</u>	<u>69,424.62</u>	<u>52%</u>
	Total Interest and Debt Service		<u>798,100.10</u>	<u>1,503,679.00</u>	<u>705,578.90</u>	<u>53%</u>
	Total Exp., Depr. and Debt Service	<u>685,092.66</u>	<u>6,503,639.71</u>	<u>16,017,210.97</u>	<u>9,513,571.26</u>	<u>41%</u>
	Total Revenues Less Oper Expense	<u>(580,041.76)</u>	<u>(5,362,338.48)</u>	<u>(2,384,694.03)</u>	<u>2,977,644.45</u>	<u>225%</u>
	Gross Cash Before Capital Exp	<u>(580,041.76)</u>	<u>(5,362,338.48)</u>	<u>(2,384,694.03)</u>	<u>2,977,644.45</u>	<u>225%</u>
	Less non-debt Capital Contributions	<u>(77.33)</u>	<u>(338.44)</u>	<u>(220,000.00)</u>	<u>(219,661.56)</u>	<u>0%</u>
	Earnings/(loss) before BRWA Capital Outlays	<u>(579,964.43)</u>	<u>(5,362,000.04)</u>	<u>(2,164,694.03)</u>	<u>3,197,306.01</u>	<u>248%</u>

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Seven Months Ending Monday, January 31, 2022

		<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
OPERATING REVENUE						
Water Sales:						
3000-3000	Water Sales	(702,935.73)	(5,369,914.58)	(9,223,750.00)	(3,853,835.42)	58%
3000-3050	Contract Water Sales		(114,670.35)	(90,000.00)	24,670.35	127%
3000-3100	Paradise Point Water	(7,949.70)	(13,340.62)		13,340.62	0%
	Total Water Sales	<u>(710,885.43)</u>	<u>(5,497,925.55)</u>	<u>(9,313,750.00)</u>	<u>(3,815,824.45)</u>	<u>59%</u>
Sewer Sales:						
3100-3000	Sewer Sales	(351,943.76)	(2,689,568.76)	(4,510,814.00)	(1,821,245.24)	60%
3100-3025	Mariners Landing Sewer		(70.82)		70.82	0%
3100-3050	Cedar Rock Revenue	(3,017.87)	(19,675.12)	(32,140.00)	(12,464.88)	61%
	Total Sewer Sales	<u>(354,961.63)</u>	<u>(2,709,314.70)</u>	<u>(4,542,954.00)</u>	<u>(1,833,639.30)</u>	<u>60%</u>
Penalties:						
3902-3211	Water Penalty Revenue	3.49	(17,066.82)	(45,000.00)	(27,933.18)	38%
3902-3213	Sewer Penalty Revenue		(10,438.07)	(25,000.00)	(14,561.93)	42%
	Total Penalties	<u>3.49</u>	<u>(27,504.89)</u>	<u>(70,000.00)</u>	<u>(42,495.11)</u>	<u>39%</u>
Account Charges:						
3903-3231	Water Account Charge Revenue	(2,600.00)	(23,700.00)	(40,000.00)	(16,300.00)	59%
3903-3233	Sewer Account Charge Revenue	(325.00)	(10,575.00)	(20,000.00)	(9,425.00)	53%
	Total Account Charges	<u>(2,925.00)</u>	<u>(34,275.00)</u>	<u>(60,000.00)</u>	<u>(25,725.00)</u>	<u>57%</u>
Review Fees:						
3903-3240	Engineering Review Fees		(22,091.87)	(50,000.00)	(27,908.13)	44%
3903-3242	Engineering Fire Flow Testing		(150.00)	(1,500.00)	(1,350.00)	10%
3903-3243	SGP Review and Inspections	(1,200.00)	(3,600.00)	(4,000.00)	(400.00)	90%
	Total Review Fees	<u>(1,200.00)</u>	<u>(25,841.87)</u>	<u>(55,500.00)</u>	<u>(29,658.13)</u>	<u>47%</u>
Interest Earned:						
3900-3250	Bank Interest Earned	2,592.04	3,153.91	(10,000.00)	(13,153.91)	(32%)
3900-3251	VRA Interest Earned		(981.46)		981.46	0%
	Total Interest Earned	<u>2,592.04</u>	<u>2,172.45</u>	<u>(10,000.00)</u>	<u>(12,172.45)</u>	<u>(22%)</u>
Sewer Clean Outs:						
3903-3245	Sewer Clean-Out Installation Fee		(7,700.00)	(7,000.00)	700.00	110%
	Total Sewer Clean Outs	<u></u>	<u>(7,700.00)</u>	<u>(7,000.00)</u>	<u>700.00</u>	<u>110%</u>
Meter Installation Revenues:						
3903-3250	Meter Fee Revenue	(4,525.00)	(25,325.00)	(35,000.00)	(9,675.00)	72%
3903-3260	Meter Base Installation Revenue	(7,600.00)	(58,360.00)	(60,000.00)	(1,640.00)	97%
	Total Meter Installation Revenues	<u>(12,125.00)</u>	<u>(83,685.00)</u>	<u>(95,000.00)</u>	<u>(11,315.00)</u>	<u>88%</u>
Industrial Pretreatment Revenue:						
3903-3255	Industrial Pretreatment Revenue		(9,124.92)	(18,000.00)	(8,875.08)	51%
	Total Industrial Pretreatment Revenue	<u></u>	<u>(9,124.92)</u>	<u>(18,000.00)</u>	<u>(8,875.08)</u>	<u>51%</u>
Rent/Meter Charges:						
3903-3261	Service Repairs & Equipment Rentals	(170.00)	(5,729.02)	(5,000.00)	729.02	115%
	Total Rent/Meter Charges	<u>(170.00)</u>	<u>(5,729.02)</u>	<u>(5,000.00)</u>	<u>729.02</u>	<u>115%</u>
Misc:						
3903-3262	Cellular Antenna Rental- BRWA portion	(7,569.94)	(38,999.99)	(71,124.00)	(32,124.01)	55%
3903-3264	Sewer Pump Maintenance Revenue		(27,510.00)	(63,000.00)	(35,490.00)	44%
3903-3270	Miscellaneous Revenue	(120.00)	(7,842.73)	(5,000.00)	2,842.73	157%
3903-3275	Revenue from Communication Towers	(1,734.00)	(6,868.00)		6,868.00	0%
	Total Misc	<u>(9,423.94)</u>	<u>(81,220.72)</u>	<u>(139,124.00)</u>	<u>(57,903.28)</u>	<u>58%</u>

Bedford Regional Water Auth.
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		<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Fixed Asset Disposals:						
3903-3280	Sales and Disposals		(8,650.00)		8,650.00	0%
	Total Fixed Asset Disposals		(8,650.00)		8,650.00	0%
Account Default Fees:						
3901-3211	Reconnect Fee Revenue	100.00	(18,050.00)		18,050.00	0%
3901-3212	Return Check Revenue	(245.00)	(1,890.00)	(2,000.00)	(110.00)	95%
3901-3213	Unauthorized Service Revenue		(2,000.00)	(1,000.00)	1,000.00	200%
	Total Account Default Fees	(145.00)	(21,940.00)	(3,000.00)	18,940.00	731%
Contract Reimbursements:						
3201-3275	School System Operations		(29,459.25)	(51,000.00)	(21,540.75)	58%
3904-3318	Franklin County Contract Operations		(185,865.05)	(100,000.00)	85,865.05	186%
	Total Contract Reimbursements		(215,324.30)	(151,000.00)	64,324.30	143%
	Revenue from BRWA Operations	(1,089,240.47)	(8,726,063.52)	(14,470,328.00)	(5,744,264.48)	60%
Capital Recovery Fees:						
3000-3220	Water Capital Recovery Fees	(96,400.00)	(463,500.00)	(899,637.00)	(436,137.00)	52%
3100-3220	Sewer Capital Recovery Fees	(70,800.00)	(345,700.00)	(258,774.00)	86,926.00	134%
	Total Capital Recovery Fees	(167,200.00)	(809,200.00)	(1,158,411.00)	(349,211.00)	70%
Cellular Antenna Site Rental-County portion:						
3903-3265	Cellular Antenna Revenue- Co. portion	(8,616.62)	(29,569.97)	(47,416.00)	(17,846.03)	62%
3903-3285	Bedford County Broadband Revenue		(3,900.00)	(5,750.00)	(1,850.00)	68%
	Total Cellular Antenna Site Rental-County portion	(8,616.62)	(33,469.97)	(53,166.00)	(19,696.03)	63%
BOS Capital Contributions:						
3904-3310	Bedford County Debt Support		(1,796,906.26)	(2,000,000.00)	(203,093.74)	90%
	Total BOS Capital Contributions		(1,796,906.26)	(2,000,000.00)	(203,093.74)	90%
BOS Contributions for New Development:						
3904-3305	Bedford County Support-Forest Sewer		(500,000.00)	(500,000.00)		100%
	Total BOS Contributions for New Development		(500,000.00)	(500,000.00)		100%
Developer Line Contributions:						
3904-3315	Developer Contributions			(200,000.00)	(200,000.00)	0%
	Total Developer Line Contributions			(200,000.00)	(200,000.00)	0%
SML WTF Revenue:						
3903-3330	SML WTF Revenue	(77.33)	(338.44)		338.44	0%
	Total SML WTF Revenue	(77.33)	(338.44)		338.44	0%
Developer Prepayments Redemption Revenue:						
3904-3317	Developer Capital Recovery Fee Redemption Revenue			(20,000.00)	(20,000.00)	0%
	Total Developer Prepayments Redemption Revenue			(20,000.00)	(20,000.00)	0%
	Revenue from Other Sources	(175,893.95)	(3,139,914.67)	(3,931,577.00)	(791,662.33)	80%
	Total Revenue	(1,265,134.42)	(11,865,978.19)	(18,401,905.00)	(6,535,926.81)	64%
OPERATING EXPENSES						
Salaries:						
4000-0010	Administration Salaries	59,144.82	403,771.11	830,689.92	426,918.81	49%
4000-0019	IT Oncall Stipend	600.00	4,200.00	7,800.00	3,600.00	54%

Bedford Regional Water Auth.
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	<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4000-0020 Administration Overtime		212.77	1,930.42	1,717.65	11%
4002-0010 Customer Service Salaries	29,741.10	198,025.74	357,942.00	159,916.26	55%
4002-0020 Customer Service Overtime	695.56	3,176.43	18,353.05	15,176.62	17%
4003-0010 Engineering Department Salaries	57,343.67	406,583.84	648,340.80	241,756.96	63%
4003-0019 Engineering OnCall Stipend	600.00	4,500.00	7,800.00	3,300.00	58%
4003-0020 Engineering Department Overtime	1,450.89	12,229.47	35,460.44	23,230.97	34%
4004-0010 Maintenance Department Salaries	76,394.49	503,574.07	984,927.60	481,353.53	51%
4004-0019 Maintenance Oncall Stipend Expense	1,200.00	8,700.00	18,720.00	10,020.00	46%
4004-0020 Maintenance Department Overtime	6,994.06	41,604.94	149,693.62	108,088.68	28%
4005-0010 Operations Department Salaries	102,020.25	679,687.47	1,250,218.40	570,530.93	54%
4005-0020 Operations Department Overtime	13,239.30	36,994.94	102,151.72	65,156.78	36%
Total Salaries	349,424.14	2,303,260.78	4,414,027.97	2,110,767.19	52%
General Office Expenses:					
4010-0075 Board & Committee Meetings		561.07	1,000.00	438.93	56%
4010-0085 Long Range Planning			15,000.00	15,000.00	0%
4010-0100 Office Supplies	92.73	1,345.37	8,000.00	6,654.63	17%
4010-0103 Public Outreach Expenses	43.99	4,981.68	16,415.00	11,433.32	30%
4010-0110 Building Maintenance Expense	1,553.25	14,739.35	25,500.00	10,760.65	58%
4010-0130 Postage and Shipping Expense	1,014.60	3,634.70	8,000.00	4,365.30	45%
4010-0140 Commercial Phone Charges	1,117.60	5,415.78	12,600.00	7,184.22	43%
4010-0142 Cellular Phone Service	1,405.15	8,265.58	20,480.00	12,214.42	40%
4010-0150 Building Power and Utilities	1,551.59	8,883.70	16,767.00	7,883.30	53%
4010-0155 Building Fuel Costs	454.57	1,979.26	8,000.00	6,020.74	25%
4010-0170 Advertising	313.14	3,514.41	18,000.00	14,485.59	20%
4010-0175 Bank Service charges	1,400.88	9,119.36	15,600.00	6,480.64	58%
4010-0200 Accounting Services	460.00	26,270.00	30,000.00	3,730.00	88%
4010-0220 Legal Expenses	408.00	16,191.79	18,000.00	1,808.21	90%
4010-0400 Board of Directors Fees	1,750.00	12,950.00	25,200.00	12,250.00	51%
4010-0401 Board Mileage Reimbursements	26.32	131.60	3,360.00	3,228.40	4%
4010-0160 Employee Bond			736.00	736.00	0%
4010-0161 Building Insurance			4,593.00	4,593.00	0%
Total General Office Expenses	11,591.82	117,983.65	247,251.00	129,267.35	48%
Employee Benefit & Related Expenses:					
4100-0030 Payroll Taxes	25,260.55	177,457.36	335,048.00	157,590.64	53%
4100-0040 VRS Retirement and Group Life	2,615.72	158,816.79	373,918.00	215,101.21	42%
4100-0041 VRS Hybrid Disability Program		3,556.44	10,606.00	7,049.56	34%
4100-0050 Health Insurance	60,149.09	474,500.45	769,145.00	294,644.55	62%
4100-0055 Flexible Spending Account		1,737.04	2,500.00	762.96	69%
4100-0060 Worker's Compensation		(10,893.00)	76,523.00	87,416.00	(14%)
4100-0065 Employee Testing	355.00	2,235.00	4,785.00	2,550.00	47%
4100-0075 Meetings	40.52	595.90	6,445.00	5,849.10	9%
4100-0080 Professional Dues	1,340.00	5,202.62	22,578.00	17,375.38	23%
4100-0085 Training and Education	178.00	7,146.73	108,927.00	101,780.27	7%
4100-0095 Employee Referral Program	100.00	300.00		(300.00)	0%
4100-0101 Clothing and Uniforms	1,561.34	16,622.36	36,602.00	19,979.64	45%
4100-0102 Employee & Incentive Fund	1,254.52	19,464.62	27,500.00	8,035.38	71%
4100-0103 Safety	787.54	14,943.15	45,502.00	30,558.85	33%
4100-0045 Unemployment Payments			6,000.00	6,000.00	0%
4100-0070 Mileage Reimbursements			1,120.00	1,120.00	0%
4100-0086 Continuing Education			5,501.00	5,501.00	0%
4100-0090 Whistle Blower Hotline			500.00	500.00	0%
Total Employee Benefit & Related Expenses	93,642.28	871,685.46	1,833,200.00	961,514.54	48%
Billing Expenses:					
4110-0091 Bad Debt Expense Water		122,447.46	20,000.00	(102,447.46)	612%
4110-0093 Bad Debt Expense Sewer		103,192.40	15,000.00	(88,192.40)	688%
4110-0094 Bad Debt Expense Penalties/Misc.		57,273.48	5,000.00	(52,273.48)	1,145%
4110-0097 Collection Agency Expense		2,051.69	1,200.00	(851.69)	171%
4110-0110 Bill Processing Services	5,800.97	51,625.77	95,332.00	43,706.23	54%
4110-0120 Customer Service Software Maintenance		46,991.67	43,070.00	(3,921.67)	109%
4110-0125 Credit Card Processing Fees	3,239.45	18,257.19	25,125.00	6,867.81	73%
4110-0175 Courier Service		2,181.65	4,230.00	2,048.35	52%
4110-0112 Customer Notification Expenses			5,000.00	5,000.00	0%
4110-0115 Meter Testing			1,000.00	1,000.00	0%

Bedford Regional Water Auth.
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	<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Total Billing Expenses	9,040.42	404,021.31	214,957.00	(189,064.31)	188%
Information Systems Expenses:					
4120-0100 Information Systems Supplies	46.92	1,903.85	8,500.00	6,596.15	22%
4120-0110 Contracted Services (Network)	1,959.44	14,395.69	24,000.00	9,604.31	60%
4120-0115 Continuing Support (Software)	2,792.64	83,057.53	117,839.00	34,781.47	70%
4120-0145 Internet and WAN Communications	625.00	3,233.91	8,850.00	5,616.09	37%
Total Information Systems Expenses	5,424.00	102,590.98	159,189.00	56,598.02	64%
Administration Supplies:					
4130-0100 Administration Supplies			1,000.00	1,000.00	0%
Total Administration Supplies			1,000.00	1,000.00	0%
Customer Service Supplies:					
4140-0100 Customer Service Supplies	213.81	277.08	2,318.00	2,040.92	12%
Total Customer Service Supplies	213.81	277.08	2,318.00	2,040.92	12%
Engineering Expenses:					
4210-0100 Engineering Supplies		4,487.57	15,438.00	10,950.43	29%
4210-0110 Engineering Reviews		11,232.91	59,800.00	48,567.09	19%
4210-0141 Locating Notification Tickets	457.80	3,576.30	10,270.00	6,693.70	35%
4210-0240 Construction testing	521.00	2,408.00	2,820.00	412.00	85%
Total Engineering Expenses	978.80	21,704.78	88,328.00	66,623.22	25%
Operations Expenses:					
4220-0100 Wastewater Operations Supplies	84.98	63.88	1,600.00	1,536.12	4%
4223-0100 Water Operations Supplies	129.80	166.53		(166.53)	0%
Total Operations Expenses	214.78	230.41	1,600.00	1,369.59	14%
Compliance Program Supplies:					
4221-0100 FROG Program Supplies		591.86	8,000.00	7,408.14	7%
Total Compliance Program Supplies		591.86	8,000.00	7,408.14	7%
Pretreatment Expenses:					
4222-0100 Pretreatment Supplies/Expenses	60.03	6,522.96	19,600.00	13,077.04	33%
Total Pretreatment Expenses	60.03	6,522.96	19,600.00	13,077.04	33%
Lab Supplies:					
4225-0100 Lab Supplies	1,787.97	10,972.44	24,000.00	13,027.56	46%
Total Lab Supplies	1,787.97	10,972.44	24,000.00	13,027.56	46%
Maintenance Expenses:					
4230-0100 Maintenance Supplies	577.06	16,442.93	46,832.00	30,389.07	35%
Total Maintenance Expenses	577.06	16,442.93	46,832.00	30,389.07	35%
Vehicles & Equipment Expenses:					
4240-0100 Vehicles and Equipment Supplies	2,653.98	23,759.04	32,350.00	8,590.96	73%
4240-0110 Vehicles and Equipment Contracted Services	4,783.08	44,205.15	85,000.00	40,794.85	52%
4240-0155 Vehicles & Equipment Fuel Costs	8,502.21	55,340.35	95,000.00	39,659.65	58%
4240-0162 Vehicles and Equipment Insurance			28,750.00	28,750.00	0%
Total Vehicles & Equipment Expenses	15,939.27	123,304.54	241,100.00	117,795.46	51%
Forest Water Expenses:					
4250-0100 Forest Water Supplies	2,392.92	15,991.77	35,000.00	19,008.23	46%
4250-0110 Forest Water Contracted Services	1,500.00	9,798.44	30,000.00	20,201.56	33%
4250-0140 Forest Water Communications	33.88	203.49	400.00	196.51	51%
4250-0150 Forest Water Power	229.15	1,625.27	6,000.00	4,374.73	27%
4250-0240 Forest Water Sampling and Testing	346.00	3,592.00	15,000.00	11,408.00	24%
4250-0300 Forest Water Purchased	54,163.75	371,782.50	690,250.00	318,467.50	54%

