



# BOARD OF DIRECTORS

November 21<sup>st</sup>, 2023

**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](http://www.brwa.com)

# MEETING NOTES

**To:** BRWA Board of Directors  
**From:** Brian M. Key, PE; Executive Director  
**Date:** November 14, 2023  
**Re:** Notes for the November 21, 2023 Board of Directors Meeting

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We have a few important items to discuss this month; below are a few notes corresponding to the agenda numbers:

- 5.a. La'Shonna Ross will be joining us at this meeting for introductions; she joined the Authority in October as the new Finance Manager.
- 5.b. Brown Edwards has completed the Financial Audit for the Authority for FY 2022-2023; Travis Gilmer will be presenting the Annual Comprehensive Financial Report (ACFR) at this meeting. They were still finalizing the report when the board packets were being prepared, so the ACFR will be placed separately in Dropbox from the rest of the packet.
- 9.a. The County discussed the ARPA funding in a worksession on November 6; details of their discussions will be presented at this meeting, and there are no documents included in the board packet for this agenda item.
- 9.b. Attached are the revised Articles of Incorporation with the changes shown; the primary change is the elimination of the term limits.
- 9.c. The Strategic Planning efforts are going very well; enclosed is a summary of the status of the plan development.

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

# AGENDA

# NOTICE AND AGENDA

**To:** Board of Directors  
**From:** Brian Key – Executive Director  
**Date:** November 14, 2023  
**Re:** Notice of Board Meeting and Agenda

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A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Authority”) will be held on **Tuesday, November 21, 2023, at 7:00 p.m.** in the **Board Meeting Room** of the Authority located in the **Annex** building at **1723 Falling Creek Road in Bedford County**. The public can provide input and/or join the meeting in person or in the following ways:

- Join the Zoom meeting with **audio/video** by electronic device (computer, phone, tablet):  
<https://us02web.zoom.us/j/87312252561?pwd=eUhyMkthQkFESmdWRnViYW4vOVRyUT09>
  - Meeting ID: 873 1225 2561
  - Passcode: YKzbL6
- Join the Zoom meeting with **audio only** by phone:  
(470) 250 9358      (646) 518 9805      (786) 635 1003
  - Meeting ID: 873 1225 2561
  - Passcode: 482251
- Click on the link to the online meeting on our Facebook page or website
  - [www.brwa.com](http://www.brwa.com) (Navigate to “Get In Touch/Calendar” and find the date of the meeting)
  - <https://www.facebook.com/bedfordwater>

The following Agenda is proposed for discussion:

1. Call to Order
  - a. Pledge of Allegiance
  - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: October 17, 2023 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
  - a. Staff Introduction; LaShonna Ross, Finance Manager
  - b. FY 2022-2023 Audit Report, presented by Travis Gilmer with Brown Edwards
  - c. Financials for month ending October 31, 2023
6. Operations Report: Presented by Thomas Cherro
7. Administration Report: Presented by Megan Pittman
8. Projects Report: Presented by Rhonda English
9. Executive Report: Presented by Brian Key
  - a. ARPA funding
  - b. Articles of Incorporation Policy 1.20
  - c. Strategic Plan: 2024-2028
10. Other business not covered on the above agenda
11. Motion to Adjourn



## MINUTES

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## **Bedford Regional Water Authority – Board of Directors**

### **Regular Board Meeting – Minutes**

### **October 17, 2023**

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Bedford Water”) was held on Tuesday, October 17, 2023, 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  
Jay Gray, Vice Chair  
Michael Moldenhauer  
Donald Barger, Jr.  
Rusty Mansel  
John Sharp

Members Absent:..... Kevin Mele

Staff & Counsel Present:.. Brian Key – Executive Director  
Rhonda English – Deputy Director  
Jill Underwood – Director of Finance  
Megan Pittman – Director of Administration (Virtually)  
Thomas Cherro – Director of Operations

#### **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. Revisions are shown in ***bold italics***.

1. Call to Order
  - a. Pledge of Allegiance
  - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: September 19, 2023 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
6. Operations Report: Presented by Thomas Cherro
7. Administration Report: Presented by Megan Pittman
8. Projects Report: Presented by Rhonda English
9. Executive Report: Presented by Brian Key
  - a. Strategic Plan / Roundtable Discussions
  - b. Clay Chastain
  - c. Systematic Summary: Mariners Landing
10. Other business not covered on the above agenda
11. Motion to Adjourn

#### **3. Public Comments**

There were no public comments.

**4. Approval of Minutes: September 19, 2023 - Regular Meeting**

The regular Board Meeting Minutes from September 19, 2023, were reviewed.

Member Barger made a motion to approve the minutes.

Member Gray seconded the motion.

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

**5. Financial Report: Presented by Jill Underwood**

Customer Service had an adjustment for sewer that a customer requested; the information was provided to the Board, as it was an exception to the policy that was approved by staff. The water from the leak did not go into the sewer system due to the nature of the leak.

For September, the budget goal was 25%, with operating revenues at 28% and operating expenses at 21% expenses. Capital Recovery fees received this FY are 29% of the total budgeted amount, with water at 34% and sewer at 21%. Principal and interest were paid on the VRA issuances. The County paid \$890,000 towards the debt service payment. The moral obligation from the County this FY is \$1M, as the 2022 VRA issuances were paid off last fiscal year.

Finance continues to work on the audit and adjusting entries for FY23 and on the financial statement audit and the Single audit for ARPA funding. The new Finance Manager begins on Monday.

The board asked for an update about the water meter that was being sent for testing that was discussed at the last board meeting. The turnaround time is 60-90 days, and we anticipate having information at the beginning of November.

**6. Operations Report: Presented by Thomas Cherro**

Mr. Cherro reported that Pump Station #7 has been completed; a final inspection will be done on October 26<sup>th</sup>. The Water Operations department is still searching for the Assistant Water Operations Manager. The board was informed that there is an active leak on 221 in front of Forest Middle School; the school will be closed tomorrow due to this. The board asked a few questions about the damage and anticipated repair.

**7. Administration Report: Presented by Megan Pittman**

Ms. Pittman reported on the Source4/Carpe Diem topic that came up at the last board meeting. A press release was sent out, and a few media outlets picked up the story, as shown in the board packet. Ms. Pittman also asked the board if there were any other places she could send this information to help spread this news. This week, a press release about the BRWA's food drive will also go out. Social media has quieted down on the Open Candidate Forum about the BRWA. The Authority has instated a new Communications Progression plan for the Communications department; and Cody Lawhorn has progressed to Senior Communications Specialist; Cody also finished his Master's degree in Communications.

**8. Projects Report: Presented by Rhonda English**

Subcontractors for the Forest Middle School Pump Station project indicated that they had not received full payment from the general contractor for the project and have asked

about the surety the BRWA had on the project. Legal counsel may need to be contacted about how to address prepayment issuance.

The annual construction contract will go out for advertisement this month since the current annual contracts run out in December. The draft bidding documents have been received for the Helm Street project, with bidding to be staggered with the annual construction contract. Both of those will come to the board for approval. The Ivy Creek Sewer redesign is under review by the contractor, and once the contractor verifies the constructability, a copy of the redesign will be presented to the BRWA. Pipe has begun to be installed on the remainder of the project alignment, including the Hawkins Mill Road crossing that is having to be tunnelled due to rock.

## **9. Executive Report: Presented by Brian Key**

### **a. Strategic Plan / Roundtable Discussions**

The strategic planning consultant is compiling the information from the employees focus groups, customer survey, and roundtable meeting. Mr. Key asked the board what they thought about the roundtable meeting. Mr. Barger said he liked meeting the people in attendance and having open dialogue to hear what they were thinking and the direction they would like to go. Mr. Mansel said that everyone in the room said the right things, and he hopes that it comes to fruition; he was a little concerned about some political tensions in the room. He hopes there are at least one to two items that BRWA can collaborate on. Mr. Moldenhauer brought up the discussion of growth in Bedford. Mr. Flynn said there is a cost to growth, and the issue is worth discussing, but perhaps at a different time. Mr. Sharp said that the opinion of not wanting growth is an outlier. He thinks the role of local government is to get the infrastructure in place and then let the free market work. Ms. English said there are a lot of opportunities to work together, like collaborating on Master Plans or Comprehensive Plans. Mr. Key said it was valuable to hear the other entities' priorities and plans to help the guide the BRWA with its strategic plan. Another comment was to bring that group together more often, along with encouraging staff to do this across the organizations.

### **b. Clay Chastain**

Mr. Chastain has once again filed suit against the BRWA about its fees; he has now moved the filing to the small claims court, and the BRWA's attorney is working on this case. The first return hearing will be held on November 2<sup>nd</sup> and the Authority's attorney believes that the Authority will once again prevail.

### **c. Systematic Summary: Mariners Landing**

Mr. Key made a presentation about the history of the Mariners Landing system.

## **10. Other Business not covered on the above agenda**

Mr. Key mentioned that the quarterly meeting was held with representatives from the Western Virginia Water Authority (WVWA) to discuss the production rate for the SML WTF. This facility produces water cheaper than other sources, including purchases from the City of Lynchburg. The Board asked several questions about the Lynchburg contract, regarding the term and the minimum purchase requirements.

**11. Motion to Adjourn:**

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

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

The meeting adjourned at approximately 8:41 pm.

Prepared by Megan Pittman – Director of Administration

Approved: \_\_\_\_\_ 2023

DRAFT

# FINANCIAL REPORT

# MEMORANDUM

**To: BRWA Board of Directors**  
**From: Jill W. Underwood, Director of Finance**  
**Date: November 14, 2023**  
**Re: Financial Highlights for October 2023**

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## **Customer Service Statistical Report:**

The report for October is included.

## **Summary of Revenues & Expenses:**

- 1) Budget goal is 33% for October, operating revenues are at 39% and operating expenses at 28%.
- 2) Capital Recovery fees received this FY are 40% of the total budgeted amount, with water at 44% and sewer at 31%.

## **Cash Flow Summary**

The summary is included in your packets.

## **Audit**

We have not received the adjusting entries from the audit. Once they are posted we will provide final financial statements from FY23.



### Tracking Data for Customer Service Department

	Description	November '22	December '22	January '23	February '23	March '23	April '23	May '23	June '23	July '23	August '23	September '23	October '23	Running 12 Month Totals
1	Statements Generated	14,277	14,270	14,286	14,291	14,309	14,340	14,360	14,389	14,387	14,405	14,417	14,426	172,157
2	Total \$ Amount of Statements Generated	\$1,272,680.32	\$1,344,339.45	\$1,350,337.14	\$1,525,796.19	\$1,212,382.01	\$1,252,787.83	\$1,374,870.73	\$1,219,654.39	\$1,380,011.59	\$1,554,598.03	\$1,555,392.24	\$1,539,423.46	\$16,582,273.38
3	Total \$ Payments Received	\$1,353,615.77	\$1,533,867.61	\$1,379,464.27	\$1,198,156.84	\$1,585,834.36	\$1,252,834.74	\$1,452,188.85	\$1,275,279.54	\$1,547,925.73	\$1,703,996.41	\$1,408,420.62	\$1,793,722.00	\$17,485,306.74
4	Account Transfers	266	160	152	170	229	157	206	245	239	229	221	187	2,461
5	New Customers - Forest	5	2	6	8	9	13	10	4	6	16	7	5	91
6	New Customers - SML	4	2	7	1	1	-	2	3	1	2	5	6	34
7	Residential Disconnected Customers (#)	85	-	101	68	85	82	44	66	66	46	77	35	755
8	Residential Disconnected Customers (\$)	\$13,922.43	\$0.00	\$20,975.10	\$10,642.80	\$14,138.59	\$16,738.83	\$9,396.22	\$13,899.02	\$10,184.67	\$8,131.80	\$14,871.37	\$6,307.28	\$139,208
9	Normal and Transfer Readings	14,500	14,511	14,535	14,507	14,570	14,597	14,616	14,632	14,662	14,729	14,709	14,709	175,277
10	Tower Read Meters	2,460	2,594	3,027	2,924	2,927	3,106	2,726	2,474	2,038	2,040	1,037	1,416	28,769
11	New Meter Installs	18	11	18	9	12	30	23	10	28	15	12	16	202
12	Meters Changed - Program	-	-	11	35	97	33	4	2	2	1	18	10	213
13	Remaining Developer's Credits	\$341,484.01	\$341,484.01	\$341,484.01	\$341,484.01	\$341,484.01	\$341,484.01	\$341,484.01	\$341,484.01	\$341,484.01	\$341,484.01	\$341,484.01	\$341,484.01	N/A
14	Bulk Water Sales - New London (Gallons)	26,140	3,050	-	3,050	-	7,110	27,125	83,480	10,615	19,222	32,049	13,487	225,328
15	Bulk Water Sales - Moneta (Gallons)	11,180	700	-	700	-	-	-	17,245	20,180	3,647	11,021	10,990	75,663
16	Bulk Water Sales - Central Distr (Gallons)	9,200	17,500	-	20,600	34,300	75,200	64,500	118,908	35,494	64,800	50,500	200	491,202
17	Total Bulk Water Sales	\$558.24	\$255.00	\$0.00	\$292.20	\$411.60	\$987.72	\$1,099.50	\$2,635.60	\$795.47	\$1,052.03	\$1,122.84	\$296.12	\$9,506.32

Bedford Regional Water Auth.  
Balance Sheet  
For the Four Months Ending Tuesday, October 31, 2023

		<u>7/1/2023</u> <u>Beginning</u>	<u>Oct 2023</u> <u>Actual</u>
	ASSETS		
1000:1000	Cash	\$5,060,471.17	\$5,194,899.26
1001	Restricted Investments	19,307,665.79	18,771,150.57
1002:1002	Prepaid Expenses	834,460.61	878,936.61
1101:1101	Accounts Receivable	4,525,960.41	4,396,185.69
1102	Accounts Receivable Other	32,206.16	32,506.53
1200	Inventory	1,169,381.68	1,257,119.40
1202	Loan Related Assets	3,934.66	3,934.66
1250	Construction In Progress	9,698,627.35	11,333,351.32
1301	Tangible Assets- Office	5,619,413.39	5,619,413.39
1302	Tangible Assets - Vehicles	4,175,805.54	4,175,805.54
1400:1500	Tangible Assets - Water	104,017,672.36	104,017,672.36
1700	Tangible Assets - Sewer	71,044,183.22	71,044,183.22
1800	Intangible Assets	743,601.00	743,601.00
1801	Fixed Asset Clearing Account	20.98	108,717.21
1900	Depreciation	(78,666,085.41)	(78,666,085.41)
	Total assets	147,567,318.91	148,911,391.35
	LIABILITIES		
2000	Accounts Payable	(767,678.57)	(1,005,103.68)
2001	Customer Liabilities	(517,536.87)	(503,304.28)
2100	Employee Liabilities	(735,378.41)	(565,713.52)
2200	Notes Payable	(50,280,278.48)	(48,495,278.48)
2300	Developer Credits	(3,282,448.27)	(3,282,448.27)
2999	Retained Earnings	(91,983,998.31)	(91,983,998.31)
	Total liabilities	(147,567,318.91)	(145,835,846.54)
	Operating Surplus/ (Loss)		3,075,544.81