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		<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4250-0410	Forest Water VDH Fees		25,833.00	27,232.00	1,399.00	95%
4250-0101	Forest Water Meter Installations			56,000.00	56,000.00	0%
4250-0115	Forest Water System Repairs & Improvements			3,500.00	3,500.00	0%
4250-0161	Forest Water Insurance			14,959.00	14,959.00	0%
	Total Forest Water Expenses	58,665.70	428,826.47	878,341.00	449,514.53	49%
Well Systems Expenses:						
4260-0100	Well Systems Supplies	495.08	3,863.54	10,400.00	6,536.46	37%
4260-0105	Well Systems Chemicals		2,230.14	3,500.00	1,269.86	64%
4260-0110	Well Systems Contracted Services	300.00	2,065.59	10,100.00	8,034.41	20%
4260-0150	Well Systems Power	874.22	3,368.22	5,500.00	2,131.78	61%
4260-0240	Well Systems Sampling and Testing	24.22	491.12	5,000.00	4,508.88	10%
4260-0410	Well Systems VDH Fees		696.00	684.00	(12.00)	102%
4260-0101	Well Systems Meter Installations			500.00	500.00	0%
4260-0115	Well Systems Repairs & Improvements			2,000.00	2,000.00	0%
4260-0161	Well Systems Insurance			989.00	989.00	0%
	Total Well Systems Expenses	1,693.52	12,714.61	38,673.00	25,958.39	33%
SML Central Distribution Water System Expenses:						
4265-0100	SML Central Water Distribution Supplies	122.23	5,241.82	10,000.00	4,758.18	52%
4265-0110	SML Central Water Distribution Contracted Services	2,760.00	9,085.03	3,000.00	(6,085.03)	303%
4265-0240	SML Central Water Distribution Sampling & Testing	92.00	1,046.00	10,000.00	8,954.00	10%
4265-0410	SML Central Water Distribution VDH Fees		4,554.00	3,680.00	(874.00)	124%
4265-0101	SML Central Water Distribution Meter Installations			6,500.00	6,500.00	0%
4265-0115	SML Central Water Distrib. Repairs & Improvements			1,000.00	1,000.00	0%
	Total SML Central Distribution Water System Expenses	2,974.23	19,926.85	34,180.00	14,253.15	58%
Highpoint Facility Expenses:						
4270-0100	Highpoint Facility Supplies		462.24	2,000.00	1,537.76	23%
4270-0110	Highpoint Facility Contracted Services	680.00	4,119.15	3,200.00	(919.15)	129%
4270-0150	Highpoint Facility Power	1,364.96	7,185.28	14,000.00	6,814.72	51%
4270-0155	Highpoint Facility Fuel Costs		397.52	2,000.00	1,602.48	20%
4270-0105	Highpoint Facility Chemicals			1,000.00	1,000.00	0%
4270-0161	Highpoint Facility Insurance			7,742.00	7,742.00	0%
4270-0371	Highpoint Facility Road Maintenance Fees			850.00	850.00	0%
	Total Highpoint Facility Expenses	2,044.96	12,164.19	30,792.00	18,627.81	40%
SMLWTF Water Treatment Expenses:						
4330-0100	SMLWTF Water Treatment Supplies	2,213.27	15,445.71	30,000.00	14,554.29	51%
4330-0105	SMLWTF Water Treatment Chemicals	3,482.75	28,773.13	55,000.00	26,226.87	52%
4330-0110	SMLWTF Water Treatment Contracted Services	2,194.67	66,885.38	205,000.00	138,114.62	33%
4330-0140	SMLWTF Water Treatment Communications	100.90	355.81	500.00	144.19	71%
4330-0150	SMLWTF Water Treatment Power	15,971.04	110,988.23	230,000.00	119,011.77	48%
4330-0155	SMLWTF Water Treatment Fuel Costs	1,222.82	1,222.82	2,000.00	777.18	61%
4330-0240	SMLWTF Water Treatment Sampling & Testing	715.93	1,599.71	2,000.00	400.29	80%
4330-0300	SML Water Quality Monitoring		7,500.00	7,500.00		100%
4330-0161	SMLWTF Water Treatment Property Insurance			14,994.00	14,994.00	0%
4330-0370	SMLWTF Water Treatment Raw Water Fee			8,800.00	8,800.00	0%
	Total SMLWTF Water Treatment Expenses	25,901.38	232,770.79	555,794.00	323,023.21	42%
Central Water Distribution Expenses:						
4275-0100	Central Water Supplies	172.87	22,552.42	37,500.00	14,947.58	60%
4275-0110	Central Water Contracted Services	1,064.66	32,751.85	108,700.00	75,948.15	30%
4275-0115	Central Water Repairs & Improvements		1,123.00	44,500.00	43,377.00	3%
4275-0240	Central Water Sampling & Testing	2,065.15	4,856.10	20,000.00	15,143.90	24%
4275-0410	Central Water VDH Fees		11,268.00	12,091.00	823.00	93%
4275-0101	Central Water Meter Installations			3,750.00	3,750.00	0%
4275-0140	Central Water Communications			1,962.00	1,962.00	0%
4275-0155	Central Water Fuel Purchases			250.00	250.00	0%
	Total Central Water Distribution Expenses	3,302.68	72,551.37	228,753.00	156,201.63	32%
Central Water Treatment Expenses:						
4276-0100	Central Water Treatment Supplies	1,191.79	19,703.53	30,000.00	10,296.47	66%

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		<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4276-0105	Central Water Treatment Chemicals	2,422.97	27,897.74	40,000.00	12,102.26	70%
4276-0110	Central Water Treatment Contracted Services	658.29	8,802.75	15,000.00	6,197.25	59%
4276-0140	Central Water Treatment Communications	60.06	360.36	1,020.00	659.64	35%
4276-0150	Central Water Treatment Power	3,942.83	15,806.71	35,000.00	19,193.29	45%
4276-0155	Central Water Treatment Fuel	219.88	1,032.05	2,000.00	967.95	52%
4276-0161	Central Water Treatment Property Insurance			10,497.00	10,497.00	0%
4276-0240	Central Water Treatment Sampling & Testing			1,500.00	1,500.00	0%
	Total Central Water Treatment Expenses	8,495.82	73,603.14	135,017.00	61,413.86	55%
Stewartsville Water Expenses:						
4280-0100	Stewartsville Water Supplies		1,687.15	1,000.00	(687.15)	169%
4280-0110	Stewartsville Water Contracted Services	160.00	1,325.27	2,700.00	1,374.73	49%
4280-0140	Stewartsville Water Communications	53.09	318.66	300.00	(18.66)	106%
4280-0150	Stewartsville Water Power	23.84	97.77	400.00	302.23	24%
4280-0240	Stewartsville Water Sampling and Testing	187.61	517.61	900.00	382.39	58%
4280-0300	Stewartsville Water Purchased	1,743.06	25,883.03	32,000.00	6,116.97	81%
4280-0410	Stewartsville Water VDH Fees		429.00	416.00	(13.00)	103%
4280-0101	Stewartsville Meter Installations			500.00	500.00	0%
4280-0115	Stewartsville Water Repairs & Improvements			2,500.00	2,500.00	0%
4280-0161	Stewartsville Water Insurance			732.00	732.00	0%
	Total Stewartsville Water Expenses	2,167.60	30,258.49	41,448.00	11,189.51	73%
Forest Sewer Expenses:						
4290-0100	Forest Sewer Supplies	6,390.33	32,800.06	63,600.00	30,799.94	52%
4290-0105	Forest Sewer Chemicals	7,202.00	34,563.28	87,000.00	52,436.72	40%
4290-0110	Forest Sewer Contracted Services	1,479.74	12,027.11	104,500.00	92,472.89	12%
4290-0115	Forest Sewer Repairs & Improvements		34.40	2,000.00	1,965.60	2%
4290-0140	Forest Sewer Communications	143.01	858.05	3,600.00	2,741.95	24%
4290-0150	Forest Sewer Power	3,337.91	18,309.40	37,200.00	18,890.60	49%
4290-0350	Forest Sewer Treatment Costs	25,000.00	150,000.00	300,000.00	150,000.00	50%
4290-0155	Forest Sewer Fuel Expense			5,000.00	5,000.00	0%
4290-0161	Forest Sewer Insurance			4,644.00	4,644.00	0%
4290-0240	Forest Sewer Testing			500.00	500.00	0%
	Total Forest Sewer Expenses	43,552.99	248,592.30	608,044.00	359,451.70	41%
Central Sewer Collection System Expenses:						
4291-0100	Central Sewer Supplies	361.84	27,958.73	70,000.00	42,041.27	40%
4291-0110	Central Sewer Coll System Contracted Services	17.68	12,307.14	84,500.00	72,192.86	15%
4291-0115	Central Sewer Repairs & Improvements		159.50	109,000.00	108,840.50	0%
4291-0150	Central Sewer Power	737.61	3,573.68	55,000.00	51,426.32	6%
4291-0155	Central Sewer Fuel Costs		845.18	5,000.00	4,154.82	17%
4291-0240	Central Sewer Sampling & Testing			250.00	250.00	0%
	Total Central Sewer Collection System Expenses	1,117.13	44,844.23	323,750.00	278,905.77	14%
Central Sewer Treatment Expenses:						
4293-0100	Center Sewer Treatment Supplies	3,228.98	11,887.93	73,000.00	61,112.07	16%
4293-0105	Center Sewer Treatment Chemicals		37,265.00	120,000.00	82,735.00	31%
4293-0110	Center Sewer Treatment Contracted Services	450.00	14,789.83	75,000.00	60,210.17	20%
4293-0115	Center Sewer Sludge Tipping Fees		17,881.40	45,000.00	27,118.60	40%
4293-0140	Center Sewer Treatment Communications	796.97	4,574.91	9,162.00	4,587.09	50%
4293-0150	Center Sewer Treatment Power	15,944.08	99,736.18	212,000.00	112,263.82	47%
4293-0155	Central Sewer Fuel		1,474.10	1,500.00	25.90	98%
4293-0240	Center Sewer Treatment Sampling & Testing	2,280.97	6,123.42	25,000.00	18,876.58	24%
4293-0411	Center Sewer DEQ Charges		9,529.00	9,400.00	(129.00)	101%
4293-0161	Center Sewer Treatment Property Insurance			13,398.00	13,398.00	0%
	Total Central Sewer Treatment Expenses	22,701.00	203,261.77	583,460.00	380,198.23	35%
Moneta Sewer Collection System Expenses:						
4292-0100	Moneta Sewer Supplies	68.24	833.93	10,250.00	9,416.07	8%
4292-0110	Moneta Sewer Contracted Services	160.00	3,108.30	3,050.00	(58.30)	102%
4292-0140	Moneta Communications	39.59	223.13		(223.13)	0%
4292-0150	Moneta Sewer Power	1,494.56	8,187.15	13,000.00	4,812.85	63%
4292-0155	Moneta Sewer Fuel Costs	86.56	86.56	3,500.00	3,413.44	2%
4292-0105	Moneta Sewer Chemicals			2,000.00	2,000.00	0%
4292-0115	Moneta Sewer Repairs & Improvements			400.00	400.00	0%

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		<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4292-0240	Moneta Sewer Sampling & Testing			600.00	600.00	0%
	Total Moneta Sewer Collection System Expenses	1,848.95	12,439.07	32,800.00	20,360.93	38%
Moneta Sewer Treatment Expenses:						
4294-0100	Moneta Sewer Treatment Supplies	1,107.05	5,746.49	30,000.00	24,253.51	19%
4294-0105	Moneta Sewer Treatment Chemicals	1,231.20	5,242.04	12,000.00	6,757.96	44%
4294-0110	Moneta Sewer Contracted Services		7,145.28	35,000.00	27,854.72	20%
4294-0115	Moneta Sewer Sludge Tipping Fees		1,941.00	15,000.00	13,059.00	13%
4294-0140	Moneta Sewer Treatment Communications	136.60	1,943.76	1,980.00	36.24	98%
4294-0150	Moneta Sewer Treatment Power	4,009.07	21,490.83	39,285.00	17,794.17	55%
4294-0155	Moneta Sewer Fuel	393.74	393.74	350.00	(43.74)	112%
4294-0240	Moneta Sewer Treatment Sampling & Testing	243.96	2,280.54	20,000.00	17,719.46	11%
4294-0411	Moneta Sewer DEQ Charges		2,940.00	3,000.00	60.00	98%
4294-0161	Moneta Sewer Treatment Property Insurance			6,447.00	6,447.00	0%
	Total Moneta Sewer Treatment Expenses	7,121.62	49,123.68	163,062.00	113,938.32	30%
Montvale Sewer Expenses:						
4295-0100	Montvale Sewer Supplies		454.39	15,000.00	14,545.61	3%
4295-0105	Montvale Sewer Chemicals		283.10	1,500.00	1,216.90	19%
4295-0110	Montvale Sewer Contracted Services	4,259.00	7,289.81	15,000.00	7,710.19	49%
4295-0140	Montvale Communications	10.49	63.32	300.00	236.68	21%
4295-0150	Montvale Sewer Power	31.56	182.21	360.00	177.79	51%
4295-0240	Montvale Sewer Sampling & Testing	16.80	100.80	14,000.00	13,899.20	1%
4295-0411	Montvale Sewer DEQ charges		2,353.00	2,400.00	47.00	98%
4295-0155	Montvale Sewer Fuel Costs			250.00	250.00	0%
4295-0161	Montvale Sewer Insurance			808.00	808.00	0%
	Total Montvale Sewer Expenses	4,317.85	10,726.63	49,618.00	38,891.37	22%
Mariners Landing Sewer Expenses:						
4340-0100	Mariners Landing Sewer Supplies	276.25	19,691.39	25,000.00	5,308.61	79%
4340-0110	Mariners Landing Sewer Contracted Services		11,097.81	40,000.00	28,902.19	28%
4340-0140	Mariners Landing Sewer Communication	99.08	5,500.33	300.00	(5,200.33)	1,833%
4340-0150	Mariners Landing Sewer Power	4,410.62	14,557.88	24,159.00	9,601.12	60%
4340-0105	Mariners Landing Sewer Chemicals			4,500.00	4,500.00	0%
4340-0155	Mariners Landing Sewer Fuel Costs			4,200.00	4,200.00	0%
4340-0161	Mariners Landing Sewer Property Insurance			1,727.00	1,727.00	0%
4340-0240	Mariners Landing Sewer Sampling & Testing			2,400.00	2,400.00	0%
4340-0411	Mariners Landing Sewer DEQ Permit Fees			2,400.00	2,400.00	0%
	Total Mariners Landing Sewer Expenses	4,785.95	50,847.41	104,686.00	53,838.59	49%
Cedar Rock Sewer Expenses:						
4350-0100	Cedar Rock Sewer Supplies	65.47	1,938.62	15,000.00	13,061.38	13%
4350-0105	Cedar Rock Sewer Chemicals		283.10	700.00	416.90	40%
4350-0110	Cedar Rock Sewer Contracted Services		6,265.65	20,000.00	13,734.35	31%
4350-0140	Cedar Rock Sewer Communication	68.47	411.06	800.00	388.94	51%
4350-0150	Cedar Rock Sewer Power	1,061.62	4,665.82	5,100.00	434.18	91%
4350-0240	Cedar Rock Sewer Sampling & Testing	16.80	269.33	1,000.00	730.67	27%
4350-0411	Cedar Rock Sewer DEQ Permit Fees		2,353.00	2,400.00	47.00	98%
4350-0155	Cedar Rock Sewer Fuel Costs			600.00	600.00	0%
4350-0161	Cedar Rock Sewer Property Insurance			170.00	170.00	0%
	Total Cedar Rock Sewer Expenses	1,212.36	16,186.58	45,770.00	29,583.42	35%
Paradise Point Water Expenses:						
4360-0110	Paradise Point Contracted Services		3,584.00	5,000.00	1,416.00	72%
4360-0140	Paradise Point Communications		3,425.34	300.00	(3,125.34)	1,142%
4360-0150	Paradise Point electric	190.26	576.96	5,000.00	4,423.04	12%
4360-0240	Paradise Point Sampling and Testing		394.76	2,000.00	1,605.24	20%
4360-0410	Paradise Point VDH Fees		72.00	63.00	(9.00)	114%
4360-0100	Paradise Point Supplies			2,000.00	2,000.00	0%
4360-0105	Paradise Point Chemicals			5,000.00	5,000.00	0%
4360-0155	Paradise Point Fuel Costs			100.00	100.00	0%
	Total Paradise Point Water Expenses	190.26	8,053.06	19,463.00	11,409.94	41%

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	<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Schools Sewer Expenses:					
4300-0100 Schools Operations Supplies		2,441.91	10,000.00	7,558.09	24%
4300-0105 Schools Chemicals		1,497.80	10,000.00	8,502.20	15%
4300-0110 Schools Contracted Services	800.00	800.00	15,000.00	14,200.00	5%
4300-0240 Schools Sampling and Testing	52.06	5,016.88	7,000.00	1,983.12	72%
Total Schools Sewer Expenses	852.06	9,756.59	42,000.00	32,243.41	23%
Mariners Landing Water Expenses:					
4315-0100 Mariners Landing Water Expenses		66.64		(66.64)	0%
4315-0110 Mariners Landing Water Contracted Services		462.78		(462.78)	0%
4315-0140 Mariners Landing Water Communications	45.08	6,814.01		(6,814.01)	0%
4315-0150 Mariners Landing Water Power	125.00	476.87		(476.87)	0%
4315-0240 Mariners Landing Sampling Expenses		1,116.08		(1,116.08)	0%
Total Mariners Landing Water Expenses	170.08	8,936.38		(8,936.38)	0%
Franklin County Operations:					
4320-0100 Franklin County Supplies	2,634.40	7,714.38	12,000.00	4,285.62	64%
4320-0105 Franklin County Chemicals		6,063.77	12,000.00	5,936.23	51%
4320-0240 Franklin County Sampling & Testing	447.74	4,138.67	15,000.00	10,861.33	28%
Total Franklin County Operations	3,082.14	17,916.82	39,000.00	21,083.18	46%
BRWA&EDA Contributions for Development:					
4600-0100 BRWA and EDA Contributions for Development		162,450.00		(162,450.00)	0%
Total BRWA&EDA Contributions for Development		162,450.00		(162,450.00)	0%
Total Operating Expenditures	685,092.66	5,705,539.61	11,256,053.97	5,550,514.36	51%
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 Depreciation			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%
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 Depreciation			3,992.00	3,992.00	0%
Total Depreciation			3,257,478.00	3,257,478.00	0%
Loan Issuance Costs:					
4500-0600 Loan Issuance Costs		15,600.00		(15,600.00)	0%
Total Loan Issuance Costs		15,600.00		(15,600.00)	0%
Lynchburg Debt Service Paid:					
4500-0640 Lynchburg Sewer Interest			1,842.00	1,842.00	0%
Total Lynchburg Debt Service Paid			1,842.00	1,842.00	0%
2012 VRA Interest:					
4500-0645 VRA 2012 Interest (2005 refunding)		60,603.13	102,116.00	41,512.87	59%
Total 2012 VRA Interest		60,603.13	102,116.00	41,512.87	59%
2014 VRA Interest:					
4500-0660 VRA 2014 Interest (2005 Refunding)		38,640.63	77,281.00	38,640.37	50%

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	<u>Month</u>	<u>FY 21-22 YTD</u>	<u>FY 21-22 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Total 2014 VRA Interest		38,640.63	77,281.00	38,640.37	50%
2015 VRA Interest:					
4500-0665 VRA 2015 Interest		525,243.75	1,034,091.00	508,847.25	51%
Total 2015 VRA Interest		525,243.75	1,034,091.00	508,847.25	51%
Assumed Debt from City:					
4500-0650 Assumed Debt from Town- Interest		36,440.71	72,881.00	36,440.29	50%
Total Assumed Debt from City		36,440.71	72,881.00	36,440.29	50%
VRA 2019 Interest:					
4500-0670 VRA 2019 Refunding Interest		47,662.50	72,134.00	24,471.50	66%
Total VRA 2019 Interest		47,662.50	72,134.00	24,471.50	66%
VRA 2020 Interest (ESCO project):					
4500-0675 VRA 2020 Interest (ESCO)		73,909.38	143,334.00	69,424.62	52%
Total VRA 2020 Interest (ESCO project)		73,909.38	143,334.00	69,424.62	52%
Total Interest and Debt Service		798,100.10	1,503,679.00	705,578.90	53%
Total Exp., Depr. and Debt Service	685,092.66	6,503,639.71	16,017,210.97	9,513,571.26	41%
Total Revenues Less Oper Expense	(580,041.76)	(5,362,338.48)	(2,384,694.03)	2,977,644.45	225%
Gross Cash Before Capital Exp	(580,041.76)	(5,362,338.48)	(2,384,694.03)	2,977,644.45	225%
Less non-debt Capital Contributions	(77.33)	(338.44)	(220,000.00)	(219,661.56)	0%
Earnings/(loss) before BRWA Capital Outlays	(579,964.43)	(5,362,000.04)	(2,164,694.03)	3,197,306.01	248%