Bedford Regional Water Auth.  
Balance Sheet  
For the Four Months Ending Tuesday, October 31, 2023

		<u>7/1/2023</u> <u>Beginning</u>	<u>Oct 2023</u> <u>Actual</u>
<b>ASSETS</b>			
Cash:			
1000-0000	Change Box for CS	350.00	350.00
1000-0001	Petty Cash	16.57	16.57
1000-0002	Truist Checking Account	3,024,600.40	3,138,992.78
1000-0004	Cash Drawer	225.00	225.00
1000-0011	LGIP Operating Reserves Fund	337,503.53	342,460.63
1000-1000	VA Investment Pool-Capital Projects Reserve	615,932.00	621,602.50
1000-2000	VA Investment Pool- Operating Reserves	1,081,843.67	1,091,803.58
1000-0005	Cash Suspense Account (for F.A.)		(551.80)
	<b>Total Cash</b>	<b>5,060,471.17</b>	<b>5,194,899.26</b>
Restricted Investments:			
1001-0001	Deposit Refund Program Fund	359,661.65	359,661.65
1001-0010	Debt Service Accumulation Fund	969,439.92	71,896.59
1001-0020	Reserve for future capital projects	690,908.24	702,845.32
1001-0021	County Funds for New Projects	150,177.09	166,621.05
1001-0022	SML WTF Depreciation Fund WVWA	694,346.54	700,738.97
1001-0023	BRWA Cell Tower Funds	345,913.55	335,913.55
1001-0024	SML WTF Depreciation Fund- BRWA portion	694,346.53	700,738.95
1001-0025	Vehicle and Equipment Replacement Fund	758,389.72	840,889.72
1001-0030	Information Systems Replacement Fund	283,932.32	291,432.32
1001-0035	Meter Replacement Fund	217,198.84	292,198.84
1001-0040	Sewerline Replacement Fund	1,101,862.76	1,164,361.76
1001-0045	Waterline Replacement Fund	356,970.70	431,970.70
1001-0050	Tank Rehab	406,995.76	426,996.76
1001-1010	VA Investment Pool- Reserve Fund	436,327.83	439,471.02
1001-1020	LGIP Repairs & Maintenance Reserve	24,085.63	24,085.63
1001-1025	VRA Debt Service Reserve Fund	1,720,240.83	1,699,457.86
1001-1100	Escrow Account	33,241.72	33,241.72
1001-1220	DEQ (Ivy Creek) Construction Fund	10,063,626.16	10,063,626.16
1001-0060	Water Facilities Set Aside Fund		12,501.00
1001-0065	Sewer Facilities Set Asides		12,501.00
	<b>Total Restricted Investments</b>	<b>19,307,665.79</b>	<b>18,771,150.57</b>
Prepaid Expenses:			
1002-1000	Prepaid Insurance	131,360.28	175,336.28
1002-1001	Prepaid Dues/Service Contracts	66,713.33	67,213.33
1002-1002	Deferred Outflows of Resources (Pensions)	655,832.00	655,832.00
1002-1003	VRS OPEB Deferred Outflow	90,385.00	90,385.00
1002-1004	VRS OPEB Deferred Outflow	(78,862.00)	(78,862.00)
1002-1005	Local OPEB Deferred Outflows	17,861.00	17,861.00
1002-1006	Local OPEB Deferred Inflows	(48,829.00)	(48,829.00)
	<b>Total Prepaid Expenses</b>	<b>834,460.61</b>	<b>878,936.61</b>
Accounts Receivable:			
1101-1000	Billings Receivable Water	1,179,700.22	1,114,079.66
1101-2000	Budget Billing Accounts Rec.	6.52	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	1,509,121.72	1,401,494.01
1101-3210	Credit Card Convenience Fee AR	735.34	735.34
1101-4000	Allowance for Doubtful Accounts	(252,468.34)	(252,468.34)
1101-4001	Water Penalties- A/R	(362,651.90)	(348,886.01)
1101-4002	Payment Arrangement AR- Water	(154.96)	(154.96)
1101-4003	Sewer Penalties A/R	18,485.53	22,718.99
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 Four Months Ending Tuesday, October 31, 2023

		<u><b>7/1/2023</b></u> <u><b>Beginning</b></u>	<u><b>Oct 2023</b></u> <u><b>Actual</b></u>
1101-4006	Payment Arrangement AR- Water Penalties	174.14	174.14
1101-5001	Water Capital Recovery Fees A/R	20,000.00	25,000.00
1101-5002	Returned Check A/R	1,018.25	1,053.35
1101-5003	Sewer Capital Recovery Fees A/R	23,600.00	23,600.00
1101-5005	Reconnect Fee A/R	18,478.01	18,591.73
1101-6000	Water Account Charge A/R	8,684.37	8,909.37
1101-6003	Sewer Account Charges A/R	13,957.59	19,781.34
1101-7001	Water Deposits A/R	(47,225.14)	(53,749.37)
1101-7003	Sewer Deposits A/R	20,948.25	20,948.25
1101-7500	Meter Base Installation Fee A/R	143,293.43	144,993.43
1101-7502	A/R- Sewer Clean-Out Insallation Fee	39,100.00	54,300.00
1101-7504	Sewer Pump Maintenance A/R	9,132.63	9,433.30
1101-7505	Service Repairs & Rents A/R	(709.88)	(709.88)
1101-7506	A/R- Septage Dumping Fees	8,335.00	8,335.00
1101-7507	Meter Fee A/R	70,719.63	73,069.63
1101-7508	A/R- Industrial Pretreatment	(7,158.26)	(7,812.39)
1101-7510	SGP Review and Inspections A/R	(6,581.92)	(6,677.60)
1101-8000	Misc. Charges Receivable	(1.00)	(1.00)
1101-8002	NSF holding/clearing account	7,643.34	7,643.34
1101-8003	Consolidation holding account	(3,761.63)	(3,761.63)
1101-8006	Unauthorized Service A/R	4,000.00	6,000.00
1101-8008	Cellular Rental AR	2,193,382.71	2,193,382.71
1101-8009	Pending Electronic Payments	(84,689.74)	(84,689.74)
	<b>Total Accounts Receivable</b>	<b>4,525,960.41</b>	<b>4,396,185.69</b>
<b>Accounts Receivable Other:</b>			
1102-0001	Miscellaneous Accounts Receivable	32,206.16	32,506.53
	<b>Total Accounts Receivable Other</b>	<b>32,206.16</b>	<b>32,506.53</b>
<b>Inventory:</b>			
1200-0001	Maintenance Inventory	428,586.15	508,470.68
1200-0002	Meter Inventory	740,795.53	748,648.72
	<b>Total Inventory</b>	<b>1,169,381.68</b>	<b>1,257,119.40</b>
<b>Loan Related Assets:</b>			
1202-0009	VRA 2014 Cash Account (per docs)	3,934.66	3,934.66
	<b>Total Loan Related Assets</b>	<b>3,934.66</b>	<b>3,934.66</b>
<b>Construction In Progress:</b>			
1250-0001	CIP Inventory	43,294.74	43,294.74
1250-0300	CIP- Western Hills Sewer Replacement	7,500.00	33,075.00
1250-0302	CIP- Western Hills Water Replacement	7,500.00	25,485.00
1250-0310	CIP- Lead Service Line Inventory Project	1,600.00	8,000.00
1250-0315	CIP- Central Water Electrical Study	30,265.00	32,084.20
1250-0316	CIP- Peakview St Water	117,669.70	144,954.10
1250-0317	CIP- Website Development Project	61,190.00	61,190.00
1250-0318	Town & Country WATER Replacement	41,900.00	41,900.00
1250-0323	Central Water control valves	112,742.82	112,742.82
1250-0326	Town & Country Sewer Replacement Project ARPA	1,625,777.68	1,982,998.60
1250-0336	CIP- Belltown Rd Waterline (ARPA)	40,169.52	40,169.52
1250-0378	Helm Street Tank Project (ARPA)	180,070.00	195,607.00
1250-0382	CIP- Galax St Sewer Project	23,349.38	23,349.38
1250-0383	CIP- Ivy Creek Sewer	5,048,602.77	6,066,848.72
1250-0390	CIP- 460 Booster Station	2,196,373.00	2,196,373.00
1250-0391	CIP- Turkey Mtn Booster Station	42,490.00	42,490.00
1250-0399	CIP- Galax St. WATER	118,132.74	118,347.74
1250-0322	CIP- Key System		5,772.50
1250-0324	Central Sewer Pump Station 7		148,670.00
1250-0332	Stoney Creek Reservoir Drain Analysis		9,999.00

Bedford Regional Water Auth.  
Balance Sheet  
For the Four Months Ending Tuesday, October 31, 2023

		<u>7/1/2023</u> <u>Beginning</u>	<u>Oct 2023</u> <u>Actual</u>
	Total Construction In Progress	9,698,627.35	11,333,351.32
Tangible Assets- Office:			
1301-0001	Office Facilities	3,695,648.46	3,695,648.46
1301-0002	Information Systems	1,923,764.93	1,923,764.93
	Total Tangible Assets- Office	5,619,413.39	5,619,413.39
Tangible Assets - Vehicles:			
1302-0001	Vehicles and Equipment	4,175,805.54	4,175,805.54
	Total Tangible Assets - Vehicles	4,175,805.54	4,175,805.54
Tangible Assets - Water:			
1400-1000	SML Water Treatment Facility	16,694,001.18	16,694,001.18
1400-2000	Smith Mountain Lake Central	22,552,336.98	22,552,336.98
1400-3000	Stewartsville Water	2,735,076.84	2,735,076.84
1500-1000	Forest Water	37,841,213.85	37,841,213.85
1500-2000	Lakes Water	1,761,491.47	1,761,491.47
1500-3000	Central Water	22,433,552.04	22,433,552.04
	Total Tangible Assets - Water	104,017,672.36	104,017,672.36
Tangible Assets - Sewer:			
1700-0014	Central Sewer	28,542,354.54	28,542,354.54
1700-0015	Moneta Sewer	12,791,612.43	12,791,612.43
1700-0016	Forest Sewer	20,625,165.92	20,625,165.92
1700-0020	Mariners Landing Sewer	1,448,700.18	1,448,700.18
1700-1016	BRWA Share Lynchburg Sewer Upgrade	5,566,470.93	5,566,470.93
1700-8000	Montvale Sewer	2,069,879.22	2,069,879.22
	Total Tangible Assets - Sewer	71,044,183.22	71,044,183.22
Intangible Assets:			
1800-0000	Studies & Permits (Feasibility, master studies)	687,190.55	687,190.55
1800-0090	Capitalized Interest (Various projects)	56,410.45	56,410.45
	Total Intangible Assets	743,601.00	743,601.00
Fixed Asset Clearing Account:			
1801-0000	Fixed Asset Clearing Account	20.98	108,717.21
	Total Fixed Asset Clearing Account	20.98	108,717.21
Depreciation:			
1900-0000	Accumulated Depreciation	(78,666,085.41)	(78,666,085.41)
	Total Depreciation	(78,666,085.41)	(78,666,085.41)
	Total assets	147,567,318.91	148,911,391.35
LIABILITIES			
Accounts Payable:			
2000-1000	Accounts Payable	(630,092.77)	(791,040.56)
2000-1005	Retainage Payable	(137,585.80)	(214,063.12)
	Total Accounts Payable	(767,678.57)	(1,005,103.68)
Customer Liabilities:			
2001-0000	Customer Credit- Budget Billing accounts	3,009.22	3,009.22

Bedford Regional Water Auth.  
Balance Sheet  
For the Four Months Ending Tuesday, October 31, 2023

		<u>7/1/2023</u> <u>Beginning</u>	<u>Oct 2023</u> <u>Actual</u>
2001-0001	Customer Credits	(356,158.10)	(356,158.10)
2001-0002	Misc. Misposting	713.57	713.57
2001-0003	Customer Refunds Payable	95,315.20	108,942.29
2001-0005	Liability for Easement Condemnations	(4,394.72)	(4,394.72)
2001-1000	Water Deposits	(177,652.63)	(177,047.13)
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	(62,817.48)	(62,817.48)
2001-4000	Liability for SML Meeting Room Deposits	(500.00)	(500.00)
	<b>Total Customer Liabilities</b>	<u>(517,536.87)</u>	<u>(503,304.28)</u>
<b>Employee Liabilities:</b>			
2100-0050	Compensated Absences Liability	(155,051.82)	(155,051.82)
2100-0060	Accrued Payroll	(211,863.11)	(0.01)
2100-0250	VRS Employee Contribution Payable	2,428.45	(17,197.07)
2100-0400	Net Pension Liability	96,066.00	96,066.00
2100-0500	VRS OPEB Liability	(205,844.00)	(205,844.00)
2100-0510	Local OPEB Liability	(237,887.00)	(237,887.00)
2100-0550	Health Insurance Payable- Employee Share	(25,550.50)	(28,004.91)
2100-0600	VRS Mandatory Cash Match- Hybrid	1.25	(854.75)
2100-0750	Optional Life Insurance Payable	658.14	509.36
2100-0800	AFLAC Withholding Payable	1,714.01	1,764.23
2100-0900	Outstanding Payables Checks	(49.83)	(49.83)
2100-0200	State Withholding Payable		(16,413.46)
2100-0450	Flexible Spending Account Payable		12.55
2100-0625	Hybrid Voluntary Contributions		(1,333.81)
2100-0650	Deferred Compensation Payable		(987.50)
2100-0675	VRS Roth Contributions		(387.50)
2100-0950	Employee Gym Memberships		(54.00)
	<b>Total Employee Liabilities</b>	<u>(735,378.41)</u>	<u>(565,713.52)</u>
<b>Notes Payable:</b>			
2200-0115	Current Maturities Long-Term Debt	0.40	1,785,000.40
2200-2001	Accrued Interest Payable	(368,798.41)	(368,798.41)
2200-2020	VRA 2015 Loan	(27,215,000.00)	(27,215,000.00)
2200-2021	VRA 2015 Premium	(242,312.59)	(242,312.59)
2200-2026	VRA Series 2005 Premium	(842.80)	(842.80)
2200-2029	VRA 2009 Series Deferred amount of Refunding	15,266.75	15,266.75
2200-2230	Series 2012 Loan (2005 Refunding)	(830,000.00)	(830,000.00)
2200-2232	VRA 2012 Deferred Amount on refunding	65,117.30	65,117.30
2200-2233	VRA Series 2014 Loan (2005 refunding)	(1,745,000.00)	(1,745,000.00)
2200-2234	VRA Series 2014 Premium (2005)	(61,765.42)	(61,765.42)
2200-2235	VRA 2014 Deferred Amt on Refunding	30,406.83	30,406.83
2200-2238	VRA Series 2019 Deferred Amt on Refunding	(12,467.11)	(12,467.11)
2200-2240	VRA 2020 Loan (ESCO)	(3,370,000.00)	(3,370,000.00)
2200-2241	VRA 2020 Premium	(469,607.59)	(469,607.59)
2200-2250	2022 VA Water Facilities Revolving Fund	(13,338,457.00)	(13,338,457.00)
2200-2500	Assumed Debt from Town	(1,799,000.76)	(1,799,000.76)
2200-3000	Lynchburg Sewer System Loan Payable	(937,818.08)	(937,818.08)
	<b>Total Notes Payable</b>	<u>(50,280,278.48)</u>	<u>(48,495,278.48)</u>
<b>Developer Credits:</b>			
2300-0000	Deferred Revenue Liability	(357,684.01)	(357,684.01)
2300-1000	Deferred Inflows of Resources	(776,796.00)	(776,796.00)
2300-1001	Deferred Inflow of Resources- Leases	(2,147,968.26)	(2,147,968.26)
	<b>Total Developer Credits</b>	<u>(3,282,448.27)</u>	<u>(3,282,448.27)</u>
<b>Retained Earnings:</b>			
2999-0000	Retained Earnings	(91,983,998.31)	(91,983,998.31)

Bedford Regional Water Auth.  
Balance Sheet  
For the Four Months Ending Tuesday, October 31, 2023

	<u><i>7/1/2023</i></u> <u><i>Beginning</i></u>	<u><i>Oct 2023</i></u> <u><i>Actual</i></u>
Total Retained Earnings	(91,983,998.31)	(91,983,998.31)
Total liabilities	(147,567,318.91)	(145,835,846.54)
Operating Surplus/ (Loss)		3,075,544.81



Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Four Months Ending Tuesday, October 31, 2023

		<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
<b>OPERATING REVENUE</b>						
3000-3000	Water Sales	(\$872,173.48)	(\$3,776,484.00)	(\$10,969,377.00)	(\$7,192,893.00)	34%
3100-	Sewer Sales	(465,423.82)	(1,907,016.35)	(5,185,428.00)	(3,278,411.65)	37%
3902	Penalties	(17,938.73)	(48,070.63)	(70,000.00)	(21,929.37)	69%
3903-	Account Charges	(3,625.00)	(17,272.50)	(60,000.00)	(42,727.50)	29%
3903-	Review Fees	(3,021.86)	(33,209.38)	(55,500.00)	(22,290.62)	60%
3900-	Interest Earned		(38,124.45)	(30,000.00)	8,124.45	127%
3903-	Sewer Clean Outs			(7,000.00)	(7,000.00)	0%
3903-3250	Meter Installation Revenues	(21,225.00)	(68,075.00)	(95,000.00)	(26,925.00)	72%
3903-3255	Industrial Pretreatment Revenue	(1,550.05)	(6,200.20)	(18,000.00)	(11,799.80)	34%
3903-3261	Rent/Meter Charges		(5,513.65)	(5,000.00)	513.65	110%
3903-	Misc	(31,310.60)	(81,229.06)	(155,606.00)	(74,376.94)	52%
3903-	Fixed Asset Disposals		(13,450.00)		13,450.00	0%
3901-	Account Default Fees	(1,810.00)	(21,241.08)	(28,000.00)	(6,758.92)	76%
3201-3275	Contract Reimbursements		(73,524.45)	(219,000.00)	(145,475.55)	34%
	Revenue from BRWA Operations	<u>(1,418,078.54)</u>	<u>(6,089,410.75)</u>	<u>(16,897,911.00)</u>	<u>(10,808,500.25)</u>	<u>36%</u>
3000-3220	Capital Recovery Fees	(126,300.00)	(477,950.00)	(1,200,000.00)	(722,050.00)	40%
3903-3265	Cellular Antenna Site Rental-County portion	(5,437.50)	(15,637.48)	(55,452.00)	(39,814.52)	28%
3904-3310	BOS Capital Contributions		(889,909.38)	(1,000,000.00)	(110,090.62)	89%
3904-3315	Developer Line Contributions			(200,000.00)	(200,000.00)	0%
3904:3904-	Contributions from Town		(29,436.00)		29,436.00	0%
3903-3330	SML WTF Revenue		(12,784.85)	(400.00)	12,384.85	3,196%
3904-3317	Developer Prepayments Redemption Revenue			(20,000.00)	(20,000.00)	0%
	Revenue from Other Sources	<u>(131,737.50)</u>	<u>(1,425,717.71)</u>	<u>(2,475,852.00)</u>	<u>(1,050,134.29)</u>	<u>58%</u>
	Total Revenue	(1,549,816.04)	(7,515,128.46)	(19,373,763.00)	(11,858,634.54)	39%
<b>OPERATING EXPENSES</b>						
4000 + 4002	Salaries	390,878.38	1,540,133.55	5,752,993.58	4,212,860.03	27%
4010	General Office Expenses	27,134.65	106,328.62	298,088.00	191,759.38	36%
4100	Employee Benefit & Related Expenses	136,249.50	558,633.28	2,458,231.00	1,899,597.72	23%
4110	Billing Expenses	42,554.40	117,064.40	249,824.00	132,759.60	47%
4120	Information Systems Expenses	23,930.43	80,176.89	226,899.00	146,722.11	35%
4130	Administration Supplies		2,478.53	6,560.00	4,081.47	38%
4140	Customer Service Supplies	100.00	250.00	3,908.00	3,658.00	6%
4210	Engineering Expenses	24,577.38	41,520.50	151,476.00	109,955.50	27%
4220 + 4223	Operations Expenses		36.99	4,500.00	4,463.01	1%
4221	Compliance Program Supplies			13,725.00	13,725.00	0%
4222	Pretreatment Expenses	1,874.86	7,964.58	37,295.00	29,330.42	21%
4225-0100	Lab Supplies	706.95	4,758.45	22,000.00	17,241.55	22%
4230	Maintenance Expenses	3,861.59	22,265.77	53,226.00	30,960.23	42%
4240	Vehicles & Equipment Expenses	44,330.54	114,457.75	325,796.00	211,338.25	35%
4250	Forest Water Expenses	74,770.08	305,087.65	882,571.00	577,483.35	35%
4260	Well Systems Expenses	1,152.32	14,729.36	44,064.00	29,334.64	33%
4265	SML Central Distribution Water System Expenses	8,902.34	18,408.28	41,699.00	23,290.72	44%
4270	Highpoint Facility Expenses	3,276.00	11,196.52	33,834.00	22,637.48	33%
4330	SMLWTF Water Treatment Expenses	51,416.77	176,609.72	569,956.00	393,346.28	31%
4275	Central Water Distribution Expenses	20,136.04	67,661.25	187,591.00	119,929.75	36%
4276	Central Water Treatment Expenses	15,475.97	59,062.22	177,735.00	118,672.78	33%
4280	Stewartsville Water Expenses	5,363.02	17,943.30	52,715.00	34,771.70	34%
4290	Forest Sewer Expenses	54,627.67	154,243.23	559,121.00	404,877.77	28%
4291	Central Sewer Collection System Expenses	8,184.73	65,682.75	208,000.00	142,317.25	32%
4293	Central Sewer Treatment Expenses	50,624.80	160,356.78	570,306.00	409,949.22	28%
4292	Moneta Sewer Collection System Expenses	16,793.12	44,117.08	47,400.00	3,282.92	93%
4294	Moneta Sewer Treatment Expenses	10,026.78	36,846.50	133,192.00	96,345.50	28%
4295	Montvale Sewer Expenses	1,559.44	10,675.56	26,751.00	16,075.44	40%
4296	Montvale Sewer Collection System Expenses			6,500.00	6,500.00	0%
4340	Mariners Landing Sewer Expenses	4,484.78	16,818.95	101,240.00	84,421.05	17%
4350	Cedar Rock Sewer Expenses	1,115.52	15,248.20	36,500.00	21,251.80	42%
4360	Paradise Point Water Expenses	315.91	4,811.11	18,474.00	13,662.89	26%
4300 + 4310	Schools Sewer Expenses	3,921.83	6,503.15	43,500.00	36,996.85	15%
4315	Mariners Landing Water Expenses	69.19	547.36		(547.36)	0%
4320	Franklin County Operations	875.00	8,258.23	27,000.00	18,741.77	31%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Four Months Ending Tuesday, October 31, 2023

		<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
4600:4600	BRWA&EDA Contributions for Development		<u>10,000.00</u>		<u>(10,000.00)</u>	<u>0%</u>
	Total Operating Expenditures	<u>1,029,289.99</u>	<u>3,800,876.51</u>	<u>13,372,670.58</u>	<u>9,571,794.07</u>	<u>28%</u>
4400	Depreciation			4,587,600.00	4,587,600.00	0%
4500-0640	Lynchburg Debt Service Paid			1,664.00	1,664.00	0%
4500-0645	2012 VRA Interest		21,268.75	21,269.00	0.25	100%
4500-0660	2014 VRA Interest		38,640.63	77,281.00	38,640.37	50%
4500-0665	2015 VRA Interest		487,578.13	959,481.00	471,902.87	51%
4500-0650	Assumed Debt from City		26,535.25	53,071.00	26,535.75	50%
4500-0675	VRA 2020 Interest (ESCO project)		<u>64,684.38</u>	<u>124,372.00</u>	<u>59,687.62</u>	<u>52%</u>
	Total Interest and Debt Service		<u>638,707.14</u>	<u>1,237,138.00</u>	<u>598,430.86</u>	<u>52%</u>
	Total Exp., Depr. and Debt Service	<u>1,029,289.99</u>	<u>4,439,583.65</u>	<u>19,197,408.58</u>	<u>14,757,824.93</u>	<u>23%</u>
	Total Revenues Less Oper Expense	<u>(520,526.05)</u>	<u>(3,075,544.81)</u>	<u>(176,354.42)</u>	<u>2,899,190.39</u>	<u>1,744%</u>
	Gross Cash Before Capital Exp	<u>(520,526.05)</u>	<u>(3,075,544.81)</u>	<u>(176,354.42)</u>	<u>2,899,190.39</u>	<u>1,744%</u>
	Less non-debt Capital Contributions		<u>(42,220.85)</u>	<u>(220,400.00)</u>	<u>(178,179.15)</u>	<u>19%</u>
	Earnings/(loss) before BRWA Capital Outlays	<u>(520,526.05)</u>	<u>(3,033,323.96)</u>	<u>44,045.58</u>	<u>3,077,369.54</u>	<u>(6,887%)</u>

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Four Months Ending Tuesday, October 31, 2023

		<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
OPERATING REVENUE						
Water Sales:						
3000-3000	Water Sales	(854,697.04)	(3,701,187.14)	(10,820,793.00)	(7,119,605.86)	34%
3000-3050	Contract Water Sales	(16,187.44)	(69,716.40)	(134,784.00)	(65,067.60)	52%
3000-3100	Paradise Point Water	(1,289.00)	(5,580.46)	(13,800.00)	(8,219.54)	40%
	Total Water Sales	(872,173.48)	(3,776,484.00)	(10,969,377.00)	(7,192,893.00)	34%
Sewer Sales:						
3100-3000	Sewer Sales	(451,016.63)	(1,848,752.37)	(5,129,068.00)	(3,280,315.63)	36%
3100-3025	Mariners Landing Sewer	(11,015.49)	(43,943.00)	(22,600.00)	21,343.00	194%
3100-3050	Cedar Rock Revenue	(3,391.70)	(14,320.98)	(33,760.00)	(19,439.02)	42%
	Total Sewer Sales	(465,423.82)	(1,907,016.35)	(5,185,428.00)	(3,278,411.65)	37%
Penalties:						
3902-3211	Water Penalty Revenue	(11,696.50)	(31,970.01)	(45,000.00)	(13,029.99)	71%
3902-3213	Sewer Penalty Revenue	(6,242.23)	(16,100.62)	(25,000.00)	(8,899.38)	64%
	Total Penalties	(17,938.73)	(48,070.63)	(70,000.00)	(21,929.37)	69%
Account Charges:						
3903-3231	Water Account Charge Revenue	(2,500.00)	(11,448.75)	(40,000.00)	(28,551.25)	29%
3903-3233	Sewer Account Charge Revenue	(1,125.00)	(5,823.75)	(20,000.00)	(14,176.25)	29%
	Total Account Charges	(3,625.00)	(17,272.50)	(60,000.00)	(42,727.50)	29%
Review Fees:						
3903-3240	Engineering Review Fees	(2,046.86)	(30,659.38)	(50,000.00)	(19,340.62)	61%
3903-3242	Engineering Fire Flow Testing	(75.00)	(150.00)	(1,500.00)	(1,350.00)	10%
3903-3243	SGP Review and Inspections	(900.00)	(2,400.00)	(4,000.00)	(1,600.00)	60%
	Total Review Fees	(3,021.86)	(33,209.38)	(55,500.00)	(22,290.62)	60%
Interest Earned:						
3900-3250	Bank Interest Earned		(38,124.45)	(30,000.00)	8,124.45	127%
	Total Interest Earned		(38,124.45)	(30,000.00)	8,124.45	127%
Sewer Clean Outs:						
3903-3245	Sewer Clean-Out Installation Fee			(7,000.00)	(7,000.00)	0%
	Total Sewer Clean Outs			(7,000.00)	(7,000.00)	0%
Meter Installation Revenues:						
3903-3250	Meter Fee Revenue	(5,225.00)	(20,975.00)	(35,000.00)	(14,025.00)	60%
3903-3260	Meter Base Installation Revenue	(16,000.00)	(47,100.00)	(60,000.00)	(12,900.00)	79%
	Total Meter Installation Revenues	(21,225.00)	(68,075.00)	(95,000.00)	(26,925.00)	72%
Industrial Pretreatment Revenue:						
3903-3255	Industrial Pretreatment Revenue	(1,550.05)	(6,200.20)	(18,000.00)	(11,799.80)	34%
	Total Industrial Pretreatment Revenue	(1,550.05)	(6,200.20)	(18,000.00)	(11,799.80)	34%
Rent/Meter Charges:						
3903-3261	Service Repairs & Equipment Rentals		(5,513.65)	(5,000.00)	513.65	110%
	Total Rent/Meter Charges		(5,513.65)	(5,000.00)	513.65	110%
Misc:						
3903-3262	Cellular Antenna Rental- BRWA portion	(8,156.26)	(22,691.24)	(73,998.00)	(51,306.76)	31%
3903-3263	Sewer Extension Revenue	(15,200.00)	(27,700.00)		27,700.00	0%
3903-3264	Sewer Pump Maintenance Revenue	(7,070.00)	(27,790.00)	(63,000.00)	(35,210.00)	44%
3903-3270	Miscellaneous Revenue		(394.80)	(8,000.00)	(7,605.20)	5%
3903-3275	Revenue from Communication Towers	(884.34)	(2,653.02)	(10,608.00)	(7,954.98)	25%
	Total Misc	(31,310.60)	(81,229.06)	(155,606.00)	(74,376.94)	52%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Four Months Ending Tuesday, October 31, 2023