BRWA Cash Flow Analysis- SunTrust Checking Account

Description	July-21	August-21	September-21	October-21	November-21	December-21	January-22	February-22	March-22	April-22	May-22	June-22	YTD Total
Starting Balance	\$ 3,631,630.74	\$ 2,856,981.44	\$ 1,840,822.24	\$ 2,407,964.11	\$ 2,290,751.13	\$ 1,973,008.96	\$ 2,207,641.86						
DEBITS													
Debits from Operations													
Capital Contributions/Asset Sales and Dispos	\$ 13,200.00	\$ 19,900.00	\$ 6,965.65	\$ -	\$ 4,000.00	\$ 4,600.00	\$ 500,000.00						\$ 548,665.65
Cash From Operations	\$ 1,276,377.31	\$ 1,505,069.29	\$ 1,288,593.56	\$ 1,552,363.17	\$ 1,273,549.59	\$ 1,457,042.25	\$ 1,192,936.08						\$ 9,545,931.25
Total Cash from Operations:	\$ 1,289,577.31	\$ 1,524,969.29	\$ 1,295,559.21	\$ 1,552,363.17	\$ 1,277,549.59	\$ 1,461,642.25	\$ 1,692,936.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,094,596.90
Debits from Non-Operating Sources													
County CIP & Debt Service	\$ -	\$ -	\$ 1,796,906.26	\$ -	\$ -	\$ -	\$ -						\$ 1,796,906.26
Transfers from Reserve Accounts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,066.45	\$ -						\$ 17,066.45
Transfers from SNAP Project Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 977,237.95	\$ -						\$ 977,237.95
Transfers from Escrow Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
Transfers from Capital & Replacement Fund	\$ -	\$ -	\$ 609,728.62	\$ -	\$ -	\$ -	\$ -						\$ 609,728.62
Transfers in Deposit Refund Program Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
Transfers from Economic Dev. Fund	\$ -	\$ -	\$ 162,450.00	\$ -	\$ -	\$ -	\$ -						\$ 162,450.00
Transfers In Debt Service Fund	\$ -	\$ -	\$ 1,569,153.13	\$ -	\$ -	\$ -	\$ -						\$ 1,569,153.13
Total Cash from Non Operating:	\$ -	\$ -	\$ 4,138,238.01	\$ -	\$ -	\$ 994,304.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,132,542.41
Total Debits (Oper. and Non-Oper.)	\$ 1,289,577.31	\$ 1,524,969.29	\$ 5,433,797.22	\$ 1,552,363.17	\$ 1,277,549.59	\$ 2,455,946.65	\$ 1,692,936.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,227,139.31
CREDITS													
Credits for Operating Expenditures	\$ 682,335.18	\$ 1,000,228.05	\$ 872,986.17	\$ 799,043.02	\$ 1,101,881.11	\$ 701,612.94	\$ 670,764.95						\$ 5,828,851.42
Credits for Non-Operating Expenditures													
Payments on Capital Projects	\$ 1,043,950.10	\$ 1,067,094.39	\$ 308,072.25	\$ 635,479.77	\$ 230,177.32	\$ 1,195,994.20	\$ 243,196.76						\$ 4,723,964.79
Payments on Debt Service	\$ 36,108.00	\$ 138,872.72	\$ 3,366,059.39	\$ 332.71	\$ -	\$ -	\$ -						\$ 3,541,372.82
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	\$ 101,833.33	\$ 134,933.33	\$ 99,780.98	\$ 14,964.09	\$ 63,233.33	\$ 113,828.33	\$ 101,833.33						\$ 630,406.72
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	\$ -	\$ -	\$ 19,756.56	\$ 19,756.56	\$ -	\$ 9,878.28	\$ 9,878.28						\$ 59,269.68
Total Non-Operating Expenditures:	\$ 1,381,891.43	\$ 1,540,900.44	\$ 3,993,669.18	\$ 870,533.13	\$ 493,410.65	\$ 1,519,700.81	\$ 554,908.37	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,355,014.01
Total Credits (Oper. and Non-Oper.)	\$ 2,064,226.61	\$ 2,541,128.49	\$ 4,866,655.35	\$ 1,669,576.15	\$ 1,595,291.76	\$ 2,221,313.75	\$ 1,225,673.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,183,865.43
Ending Cash Balance	\$ 2,856,981.44	\$ 1,840,822.24	\$ 2,407,964.11	\$ 2,290,751.13	\$ 1,973,008.96	\$ 2,207,641.86	\$ 2,674,904.62	\$ -	\$ -	\$ -	\$ -	\$ -	

MEMORANDUM

To: BRWA Board of Directors and BRWA Directors and Managers
From: Jill W. Underwood, Director of Finance
Date: January 24, 2022
Re: FY 22-23 Budget Schedule

- **January 24, 2022** by close of business: Finance will provide managers with expenditure data through December 2021 (6 months into the fiscal year). If detailed account information is needed please send me a request via email.
- **February 4, 2022** CIP requests are due to Rhonda, Whitney and Jill
- **February 14, 2022:** All operating budget requests are due to Finance, by 4:00 pm.
- **March 3, 2022 at 10:00 am** Finance Committee meeting to discuss draft FY 22-23 Operating Budget and rates.
- **March 15, 2022** Board meeting with resolution to advertise rates
- **March 23, 2022** at 2:00 pm: Finance Committee meeting, to discuss operating budget and CIP.
- **April 19, 2022** Board Meeting: FY 22-23 Operating Budget and CIP presentation to Board, public hearing for rates
- **April 27, 2022** at 2:00 pm: Finance Committee meeting to discuss Board concerns from April 19th Board meeting
- **May 17, 2022** Board meeting: Adoption of Operating Budget and CIP

Finance Committee meetings will be held in the Board Room, as well as via Zoom

OPERATIONS REPORT

MEMORANDUM

To: BRWA Board of Directors
From: Nathan Carroll, Assistant Executive Director
CC: Brian Key, Executive Director
Date: February 8, 2022
Re: January 2022 Cartegraph Tasks Report

Completed Tasks Summary

Below is a map showing the distribution of the Cartegraph Tasks marked complete across our Service Areas in the month of January.

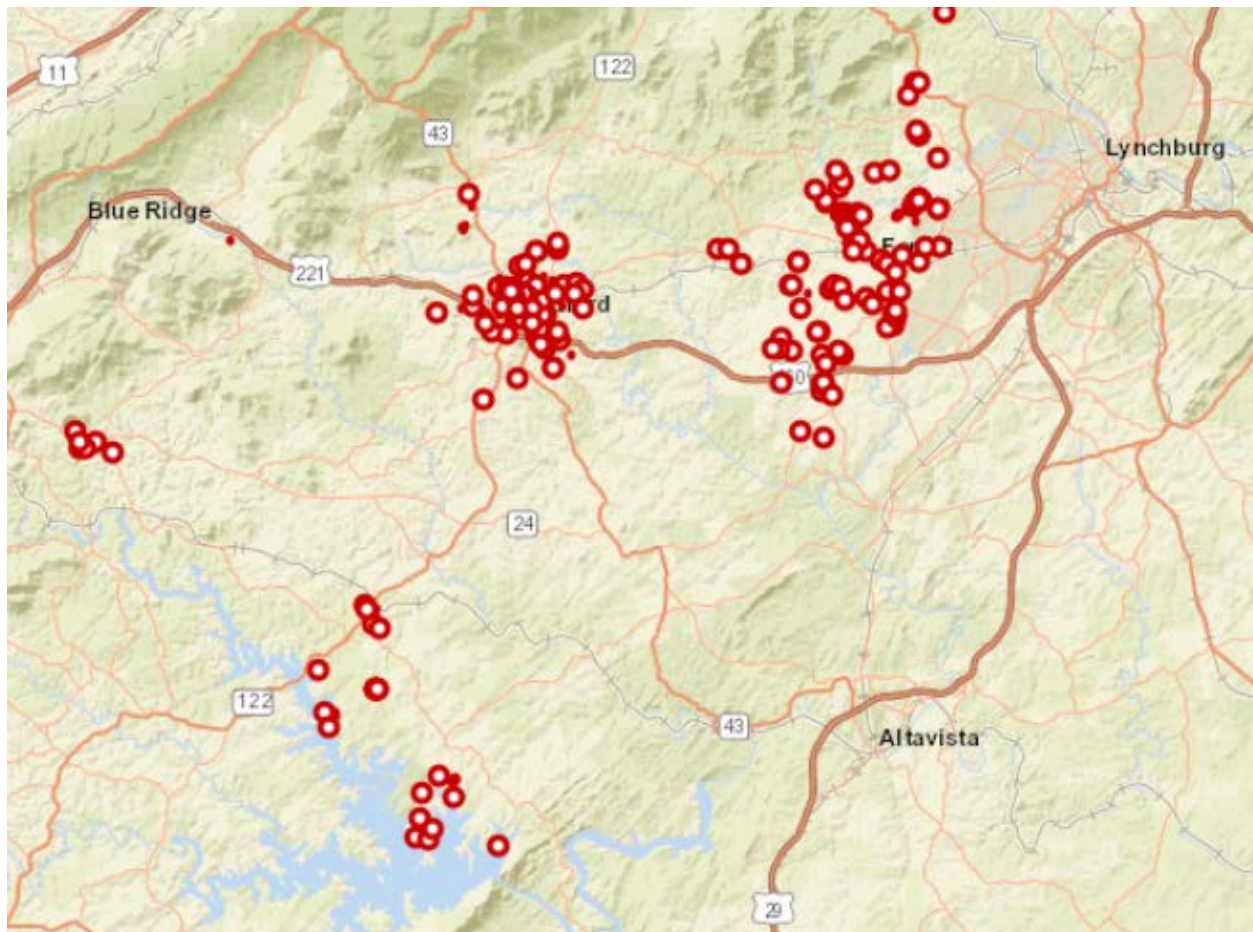
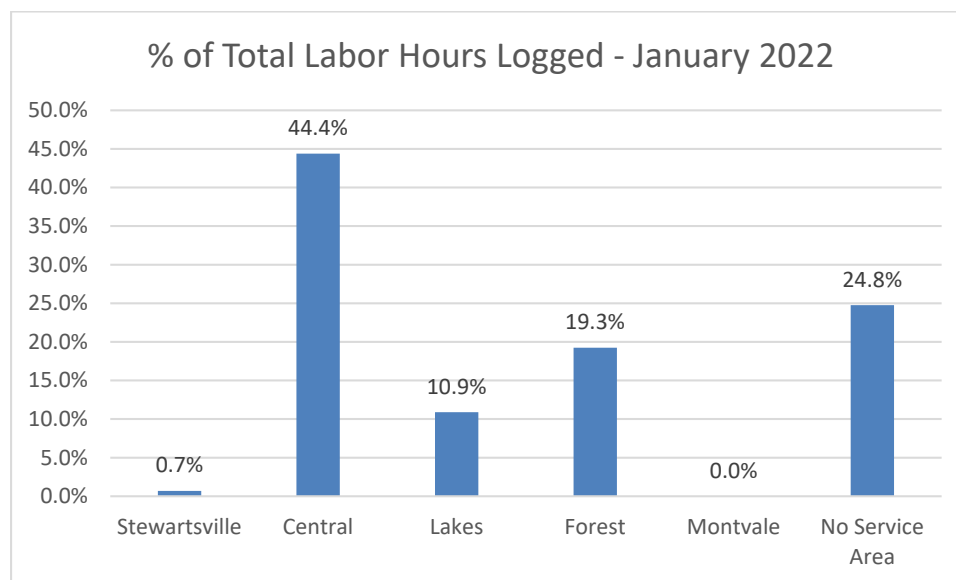


Figure 1: Map Showing Distribution of January Tasks Completed

Labor Hours Invested by General Service Area

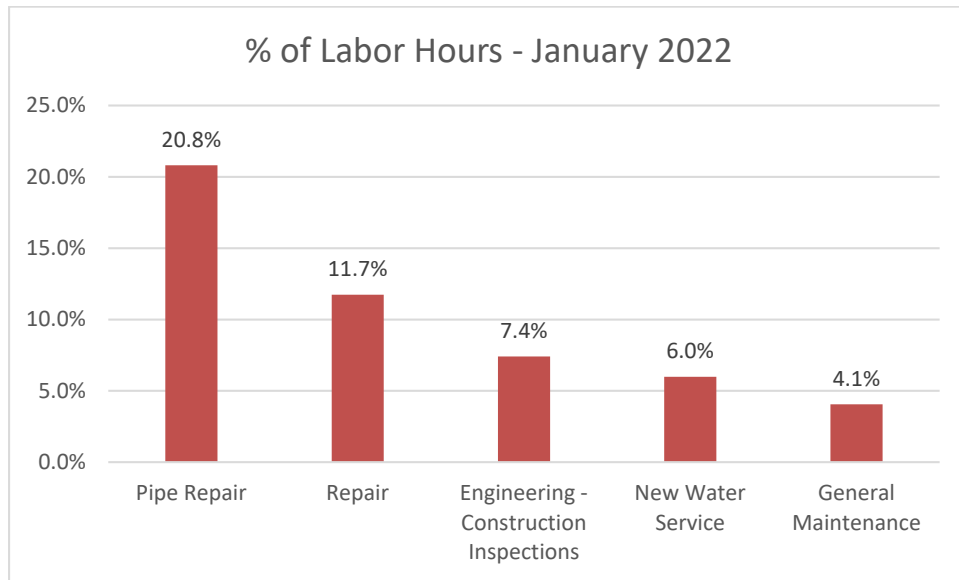
Below is a table containing the percentage of labor hours logged by General Service Area. The “General Service Area” groupings of the actual Service Areas are described below.

- **Stewartsville:** Stewartsville Water
- **Central:** Central Water and Sewer, including Treatment, Distribution, and Collection systems and BRWA Offices
- **Lakes:** Well Systems, SML Treatment and Water Distribution, SMLWTF, Moneta Sewer Treatment and Collection, Mariner's Landing Water and Sewer, Paradise Point (May 2021)
- **Forest:** Forest Water, Forest Sewer, Cedar Rock Sewer
- **Montvale:** Montvale Sewer Treatment and Collection
- **No Service Area:** Labor not assigned to a particular service area such as meetings or vehicle maintenance.



Labor Hours by Task Type

Below are the top five types of Tasks (by labor hours) completed in January, with Pipe Repairs in the top category for the month. Fifty percent of the total labor hours logged for the month are accounted for in these top five Task types.



ADMINISTRATION REPORT

LOCAL NEWS

Virginia Career Works pushes to help job seekers, employers as unemployment rate continues to fall

There are 2,500 or more job openings right now, according to Virginia Career Works

Tim Harfmann, Lynchburg Bureau Reporter

Published: **January 10, 2022, 7:11 PM**

Tags: **Lynchburg, Virginia Career Works, Unemployment**





LYNCHBURG, Va. – The U.S. Department of Labor reported last week that the national unemployment rate dropped to 3.9% in December 2021. That's the lowest since the start of the COVID-19 pandemic, but some parts of Central Virginia are still facing hardships.

"There's people that have maybe come back to work, but they're underemployed, and they could be earning more wages and have a higher-skilled job," said Traci Blido, executive director of the Virginia Career Works Central Region.

Virginia Career Works announced Monday that it's reopening its Lynchburg work center to its pre-pandemic hours in order to help more people find jobs.

Appointments are preferred, but walk-ins are welcome.

"[People are] getting back to work, but on the other hand, there's more job openings. Anyone who needs a job should be able to find one right now," said Blido.

Ad

Virginia Career Works is also helping employers fill positions, like the Bedford Regional Water Authority.

Megan Pittman, director of administration for Bedford Regional Water Authority, says they've seen staffing turnover in recent months due to competition.

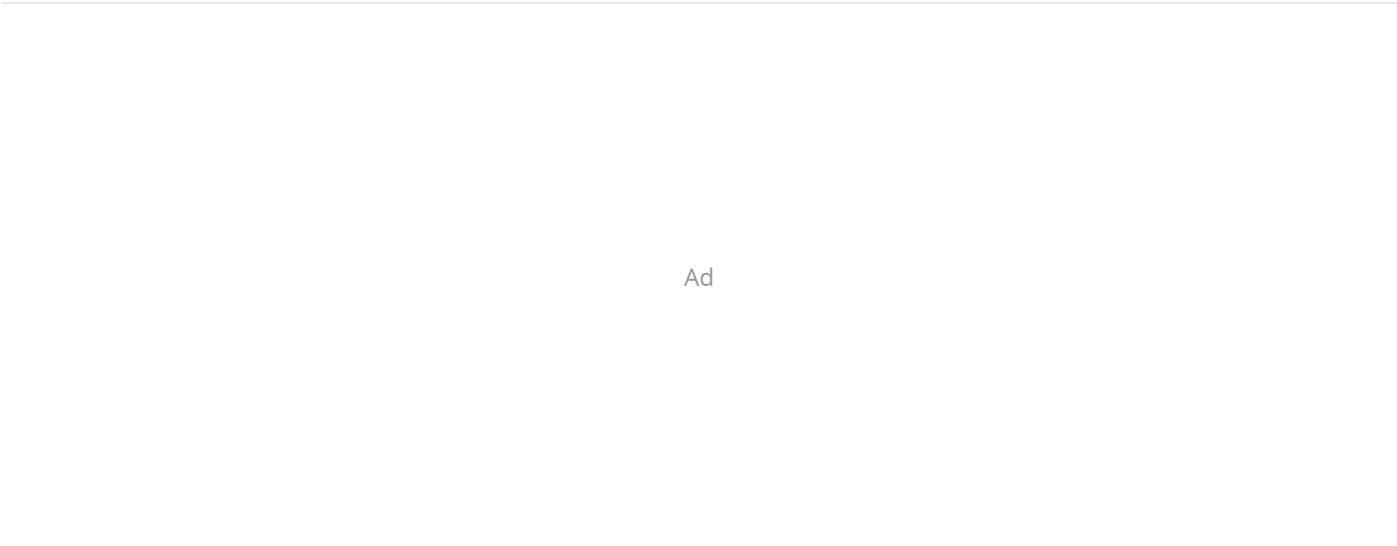
"We've had people that have jumped ship, that are more in our entry-level, because of 50 cents somewhere else," said Pittman.

They're forced to remain competitive by offering higher salaries, benefits to entry-level positions and other compensation while promoting job security as one of their greatest assets.

"We provide an essential service to our community, and that's never going to stop whether it's a pandemic or any other type of condition," said Pittman.

Career navigators can walk people through the process either in-person or online.

“There’s 2,500 or more job openings right now,” said Blido.



Ad

To learn more about Virginia Career Works, [click here](#).

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ABOUT THE AUTHOR:

Tim Harfmann

Tim Harfmann joined the 10 News team in September 2020 and works at the station's Lynchburg bureau.

 facebook

Conversation

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ALL COMMENTS 1

newest  



Ron Young 18 HRS AGO

How can unemployment numbers be so low when there's jobs everywhere available?