		<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
<b>Fixed Asset Disposals:</b>						
3903-3280	Sales and Disposals		(13,450.00)		13,450.00	0%
	Total Fixed Asset Disposals		(13,450.00)		13,450.00	0%
<b>Account Default Fees:</b>						
3901-3211	Reconnect Fee Revenue	(1,600.00)	(10,200.00)	(25,000.00)	(14,800.00)	41%
3901-3212	Return Check Revenue	(210.00)	(1,225.00)	(2,000.00)	(775.00)	61%
3901-3213	Unauthorized Service Revenue		(9,816.08)	(1,000.00)	8,816.08	982%
	Total Account Default Fees	(1,810.00)	(21,241.08)	(28,000.00)	(6,758.92)	76%
<b>Contract Reimbursements:</b>						
3201-3275	School System Operations		(7,159.27)	(51,000.00)	(43,840.73)	14%
3904-3318	Franklin County Contract Operations		(66,365.18)	(168,000.00)	(101,634.82)	40%
	Total Contract Reimbursements		(73,524.45)	(219,000.00)	(145,475.55)	34%
	Revenue from BRWA Operations	(1,418,078.54)	(6,089,410.75)	(16,897,911.00)	(10,808,500.25)	36%
<b>Capital Recovery Fees:</b>						
3000-3220	Water Capital Recovery Fees	(85,000.00)	(354,050.00)	(800,000.00)	(445,950.00)	44%
3100-3220	Sewer Capital Recovery Fees	(41,300.00)	(123,900.00)	(400,000.00)	(276,100.00)	31%
	Total Capital Recovery Fees	(126,300.00)	(477,950.00)	(1,200,000.00)	(722,050.00)	40%
<b>Cellular Antenna Site Rental-County portion:</b>						
3903-3265	Cellular Antenna Revenue- Co. portion	(5,437.50)	(15,127.48)	(49,332.00)	(34,204.52)	31%
3903-3285	Bedford County Broadband Revenue		(510.00)	(6,120.00)	(5,610.00)	8%
	Total Cellular Antenna Site Rental-County portion	(5,437.50)	(15,637.48)	(55,452.00)	(39,814.52)	28%
<b>BOS Capital Contributions:</b>						
3904-3310	Bedford County Debt Support		(889,909.38)	(1,000,000.00)	(110,090.62)	89%
	Total BOS Capital Contributions		(889,909.38)	(1,000,000.00)	(110,090.62)	89%
<b>Developer Line Contributions:</b>						
3904-3315	Developer Contributions			(200,000.00)	(200,000.00)	0%
	Total Developer Line Contributions			(200,000.00)	(200,000.00)	0%
<b>Contributions from Town:</b>						
3904-3325	Town of Bedford ARPA Projects		(29,436.00)		29,436.00	0%
	Total Contributions from Town		(29,436.00)		29,436.00	0%
<b>SML WTF Revenue:</b>						
3903-3330	SML WTF Revenue		(12,784.85)	(400.00)	12,384.85	3,196%
	Total SML WTF Revenue		(12,784.85)	(400.00)	12,384.85	3,196%
<b>Developer Prepayments Redemption Revenue:</b>						
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	(131,737.50)	(1,425,717.71)	(2,475,852.00)	(1,050,134.29)	58%
	Total Revenue	(1,549,816.04)	(7,515,128.46)	(19,373,763.00)	(11,858,634.54)	39%
<b>OPERATING EXPENSES</b>						
<b>Salaries:</b>						
4000-0010	Administration Salaries	68,085.93	257,395.84	1,223,960.04	966,564.20	21%
4000-0019	IT Oncall Stipend	600.00	2,292.86		(2,292.86)	0%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Four Months Ending Tuesday, October 31, 2023

		<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
4000-0020	Administration Overtime	56.34	1,472.83	11,673.95	10,201.12	13%
4002-0010	Customer Service Salaries	30,070.59	118,420.82	438,620.00	320,199.18	27%
4002-0020	Customer Service Overtime	85.21	1,380.02	6,670.01	5,289.99	21%
4003-0010	Engineering Department Salaries	68,845.91	276,365.76	794,458.80	518,093.04	35%
4003-0019	Engineering OnCall Stipend	600.00	2,250.00	7,800.00	5,550.00	29%
4003-0020	Engineering Department Overtime	2,186.21	11,031.54	45,373.88	34,342.34	24%
4004-0010	Maintenance Department Salaries	99,838.14	398,930.57	1,353,586.20	954,655.63	29%
4004-0019	Maintenance OnCall Stipend Expense	1,350.00	6,667.57	29,900.00	23,232.43	22%
4004-0020	Maintenance Department Overtime	14,945.93	47,484.82	201,534.53	154,049.71	24%
4005-0010	Operations Department Salaries	98,886.45	393,769.58	1,514,051.20	1,120,281.62	26%
4005-0019	Operations OnCall Stipend	750.00	2,542.86	8,100.00	5,557.14	31%
4005-0020	Operations Department Overtime	4,577.67	20,128.48	117,264.97	97,136.49	17%
	<b>Total Salaries</b>	<b>390,878.38</b>	<b>1,540,133.55</b>	<b>5,752,993.58</b>	<b>4,212,860.03</b>	<b>27%</b>
<b>General Office Expenses:</b>						
4010-0075	Board & Committee Meetings		325.50	1,000.00	674.50	33%
4010-0085	Long Range Planning	4,950.00	14,200.00	45,000.00	30,800.00	32%
4010-0100	Office Supplies		2,146.10	8,000.00	5,853.90	27%
4010-0103	Public Outreach Expenses	44.18	307.59	15,000.00	14,692.41	2%
4010-0110	Building Maintenance Expense	3,893.19	19,290.10	29,400.00	10,109.90	66%
4010-0130	Postage and Shipping Expense	728.05	2,404.64	8,000.00	5,595.36	30%
4010-0140	Commercial Phone Charges	1,122.13	4,500.45	12,120.00	7,619.55	37%
4010-0142	Cellular Phone Service	4,387.85	9,081.09	20,480.00	11,398.91	44%
4010-0150	Building Power and Utilities	3,890.13	7,432.45	18,000.00	10,567.55	41%
4010-0155	Building Fuel Costs	232.51	232.51	6,000.00	5,767.49	4%
4010-0170	Advertising		1,606.57	18,000.00	16,393.43	9%
4010-0175	Bank Service charges		1,078.13	16,800.00	15,721.87	6%
4010-0200	Accounting Services	4,330.00	30,230.00	50,000.00	19,770.00	60%
4010-0220	Legal Expenses	1,122.00	3,729.50	18,000.00	14,270.50	21%
4010-0400	Board of Directors Fees	2,375.00	9,500.00	28,500.00	19,000.00	33%
4010-0401	Board Mileage Reimbursements	59.61	263.99	420.00	156.01	63%
4010-0160	Employee Bond			618.00	618.00	0%
4010-0161	Building Insurance			2,750.00	2,750.00	0%
	<b>Total General Office Expenses</b>	<b>27,134.65</b>	<b>106,328.62</b>	<b>298,088.00</b>	<b>191,759.38</b>	<b>36%</b>
<b>Employee Benefit &amp; Related Expenses:</b>						
4100-0030	Payroll Taxes	28,457.85	128,033.87	436,600.00	308,566.13	29%
4100-0040	VRS Retirement and Group Life	32,086.85	109,410.12	528,276.00	418,865.88	21%
4100-0041	VRS Hybrid Disability Program	922.04	2,771.06	14,691.00	11,919.94	19%
4100-0050	Health Insurance	66,449.88	273,872.77	981,740.00	707,867.23	28%
4100-0055	Flexible Spending Account		427.20	2,500.00	2,072.80	17%
4100-0065	Employee Testing	1,421.00	1,545.00	6,556.00	5,011.00	24%
4100-0075	Meetings		958.38	7,590.00	6,631.62	13%
4100-0080	Professional Dues		1,382.00	26,365.00	24,983.00	5%
4100-0085	Training and Education	564.15	7,954.82	181,560.00	173,605.18	4%
4100-0086	Continuing Education	905.00	4,894.00	18,000.00	13,106.00	27%
4100-0095	Employee Referral Program			500.00	500.00	0%
4100-0101	Clothing and Uniforms	1,764.17	5,023.83	56,203.00	51,179.17	9%
4100-0102	Employee & Incentive Fund	1,250.00	3,368.64	33,000.00	29,631.36	10%
4100-0103	Safety	2,428.56	18,991.59	85,822.00	66,830.41	22%
4100-0045	Unemployment Payments			6,000.00	6,000.00	0%
4100-0060	Worker's Compensation			71,663.00	71,663.00	0%
4100-0070	Mileage Reimbursements			665.00	665.00	0%
4100-0090	Whistle Blower Hotline			500.00	500.00	0%
	<b>Total Employee Benefit &amp; Related Expenses</b>	<b>136,249.50</b>	<b>558,633.28</b>	<b>2,458,231.00</b>	<b>1,899,597.72</b>	<b>23%</b>
<b>Billing Expenses:</b>						
4110-0091	Bad Debt Expense Water		(118.36)	20,000.00	20,118.36	(1%)
4110-0097	Collection Agency Expense		115.00	3,000.00	2,885.00	4%
4110-0110	Bill Processing Services	37,212.63	47,084.89	105,104.00	58,019.11	45%
4110-0112	Customer Notification Expenses		340.88	5,000.00	4,659.12	7%
4110-0120	Customer Service Software Maintenance	1,050.00	56,740.95	58,800.00	2,059.05	96%
4110-0125	Credit Card Processing Fees	3,740.15	11,264.80	31,500.00	20,235.20	36%
4110-0175	Courier Service	551.62	1,636.24	6,420.00	4,783.76	25%
4110-0093	Bad Debt Expense Sewer			15,000.00	15,000.00	0%
4110-0094	Bad Debt Expense Penalties/Misc.			5,000.00	5,000.00	0%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
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	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
Total Billing Expenses	42,554.40	117,064.40	249,824.00	132,759.60	47%
Information Systems Expenses:					
4120-0100 Information Systems Supplies		142.81	9,000.00	8,857.19	2%
4120-0110 Contracted Services (Network)	7,675.27	14,887.13	30,160.00	15,272.87	49%
4120-0115 Continuing Support (Software)	15,000.00	62,636.63	176,389.00	113,752.37	36%
4120-0145 Internet and WAN Communications	1,255.16	2,510.32	11,350.00	8,839.68	22%
Total Information Systems Expenses	23,930.43	80,176.89	226,899.00	146,722.11	35%
Adminstration Supplies:					
4130-0100 Administration Supplies		2,478.53	6,560.00	4,081.47	38%
Total Adminstration Supplies		2,478.53	6,560.00	4,081.47	38%
Customer Service Supplies:					
4140-0100 Customer Service Supplies	100.00	250.00	3,908.00	3,658.00	6%
Total Customer Service Supplies	100.00	250.00	3,908.00	3,658.00	6%
Engineering Expenses:					
4210-0100 Engineering Supplies	4,763.00	7,007.10	30,426.00	23,418.90	23%
4210-0110 Engineering Reviews	17,727.68	30,728.93	104,500.00	73,771.07	29%
4210-0141 Locating Notification Tickets	2,086.70	2,867.70	11,390.00	8,522.30	25%
4210-0240 Construction testing		916.77	5,160.00	4,243.23	18%
Total Engineering Expenses	24,577.38	41,520.50	151,476.00	109,955.50	27%
Operations Expenses:					
4220-0100 Wastewater Operations Supplies		36.99	2,000.00	1,963.01	2%
4223-0100 Water Operations Supplies			2,500.00	2,500.00	0%
Total Operations Expenses		36.99	4,500.00	4,463.01	1%
Compliance Program Supplies:					
4221-0100 FROG Program Supplies			13,725.00	13,725.00	0%
Total Compliance Program Supplies			13,725.00	13,725.00	0%
Pretreatment Expenses:					
4222-0100 Pretreatment Supplies/Expenses	1,818.64	5,388.36	24,795.00	19,406.64	22%
4222-0200 Backflow Supplies	56.22	2,576.22	12,500.00	9,923.78	21%
Total Pretreatment Expenses	1,874.86	7,964.58	37,295.00	29,330.42	21%
Lab Supplies:					
4225-0100 Lab Supplies	706.95	4,758.45	22,000.00	17,241.55	22%
Total Lab Supplies	706.95	4,758.45	22,000.00	17,241.55	22%
Maintenance Expenses:					
4230-0100 Maintenance Supplies	3,861.59	22,265.77	53,226.00	30,960.23	42%
Total Maintenance Expenses	3,861.59	22,265.77	53,226.00	30,960.23	42%
Vehicles & Equipment Expenses:					
4240-0100 Vehicles and Equipment Supplies	5,323.53	10,692.21	43,350.00	32,657.79	25%
4240-0110 Vehicles and Equipment Contracted Services	26,709.22	65,031.60	111,095.00	46,063.40	59%
4240-0155 Vehicles & Equipment Fuel Costs	12,297.79	38,733.94	133,536.00	94,802.06	29%
4240-0162 Vehicles and Equipment Insurance			37,815.00	37,815.00	0%
Total Vehicles & Equipment Expenses	44,330.54	114,457.75	325,796.00	211,338.25	35%
Forest Water Expenses:					
4250-0100 Forest Water Supplies	359.11	4,587.60	45,200.00	40,612.40	10%
4250-0110 Forest Water Contracted Services	1,520.00	19,858.47	23,400.00	3,541.53	85%
4250-0115 Forest Water System Repairs & Improvements		19,637.00	3,500.00	(16,137.00)	561%
4250-0140 Forest Water Communications	139.18	273.00	400.00	127.00	68%
4250-0150 Forest Water Power	103.82	838.29	6,000.00	5,161.71	14%