REPLY   



NEWS

SPORTS

FEATURES

DAYTIME BLUE RIDGE

WEATHER

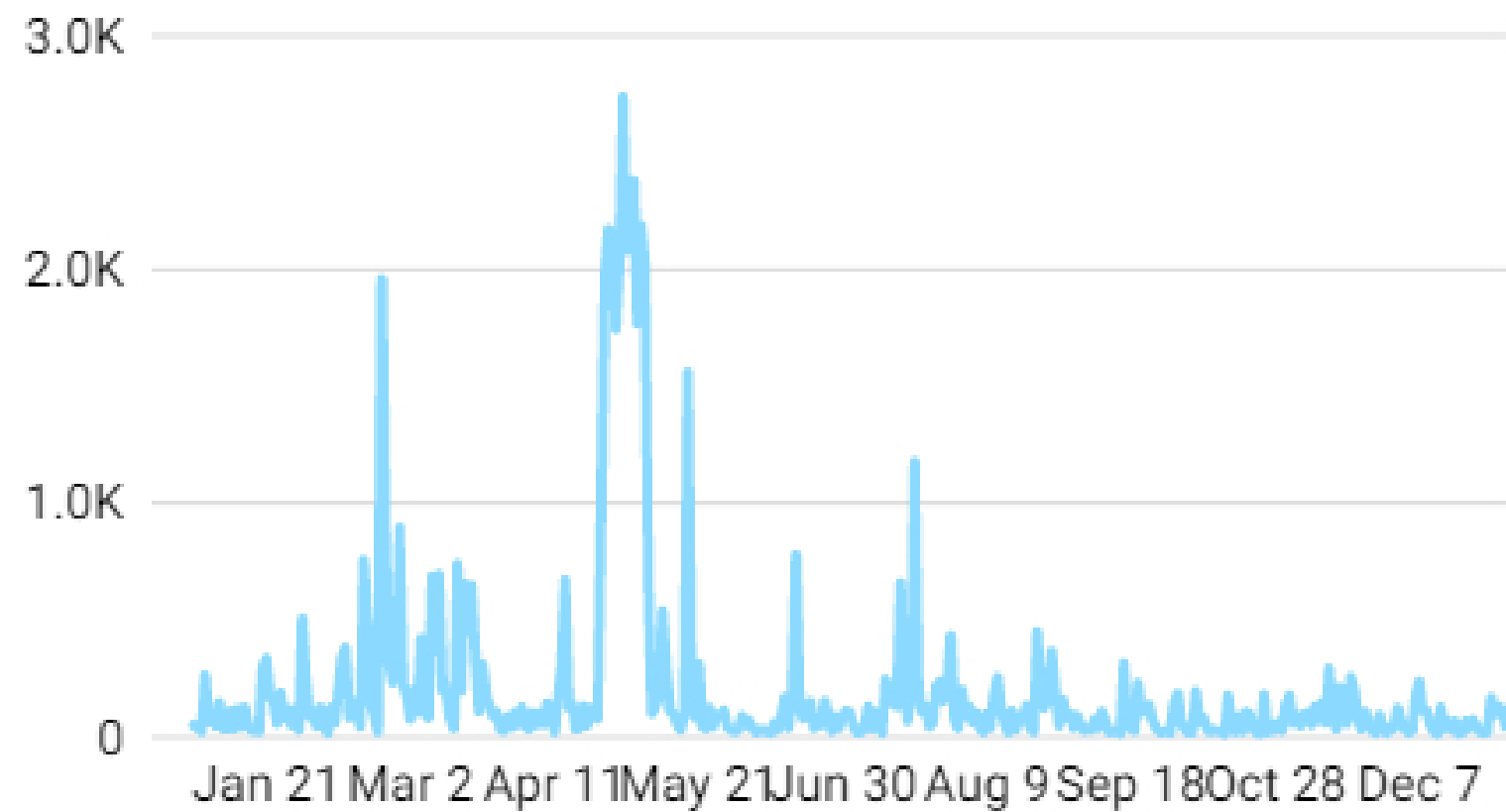
TRAFFIC

NEWSLE

Reach

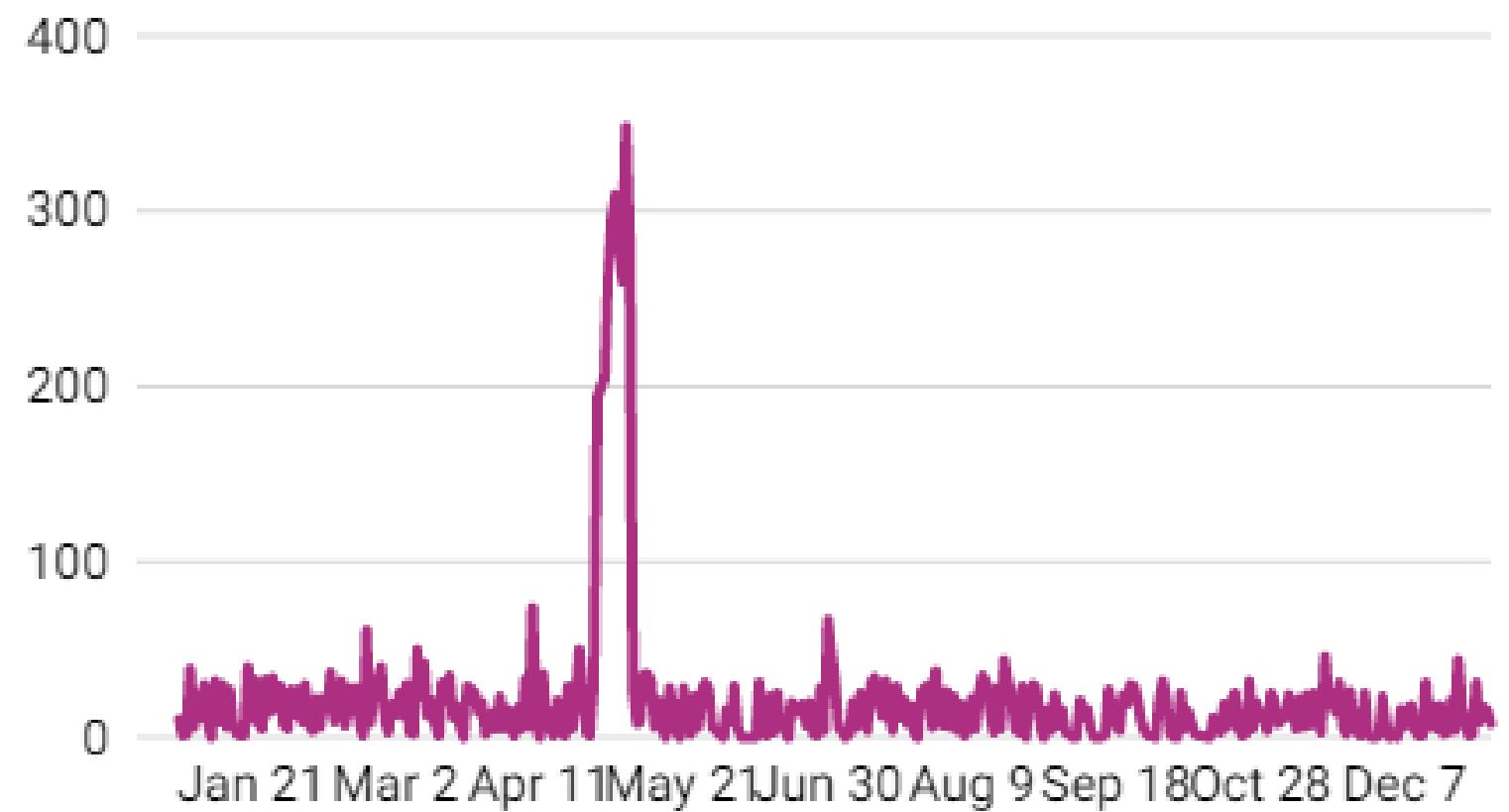
Facebook Page Reach ⓘ

28,520 ↓ 28%



Instagram Reach ⓘ

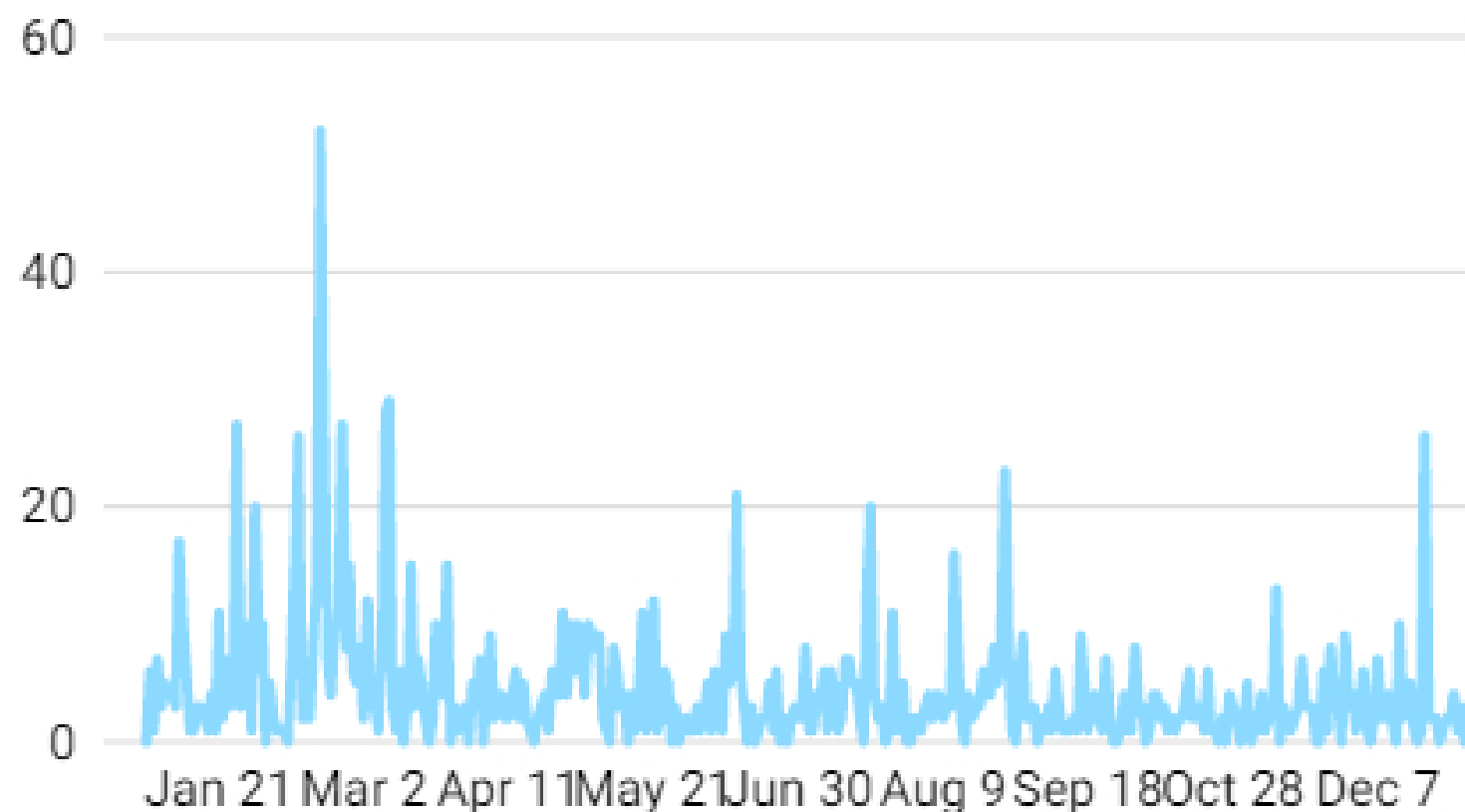
2,855 ↑ 74.7%



Page and profile visits

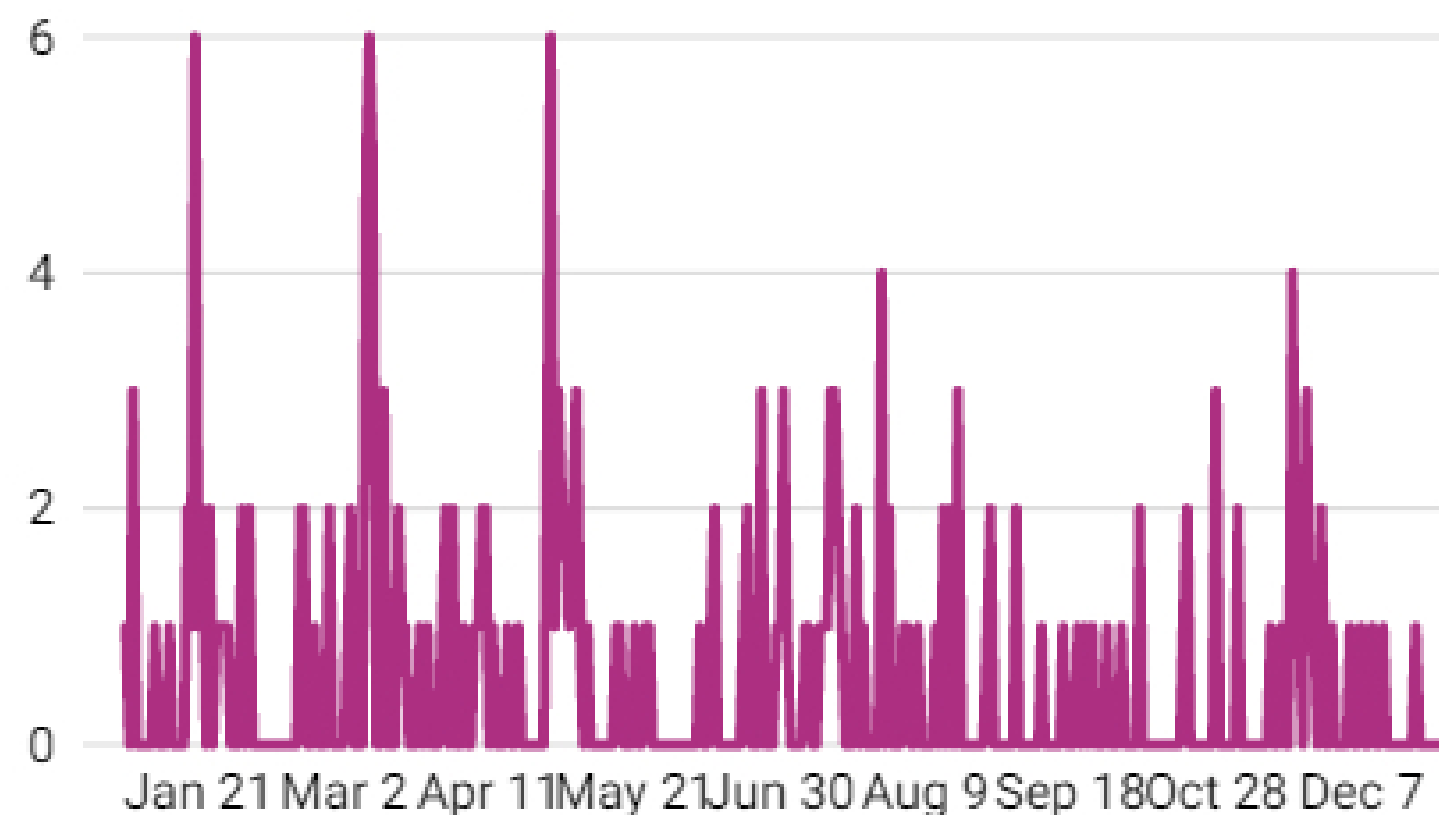
Facebook Page Visits ⓘ

1,613 ↓ 20.7%



Instagram Profile Visits ⓘ

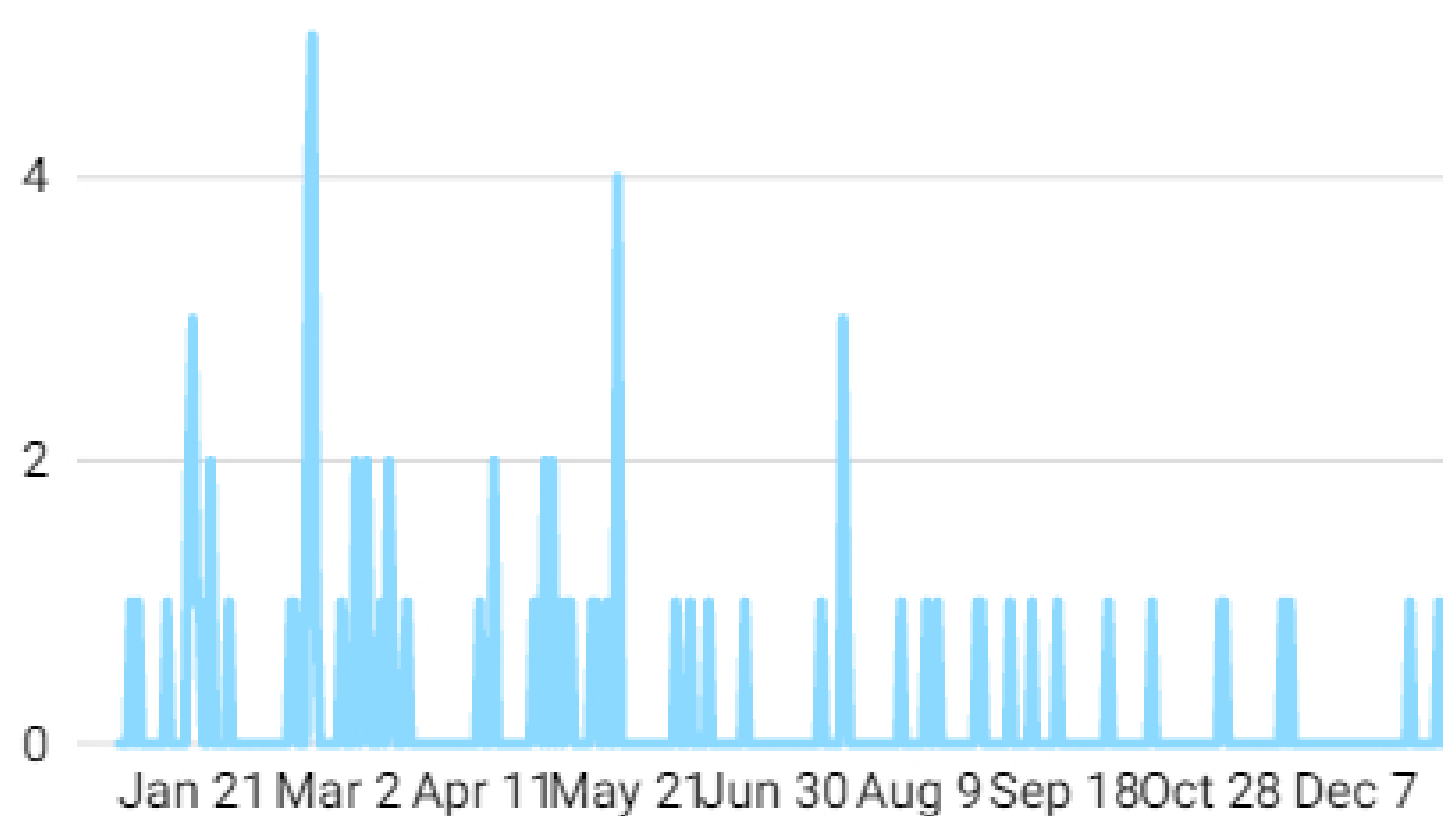
202 ↑ 19.5%



New likes and followers

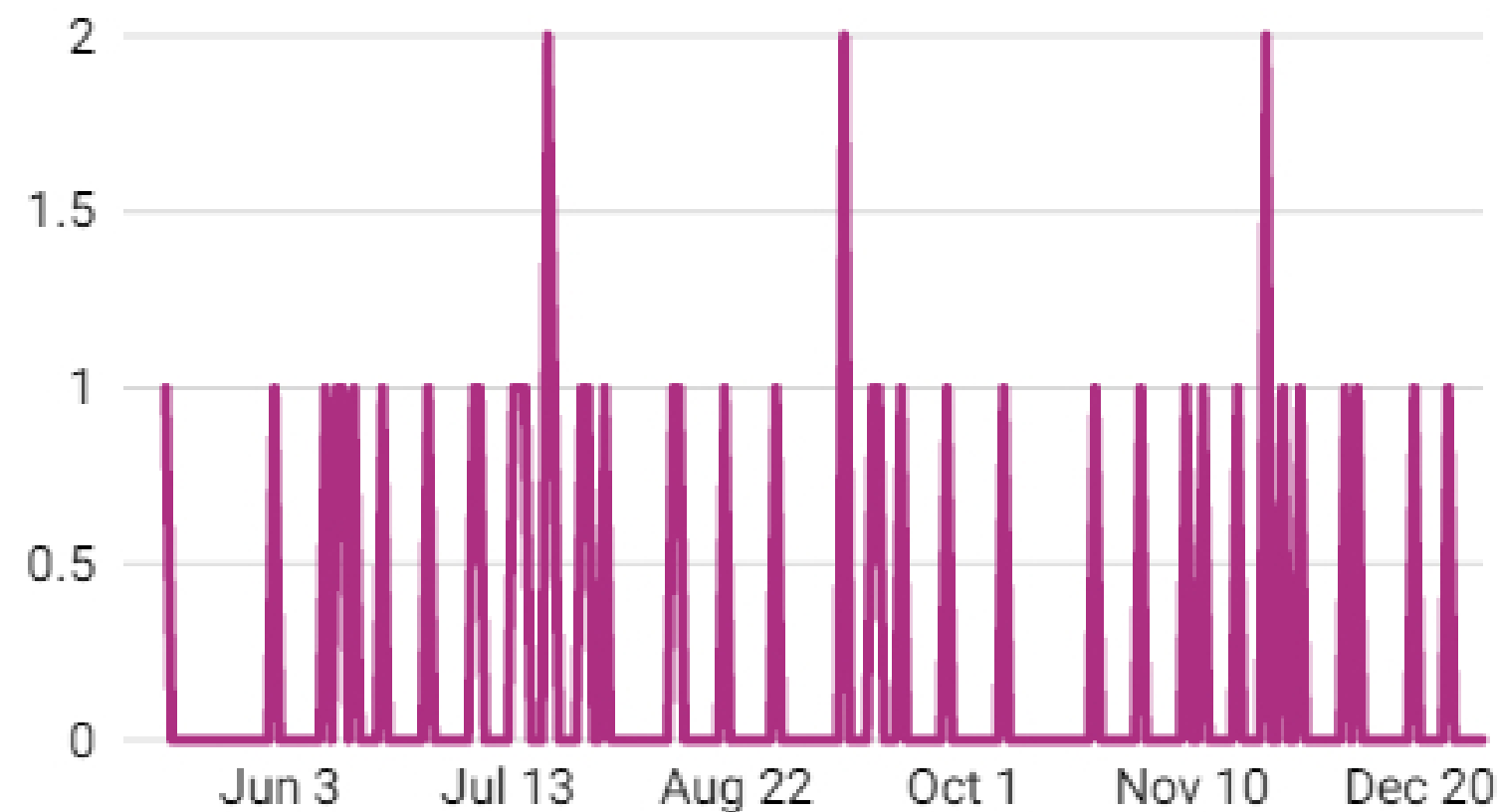
New Facebook Page Likes ⓘ

80 ↓ 2.4%



New Instagram Followers ⓘ

43 --



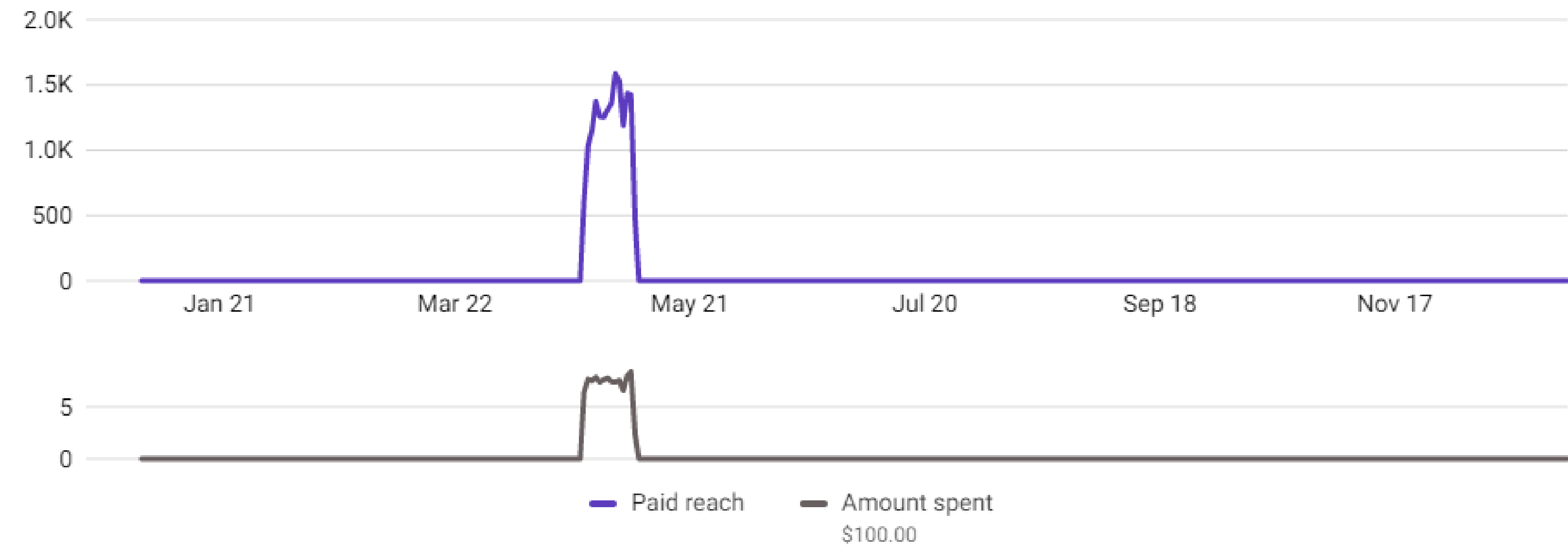
Ad trends

Paid Reach ⓘ

8.3K ↓ 31%

Paid Impressions ⓘ