Bedford Regional Water Auth.  
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		<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
4250-0240	Forest Water Sampling and Testing	562.77	2,300.33	10,000.00	7,699.67	23%
4250-0300	Forest Water Purchased	72,085.20	230,940.96	690,250.00	459,309.04	33%
4250-0410	Forest Water VDH Fees		26,652.00	27,232.00	580.00	98%
4250-0101	Forest Water Meter Installations			56,000.00	56,000.00	0%
4250-0105	Forest Water Chemicals			500.00	500.00	0%
4250-0161	Forest Water Insurance			20,089.00	20,089.00	0%
	<b>Total Forest Water Expenses</b>	<b>74,770.08</b>	<b>305,087.65</b>	<b>882,571.00</b>	<b>577,483.35</b>	<b>35%</b>
Well Systems Expenses:						
4260-0100	Well Systems Supplies	48.98	516.40	12,000.00	11,483.60	4%
4260-0105	Well Systems Chemicals		2,443.72	6,500.00	4,056.28	38%
4260-0110	Well Systems Contracted Services	620.72	782.16	12,000.00	11,217.84	7%
4260-0115	Well Systems Repairs & Improvements		7,977.94	500.00	(7,477.94)	1,596%
4260-0150	Well Systems Power	398.62	2,094.14	6,000.00	3,905.86	35%
4260-0240	Well Systems Sampling and Testing	84.00	204.00	5,000.00	4,796.00	4%
4260-0410	Well Systems VDH Fees		711.00	699.00	(12.00)	102%
4260-0101	Well Systems Meter Installations			500.00	500.00	0%
4260-0161	Well Systems Insurance			865.00	865.00	0%
	<b>Total Well Systems Expenses</b>	<b>1,152.32</b>	<b>14,729.36</b>	<b>44,064.00</b>	<b>29,334.64</b>	<b>33%</b>
SML Central Distribution Water System Expenses:						
4265-0100	SML Central Water Distribution Supplies	6,654.61	9,350.78	14,500.00	5,149.22	64%
4265-0110	SML Central Water Distribution Contracted Services	1,650.00	2,413.66	6,200.00	3,786.34	39%
4265-0115	SML Central Water Distrib. Repairs & Improvements	209.34	620.03	1,000.00	379.97	62%
4265-0140	SML Communications	21.08	42.24	400.00	357.76	11%
4265-0150	SML Central Electric	64.54	308.40	400.00	91.60	77%
4265-0240	SML Central Water Distribution Sampling & Testing	302.77	909.17	8,000.00	7,090.83	11%
4265-0410	SML Central Water Distribution VDH Fees		4,764.00	4,699.00	(65.00)	101%
4265-0101	SML Central Water Distribution Meter Installations			6,500.00	6,500.00	0%
	<b>Total SML Central Distribution Water System Expenses</b>	<b>8,902.34</b>	<b>18,408.28</b>	<b>41,699.00</b>	<b>23,290.72</b>	<b>44%</b>
Highpoint Facility Expenses:						
4270-0100	Highpoint Facility Supplies	19.00	19.00	3,500.00	3,481.00	1%
4270-0105	Highpoint Facility Chemicals		3,919.04	1,000.00	(2,919.04)	392%
4270-0110	Highpoint Facility Contracted Services	1,185.00	1,975.00	5,700.00	3,725.00	35%
4270-0150	Highpoint Facility Power	1,027.79	4,239.27	14,000.00	9,760.73	30%
4270-0155	Highpoint Facility Fuel Costs	1,044.21	1,044.21	2,000.00	955.79	52%
4270-0161	Highpoint Facility Insurance			6,314.00	6,314.00	0%
4270-0371	Highpoint Facility Road Maintenance Fees			1,320.00	1,320.00	0%
	<b>Total Highpoint Facility Expenses</b>	<b>3,276.00</b>	<b>11,196.52</b>	<b>33,834.00</b>	<b>22,637.48</b>	<b>33%</b>
SMLWTF Water Treatment Expenses:						
4330-0100	SMLWTF Water Treatment Supplies	4,129.51	15,817.98	40,000.00	24,182.02	40%
4330-0105	SMLWTF Water Treatment Chemicals	25,998.52	38,593.07	75,000.00	36,406.93	51%
4330-0110	SMLWTF Water Treatment Contracted Services	1,607.80	9,468.06	208,750.00	199,281.94	5%
4330-0140	SMLWTF Water Treatment Communications	52.92	782.78	780.00	(2.78)	100%
4330-0150	SMLWTF Water Treatment Power	19,077.22	78,336.86	210,000.00	131,663.14	37%
4330-0155	SMLWTF Water Treatment Fuel Costs		369.37	1,000.00	630.63	37%
4330-0240	SMLWTF Water Treatment Sampling & Testing	550.80	741.60	8,750.00	8,008.40	8%
4330-0300	SML Water Quality Monitoring		7,500.00	7,500.00		100%
4330-0370	SMLWTF Water Treatment Raw Water Fee		25,000.00	8,800.00	(16,200.00)	284%
4330-0161	SMLWTF Water Treatment Property Insurance			9,376.00	9,376.00	0%
	<b>Total SMLWTF Water Treatment Expenses</b>	<b>51,416.77</b>	<b>176,609.72</b>	<b>569,956.00</b>	<b>393,346.28</b>	<b>31%</b>
Central Water Distribution Expenses:						
4275-0100	Central Water Supplies	12,982.53	16,482.42	37,500.00	21,017.58	44%
4275-0110	Central Water Contracted Services	6,290.00	34,610.29	90,000.00	55,389.71	38%
4275-0115	Central Water Repairs & Improvements		2,415.95	31,000.00	28,584.05	8%
4275-0240	Central Water Sampling & Testing	863.51	2,794.59	12,750.00	9,955.41	22%
4275-0410	Central Water VDH Fees		11,358.00	12,091.00	733.00	94%
4275-0101	Central Water Meter Installations			3,750.00	3,750.00	0%
4275-0155	Central Water Fuel Purchases			500.00	500.00	0%
	<b>Total Central Water Distribution Expenses</b>	<b>20,136.04</b>	<b>67,661.25</b>	<b>187,591.00</b>	<b>119,929.75</b>	<b>36%</b>



Bedford Regional Water Auth.  
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	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
Central Water Treatment Expenses:					
4276-0100	Central Water Treatment Supplies	763.87	8,372.31	45,000.00	36,627.69 19%
4276-0105	Central Water Treatment Chemicals	7,685.10	19,775.63	55,000.00	35,224.37 36%
4276-0110	Central Water Treatment Contracted Services	1,950.80	19,045.33	20,000.00	954.67 95%
4276-0140	Central Water Treatment Communications	165.46	406.61	1,020.00	613.39 40%
4276-0150	Central Water Treatment Power	3,974.14	10,525.74	32,000.00	21,474.26 33%
4276-0240	Central Water Treatment Sampling & Testing	936.60	936.60	1,500.00	563.40 62%
4276-0155	Central Water Treatment Fuel			1,800.00	1,800.00 0%
4276-0161	Central Water Treatment Property Insurance			21,415.00	21,415.00 0%
	Total Central Water Treatment Expenses	15,475.97	59,062.22	177,735.00	118,672.78 33%
Stewartsville Water Expenses:					
4280-0100	Stewartsville Water Supplies		1,184.32	3,500.00	2,315.68 34%
4280-0110	Stewartsville Water Contracted Services	270.00	450.00	2,700.00	2,250.00 17%
4280-0115	Stewartsville Water Repairs & Improvements		821.37	2,500.00	1,678.63 33%
4280-0140	Stewartsville Water Communications	114.60	223.46	600.00	376.54 37%
4280-0150	Stewartsville Water Power	15.08	61.38	400.00	338.62 15%
4280-0240	Stewartsville Water Sampling and Testing	162.76	385.96	2,800.00	2,414.04 14%
4280-0300	Stewartsville Water Purchased	4,800.58	14,387.81	38,500.00	24,112.19 37%
4280-0410	Stewartsville Water VDH Fees		429.00	422.00	(7.00) 102%
4280-0101	Stewartsville Meter Installations			500.00	500.00 0%
4280-0161	Stewartsville Water Insurance			793.00	793.00 0%
	Total Stewartsville Water Expenses	5,363.02	17,943.30	52,715.00	34,771.70 34%
Forest Sewer Expenses:					
4290-0100	Forest Sewer Supplies	4,365.24	14,669.02	65,400.00	50,730.98 22%
4290-0105	Forest Sewer Chemicals	17,714.39	24,554.39	64,000.00	39,445.61 38%
4290-0110	Forest Sewer Contracted Services	5,997.43	21,588.30	70,500.00	48,911.70 31%
4290-0140	Forest Sewer Communications	221.64	588.04	3,600.00	3,011.96 16%
4290-0150	Forest Sewer Power	1,328.97	15,821.04	37,200.00	21,378.96 43%
4290-0155	Forest Sewer Fuel Expense		2,022.44	3,000.00	977.56 67%
4290-0350	Forest Sewer Treatment Costs	25,000.00	75,000.00	300,000.00	225,000.00 25%
4290-0115	Forest Sewer Repairs & Improvements			9,200.00	9,200.00 0%
4290-0161	Forest Sewer Insurance			5,721.00	5,721.00 0%
4290-0240	Forest Sewer Testing			500.00	500.00 0%
	Total Forest Sewer Expenses	54,627.67	154,243.23	559,121.00	404,877.77 28%
Central Sewer Collection System Expenses:					
4291-0100	Central Sewer Supplies	612.01	16,635.92	65,000.00	48,364.08 26%
4291-0110	Central Sewer Coll System Contracted Services	3,135.00	31,947.44	60,000.00	28,052.56 53%
4291-0115	Central Sewer Repairs & Improvements		172.03	30,000.00	29,827.97 1%
4291-0150	Central Sewer Power	4,249.18	16,233.58	50,000.00	33,766.42 32%
4291-0155	Central Sewer Fuel Costs	188.54	693.78	3,000.00	2,306.22 23%
	Total Central Sewer Collection System Expenses	8,184.73	65,682.75	208,000.00	142,317.25 32%
Central Sewer Treatment Expenses:					
4293-0100	Center Sewer Treatment Supplies	5,318.15	26,710.38	65,000.00	38,289.62 41%
4293-0105	Center Sewer Treatment Chemicals	26,969.99	59,501.91	125,000.00	65,498.09 48%
4293-0110	Center Sewer Treatment Contracted Services	1,411.17	16,574.57	70,000.00	53,425.43 24%
4293-0115	Center Sewer Sludge Tipping Fees	3,502.00	7,405.39	40,000.00	32,594.61 19%
4293-0140	Center Sewer Treatment Communications	877.54	2,253.23	9,162.00	6,908.77 25%
4293-0150	Center Sewer Treatment Power	9,470.54	26,327.16	212,000.00	185,672.84 12%
4293-0155	Central Sewer Fuel		356.87	1,500.00	1,143.13 24%
4293-0240	Center Sewer Treatment Sampling & Testing	3,075.41	11,002.27	20,000.00	8,997.73 55%
4293-0411	Center Sewer DEQ Charges		10,225.00	9,550.00	(675.00) 107%
4293-0161	Center Sewer Treatment Property Insurance			18,094.00	18,094.00 0%
	Total Central Sewer Treatment Expenses	50,624.80	160,356.78	570,306.00	409,949.22 28%
Moneta Sewer Collection System Expenses:					
4292-0100	Moneta Sewer Supplies	2,228.15	2,441.44	15,000.00	12,558.56 16%
4292-0110	Moneta Sewer Contracted Services	9,107.70	23,999.01	15,000.00	(8,999.01) 160%
4292-0140	Moneta Communications	79.19	158.37	400.00	241.63 40%
4292-0150	Moneta Sewer Power	2,012.41	6,279.43	15,000.00	8,720.57 42%
4292-0155	Moneta Sewer Fuel Costs	3,365.67	9,429.76	2,000.00	(7,429.76) 471%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Four Months Ending Tuesday, October 31, 2023

		<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
4292-0240	Moneta Sewer Sampling & Testing		1,809.07		(1,809.07)	0%
	Total Moneta Sewer Collection System Expenses	16,793.12	44,117.08	47,400.00	3,282.92	93%
Moneta Sewer Treatment Expenses:						
4294-0100	Moneta Sewer Treatment Supplies	292.74	2,187.83	20,000.00	17,812.17	11%
4294-0105	Moneta Sewer Treatment Chemicals	1,596.32	1,596.32	13,000.00	11,403.68	12%
4294-0110	Moneta Sewer Contracted Services	600.00	3,023.31	28,000.00	24,976.69	11%
4294-0115	Moneta Sewer Sludge Tipping Fees	382.00	1,178.00	9,000.00	7,822.00	13%
4294-0140	Moneta Sewer Treatment Communications	144.60	578.40	3,500.00	2,921.60	17%
4294-0150	Moneta Sewer Treatment Power	4,845.37	19,315.89	39,000.00	19,684.11	50%
4294-0155	Moneta Sewer Fuel	603.75	603.75	600.00	(3.75)	101%
4294-0240	Moneta Sewer Treatment Sampling & Testing	1,562.00	5,183.00	10,000.00	4,817.00	52%
4294-0411	Moneta Sewer DEQ Charges		3,180.00	3,000.00	(180.00)	106%
4294-0161	Moneta Sewer Treatment Property Insurance			7,092.00	7,092.00	0%
	Total Moneta Sewer Treatment Expenses	10,026.78	36,846.50	133,192.00	96,345.50	28%
Montvale Sewer Expenses:						
4295-0100	Montvale Sewer Supplies	139.16	2,201.10	10,000.00	7,798.90	22%
4295-0105	Montvale Sewer Chemicals	158.52	443.86	1,400.00	956.14	32%
4295-0110	Montvale Sewer Contracted Services	775.00	3,935.00	7,000.00	3,065.00	56%
4295-0140	Montvale Communications	21.50	42.84	300.00	257.16	14%
4295-0150	Montvale Sewer Power	37.26	141.76	400.00	258.24	35%
4295-0240	Montvale Sewer Sampling & Testing	428.00	1,366.00	4,000.00	2,634.00	34%
4295-0411	Montvale Sewer DEQ charges		2,545.00	2,400.00	(145.00)	106%
4295-0155	Montvale Sewer Fuel Costs			250.00	250.00	0%
4295-0161	Montvale Sewer Insurance			1,001.00	1,001.00	0%
	Total Montvale Sewer Expenses	1,559.44	10,675.56	26,751.00	16,075.44	40%
Montvale Sewer Collection System Expenses:						
4296-0100	Montvale Sewer Collection Supplies			4,000.00	4,000.00	0%
4296-0110	Montvale Sewer Collection Contracted Services			2,500.00	2,500.00	0%
	Total Montvale Sewer Collection System Expenses			6,500.00	6,500.00	0%
Mariners Landing Sewer Expenses:						
4340-0100	Mariners Landing Sewer Supplies	222.11	232.29	37,000.00	36,767.71	1%
4340-0105	Mariners Landing Sewer Chemicals	158.52	443.86	1,500.00	1,056.14	30%
4340-0110	Mariners Landing Sewer Contracted Services		5,200.00	30,000.00	24,800.00	17%
4340-0140	Mariners Landing Sewer Communication	78.56	314.24	840.00	525.76	37%
4340-0150	Mariners Landing Sewer Power	3,457.59	9,233.44	28,000.00	18,766.56	33%
4340-0155	Mariners Landing Sewer Fuel Costs		259.12	2,000.00	1,740.88	13%
4340-0240	Mariners Landing Sewer Sampling & Testing	568.00	1,136.00		(1,136.00)	0%
4340-0161	Mariners Landing Sewer Property Insurance			1,900.00	1,900.00	0%
	Total Mariners Landing Sewer Expenses	4,484.78	16,818.95	101,240.00	84,421.05	17%
Cedar Rock Sewer Expenses:						
4350-0100	Cedar Rock Sewer Supplies		8,218.73	10,000.00	1,781.27	82%
4350-0105	Cedar Rock Sewer Chemicals	158.52	443.86	1,000.00	556.14	44%
4350-0110	Cedar Rock Sewer Contracted Services		600.00	12,000.00	11,400.00	5%
4350-0140	Cedar Rock Sewer Communication	90.41	180.75	800.00	619.25	23%
4350-0150	Cedar Rock Sewer Power	766.59	2,959.86	9,000.00	6,040.14	33%
4350-0240	Cedar Rock Sewer Sampling & Testing	100.00	300.00	700.00	400.00	43%
4350-0411	Cedar Rock Sewer DEQ Permit Fees		2,545.00	2,400.00	(145.00)	106%
4350-0155	Cedar Rock Sewer Fuel Costs			500.00	500.00	0%
4350-0161	Cedar Rock Sewer Property Insurance			100.00	100.00	0%
	Total Cedar Rock Sewer Expenses	1,115.52	15,248.20	36,500.00	21,251.80	42%
Paradise Point Water Expenses:						
4360-0100	Paradise Point Supplies	232.76	232.76	2,000.00	1,767.24	12%
4360-0110	Paradise Point Contracted Services		4,200.00	5,000.00	800.00	84%
4360-0150	Paradise Point electric	63.15	246.35	5,000.00	4,753.65	5%
4360-0240	Paradise Point Sampling and Testing	20.00	60.00	1,000.00	940.00	6%
4360-0410	Paradise Point VDH Fees		72.00	74.00	2.00	97%
4360-0105	Paradise Point Chemicals			5,000.00	5,000.00	0%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Four Months Ending Tuesday, October 31, 2023