18.9K ↓ 8.7%



Audience

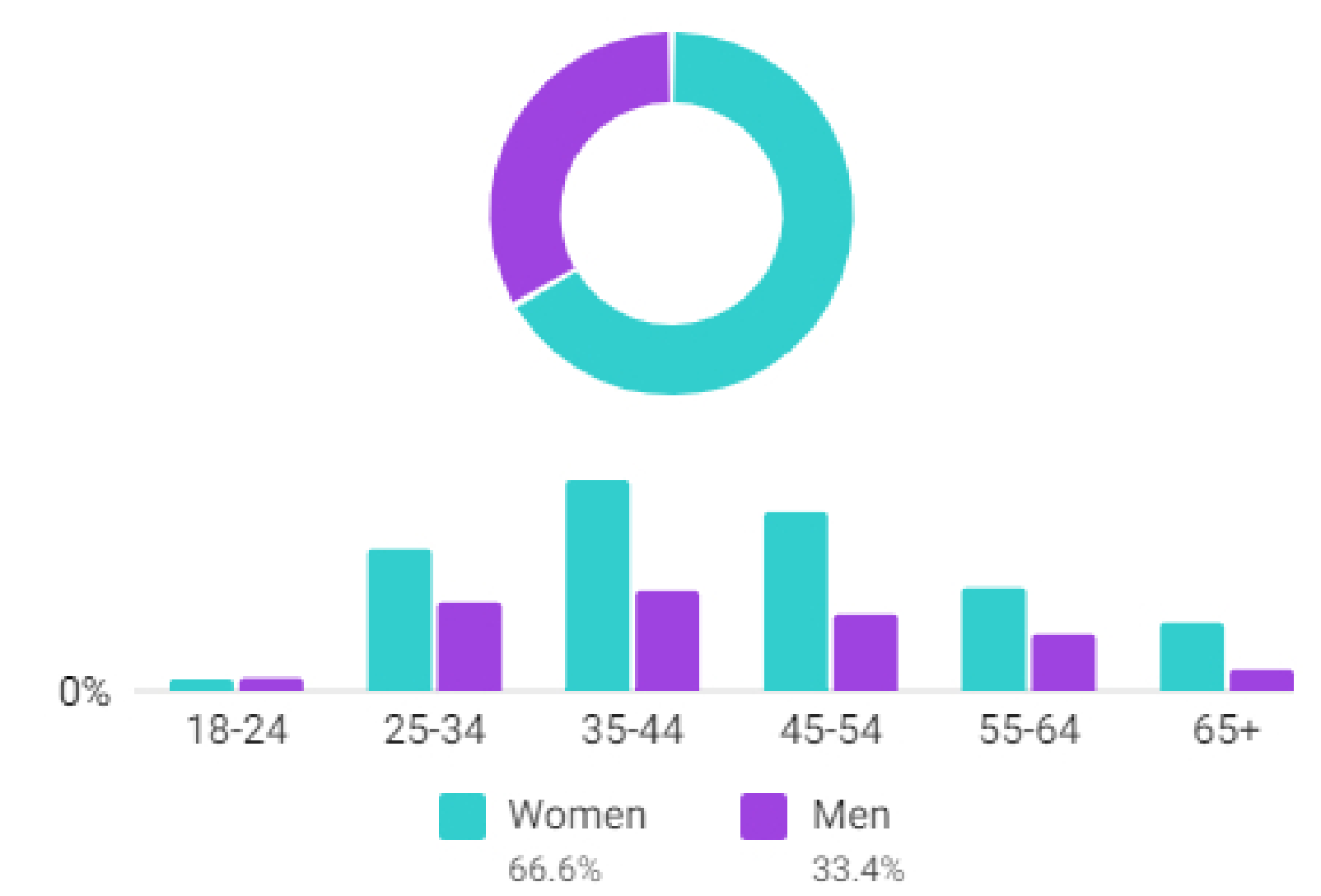
Current audience

Potential audience

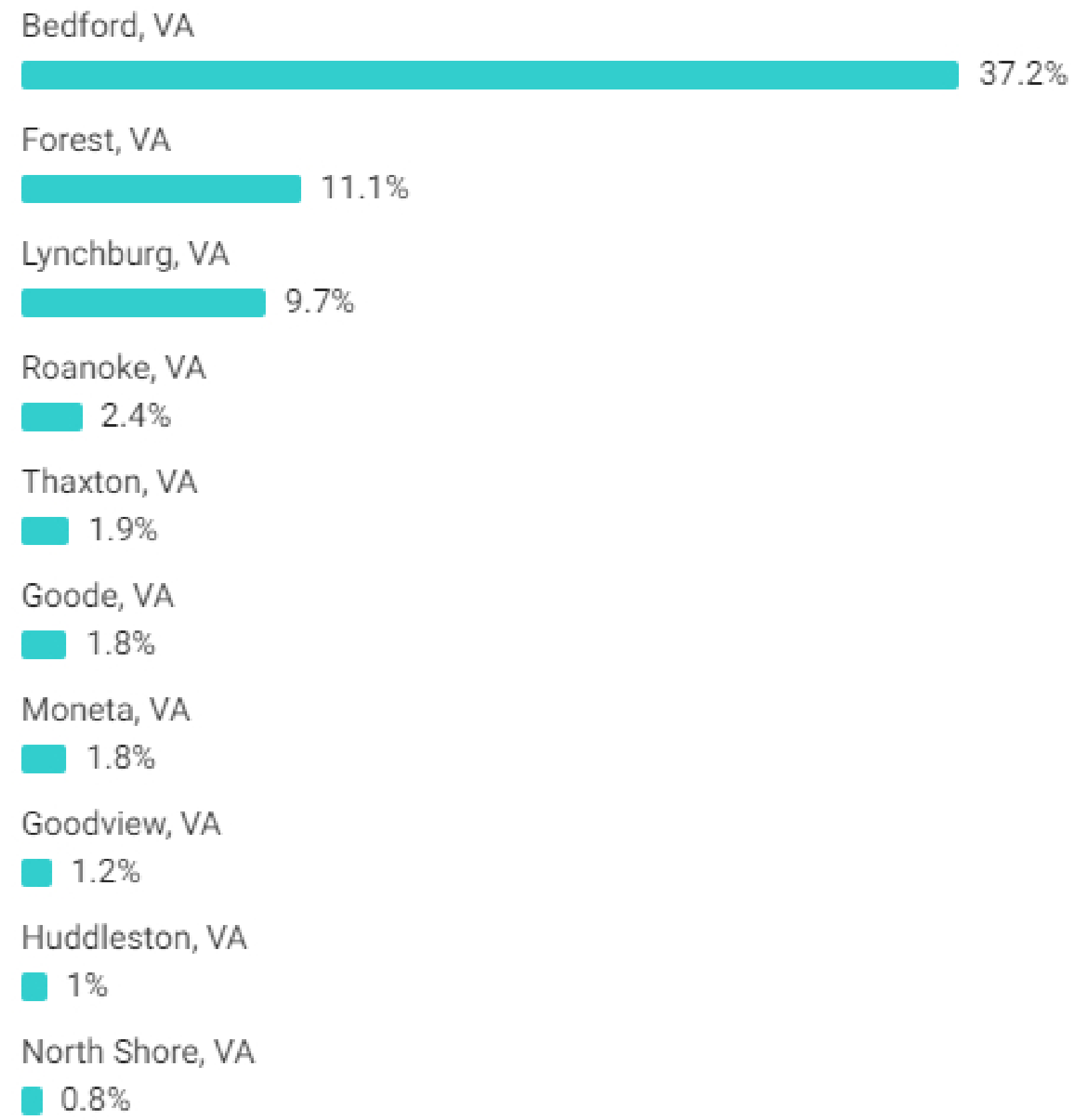
Facebook Page followers ⓘ

1.2K

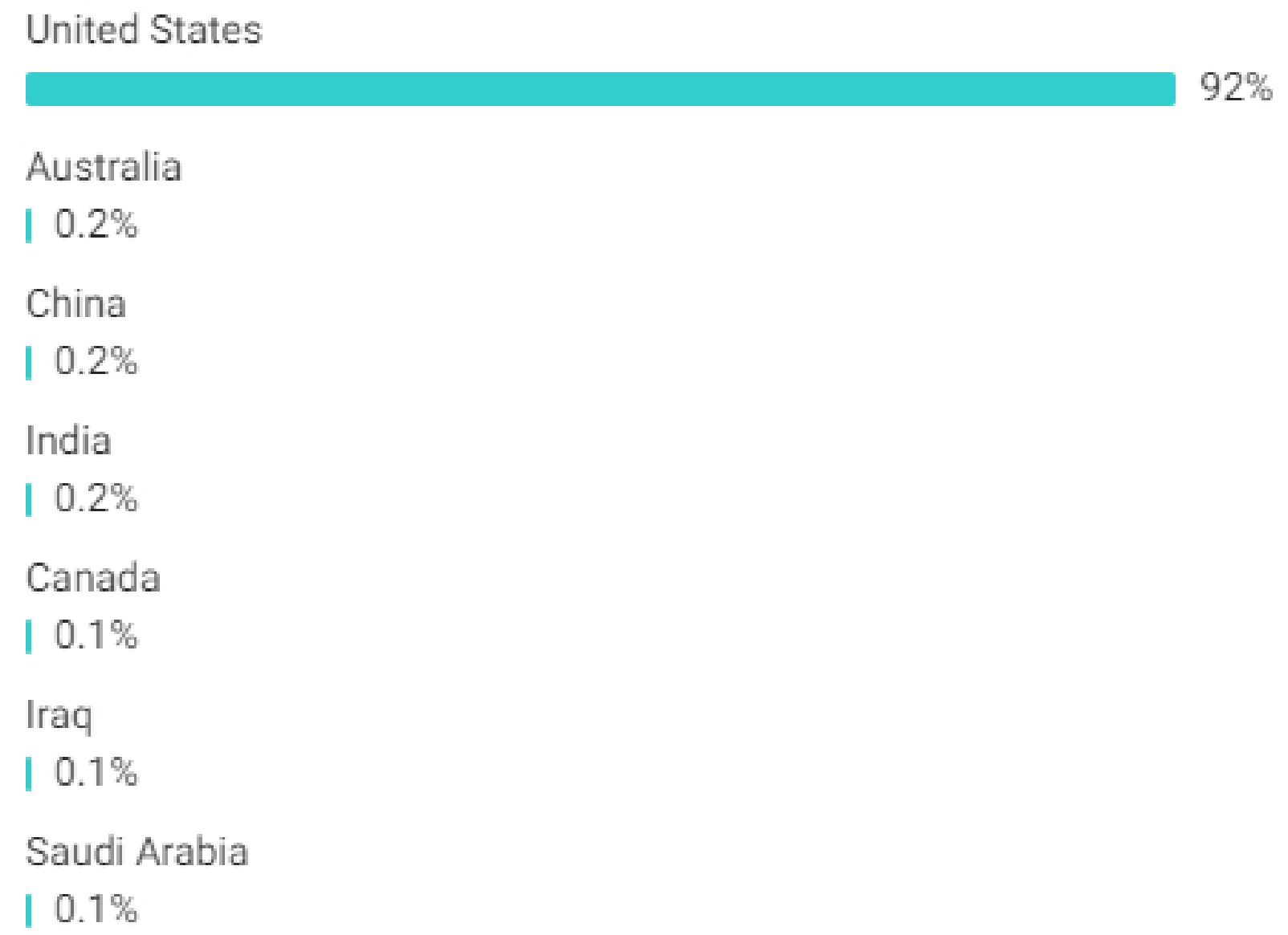
Age & Gender ⓘ



Top Cities



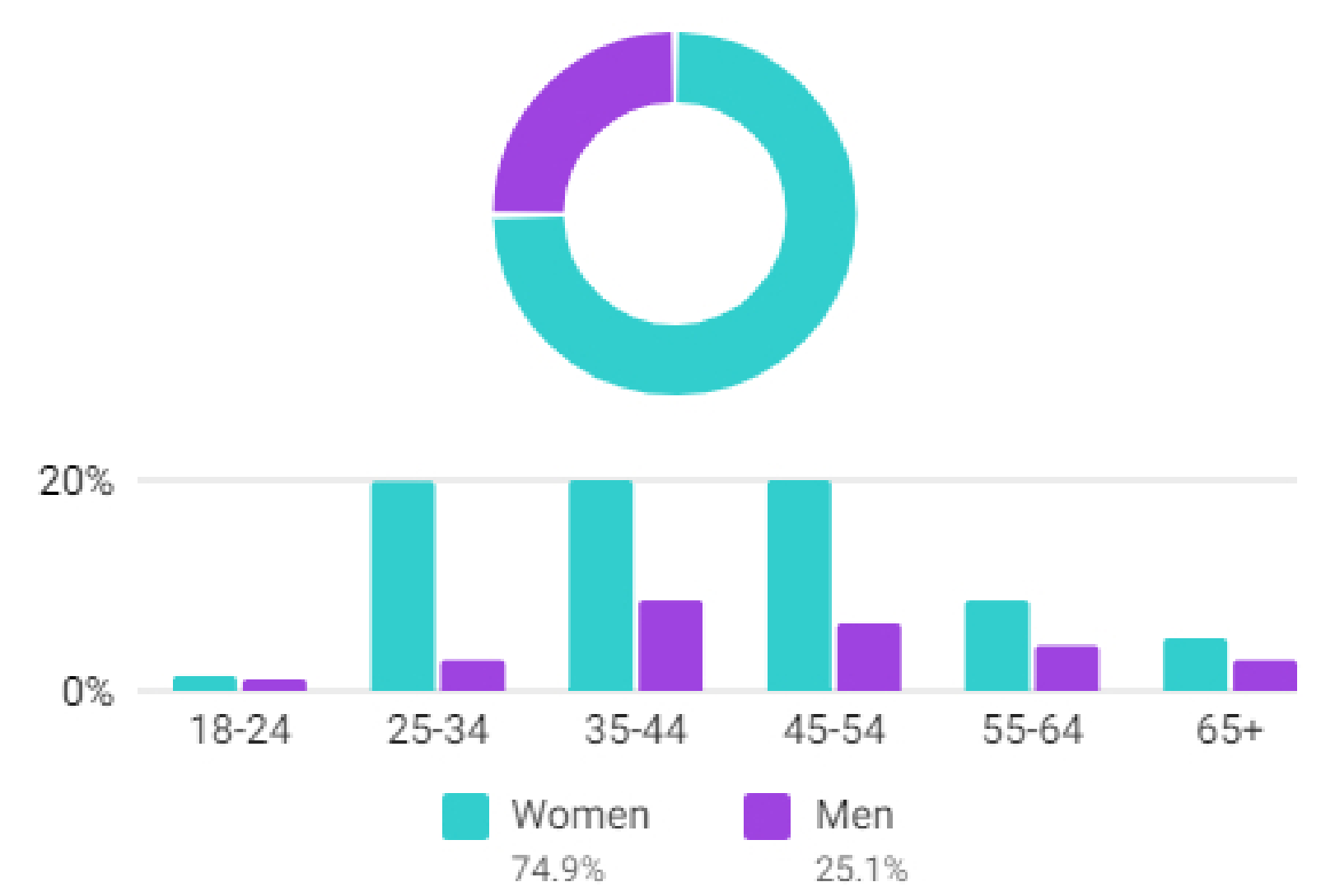
Top Countries



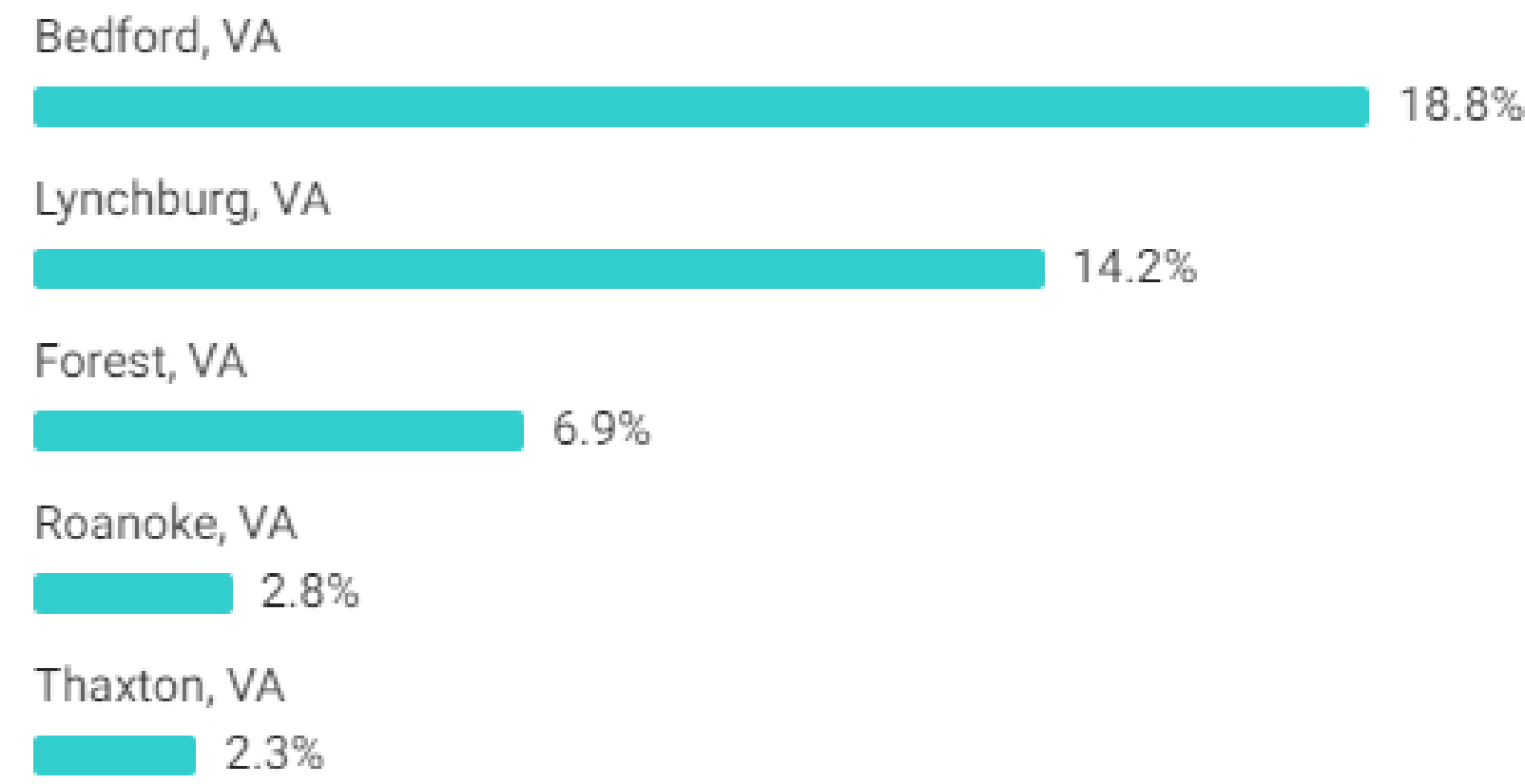
Instagram Followers ⓘ

218

Age & Gender ⓘ



Top Cities



Top Countries



Human Resources Review of 2021

Turnover & Retention

Total Active Employee

84

records

New Hires for 2021

11

records

Employees Left in 2021

8

records

Retained Employees Hired in 2021

Current

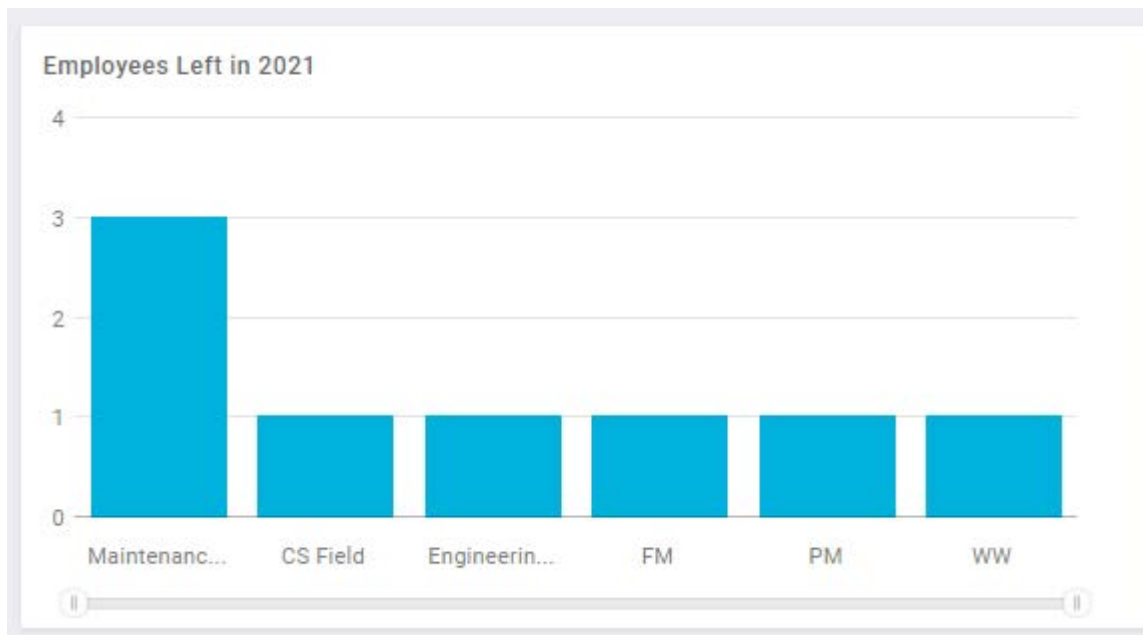
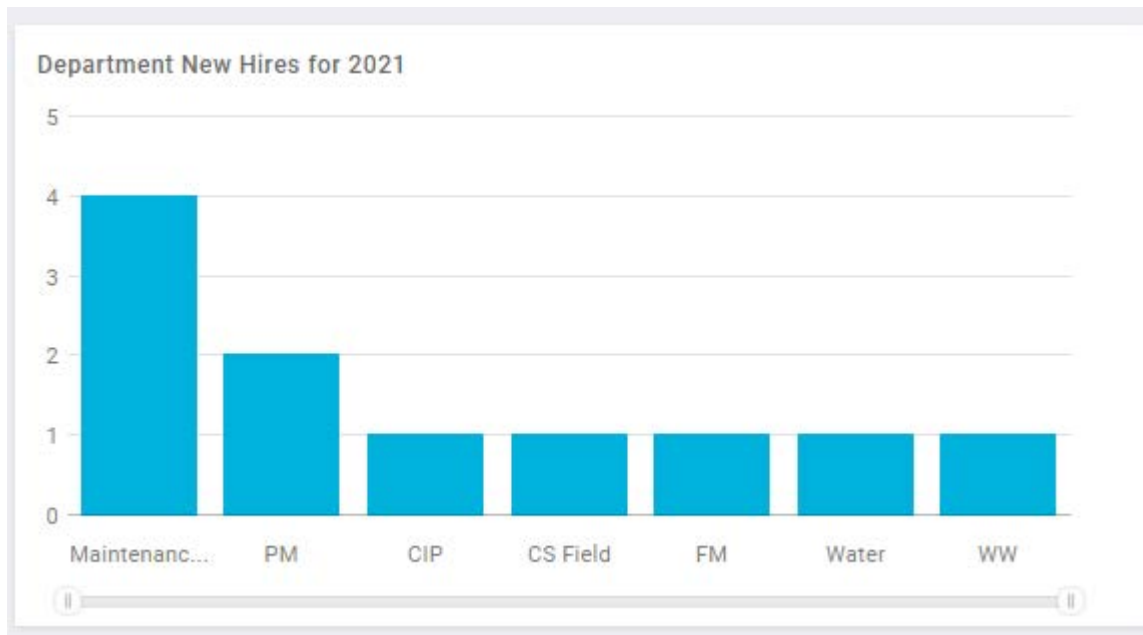
72.72%

8

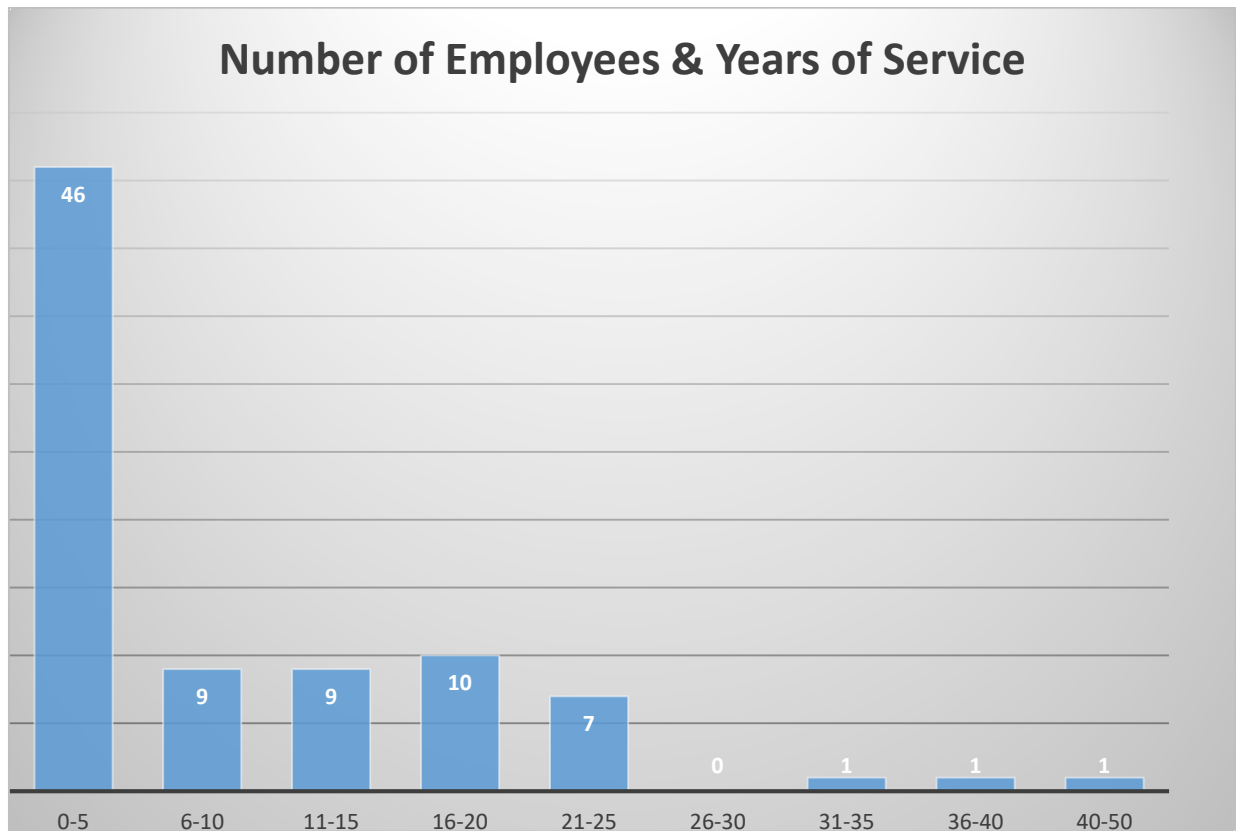
Goal

100%

11



HR Notes: The majority of turnover was involuntary terminations within our Maintenance Department. The BRWA's focus of better compensation, encouraging innovation, and providing training and growth opportunities for staff provides an opportunity for stronger retention in 2022.

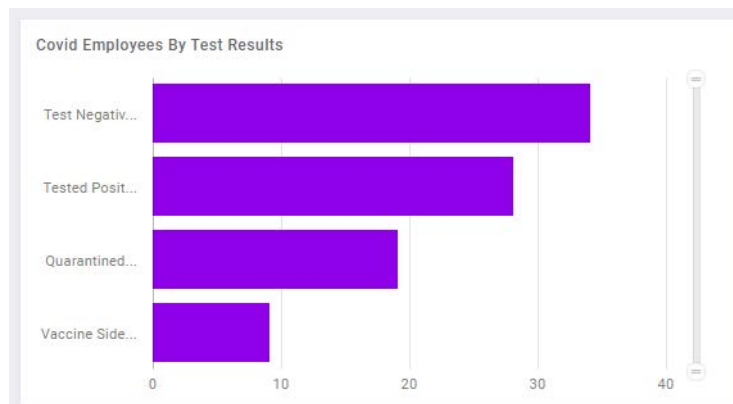
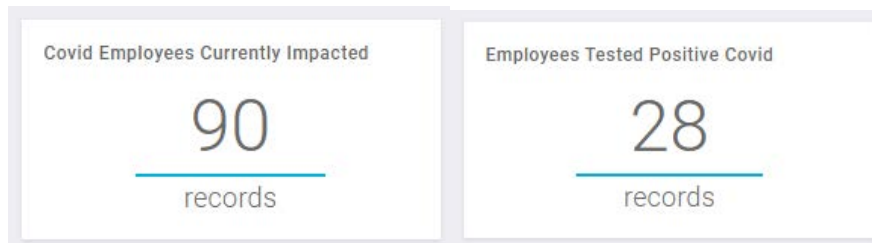
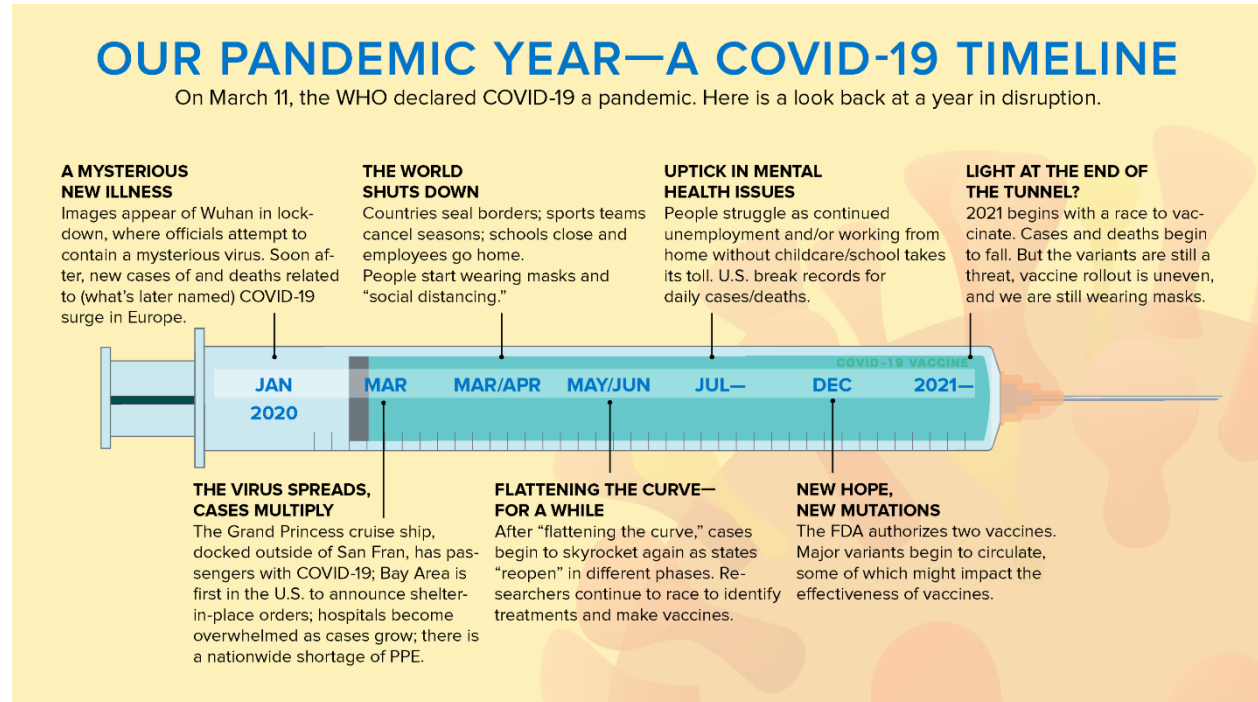


Years	Number of Employees
0-5	46
6-10	9
11-15	9
16-20	10
21-25	7
26-30	0
31-35	1
36-40	1
40-50	1

HR Notes: The BRWA has 10 members with 21 years of service or more with the BRWA. This equates to 12% of our staff.

Covid-19 Pandemic

Staff have continued to be devoted daily by working hard to continue providing quality service to everyone. Here is a snapshot from Yale Medicine regarding the Covid-19 Timeline



52% of BRWA staff are vaccinated.



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

Workers Compensation Data for 2021

- Eight workman comp claims were reported.
- Four claims were reported only, with no medical treatment required.
- Four claims were reportable to OSHA due to injury causing 16 days away from work. This includes weekend days even if the employee does not work weekends.

ENGINEERING REPORT

Current Capital and Internal Projects Report

Bedford Regional Water Authority

Job #: 2017050	Job Type: Internal	Service Area: Bedford Central	Last Updated: 12/2/2021
Job Name: Bell Town Road Waterline Extension (ARPA)		Funding/Budget: \$500,000.00	
		Funding Source: ARPA - Town	Department Contact: W Quarles
Engineer: Engineering Concepts		Design Contract Amt: \$44,465.00	
Contractor:		Construction Contract Amt:	
Description: The City extended the waterline in 2004 (JN 2004-121) and again in 2007 (JN 2007-159) to take care of wells that were impacted by leachate. The next group of homes east of Draper Road would like the service extended to them.			
Status: The Town has asked for assistance from the BRWA. Design proposal received on 10/18/2021 to be accepted once BRWA receives executed MOU from the Town. Design proposal accepted from Engineering Concepts, Inc. on 12/2/2021			
Job #: 2018062.2	Job Type: Internal	Service Area: Bedford Central	Last Updated: 2/3/2022
Job Name: BRWA Administration Parking Lot - North		Funding/Budget: \$700,000.00	
		Funding Source: CIP	Department Contact: R English \ W Quarles \ S Dade
Engineer: Wiley\Wilson		Design Contract Amt: \$45,300	
Contractor: J+M Infrastructure, RR Mann		Construction Contract Amt: \$619,541+\$33,232	
Description: Addition of a parking lot at the north side of the BRWA administration facilities.			
Status: Concept drawing received from W\W 7/19/2019; awaiting approval of additional land from County. Design proposal received 7/24/19, revised 8/16, executed 8/26. Survey completed week of 8/26/19. Design concept rec'd 11/14/19, comments sent 12/3. County approved transfer of land, including a revised 150' strip where 115' previously added to lease. Additional revisions sent to W\W 1/10 in reference to additional land and parking. Area graded for mobile unit was surveyed by W\W on 2/20 to incorporate into final design. Plans submitted to County late April for review. Contract executed for additional costs due to changes requested. 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. Pricing received from Annual Contractor on 3/1/21; will phase project to available budget and construct public parking lot at a later time. County plan approvals valid for 5 years once issued. VDOT appv'l rec'd 4/20/21. Revised scope received from 1st annual contractor (J&B) approx \$25k over budget; requesting scope from AJ Conner within \$300k budget. VDOT Land Use Permit 216-28696 rec'd 6/22/21. County Land Disturbing Permit - #LD190109 rec'd 7/29/21. NTP issued on 8/9/2021. Construction began 8/11/2021. Board approved additional funding in the amount of \$400k totaling \$700k. 2 of 4 contractors submitted fencing pricing; awarded to RR Mann to complete between March and June.			
Job #: 2019061	Job Type: Internal	Service Area: Central, Lakes	Last Updated: 2/4/2022
Job Name: Energy Performance Study and Improvements		Funding/Budget:	
		Funding Source: VRA / CIP	Department Contact: N Carroll
Engineer: Schneider Electric; BRES (3rd Party)		Design Contract Amt:	
Contractor: Schneider Electric		Construction Contract Amt: \$5,316,745	
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. 90% plans reviewed; 100% drawings and material submittals expected by end of April, with deliveries scheduled to begin in September. BRES (Chris Fewster) assisting with 3rd party review of plans and submittals. Delivery of blowers is delayed. As of 9/29, all equipment ordered.; pumps, office & equipment trailers on site. Due to volume of existing underground utilities, much of electrical and communications lines being routed on sides of basins. Electrical work to begin 11/9/21. Conduit installation and belt filter press demolition began late November 2021. New belt filter press and conveyor has been delivered. Conduit installation is nearly complete. The belt filter press is installed and operating well. Training on the new press has been delayed due to COVID. Blowers are the limiting factor in the supply chain, and the Contract Completion date has been extended to 8/31/2022.			

Job #: 2019081.1	Job Type: Water	Service Area: Lakes	Last Updated: 12/6/2021
Job Name: Paradise Point Waterline Replacement		Funding/Budget:	
		Funding Source: Setasides - Water	Department Contact: W Quarles
Engineer: BRWA		Design Contract Amt: N/A	
Contractor: TBD		Construction Contract Amt: TBD	
Description: Replacement of existing galvanized waterlines as discussed during system transfer.			
Status: .Design being prepared by BRWA. Esmt #210007627 recorded 5/24/21. Esmt #210008066 recorded 6/1/21. Await two more easements. Requested AJ Conner to provide construction cost proposal. Cost proposal received for directional drilling 3-inch main along Hales Ford Road and is being reviewed for approval. VDOT Land Use Permit #21-28841 rec'd 11/10/21. Notice to Proceed issued to AJ Conner for construction to begin as soon as 12/6/2021.			
Job #: 2019113	Job Type: Water	Service Area: Lakes (Bridgewater Bayt)	Last Updated: 2/3/2022
Job Name: Bridgewater Bay Water Pressure Issues		Funding/Budget: \$65,000.00	
		Funding Source: CIP	Department Contact: W Quarles
Engineer: Draper Aden		Design Contract Amt: \$5,500	
Contractor: BRWA		Construction Contract Amt: TBD	
Description: 11/18/19 - BRWA Engineering was made aware of ongoing high water pressure issues in Bridgewater Bay since about mid 2019 resulting in 13 +/- individual PRV failures.			
Status: Engineering contacted Mr. Harmon to gather as much background info as possible. WO's were issued to Preventive Maintenance (PM) 11/20/19 to set up pressure recorders to collect pressure data. First round of pressure recorder data rec'd from PM 12/5/19. Pressure results communicated to Bridgewater Bay. Money has been requested in FY - 2020-2021 budget to install main line PRV. 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. Mainline PRV included in FY21-22 CIP request. NTP issued to DAA for design and easement. Survey for design began on 7/29. 90% Plan and Calc 01 Review Submittal Rec'd 8/31/21. VDOT Land Use Permit #216-28803 approved 10/8/21. Received quotes for materials from vendor. One outstanding easement. ESMT #210016204 11/15/21. Materials have been ordered and installation will begin once materials are received. Shop Dwg rec'd 1/19/22. Shop Dwg 02 rec'd 2/3/22. Shop Drawings approved 2/3/22.			
Job #: 2020043.2	Job Type: Sewer	Service Area: Forest	Last Updated: 2/3/2022
Job Name: Ivy Creek Divisions 5 & 6 Interceptors - Funding		Funding/Budget:	
		Funding Source: CIP	Department Contact: R English
Engineer: Wiley Wilson (app. only)		Design Contract Amt: \$5160	
Contractor: N/A		Construction Contract Amt: N/A	
Description: Funding to complete the Ivy Creek sewer line to take the Lake Vista Pump Station offline.			
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 EA exemption for 460 pump station submitted 2/12/21, approval rec'd 3/31/21. AIS exemption approved for 460 PS in May '21. EA process for Ivy Creek required to be complete prior to loan closing. Archaeological survey completed. Final EA draft submitted to DEQ on 12/3/21 for review, Scheduling public hearing for EA review.			
Job #: 2020043.3	Job Type: Sewer	Service Area: Forest	Last Updated: 2/3/2022
Job Name: Ivy Creek Divisions 5 & 6 Interceptors		Funding/Budget:	
		Funding Source: DEQ - VCWRLF	Department Contact: R English
Engineer: CHA / E.C. Pace		Design Contract Amt: \$1,277,900	
Contractor: E.C. Pace		Construction Contract Amt: TBD	
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.			
Status: Meeting held 1/11/21 at LVPS to review station for temporary capacity measures needed. Survey complete and permitting efforts underway for sewer line. SRP application submitted in May for 6/15/21 Planning Commission meeting. 30% drawings expected mid-May for sewer line. DB Team working on plans for temporary capacity increase at LVPS. Comments returned on 30% drawings on 5/24 and reviewed with DB on 5/27. Reviewing temporary LVPS solutions with DB on 8/11/21. Esmts #210012980 & 210012981 recorded 9/8/21. 10/5: Pipe materials difficult to find, significant cost increase. 60% drawings anticipated in mid-October. Esmts #210015229, #210015230, #210015231 & #210015232 recorded 10/26/21. 60% drawings rec'd 11/4/21 - Review completed by SWF 11/16/21, with final review by RBE and comments returned on 12/2/21. Esmt #210016351 recorded 11/17/21. Esmt #210016549, #210016550 & 210016569 recorded 11/22/21. Esmt #210018045 recorded 12/22/21. Public hearing to be scheduled to review Environmental Assessment per DEQ. #220000674 & 220000675 recorded 1/14/22. #220000834 & 220000835 recorded 1/20/22. Working with Lynchburg on special requirements needed for easements providing benefit to Lynchburg; Lynchburg requiring deed with title search and plats. Continuing discussions with 2 property owners for sewer line easements. VMRC permit advertised.			