		<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
4360-0140	Paradise Point Communications			300.00	300.00	0%
4360-0155	Paradise Point Fuel Costs			100.00	100.00	0%
	Total Paradise Point Water Expenses	315.91	4,811.11	18,474.00	13,662.89	26%
Schools Sewer Expenses:						
4300-0100	Schools Operations Supplies	1,073.89	1,073.89	10,000.00	8,926.11	11%
4300-0105	Schools Chemicals	2,670.94	3,184.28	10,000.00	6,815.72	32%
4300-0240	Schools Sampling and Testing	177.00	2,244.98	8,500.00	6,255.02	26%
4300-0110	Schools Contracted Services			15,000.00	15,000.00	0%
	Total Schools Sewer Expenses	3,921.83	6,503.15	43,500.00	36,996.85	15%
Mariners Landing Water Expenses:						
4315-0100	Mariners Landing Water Expenses		38.98		(38.98)	0%
4315-0140	Mariners Landing Water Communications	69.19	138.37		(138.37)	0%
4315-0155	Mariners Landing Water Fuel Costs		370.01		(370.01)	0%
	Total Mariners Landing Water Expenses	69.19	547.36		(547.36)	0%
Franklin County Operations:						
4320-0100	Franklin County Supplies		3,078.11	12,000.00	8,921.89	26%
4320-0105	Franklin County Chemicals	875.00	4,813.72	14,000.00	9,186.28	34%
4320-0240	Franklin County Sampling & Testing		366.40	1,000.00	633.60	37%
	Total Franklin County Operations	875.00	8,258.23	27,000.00	18,741.77	31%
BRWA&EDA Contributions for Development:						
4600-0100	BRWA and EDA Contributions for Development		10,000.00		(10,000.00)	0%
	Total BRWA&EDA Contributions for Development		10,000.00		(10,000.00)	0%
	Total Operating Expenditures	1,029,289.99	3,800,876.51	13,372,670.58	9,571,794.07	28%
Depreciation:						
4400-0810	Office Depreciation			13,000.00	13,000.00	0%
4400-0811	Information Systems Depreciation			51,000.00	51,000.00	0%
4400-0812	Vehicles and Equipment Depreciation			300,000.00	300,000.00	0%
4400-0813	Forest Water Depreciation			760,000.00	760,000.00	0%
4400-0814	Lakes Water Depreciation			35,000.00	35,000.00	0%
4400-0815	SML Central Depreciation			410,000.00	410,000.00	0%
4400-0816	Stewartsville Water Depreciation			50,000.00	50,000.00	0%
4400-0817	Forest Sewer Depreciation			575,000.00	575,000.00	0%
4400-0818	Montvale Sewer Depreciation			83,000.00	83,000.00	0%
4400-0819	Amortization Expense			600.00	600.00	0%
4400-0820	Studies Depreciation Expense			27,000.00	27,000.00	0%
4400-0821	Moneta Sewer Depreciation			451,000.00	451,000.00	0%
4400-0822	Central Sewer Depreciation			510,000.00	510,000.00	0%
4400-0823	Center Water Depreciation			440,000.00	440,000.00	0%
4400-0824	SML Water Treatment Facility Depreciation			820,000.00	820,000.00	0%
4400-0825	Mariners Landing Sewer Depreciation			62,000.00	62,000.00	0%
	Total Depreciation			4,587,600.00	4,587,600.00	0%
Lynchburg Debt Service Paid:						
4500-0640	Lynchburg Sewer Interest			1,664.00	1,664.00	0%
	Total Lynchburg Debt Service Paid			1,664.00	1,664.00	0%
2012 VRA Interest:						
4500-0645	VRA 2012 Interest (2005 refunding)		21,268.75	21,269.00	0.25	100%
	Total 2012 VRA Interest		21,268.75	21,269.00	0.25	100%
2014 VRA Interest:						
4500-0660	VRA 2014 Interest (2005 Refunding)		38,640.63	77,281.00	38,640.37	50%
	Total 2014 VRA Interest		38,640.63	77,281.00	38,640.37	50%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Four Months Ending Tuesday, October 31, 2023

	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 33%</u>
2015 VRA Interest:					
4500-0665      VRA 2015 Interest		487,578.13	959,481.00	471,902.87	51%
Total 2015 VRA Interest		487,578.13	959,481.00	471,902.87	51%
Assumed Debt from City:					
4500-0650      Assumed Debt from Town- Interest		26,535.25	53,071.00	26,535.75	50%
Total Assumed Debt from City		26,535.25	53,071.00	26,535.75	50%
VRA 2020 Interest (ESCO project):					
4500-0675      VRA 2020 Interest (ESCO)		64,684.38	124,372.00	59,687.62	52%
Total VRA 2020 Interest (ESCO project)		64,684.38	124,372.00	59,687.62	52%
Total Interest and Debt Service		638,707.14	1,237,138.00	598,430.86	52%
Total Exp., Depr. and Debt Service	1,029,289.99	4,439,583.65	19,197,408.58	14,757,824.93	23%
Total Revenues Less Oper Expense	(520,526.05)	(3,075,544.81)	(176,354.42)	2,899,190.39	1,744%
Gross Cash Before Capital Exp	(520,526.05)	(3,075,544.81)	(176,354.42)	2,899,190.39	1,744%
Less non-debt Capital Contributions		(42,220.85)	(220,400.00)	(178,179.15)	19%
Earnings/(loss) before BRWA Capital Outlays	(520,526.05)	(3,033,323.96)	44,045.58	3,077,369.54	(6,887%)

## BRWA Cash Flow Analysis- Truist Checking Account

Description	July-23	August-23	September-23	October-23	November-23	December-23	January-24	February-24	March-24	April-24	May-24	June-24	YTD Total
<b>Starting Balance</b>	\$ 3,024,600.40	\$ 3,737,650.85	\$ 3,992,337.01	\$ 1,913,715.18									
<b>DEBITS</b>													
<b>Debits from Operations</b>													
Capital Contributions/Asset Sales and Dispos.	\$ 29,436.00	\$ 5,625.00	\$ 8,376.80	\$ -									\$ 43,437.80
Cash From Operations	\$ 1,606,845.52	\$ 1,842,635.76	\$ 1,416,037.36	\$ 1,813,019.33									\$ 6,678,537.97
<b>Total Cash from Operations:</b>	\$ 1,636,281.52	\$ 1,848,260.76	\$ 1,424,414.16	\$ 1,813,019.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,721,975.77
<b>Debits from Non-Operating Sources</b>													
County CIP & Debt Service	\$ -	\$ -	\$ -	\$ 889,909.38									\$ 889,909.38
Transfers from Reserve Accounts	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers from VRA Project Fund	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers from Escrow Account	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers from Capital & Replacement Fund	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers in Deposit Refund Program Fund	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers from Economic Dev. Fund	\$ -	\$ -	\$ 10,000.00	\$ -									\$ 10,000.00
Transfers In Debt Service Fund	\$ -	\$ -	\$ 900,000.00	\$ -									\$ 900,000.00
<b>Total Cash from Non Operating:</b>	\$ -	\$ -	\$ 910,000.00	\$ 889,909.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,799,909.38
<b>Total Debits (Oper. and Non-Oper.)</b>	\$ 1,636,281.52	\$ 1,848,260.76	\$ 2,334,414.16	\$ 2,702,928.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,521,885.15
<b>CREDITS</b>													
<b>Credits for Operating Expenditures</b>	\$ 789,689.39	\$ 1,227,795.79	\$ 1,332,013.42	\$ 830,269.08									\$ 4,179,767.68
<b>Credits for Non-Operating Expenditures</b>													
Payments on Capital Projects	\$ 129,430.69	\$ 361,667.82	\$ 332,237.69	\$ 643,271.04									\$ 1,466,607.24
Payments on Debt Service	\$ -	\$ -	\$ 2,397,171.89	\$ -									\$ 2,397,171.89
Transfers to Debt Service Account	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers to Capital Account	\$ -	\$ -	\$ -	\$ -									\$ -
Transfers to Replacement Fund	\$ -	\$ -	\$ 347,502.00	\$ -									\$ 347,502.00
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	\$ 4,110.99	\$ 4,110.99	\$ 4,110.99	\$ 4,110.99									\$ 16,443.96
<b>Total Non-Operating Expenditures:</b>	\$ 133,541.68	\$ 365,778.81	\$ 3,081,022.57	\$ 647,382.03	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,227,725.09
<b>Total Credits (Oper. and Non-Oper.)</b>	\$ 923,231.07	\$ 1,593,574.60	\$ 4,413,035.99	\$ 1,477,651.11	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,407,492.77
<b>Ending Cash Balance</b>	\$ 3,737,650.85	\$ 3,992,337.01	\$ 1,913,715.18	\$ 3,138,992.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

# OPERATIONS REPORT

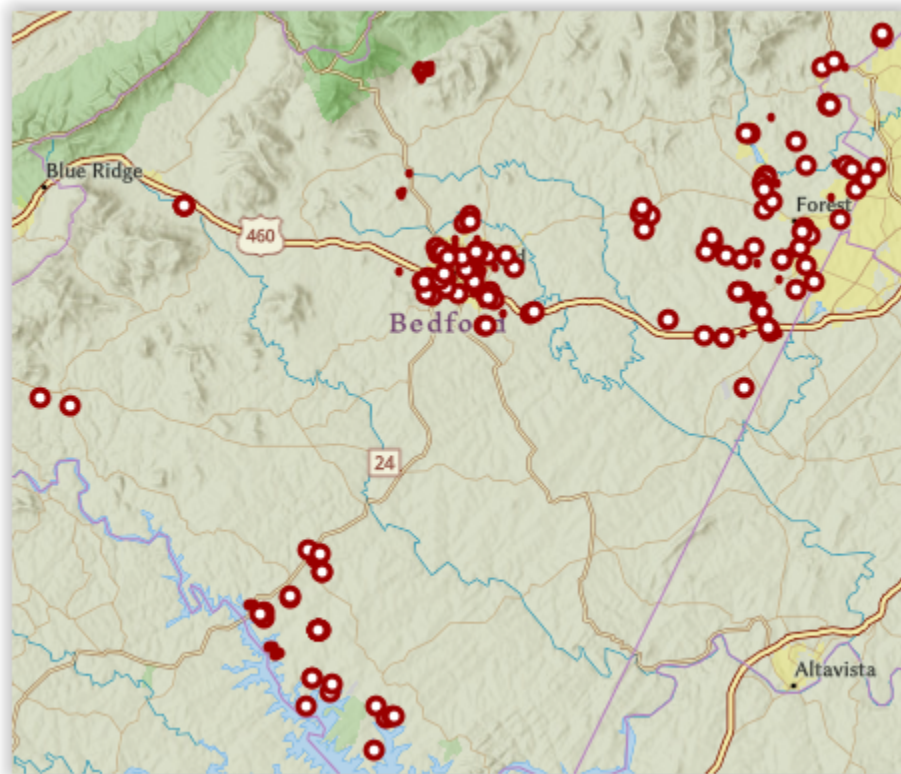
# MEMORANDUM

**To:** BRWA Board of Directors  
**From:** Anthony Browning, Asset Management Specialist  
**CC:** Brian Key, Executive Director, Rhonda English, Deputy Director,  
Thomas Cherro, Director of Operations  
**Date:** November 8, 2023  
**Re:** October 2023 Cartegraph Tasks Report

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## Completed Tasks Summary

Below is a map showing the distribution of the Cartegraph Tasks worked on across our Service Areas during the month of October.



*Figure 1: Map Showing Distribution of October Tasks*



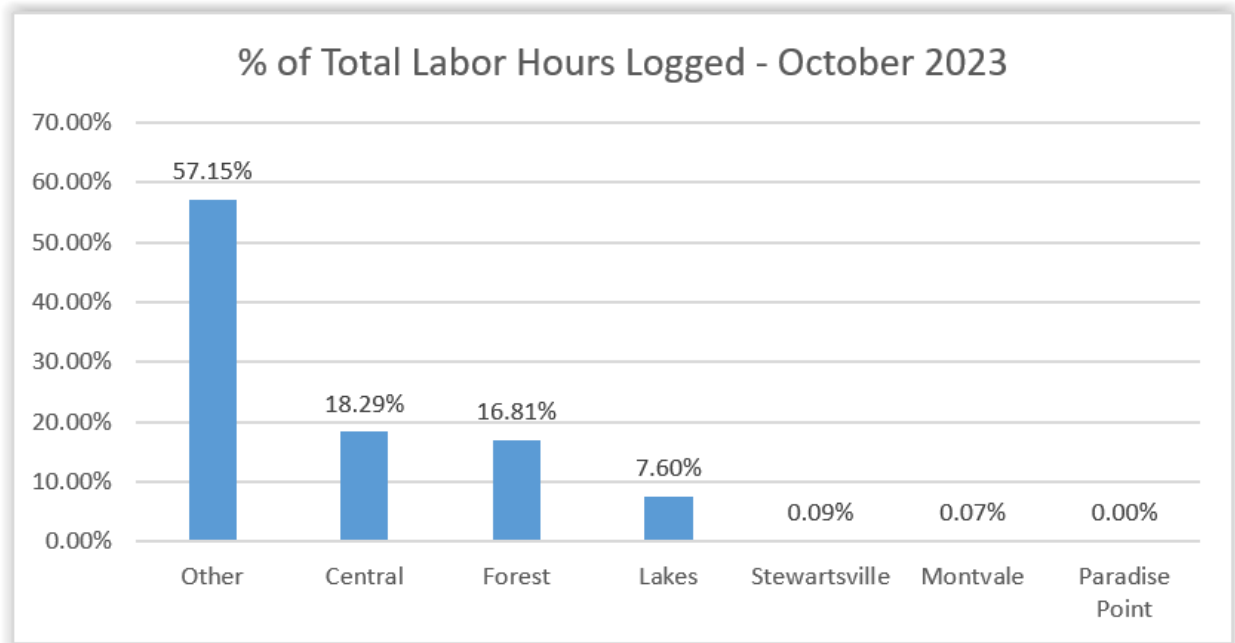
## Labor Hours Invested by General Service Area

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

The Central Service Area led the way in October due to Pipe Repairs, Repairs, and Sewer Backups / Overflows and Capital Improvement work.

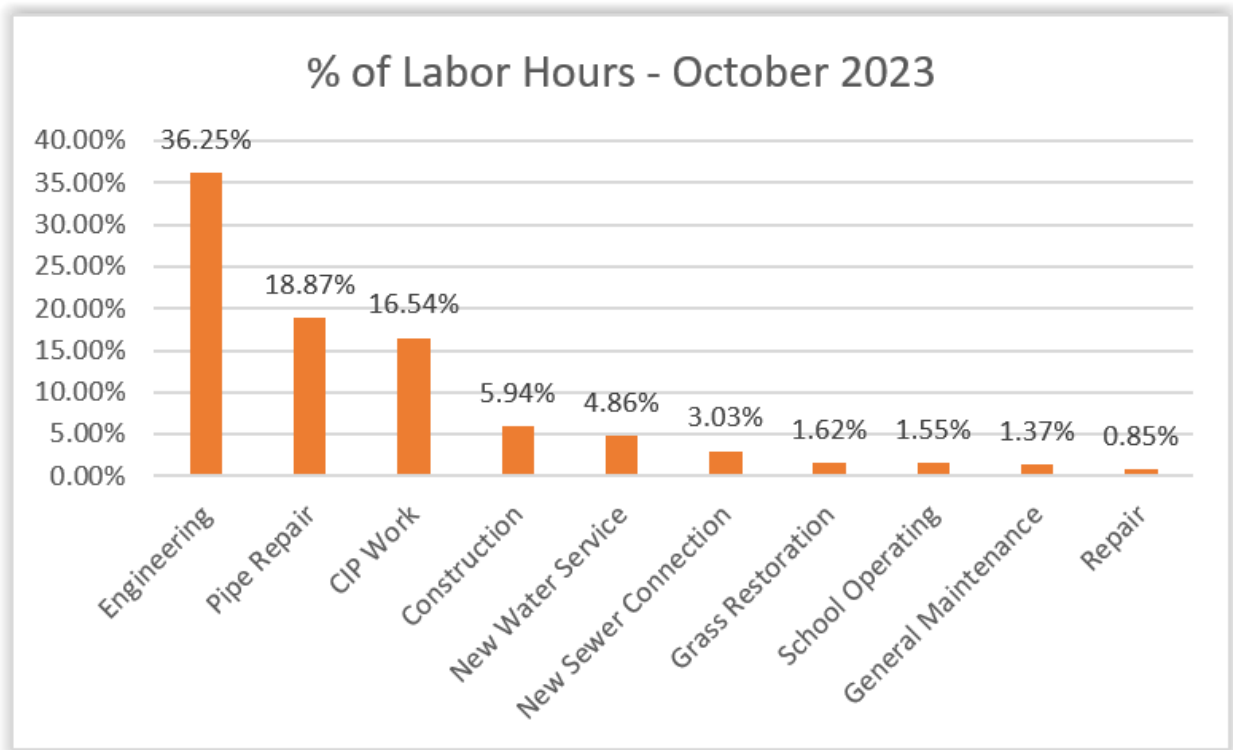
### **General Service Areas:**

- **Central:** Central Water and Sewer, including Treatment, Distribution, and Collection systems
- **Forest:** Forest Water, Forest Sewer, Cedar Rock Sewer
- **Lakes:** Well Systems, SML Treatment and Water Distribution, SMLWTF, Moneta Sewer Treatment and Collection, Mariner's Landing Water and Sewer
- **Montvale:** Montvale Sewer Treatment and Collection
- **Paradise Point:** **Paradise Point Water Treatment Facility**
- **Stewartsville:** Stewartsville Water
- **Other:** Labor not assigned to a particular service area such as meetings, Engineering Development, vehicle maintenance and BRWA Offices



### Labor Hours by Task Type

Just over 90.8% of the total labor hours logged in October are represented in the chart below of the top ten types of tasks performed.



# ADMINISTRATION REPORT



BEDFORD COUNTY

## Forest Middle School closed due to water main break

Bedford County Public Schools

by: [Odyssey Fields](#)

Posted: Oct 18, 2023 / 06:35 AM EDT

Updated: Oct 18, 2023 / 06:35 AM EDT

SHARE



BEDFORD COUNTY, Va. ([WFXR](#)) — Bedford County Public Schools ([BCPS](#)) has announced that Forest Middle School will be closed on Oct. 18, due to a water main break.

The school district says the break happened, on the edge of 221, at the entrance of the middle school.

As a result, the [Bedford Regional Water Authority](#) is making emergency repairs that may cause the road to be closed and the water to be off.

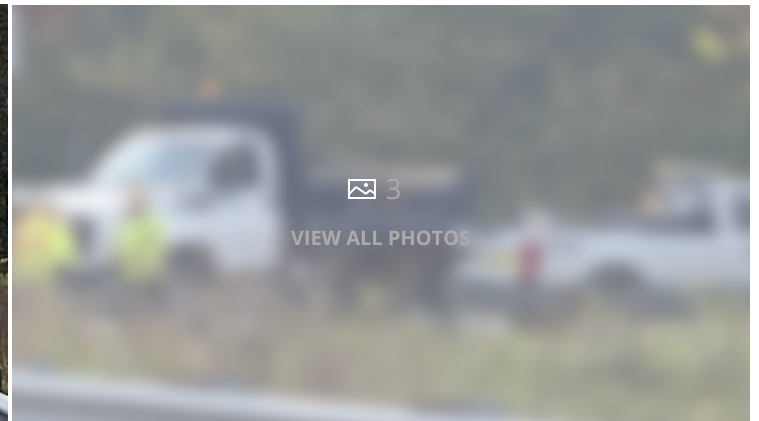
School officials say all after-school activities, including practices, meetings, and games will be canceled.

## Forest Middle School will be closed Wednesday due to a water main break, Bedford County Public Schools says

by Kaylee Shipley

Wed, October 18th 2023, 7:54 AM EDT





*Bedford County Public Schools said due to a water main break Forest Middle School will be closed on Wednesday. (Credit: Dan Palm/ WSET)*

BEDFORD COUNTY, Va. (WSET) — Bedford County Public Schools said due to a water main break Forest Middle School will be closed on Wednesday.

The district said the water main break is on the edge of 221 at the entrance of Forest Middle School.

**SEE ALSO:** [No injuries reported after head-on collision on Timberlake Road, firefighters say](#)

The Bedford Regional Water Authority needs to make emergency repairs that may cause road closure and the water to be shut off, the district said.

According to the Bedford Regional Water Authority, they do not have a defined cause for the water main break at this time.

"Our crews are on site and working to find the leak. The depth of the pipe is unusually deep – around 16 feet – when usually pipes are 3-6 feet deep. This is causing our investigation into finding the location of the leak to take longer than normal. Once we find the leak, we can determine whether our crews can fix it onsite or if an outside contractor will need to fix it. This is still undetermined at this moment. Crews are scheduled to work around the clock until we can resolve the issue," Megan Pittman from the Bedford Regional Water Authority said.

The district said all after-school activities (practices, games, meetings, etc.) will be canceled. All other Bedford County Public Schools will operate on a regular schedule.

ABC13 reached out to Bedford County Public Schools and asked if they expect Forest Middle School to be operating normally on Thursday.

They provided us with the following statement:

“*"The Bedford Regional Water Authority anticipates the project should be completed today. FMS will operate on a normal schedule tomorrow. Any changes to the operating schedule of FMS will be reported to parents and staff, as well as listed on our social media sites."*






(<https://www.lynchburgregion.org/>)




# National Drug Take Back Day recognized on October 28th, 2023

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 October 23, 2023  [Member News \(https://business.lynchburgregion.org/news/category/member-news\)](https://business.lynchburgregion.org/news/category/member-news)

**National Drug Take Back Day.**  
**recognize...**

Horizon Behavioral Health  
(<https://business.lynchburgregion.org/ist/member/horizon-behavioral-health-548>)

 October 23, 2023



**Central Virginia** – According to the Virginia Department of Health, fatal opioid overdoses remain the leading category of drug-related deaths, claiming the lives of 2,223 Virginians in 2021 (VDH, 2021). In response, local law enforcement agencies are teaming up with communities on National Prescription Drug Take Back Day to host local drop-off sites aimed at improving access to safe disposal in the community, a crucial public safety and public health issue.

This October, Horizon Behavioral Health continues to support this effort to reduce environmental risks that can lead to accidental and intentional overdose by offering free storage and disposal resources as well as Rapid REVIVE! Overdose Response Training on-site and free Narcan. Additional organizations supporting this year’s Drug Take Back Day include the Bedford Regional Water Authority, Central Virginia Addiction and Recovery Resources (CVARR), and the Central Virginia Health Department (CVHD).

“As overdose continues to have devastating effects on our communities across the state and nation, Horizon remains committed to Drug Take Back initiatives organized by local law enforcement,” shares Melissa Lucy, Horizon CEO. “We also maintain our resolve to educate our community on the risks of substance use, train individuals how to respond in the event of an overdose emergency and offer support for individuals who seek addiction treatment.”

In support of Drug Take Back Day from an environmental safety standpoint, Cody Lawhorn, Senior Communications Specialist of the Bedford Regional Water Authority, shares, “Clean and healthy waterways are essential for supporting biodiversity and natural resources. Medication pollution can disrupt this balance and harm important ecosystems. By protecting waterways from medication pollution, we can safeguard both our environment and public health, ensuring the availability of clean and safe water for generations to come.”

**On Saturday, October 28th, 2023, from 10:00am to 2:00pm**, seven medication drop box locations will be available throughout the community for residents to dispose of expired, unwanted, or unused medications as well as share valuable resources to safeguard their home. The locations are:

Amherst

- Hometown Pharmacy, 196 Amelon Square Shopping Center, Madison Heights, VA 24572

Appomattox

- The Farmer’s Bank of Appomattox, 169 Old Courthouse Road, Appomattox VA 24522

Bedford

- Tractor Supply Co., 1128 E Lynchburg Salem TPKE, Bedford VA, 24523

The City of Lynchburg

- Horizon Behavioral Health, 2215 Langhorne Road, Lynchburg VA 24501
- Kroger, 2012 Wards Road, Lynchburg, VA 24502
- Kroger, 4119 Boonsboro Road, Lynchburg, VA 24503
- Kroger, 7805 Timberlake Road, Lynchburg, VA 24502

*Horizon Behavioral Health has been the primary public behavioral healthcare provider in the Region 2000 area for more than 54 years. Horizon provides services to adults and children, addressing challenges with mental health, substance use and intellectual disabilities. Horizon is accredited by CARF International. This represents the highest level of accreditation that can be given to a behavioral health organization.*

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## Keep Bedford growing

Oct 25, 2023

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Things are looking brighter for the Town of Bedford. After escaping the crippling effects of the Covid era, positive announcements are starting to pile up! Following years of dormancy, the development of the Harmony complex off Route 460 West is getting a first class business with the construction of a “Royal Farms” facility offering gas and upscale food similar to what Sheetz has done all over the East Coast. The Bedford Regional Water Authority partnered with the Town Council of Bedford and Bedford County Supervisors, and each paid one third of the cost to build sewer upgrades to allow the site at the entrance to D-Day to accommodate the construction of a new Hampton Inn by Hilton. “Dunkin Donuts” is putting in a store across from Walmart. A developer announced the construction of 130 units of residential homes off the Independence Boulevard bypass. The YMCA recently finished the erection of a 9,000 square foot Early Learning Daycare Center for our communities children. INDEED , things are looking brighter!! More jobs, more businesses, more new housing. All great news for the Town of Bedford.

Who do we give credit for this after Covid good news? Our Town officials, of course! Our Bedford Planning and Community Development Committee, our Zoning Committee, and our TOWN COUNCIL!

This election , lets keep Tim Black, Bruce Johannessen, Bob Carson, Stacy Haley, and C.G. Stanley. Their collective experience and guidance will keep Bedford growing. Give them your vote. They have earned it !

Michael Moldenhauer

Bedford



*Pooling Matters: 2023 Fall Issue    The Town of Bedford and Bedford Regional Water Authority recognized on the VRSA Gold Star List!*

## The Town of Bedford and Bedford Regional Water Authority recognized on the VRSA Gold Star List!

10/08/2023

This quarter VRSA recognizes both the Town of Bedford and the Bedford Regional Water Authority (BRWA) as two of the more than 100 members to make the Gold Star List. The list is published quarterly to recognize members who have reported their workers' compensation claims within three days of injury.

"Our intention wasn't to make the list," said BRWA Safety and Risk Manager Jeff Martin. "Our intention was to have an effective safety program, and incident reporting is part of that program."

Making the Gold Star List signifies that a member is not only reporting but also treating employees in a timely manner from the date of their injury. Timely reporting and treatment help make things go right for both the injured employee – with quicker treatment – and their employer – with less staff out as a result of injury.

"We have experienced very few injuries that require more than an initial medical visit but are aware that proper management of injury events is a key component towards taking care of the employee," said BRWA HR Manager Melissa Meador.

Staff from the Town of Bedford agree.

"We know early reporting reduces long-term costs," said Town of Bedford Director of Finance Anne Cantrell.

In addition to better outcomes and lower costs, timely reporting also has an impact on preventing additional incidents.

"It's also helpful toward incident investigation and identifying and addressing root cause issues," said BRWA Safety Coordinator Darryl Burks.

Learn more about the BRWA and the Town of Bedford's Gold Star List recognition in the video below.



Members recognized for timely reporting this quarter can be [found here](#). If you have questions about the Gold Star List, contact VRSA Director of Workers' Compensation Claims Robin Duvall.

Pooling Matters: 2023 Fall Issue

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**ALERT** **TOP STORY**

election 2023 | bedford

## Bedford council candidates address growth, downtown improvements and more at forum

**Justin Faulconer**

Oct 27, 2023



Candidates sit at a forum held by the Bedford Area Chamber Commerce at Liberty Middle School on Wednesday, Oct. 25, 2023.