Job #: 2020043.4	Job Type: Water	Service Area: Bedford Central	Last Updated: 12/9/2021
Job Name: Route 460 Water Pump Station		Funding/Budget: \$2,300,000.00	
		Funding Source: CIP	Department Contact: R English \ S Dade
Engineer: CHA / E.C. Pace		Design Contract Amt: \$89,000	
Contractor: E.C. Pace		Construction Contract Amt: \$2,123,813	
Description: Value engineering design and construction of booster station at the end of East Crest Drive.			
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. In 2/2021, Bedford Electric indicated 9 month delay to obtain 3-phase transformer for site; updated delivery expected 6/1/21. Electric agreement executed 5/27. DB removed trees for electric service. VE plans rec'd and submitted to VDH on 8/2; met with DB on 8/11/21 to review. VDH verbally approved 10/5. Contract amendment #1 for construction approved at October Board meeting, along with increased budget from \$2M to \$2.3M. Contract amendment executed 10/25/21. Contractor mobilized to site 12/6/21.			
Job #: 2021064	Job Type: Water	Service Area: Lakes	Last Updated: 1/13/2022
Job Name: Moneta Park Waterline Extension		Funding/Budget:	
		Funding Source: County	Department Contact: W Quarles; Jared Dean
Engineer: Hurt & Proffitt		Design Contract Amt: \$39,800	
Contractor: TBD		Construction Contract Amt: TBD	
Description: Proposed waterline extension down Rucker Road to Moneta Park.			
Status: Requested design proposal from H&P on 6/28/2021 and received 6/30/21 under review. Requested modeling from WR&A for 6-inch vs 8-inch. NTP issued to H&P for design of 8-inch watermain on 7/29. Preliminary alignment of waterline approved on 9/7/2021. SRP approved on 10/19/2021. Water Calculations 01 rec'd 10/28/21. Dsgn 01 rec'd 11/8/21. Dsgn 02 & Water Calculations rec'd 1/6/22. Design 02 Reviewed - approvable and no further comments (1/13/22); Minor comments for Calculations 02 issued 1/13/22.			
Job #: 2021069	Job Type: Water	Service Area: Bedford Central	Last Updated: 1/10/2022
Job Name: Windsor Drive Waterline Replacement (Phase II)		Funding/Budget:	
		Funding Source: Setasides - Water	Department Contact: C Ward
Engineer: BRWA		Design Contract Amt: N/A	
Contractor: BRWA		Construction Contract Amt: TBD	
Description: To replace and upgrade the existing 1" waterline along Windsor Drive with a 4" and 3" waterline Which will connect into (Phase I)			
Status: Locate and Survey Completed 6/11/2020. Research and Design completed for review 7/30/2020. Comments rec'd 7/30/2020. Investigation for realignment underway 8/3/2020. Plans approved and ready for construction. Construction began 11/16/21. Construction completed 12/16/21. Water testing completed 12/17/21. Outstanding puchlist items to be addressed.			
Job #: 2021070	Job Type: Water	Service Area: Bedford Central	Last Updated: 2/4/2022
Job Name: Laurel Street Waterline Replacement (Phase III)		Funding/Budget:	
		Funding Source: Setasides - Water	Department Contact: C Ward
Engineer: BRWA		Design Contract Amt: N/A	
Contractor: BRWA		Construction Contract Amt: TBD	
Description: To replace and upgrade the existing 2" and 1" waterlines to a 6" waterline along Laurel Street which will connect into Phase I			
Status: Locate and Survey Completed 6/11/2020. Research and design underway 8/5/2020 Construction Notification Letters mailed to Residents 12/8/21. Construction started 1/10/22. Completed first pressure test on 2/4/22.			
Job #: 2021093	Job Type: Sewer	Service Area: Forest Central	Last Updated: 2/7/2022
Job Name: Lake Vista Sewer Line Rehabilitation Study		Funding/Budget:	
		Funding Source: Operating	Department Contact: P Alexander
Engineer: BRWA Preventive Maintenance		Design Contract Amt:	
Contractor:		Construction Contract Amt:	
Description: Analysis of 24" and 18" sewer line flowing into LVPS to identify any large sources of I&I and plan for rehabilitation as appropriate to limit peak flows into LVPS.			
Status: PM Crew to perform condition assessment, CCTV survey, and easement clearing. All manholes and cleanouts have been located. Working on clearing the easements.			

Job #: 2021097	Job Type: Feasibility Study	Service Area: Bedford Central	Last Updated: 12/17/2021
Job Name: Reservoir Drain Valve Analysis & Contingency Plan		Funding/Budget: \$15,000.00	
		Funding Source: CIP	Department Contact: R English
Engineer: Wiley Wilson		Design Contract Amt: \$14,000-\$16,000	
Contractor: N/A		Construction Contract Amt: N/A	
Description: DCR recommended contincy plan from a consultant prior to operating the drain valve at the reservoir, which should be operated annually.			
Status: Proposal received from W W including diver inspection and valve operation by Brander Smith. Contingency plan received and submitted to VDSIS 11/22/21. Diver inspection performed 12/9/21. Video received 12/16/21 of drain conduit. One significant leak found in older section of drain conduit wall. Of 3 gate valves and 2 sluice gates, the highest drain valve was operated, which is normally open. Other gate valves were not operable. Sluice gates not operable, likely due to stems and stem guides. Sediment around tower covering ~6" up inlet elbot of 2nd highest intake. Upstream sluice gate buried in sediment.			
Job #: 2021098	Job Type: Feasibility Study	Service Area: Stewartsville	Last Updated: 2/3/2022
Job Name: Stewartsville GAC & Rechlorination PER		Funding/Budget: \$30,000.00	
		Funding Source: CIP	Department Contact: R English
Engineer: Draper Aden		Design Contract Amt: \$29,150	
Contractor: N/A		Construction Contract Amt: N/A	
Description: Review feasibility of repurposing GAC units from High Point to remove disinfection byproducts, and to boost chlorination for adequate system residuals.			
Status: Proposal has been requested of Draper Aden to perform this study. Scoping meeting with DAA held 11/4/21 to finalize scope of study. Draft proposal received, reviewed, and updated; final proposal executed on 12/17/21. Project kickoff meeting held 1/6/2022. Study will be limited to strategic flushing and chlorine residual management since WVWA's acceptance of Vinton water system in 7/2022 will impact future water source and quality. Requested information submitted to DAA and update meeting held 1/27/22.			
Job #: 2021103	Job Type:	Service Area:	Last Updated: 10/29/2021
Job Name: Central Sewer Pump Station Rehabs (4, 7, & 8)		Funding/Budget:	
		Funding Source:	Department Contact: W Blakenship
Engineer: Blue Ridge Engineering & Construction Services		Design Contract Amt: \$5,000	
Contractor:		Construction Contract Amt:	
Description:			
Status: PS #7 to be rehabbed in FY22. PS #4 I&I Evaluation and PS #8 Rehab slated for FY23. PS #4 Rehab slated for FY24.			
Job #: 2021105	Job Type: Other	Service Area: Bedford Central	Last Updated: 2/4/2022
Job Name: Stoney Creek Reservoir Telemetry		Funding/Budget: \$10,000.00	
		Funding Source: CIP	Department Contact: N Carroll
Engineer:		Design Contract Amt:	
Contractor: Fairwinds Automation		Construction Contract Amt: \$2,500	
Description: Initial telemetry installation at Stoney Creek Reservoir			
Status: Equipment installation is nearly complete. InfoSys is working to obtain Internet access from BRISNET. InfoSys has established Internet access. Land-side wifi bridge installation is tentatively scheduled for the week of 2/08/2022. Water-side equipment installation and startup will follow as the weather conditions allow.			
Job #: 2021111	Job Type: Water	Service Area: Bedford Central	Last Updated: 2/3/2022
Job Name: Helm Street Tank Replacement		Funding/Budget: \$2,000,000.00	
		Funding Source: ARPA-Town	Department Contact: R English
Engineer: Whitman, Requardt & Associates (WRA)		Design Contract Amt:	
Contractor:		Construction Contract Amt:	
Description: Replacement of existing deteriorated round tank at Helm Street with a new tank to serve the system.			
Status: Scoping meeting held with WRA and BRWA on 11/9 to review design options prior to design proposal. On-site meeting held 12/9 with WRA to review field conditions prior to preparing proposal. Proposal received 12/20 and under review to reduce scope where feasible. Scope revisions requested to reduce level of analysis; awaiting revised proposal.			

Job #: 2021138	Job Type: Internal	Service Area:	Last Updated:
Job Name: Dogwood Hills Drive Culvert Replacement		Funding/Budget:	
		Funding Source:	Department Contact:
Engineer:		Design Contract Amt:	W Quarles
Contractor:		Construction Contract Amt:	
Description: Culvert replacement affecting 12" waterline.			
Status:			

Job #: 2022018	Job Type: Internal	Service Area: Countywide	Last Updated:
Job Name: Lead Compliance Planning & Implementation		Funding/Budget:	2/4/2022
		Funding Source:	Department Contact:
Engineer:		Design Contract Amt:	R English
Contractor:		Construction Contract Amt:	
Description: Lead Compliance Regulations (LCR) requires Lead Service Line (LSL) inventory, replacement, and other details for a compliance plan.			
Status: Requesting information from consultants on scope of assistance they could provide along with anticipated budget.			

Current Engineering Projects

Bedford Regional Water Authority

Job #: 2012001	Job Type: Water & Sewer	Service Area: Central County/Bedford City	Last updated on:
Job Name: Harmony in Bedford Site 1			9/7/2021
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. Annual project close out requirements letter emailed 9/7/21.			
Job #: 2013086.2	Job Type: Other	Service Area: Central - Bedford	Last updated on:
Job Name: Route 43 - Stoney Creek Bridge VDOT Improvement			7/10/2020
Description: VDOT improvements to bridge over Stoney Creek. VDOT project 0043-009-738. VDOT Structure 1010. Near Pump Station 6 and Big Otter River Intake. Affects wells for Central system. See 2013086.1 for Big Otter crossing at Pump Station 6			Department Contact: S Dade
Status: Plans received 3/10/17. Relocation of sewer lines as part of the project. Easement documents executed and returned 7/31/17. Plan revision 2 returned for comments on 8/29/17. Final Easement drawing rec'd 10/2/17. Final plans received for review 1/3/18. Executed Agmts mailed to VDOT 2/26/18. Project advertised Spring 2018. Sewer line relocation began 10/18/2018. Construction halted due to stream crossing permit requirements (fish study results). Construction planned to resume June 2019. Construction and testing complete. Working to gather close-out documents			
Job #: 2018055	Job Type: Preliminary Plan	Service Area: Forest	Last updated on:
Job Name: Cambridge Manor Estates - Preliminary Plan			4/12/2021
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. Preliminary Plan 06 rec'd 3/16/21. Prelim Plan approvable to BRWA - comments issued to Planning 4/12/21.			
Job #: 2018125	Job Type: Sewer	Service Area: Forest	Last updated on:
Job Name: Forest Middle School Improvements - Site/Design			8/9/2021
Description: Proposed expansion and upgrades to the existing Forest Middle School. Project will include relocating portion of existing public sewer and addressing unmetered fire line.			Department Contact: S Dade
Status: TRC 12/13/18. Concept plan 01 rec'd 12/13/18. Site/Design Plan 01 rec'd 02/01/19 & waiting on \$400 Base Review Fee. Met w/ Engineer, BCPS, Planning & VDOT 2/8/19. Per the meeting, BRWA is deferring review & comment until 2nd submittal - posted comment to that effect for 1st submittal. Base Review Fee rec'd 3/8/19. Fire Flow Test Fee rec'd 4/12/19. Site Plan 02 rec'd 4/23/19. Meeting held 5/16/19. Several revised conceptual SS alignments sent via e-mail. Dsgn 02 comments issued 5/20/19. Dsgn 03 rec'd 5/24/19. Comments posted 5/29/19. Dev Agmt - Signed- rec'd 5/30/19. Dsgn 04 rec'd 6/10/19 - comments issued 6/18/19; Rev & Insp Fee reqmts issued 6/18/19; Esmt Exhibit 01 review comments issued 6/18/19. Dsgn 05 (Slip Sheets) rec'd 6/25/19. Site Plan appv'd by BRWA 6/26/19. Requested 4 copies for C2C purposes & e-mailed BCPS status update of outstanding items needed for C2C on 6/26/19. Shop Dwgs 01 rec'd 7/10/19. Review Fees, Inspection Fees & Re-Review Fees Rec'd 7/15/19. Construction Cost Estimate of \$197,500 rec'd/agreed upon 7/16/19. Shop Dwgs 02 rec'd 7/16/19; Shop Dwgs & Plans appv'd 7/19/19; C2C prepared for Pre-Con on 7/22/19; Easement Agmnts prepared to execute. Pre-Con meeting & C2C issued 7/22/19. Private waterlines have been disconnected from the public main and rerouted behind the existing vault. The sanitary sewerline has been constructed and tested. Punchlist mailed to BCPS and Contractor 5/20/2020. Need to confirm punchlist status. Will be using BRWA Inspector mark-ups for As-Builts and proceed toward closeout. Construction Supervisor working on obtaining outstanding as-built.			

Job #: 2019085	Job Type: Sewer	Service Area: Smith Mountain Lake	Last updated on: 2/7/2022
Job Name: Moneta Storage Units Lot 6 - Site Plan			Department Contact: S Dade
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 signup fees until C2C is issued (have not rec'd signed Dev Agmt or Fees). Site no longer requesting w/s connection. Notified Engineer & Owner of outstanding Dev Agmt for requisite FM relocation. Signed Developer Agmt, Insepection & Review fees rec'd 3/24/21. Site now desires public water & sewer (4/1/21). SWF has discussed project w/ Owner, Engineer, BRWA Maint Mgr and GC. Developer proposes to use Jeff Crawford. Rec'd Cost Est and issued req'd Surety Amt 5/3/21. Waiting on Shop Dwgs & Surety, Surety (Cashiers Check) #10175219 rec'd 5/6/21. Shop Dwgs approved 5/28/21. C2C issued 6/2/21. An unauthorized retaining wall has been built in PUE conflicting with BRWA FM. Planning has been notified & Planning notified Owner. Proposed solution rec'd from Engineer via e-mail and is being handled as a field change waiver request. Gathering close out documents.			
Job #: 2019117	Job Type: Water & Sewer	Service Area: Forest	Last updated on: 12/16/2021
Job Name: Westyn Village Condotels - Site/Design			Department Contact: S Dade
Description: Proposed 24 Condotel & 6 36 unit Condotel with a clubhouse. (Plan Name Changed to Westyn Village Ph II). - Changed to Apartments following successful re-zoning. One property - Public Waterline Extension and FFMV.			
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, Esmnt 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. Signed Developer Agreement, Review & Inspection Fees rec'd 5/20/21. Site/Design 03 rec'd 6/2/21. Original Site/Dsgn 03 replaced with new revised submittal from planning. Site/Dsgn 03 rec'd 6/8/21. Appv'd by BRWA 6/11/21 for SITE PLAN purposes only & comments issued thru Planning. Still working through outstandign items needed to reach C2C status. 6/14/21 - Completed review of Esmnt Exhibits & E-Mailed Esmnt Agmnts to Developer for signature and return. Water & Sewer Calcs 01 Review comments issued 6/15/21. Esmt #210009164 & 210009165 recorded 6/22/21. Per 7/1/21 E-Mail from Planning - Planning has not yet issued Site Plan approval, Natural Resouces has recinded approval due to E&SC changes. Site/Dsgn 04 rec'd 7/7/21 (need re-review fee 7/7/21). Review completed 7/13/21. Plan is approvable by BRWA for Site Plan purposes only. Awaiting rec'pt of re-review fees before releasing comments. Re-review fees rec'd & Comments released 7/19/21. LOC# 5018577548 rec'd 7/22/21. Shop Drawings 01 rec'd 7/26/21 & approved. Water & Sewer Calcs 02 rec'd 8/4/21 - "No futher comments" issued 8/11/21. A re-zoning application has been submitted to the County proposing re-zoning the property from PCD to R-4. Site/Dsgn 05 rec'd 10/29/21 Re-review fee rec'd 11/4/21. Site/Dsgn 05 comments issued to Planning 11/4/21 - comments can be addressed at pre-con and/or As-Built. Need 3 full size hard copies upon Planning approval. Planning appv'd Site Plan & requisite hard copies rec'd 12/10/21. C2C Issued 12/16/21.			
Job #: 2020020	Job Type: Water	Service Area: Forest	Last updated on: 5/17/2021
Job Name: Cambridge Manor Phase 1 - Design			Department Contact: S Foster
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".			
Status: Dsgn 01 rec'd 2/03/20. (Need \$400.00 base review fee). Dsgn 01 Comments & Dev Pkg issued 2/28/20. Dsgn 02 rec'd 6/30/20. Fees & Agment have not yet been rec'd. 2nd Review Comments issued and due to Project name change & design changes a revised Dev Pkg was issued 7/31/20. Please do not accept 3rd submittal w/o Agmnt, Base Fee, Review Fees & Re-Review Fee. Dsgn 03 rec'd 11/30/20 (need Signed Agmnt, 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; Agmnt rec'd via e-mail 2/17/21 & Review 03 comments issued 2/19/21. Dsgn 04 rec'd 3/16/21 (need Re-review fee) 3/16/21. Dsgn 04 review complete (4/19) and notified Developer need Orignal signed Agmnt & re-review fees prior to release of comments. Water Calcs 01 comments issued 4/28/21. Re-review fee rec'd 5/4/21. Signed Dev Agmt rec'd 5/6/21, DSGN 04 Comments released 5/17/21.			
Job #: 2020023	Job Type: Sewer	Service Area: Lakes	Last updated on: 2/3/2022
Job Name: Bridgewater Bay Sewer Inquiry			Department Contact: R English
Description: Bridgewater Bay HOA inquiring for BRWA to accept sewer system, and as to BRWA's responsibility for upgrades necessary to meet BRWA standards.			
Status: Responsibility inquiry passed to Sam Vance for legal opinion on 11/25/19; response rec'd 12/13/19 that firm was in conflict. Sent information to GFDG on 2/6/20; gathering additional info requested for legal opinion to be made. Dan Early submitted courtesy plans 12/22/20 for upgrading pump station to solids handling, stating HOA has no intent to make station public; BRWA requested project be brought to BRWA standard considering ongoing request for public acceptance. Comments were issued to D Early and Cass Tucker (HOA) on 1/21/21. No responses rec'd.D Early contacted BRWA on 1/20/22 to discuss transfer of private system to public; direction was given to verify that review comments of 1/2021 were addressed in PS upgrades to meet current standards.			

Job #: 2020066.2	Job Type: Sewer	Service Area: Forest	Last updated on: 1/7/2022
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. Surety received; awaiting final contractor and cost information for Prepayment Agreement. Requested schedule update and information from Developer on 9/2/21 to finalize prepayment agreement; prepayment approval expires 10/20/2021. Developer rec'd zoning approvals for Westyn Ph 2 & 3 approvals; prepayment for pump station upgrades re-approved at 11/2021 Board meeting. Awaiting developer to enter construction contract prior to completion of Prepayment Agreement.			
Job #: 2020066.3	Job Type: Sewer	Service Area: Forest	Last updated on: 1/7/2022
Job Name: Westyn Village Forest Middle School Pump Station Upgrades - Design			Department Contact: R English \ S Foster
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. Revised basis of design report given to P&O on 3/1/21 based on increase in proposed development. Design 01 rec'd 3/5/21, comments ret'd 3/29. Surety #5018510461 rec'd 5/17/21. Site/Dsgn 02 rec'd 5/17/21. Deve Agmnt Rec'd 5/20/21; Site/Dsgn 02 Comments issued 5/24/21. CTC application for DEQ received 6/4/21 and submitted to DEQ. Site/Dsgn 03 rec'd 6/8/21. Site/Dsgn 03 comments issued to Planning 6/23/21. Working with BCPS on Easement Agreement. Site plan approved by planning 7/29/21. Hard copies of approved plans rec'd 8/3/21. ESMT #210012251 & Deed of Release #210012252 recorded 8/24/21. BRES working with Falwell and suppliers for equipment quotes; BRES assisting Developer with submittal review.			
Job #: 2020073	Job Type: Water	Service Area: Forest	Last updated on: 1/11/2022
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. Dsgn 03 rec'd 6/23/21. "DRAFT" comments e-mailed to Engineer 7/2/21 with option to address as slip sheets to current submittal. Water Calcs 01 comments issued 7/19/21. Water Calcs 02 Rec'd 9/25/21 & comments issued 10/5/21. Calc 03 Rec'd 10/10/21. Calc 03 Comments issued 10/18/21. Calc 04 comments issued 10/25/21 - approvable pending matching final Dsgn Plans and Plat. Water model cert rec'd from from Engineer 11/14/21. Plat was appv'd by BRWA 7/22/21; Cost Est rec'd 11/15/21 & hard copy Surety forthcoming. Bond #107540706 rec'd 12/6/21. 12/20/21 - Rec'd E-mail from Engineer w/ full set of revised Plans w/ 3 subsequent Rev dates. E-mailed Engineer to officially submit thru Planning (Dsgn Submittal 04) and BRWA Re-Review Fee rq'd. Dsgn 04 rec'd 12/18/21. Review completed 1/11/22 - holding comments until receipt of re-review fees.			
Job #: 2020095	Job Type: Water & Sewer	Service Area: Forest	Last updated on: 11/12/2021
Job Name: Boonsboro Meadows Sections 3 & 4 - Design			Department Contact: S Dade
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. Surety #2021-005 rec'd 2/8/21. Water Calcs 04 Rec'd 2/16/21. FM Calc 01 review completed and comments issued 2/17/21. Inspection Fees rec'd 3/8/21. Re-review fee rec'd 3/16/21. Dsgn 03 rec'd 3/16/21. Design 03 comments issued 3/31/21 - Approval pending (see review comments). Revised FM Calcs in review. Sewer FM Calcs 02 approved and comments issued 4/2/21. Hard copies of approved shope drawings rec'd 4/5/21. VDOT Desgin Plan review comments rec'd 4/9/21 and as a result, revised Design Plan Submittal (4th) is anticipated. Dsgn 04 rec'd 4/16/21 (awaiting re-review fee). Dsgn 04 conditionally Appv'd by VDOT & Appv'd by BRWA. NEED - \$200 rereview fee, 4 hard copies of plans and signature plats. Re-review fee rec'd 4/26/21. Contacted H&P about water calc issues discovered when attempting to complete water cert 4/28/21. Upon recpt of 4 final hard copies of plans noticed minor revision on 1st two sheets proceeded with full review (4/29/21). DSGN 05 appv'd 4/30/21. C2C issued 5/6/21. Revised Waterline Calcs 05 rec'd 6/24/21 & comments issued 6/28/21. Final Revised Water Calcs 07 appv'd and VDH Water Cert completed 7/6/21. Warranty Letter rec'd 11/12/21.			
Job #: 2020107	Job Type: Water & Sewer	Service Area: Forest	Last updated on: 1/6/2022
Job Name: Boonsboro Meadows 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: Design 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. Design 02 rec'd 10/6/21. Review fee & Signed Developer Agmt rec'd 10/7/21. Dsgn 02 and Water Calcs 02 Review Comments issued 10/15/21. Sewer FM Calcs 01 Comments issued 10/20/21. Re-review fee rec'd 11/22/21 (forthcoming 3rd submittal). Dsgn 03 rec'd 12/15/21. Plan review comments issued to Planning and Engineer notified 12/30/21. Water Calcs Submittal 03 Reviewed and comments issued 1/3/22. Sewer FM Calcs Submittal 02 review complete & comments issued.			

Job #: 2021009	Job Type: Site Plan w/Proposed Utilities	Service Area: Forest	Last updated on: 5/13/2021
Job Name: Goodwill Retail Store - Site Plan			Department Contact: C Slusser
Description: Proposed 11,999 SF Goodwill building.			
Status: TRC 1/26/21. Concept 01 rec'd 1/20/21. Comments 01 emailed to Planning & Engineer 1/21/21. Site Plan 01 rec'd 5/6/21. Comments 01 emailed to Planning 5/13/21.			
Job #: 2021018	Job Type: Site Plan w/ Existing Utilities	Service Area: Smith Mountain Lake	Last updated on: 9/21/2021
Job Name: Eastlake Community Church Sport - Site Plan			Department Contact: C Slusser
Description: Proposed construction of 2 baseball fields and one track and field with associated grading, utilities, landscaping & stormwater management.			
Status: TRC 2/23/21. Concept 01 rec'd 2/17/21. Comments 01 emailed to Planning & Surveyor 2/22/21. Site Plan 01 rec'd 6/21/21. Comments 01 emailed to Planning 6/25/21. Site Plan 02 rec'd 9/14/21. Comments 02 emailed to Planning 9/21/21.			
Job #: 2021022	Job Type: Site Plan w/Proposed Utilities	Service Area: Smith Mountain Lake	Last updated on: 12/14/2021
Job Name: Lot 4 Moneta Business Center Hardee's - Site Plan			Department Contact: C Slusser
Description: Proposed Hardee's restaurant.			
Status: TRC 3/9/21. Concept 01 rec'd 3/4/21. Comments 01 emailed to Planning & Surveyor 3/8/21. Site Plan 01 rec'd 4/14/21. Comments 01 emailed to Planning 4/22/21. Site Plan 02 rec'd 7/14/21. Comments 02 emailed to Planning & Dev Pkg emailed to Engineer 8/2/21. Revised Dev Agmt emailed to Engineer 8/12/21. Site Plan 03 forthcoming as of 11/3/21. Site Plan 03 rec'd 11/18/21. Site Plan approvable as of 11/30/21; awaiting Executed Developer Agreement & Review Fees before emailing approval to Planning; additional Developer documents will be needed prior to issuing C2C. Per Engineer on 12/14/21, Developer will bid out again & select Contractor in mid to late January.			
Job #: 2021024	Job Type: Internal	Service Area: Central	Last updated on: 3/11/2021
Job Name: Big Otter Well Abandonments			Department Contact:
Description: Abandonment of wells formerly used as part of the Central water system, located behind sewer pump station 6 and within the property boundaries of 4920 Peaks Road.			
Status: Bob met with property owner of 4920 Peaks Rd, Rita Ragland, who requested consideration be made to abandon or maintain the well sites within her property. Information gathered on existing easements for the wells and raw waterlines.			
Job #: 2021028	Job Type: Site Plan w/Proposed Utilities	Service Area: Lynchburg	Last updated on: 2/1/2022
Job Name: Rock Pike Baptist Church Addition Phase 1 - Site/Design			Department Contact: J Dean
Description: Proposed land use for religious assembly and waterline extension.			
Status: Submitted after TRC, planning request review and written comments. Concept 01 rec'd 3/22/21. Site/dsgn rec'd 7/26/21. Need \$400.00 base review fee. Comments sent to Planning & Consultant was notified on 8/25/2021. Site/dsgn 02 rec'd 9/30/21. Signed developer agreement & partial review fees rec'd (\$600.00 remaining) 10/25/21. Outstanding Review fee of \$600.00 rec'd 11/3/21. Approval Comments sent to Planning & Consultant notified on 11/3/2021. Waiting on Developer items to issue C2C. Esmt #220001298 recorded 2/1/22.			
Job #: 2021035	Job Type: Water & Sewer	Service Area: Town	Last updated on: 2/1/2022
Job Name: 620 Railroad Ave Apartments - Site/Design			Department Contact: S Foster
Description: Proposed Multi Family (58 units) & Retail Space (2,929 SF). Water & Sewer Adjustments & FFMV.			
Status: FFT fee rec'd 2/17/21. FFT results emailed 3/4/21. TRC (town) 5/5/21. Concept 01 rec'd 4/30/21. Met w/ Town & Engineer 5/5/21. Issued WO for SS Assessment & Survey 5/7/21. Initial assessment & cleaning completed. CCTV, final assessment & survey forthcoming. Site Plan 01 rec'd 9/10/21. Site/Dsgn 01 Comments & Dev. Pkg. issued 9/28/21. Site/Dsgn 02 rec'd 12/8/21. Signed Dev Agmt, Review & Insepection fees rec'd 12/22/21. Site/Dsgn 02 Comments issued 12/22/21. Developer will need to submit a Qualification Statement for the listed Contractor for BRWA review or select a BRWA approved Contractor. Site/Dsgn 03 rec'd 1/12/22 & review completed 1/20/22 - re-review fee needed prior to releasing comments. Esmt Exhibits 02 appv'd; Esmt Agmnts prepared & sent to Owner for execution; Signed Esmt Agmnts rec'd 2/1/22. Plumbing and More with JB, LLC approved as Contractor for project. Requested Cost Est from Developer. Esmt's #220001300 & 2200001301 recorded 2/1/22.			
Job #: 2021041	Job Type: Site Plan w/Proposed Utilities	Service Area: Smith Mountain Lake	Last updated on: 1/10/2022
Job Name: Moneta Commons Lot 9 Retail Space - Site Plan			Department Contact: C Slusser
Description: Proposed 3,200 SF commercial building (office retail space / restaurant) & accompanying parking area.			
Status: TRC 4/27/21. Concept 01 rec'd 4/22/21. Comments 01 emailed to Planning & Surveyor 4/27/21. Site Plan 01 rec'd 5/11/21. Comments 01 emailed to Planning 5/17/21. Site Plan 02 rec'd 10/5/21. Comments 02 emailed to Planning 10/7/21. Site Plan 03 rec'd 12/29/21. Comments 03 emailed to Planning 1/10/22.			

Job #: 2021042	Job Type: Fire Flow Meter	Service Area: Forest	Last updated on: 8/30/2021
Job Name: Vista Drive Warehouse Addition - Site Plan			Department Contact: J Dean
Description: Proposed 43,390 Square Foot Warehouse Addition.			
Status: TRC 4/27/21. Concept 01 rec'd 4/22/21. Site Plan 01 rec'd 6/3/21. Comments sent to Planning on 6/11/2021. Dev Agmt mailed 6/14/2021. FFT fee rec'd 6/22/21. Site Plan 02 rec'd 7/8/21. Review & Inspection fees rec'd 7/12/21. signed developer agreement & easement agreement 7/20/21. 2nd Submittal Comments sent to Planning on 7/20/2021. Surety - #B3267365 rec'd 7/26/21. Esmt #210011227 recorded 8/2/21. Site Plan 03 rec'd 8/6/21. Site Plan Approved 8/13/2021. Waiting on Approved Shop Drawings to issue C2C. Hard copies of site plan rec'd 8/16/21. Shop Drawings 01 rec'd 8/19/21. Shop Drawings approved 8/23/21. C2C issued 8/27/21.			
Job #: 2021043	Job Type: Water & Sewer	Service Area: Forest	Last updated on: 12/22/2021
Job Name: Jefferson Village Drive Townhomes - Site/Design			Department Contact: J Dean
Description: Proposed 9 townhouse buildings creating 56 lots.			
Status: TRC 4/27/21. Concept 01 rec'd 4/22/21. Site/Dsgn rec'd 11/22/21. Comments sent to planning 12/22/21.			
Job #: 2021045	Job Type: Water	Service Area: Forest	Last updated on: 9/20/2021
Job Name: Greak Oaks Subdivision Section 5 - Design			Department Contact: J Dean
Description: Proposed 14 lots and 2 common areas.			
Status: Dsgn 01 rec'd 4/26/21. Comments sent to Planning & Consultant notified on 5/7/2021. Dev Agmt, Base, Review & Inspection Fees rec'd 8/30/21. Design 02 rec'd 9/9/21. Comments sent to Planning & Consultant notified 9/20/2021.			
Job #: 2021058	Job Type: Site Plan w/ Existing Utilities	Service Area: Forest	Last updated on: 11/17/2021
Job Name: Westyn Village Phase 3 - Site Plan			Department Contact: S Foster
Description: Proposed (5) 36 unit extended stay hotels.			
Status: Site Plan 01 rec'd 6/7/21. Comments issued to Planning & Engineer/Developer notified 6/17/21. A re-zoning application has been submitted to the County proposing re-zoning the property from PCD to R-4. Site Plan 02 rec'd 11/10/21. Comments issued to Planning & Engineer/Developer notified 11/17/21.			
Job #: 2021065	Job Type: Sewer	Service Area: Bedford Central	Last updated on: 10/13/2021
Job Name: Central Sewer Modeling			Department Contact: W Quarles
Description: Development of sewer model for Central sewer service area, with focus on drainage area for Pump Station 1. (Associated with JN 2021049 Governors Hill)			
Status: Met with WRA 6/30/21 to review needs for model; gathering information requested. BRWA files provided to WRA on 8/3. PS #1 Summary received on 10/13/2021. Field survey needed to run sewer model.			
Job #: 2021083	Job Type: Site Plan w/ Existing Utilities	Service Area: Forest	Last updated on: 1/25/2022
Job Name: World Help Building Addition - Site Plan			Department Contact: C Slusser
Description: Proposed warehouse addition.			
Status: TRC 8/10/21. Concept 01 rec'd 8/5/21. Comments 01 emailed to Planning & Engineer 8/9/21. Site Plan 01 rec'd 9/15/21. Comments 01 emailed to Planning 9/28/21. Site Plan 02 rec'd 1/5/21. Comments 02 emailed to Planning 1/25/22; Developer Package issued 1/25/22.			
Job #: 2021089	Job Type: Sewer	Service Area: Forest	Last updated on: 2/1/2022
Job Name: Grandview Force Main 5 Relocation - Design			Department Contact: S Dade
Description: Proposed relocation of existing force main.			
Status: Meeting with engineer & developer 8/18/21. Design 01 rec'd 10/20/21. Review 01 Comments & Dev Pkg issued 10/26/21. Design 02 rec'd 10/27/21. Review, Inspection & Base Review fees rec'd 11/10/21. Digital Agmnt rec'd 11/17/21 - awaiting original hard copy; Design 02 comments issued 11/18/21. 12/8/21 - Hard copy plans rec'd, Cost Est rec'd and Surety Rqmnt issued. Bond #1255408 rec'd 1/6/22. PUE recorded 1/27/22; Plans 'approved for construction'. C2C issued and sent for GIS posting 2/1/22			
Job #: 2021099	Job Type: Fire Flow Meter	Service Area: Central	Last updated on: 2/4/2022
Job Name: Bedford Readiness Center - FFMV			Department Contact: S Foster
Description: Bedford Readiness Center fire service improvements.			
Status: Corresponding and working with the Timmons Group on FFMV requirements to meter a currently unmetered fire line. 2/4/22 - received e-mail from Timmons stating Plan was out for bids and a contractor had an RFI regarding the FFMV; Responded to Timmons with answer & reminder of outstanding items including a Site Plan for review/approval, Developer Agmnt, Esmnt, etc.. Site/Dsgn 01 rec'd 2/4/22			

Job #: 2021102	Job Type: Sewer	Service Area: Bedford Central	Last updated on: 10/6/2021
Job Name: Winoa Sewer System Transfer			Department Contact: R English
Description: Transfer of privately owned sewer lines and pump station serving former Winoa / Wheelabrator facilities and Bison Printing. (Also see 2021032 and 2015016)			
Status: Contract Operations agreement executed 9/14/21 to offer operational and maintenance assistance until transfer is completed.			
Job #: 2021114	Job Type: Internal	Service Area: Countywide	Last updated on:
Job Name: Program for Low Water Pressure Customers			Department Contact: R English
Description: Establishing program or policy for addressing customers with pressures at the water meter that are regularly or intermittently less than 20 psi.			
Status:			
Job #: 2021123	Job Type: Site Plan w/ Existing Utilities	Service Area: Forest	Last updated on: 2/2/2022
Job Name: Brook Park Place Office Building - Site Plan			Department Contact: C Slusser
Description: Construct a 1 story office building with basement, approx. 6,000 SF.			
Status: Site Plan 01 rec'd 11/10/21. Comments 01 emailed to Planning 11/18/21. Site Plan 02 rec'd 12/22/21. Comments 02 emailed to Planning 1/4/22. Site Plan 03 rec'd 2/2/22.			
Job #: 2021125	Job Type: Site Plan w/ Existing Utilities	Service Area: Forest	Last updated on: 2/4/2021
Job Name: Café Bakery Forest Road - Site Plan			Department Contact: J Dean
Description: Proposed change of use permit from retail store to family restaurant.			
Status: Site Plan 01 rec'd 11/18/21. Comments sent to Planning 11/24/2021. Waiting on comments to be addressed by applicant.			
Job #: 2021136	Job Type: Concept	Service Area: Smith Mountain Lake	Last updated on: 2/1/2022
Job Name: Eastlake Community Church Building Addition - Site Plan			Department Contact: C Slusser
Description: Proposed 75' x 100' Church addition.			
Status: TRC 12/21/21. Concept 01 rec'd 12/16/21. Comments 01 emailed to Planning & Surveyor 12/17/21. Site Plan 01 rec'd 2/01/22.			
Job #: 2022016	Job Type: Concept	Service Area: Hardy	Last updated on: 2/8/2022
Job Name: Hickory Cove Land Subdivision - Concept			Department Contact: S Foster
Description: Proposed 7 lot subdivision. (AKA Cornerstone Investments IRA, LLC and ECP, LLC)			
Status: TRC 2/8/22. Concept 01 rec'd 2/3/22. Comments issued 2/4/22 for 2/8/22 TRC.			
Job #: 2022017	Job Type: Concept	Service Area: Forest	Last updated on: 2/3/2022
Job Name: The Towns at New London - Concept			Department Contact: S Foster
Description: Proposed 217 townhome development.			
Status: TRC 2/22/22. Concept 01 rec'd 2/3/22.			

Developer Dedications Fiscal Year 2021-2022

Project	Project Type	Developer	Water		Sewer		Date Put Into Service
			Project Cost Ledger Acct 1500-1000	PipeLength	Project Cost Ledger Acct 1700-0016	Pipe Length	
2020028 Innerspec Building Addition - Site Plan	Fire Flow Meter	Developer: Innerspec 2940 Perrowville Rd Forest, VA 24551 Ph: 434-948-1301	\$49,789.00	0 lf	\$0.00	0 lf	2/2/2022
2020022 Berglund Toyota - Site/Design	Fire Flow Meter	Farrell Properties Forest LLC Attn: Michael Morris 2009 Williamson Rd, NE Roanoke, VA 24012	\$98,500.00	110 lf	\$0.00	0 lf	12/22/2021
2019088 The Stables On Coffee Subdivision - Design	Water	Austin P. Hull 8480 E Lynchburg Salem Tpke Goode, VA 24556	\$51,199.00	1024 lf	\$0.00	0 lf	12/17/2021
2019034 Westyn Village Townhomes 2019 - Site/Design	Water & Sewer	Owner: Jefferson Manor Investments LLC Developer: Thomas Builders of VA	\$330,756.00	1524 lf	\$426,321.60	3831 lf	12/17/2021
2018106.2 NLBTC Lot 7 Belvac Building - FFMV	Fire Flow Meter	Belvac Production Mechinery, Inc.	\$58,500.00	0 lf	\$0.00	0 lf	9/15/2021
2017060 Burnbridge Sewer Extension - Design	Sewer	Bedford County EDA, Tom Scott 1200 Forest Point Place Forest Virginia, 24551	\$0.00	0 lf	\$274,392.00	2054 lf	12/17/2021
2016062 Kitsonmont Subdivision - Design	Water	Kitsonmont, LLC Attn: Jeffery Graff 208 Tomahawk Industrial Park	\$222,460.00	4085 lf	\$0.00	0 lf	9/22/2021

Total Value Waterline Dedications:

\$811,204.00

Total Length Water Pipe:

6743 lf

Total ValueSewer Line Dedications:

\$700,713.60

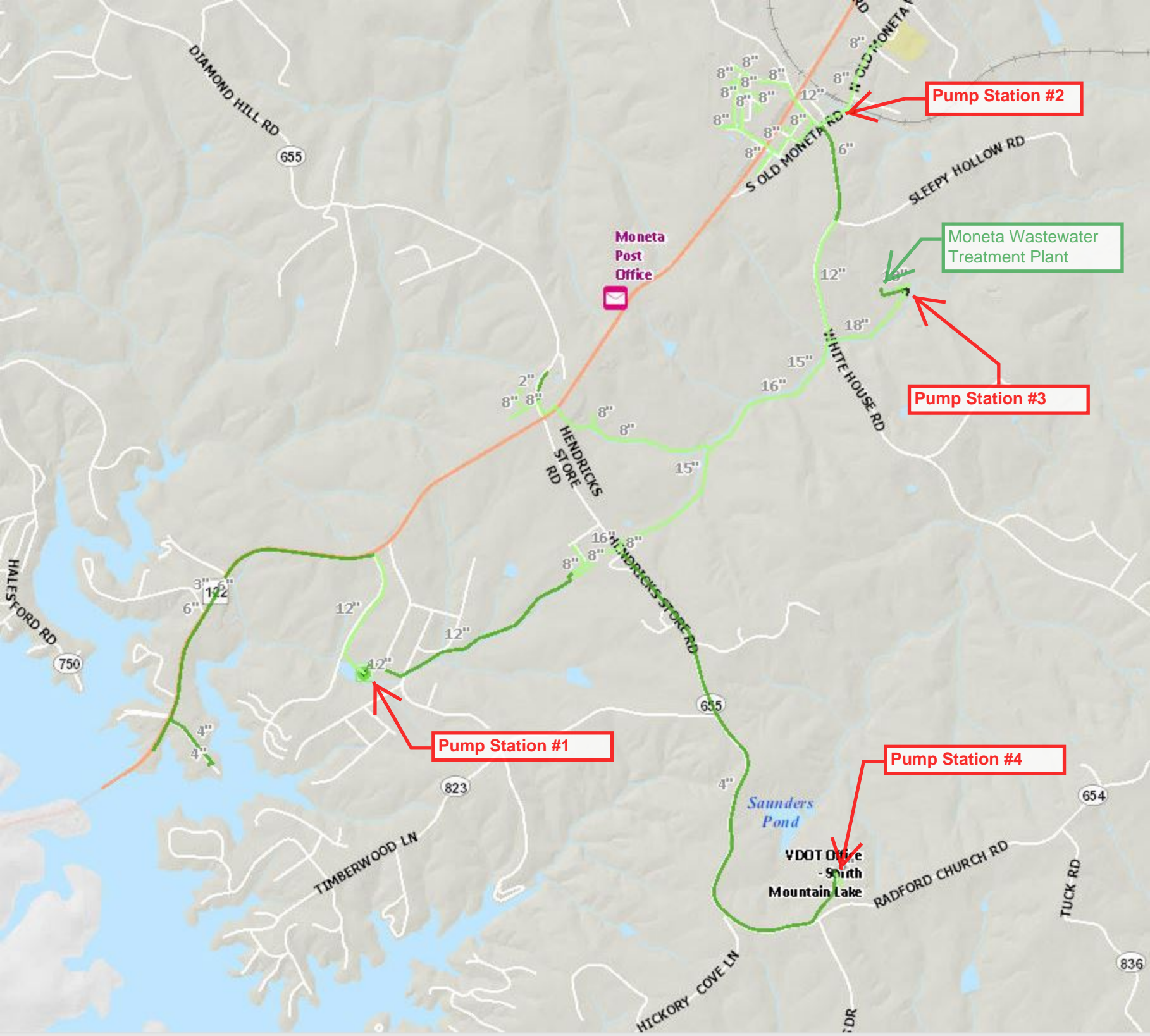
Total Length Sewer Pipe:

5885 lf

Total Value of Dedications:

\$1,511,917.60

EXECUTIVE DIRECTOR'S REPORT



BOARD OF DIRECTORS CLOSED SESSION MOTIONS

MOTIONS TO ENTER INTO CLOSED SESSION (made while in open meeting): ^{1.}

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

MOTION TO EXIT OUT OF CLOSED MEETING (made while in closed meeting) ^{1.}

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

MOTION ONCE OUT OF CLOSED MEETING (made while in open meeting) ^{1.}

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

Notes:

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