Paige Dingler News & Advance

Justin Faulconer



BEDFORD — Eight of the 13 candidates running for Bedford Town Council's seven seats on the ballot in the Nov. 7 election addressed voters during a forum the Bedford Area Chamber of Commerce held Wednesday at Liberty Middle School.

Seven candidates running for four one-year terms that expire at the end of 2024 include Mayor Tim Black, current council members Robert Carson and Bruce Johannessen and newcomers Ronald Chivas-Clayton, David C. Foster, Todd Foreman and Jaithan Ippolito. Six candidates running for three three-year terms are Vice Mayor C.G. Stanley, current council members Stacey Hailey and Bruce Hartwick and newcomers Jane McKeon, Darryl Updike and Andrew Catlin. Councilor Darren Shoen is not seeking another term.





Bedford Mayor Tim Black speaks during a forum held by the Bedford Area Chamber Commerce at Liberty Middle School on Wednesday, Oct. 25, 2023.  
Paige Dinger News & Advance

Black, who has served nine years on council and three years as mayor, said the election is crucial for the town in mapping out how it wants to attract growth in various ways.

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“There’s a lot of competing interests in this small town,” Black said. “We’ve got to decide what we want to be.”

He said the town’s economic development activities are pushing for more growth and next year an update to the comprehensive plan, a blueprint for development and future planning within town limits, is on council’s overall agenda.



"We believe the best way to keep your taxes low as possible is to expand the tax base and we have been promoting growth," Black said.



Andrew Catlin speaks during a forum held by the Bedford Area Chamber Commerce at Liberty Middle School on Wednesday, Oct. 25, 2023.

Paige Dingler News & Advance

Catlin, a retired Army major and police officer who moved to the town six years ago, was among hundreds of residents annexed into the town earlier this year through a 6-1 council vote that drew public opposition. He said town officials should focus on promoting the arts community in Bedford and bringing more businesses into town, which includes working cohesively with Bedford County government.

"My vision is to see the town and the county working together to move forward and have a cohesive plan that promotes both of our entities," Catlin said.

Catlin said the town needs to monitor growth so it doesn't outpace current infrastructure and work to renovate the downtown area will take years.

"I work for the people and that's who I am going to listen to and who I'm going to work for," Catlin said.



Jane McKeon speaks during a forum held by the Bedford Area Chamber Commerce at Liberty Middle School on Wednesday, Oct. 25, 2023.

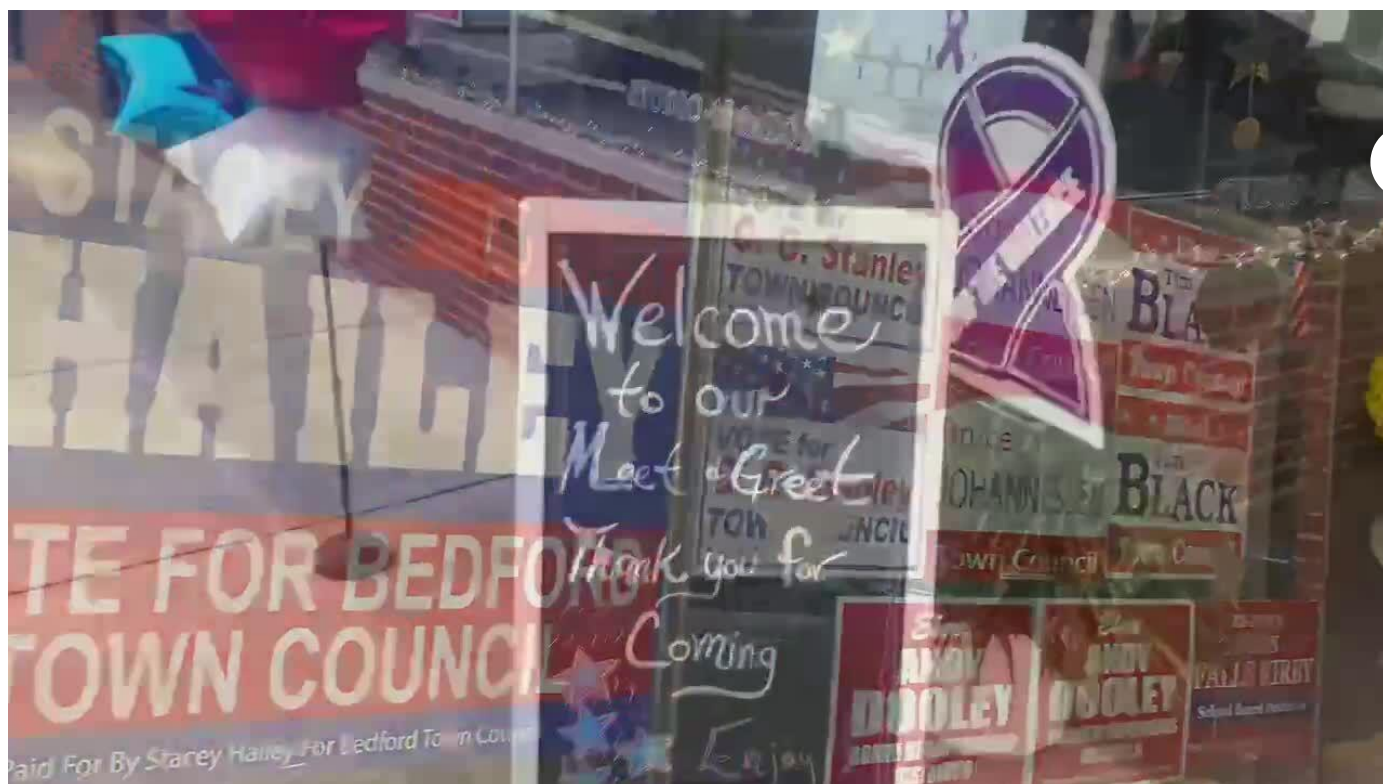
Paige Dinger News & Advance

McKeon also was annexed into the town over the summer, a second phase boundary adjustment tied to Bedford reverting from a city to a town a decade ago, and said she wanted to be proactive in helping the town move forward. She said her vision is to protect Bedford's historic character and make sure infrastructure is in place.

"I'm all for growth but it needs to be planned," McKeon said. "That's my main point: you can't go forward without the funding, and we need to get our fiscal house in order."

McKeon said she wants to ensure a developer comes through on a project to transform the former Bedford Middle School and adjacent former school commonly known as "Old Yellow" on Longwood Avenue into a boutique hotel and apartments. McKeon also wants to work to get more downtown business spaces rent-ready, increase the foot traffic to them and attract more shops.

"It would be really nice if we could get another clothing retail store in town," McKeon said, adding she also would love to see a small movie theater.



Todd Foreman, a former Bedford police chief who worked more than 20 years for the town's law enforcement, said after retiring from that role he has a vested interest in Bedford's future. His vision is to make Bedford a great town to live in and visit with managed growth that doesn't outpace infrastructure availability.



Todd Foreman during a forum held by the Bedford Area Chamber Commerce at Liberty Middle School on Wednesday, Oct. 25, 2023.

Paige Dingler News & Advance

He said when he and his wife travel, they often stop at “cute little towns” to explore them.

“I want Bedford to have that same effect on people where they want to stop and see what we have here,” Foreman said. “We want businesses to fill up downtown spaces.”





He said council also must attract growth that compliments existing attractions, including the National D-Day Memorial, and compliments the town's historical heritage. Public-private partnerships also are important, he said, and it's time for residents and stakeholders to cooperate in efforts to make the town better.

Candidates during the forum also discussed ways to make citizens more informed and engaged with town government and the need to invest in the downtown area.



David Foster during a forum held by the Bedford Area Chamber Commerce at Liberty Middle School on Wednesday, Oct. 25, 2023.

Paige Dingler News & Advance

Foster said he desires “a fresh look” for downtown, to attract “reasonable” growth and to foster a safe, fun place that youth and young families want to come to.

“We need to incentivize and support small businesses and retail services,” Foster said.

Retired from the military and National Park Service, Foster emphasized the importance of the town working to draw in tourism from the millions of people who drive the nearby Blue Ridge Parkway each year. He said he loves the democratic process and the voters deciding town leadership, encouraging residents to roll up their sleeves and support whichever seven council members are elected.



Councilman Stacey Hailey, who has served more than a decade on council, said a recently announced Hampton Inn hotel that will soon break ground near the D-Day memorial site close to U.S. 460 will bring in more travelers and a housing development close to Independence Boulevard with just more than 130 units will help meet a housing need.



Stacey Hailey speaks during a forum held by the Bedford Area Chamber Commerce at Liberty Middle School on Wednesday, Oct. 25, 2023.

Paige Dinger News & Advance

“We are growing,” Hailey said, adding the comprehensive plan is a major part of the process. “We are looking to do what we can to make this town a better place to live for everybody.”

Johannessen said Bedford, like a lot of small towns, has suffered from loss of jobs but is in a good position being in close proximity to Lynchburg, Roanoke and Smith Mountain Lake. He said he would love to see more grants for improvements to some buildings downtown and Bedford's population of about 7,000 poses a challenge in attracting industry.





Bruce Johannessen during a forum held by the Bedford Area Chamber Commerce at Liberty Middle School on Wednesday, Oct. 25, 2023.

Paige Dingler News & Advance

“Towns that have 10,000 or more a lot of times get invited for industrial development where those under 10,000 it’s very, very hard,” Johannessen said.

Stanley said he doesn’t know if the town will ever get another industry like the former Rubatex plant, once a major employer for Bedford, but it can attract businesses with 20 to 30 employees and strive to help them grown. His vision is working to make sure the Bedford Regional Water Authority is ready for future growth, he said.



C.G. Stanley during a forum held by the Bedford Area Chamber Commerce at Liberty Middle School on Wednesday, Oct. 25, 2023.

Paige Dingler News & Advance

If elected to another three-year term, Stanley said it will be his “last tour of duty” and said every decision he has made over the years, even ones that caused heavy criticism such as this year’s annexation, were done with the town’s best interest at heart and when the county and town work together it’s a “win-win” for both governments.

Carson, Chivas-Clayton Hartwick, Ippolito and Updike did not attend Wednesday’s forum.

Black said a mile of sidewalk improvements cost \$500,000, noting limited financial resources council has balancing a \$10 million annual budget that has grown 10% in the past decade.

“We can fix a lot of needs — it’s how much do you want to pay for them,” Black said.

He said the town has a lot of momentum, residents and stakeholders need to work together to tackle those challenges and if elected the next one year-term likely will be his last.

“Even after that I will find a way to serve this community because it’s my hometown, I love it and we have a lot of good things going on here,” Black said.

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## Bedford Regional Water Authority employees fill Donation Room at Bedford Christian Ministry

Staff Reports

Nov 3, 2023

1 of 2



*From left:* Megan Pittman (BRWA), Michelle Roberson (BRWA), Bonnie Norman (BCM), Kelly Faulconer (BRWA), Cody Lawho (BRWA)

Submitted

Bedford Regional Water Authority (BRWA) employees contributed more than two thousand food, cleaning, and personal care items to Bedford Christian Ministries for distribution within the community.

"Our annual food drive speaks to the BRWA's core value of providing quality service to everyone. The food drive is unrelated to our mission of providing Bedford with clean water, but it shows our staff's selflessness. They want to provide the essential service of water and food for others in the community. It's a very proud moment for me every year," said Brian Key, Executive Director of the BRWA.

In 2019, a water operator at Smith Mountain Lake came up with the idea of doing a drive for Bedford Christian Ministries, and four years later, it is now an annual event that the BRWA staff get excited about every year. Plus, that idea turned into a competition to help collect as many donations as possible for the community.

Five teams were established, and the team that gathered the largest number of items for donation received a prize. Though one team claimed the prize at the BRWA, all staff members were aware that there were no losers in this competition, and that the true beneficiary was the community.

Teams were trying to hide their collected numbers from the other teams so no one could overcome them at the last minute and take the prize. However, the closer the deadline loomed, the more intel teams were collecting from each other on item numbers and using that to bolster their numbers.

A few BRWA employees were able to see the real winners – the Bedford Christian Ministries. Employees boxed up these items to bring to the donation center. The organizers and volunteers at Bedford Christian Ministries met them with warmth, tears, and gratitude. According to Bedford Christian Ministries, it was the perfect timing for the donations, as summer and early fall are slow donation time periods. Often, the organization will run out of donations and have to buy them instead for their patrons.

[https://www.pmg-v.com/bedford\\_bulletin/news/bedford-water-approves-10-000-grant-to-local-business/article\\_e2a9ec5a-f4de-5468-ae50-1318d31417f8.html](https://www.pmg-v.com/bedford_bulletin/news/bedford-water-approves-10-000-grant-to-local-business/article_e2a9ec5a-f4de-5468-ae50-1318d31417f8.html)

## Bedford Water approves \$10,000 grant to local business

Nov 8, 2023

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On Tuesday, September 19th, the Bedford Regional Water Authority (“Bedford Water”) Board of Directors awarded a \$10,000 grant to the local company Source4, owned by Carpe Diem Real Estate, for the costs associated with the installation of the fire service meter for their building in Forest. Bedford Water matched the assistance provided by the Bedford County Economic Development Administration (EDA).

“Bedford Water is here to serve the community; approving this grant is one example of how the Authority is committed to supporting businesses in Bedford County. The economic development assistance program is relatively new, and we are pleased to put it to use. It’s gratifying when we can identify a need and offer assistance to businesses,” said Brian Key, Executive Director.

Bedford Water supports businesses in Bedford through a local economic development assistance program that runs in tandem with the Town and County of Bedford. In this case, Source4 was able to receive a locality match grant; the County provided \$10,000 to Source4, and Bedford Water was able to match it.

The money available for financial assistance is not collected through the rates paid by customers, but rather from co-location fees charged to cell phone companies for locating their antennae on water towers. This co-location partnership allows the area to have better cell phone service and for Bedford Water to use these funds to pour back into community businesses.

Not only does Bedford Water provide these grants for businesses, but it also provides these benefits to help qualifying businesses thrive in the area: Expedited review of prospective development plans. Help with looking at options on how to minimize costs related to the installation of water and sewer facilities. Calculating facility fees on the smaller side of compound or fire flow meters to substantially lower rates. Design assistance. Waiving select Engineering Service Charges. Prepayment credits may be issued to offset facility fees.

Bedford Water recognizes the importance of economic development to the community and believes that a strong local economy helps create a healthy community. The Authority works to support Bedford as an economically vibrant community that is a healthy and well-balanced place to work and live.

# PROJECTS REPORT



# CAPITAL IMPROVEMENT PROGRAM

## Projects Listing

Line ID	Service Area	Water or Sewer	Project	Funding Source	Project Costs (Budget)	Project Costs (Committed / Expected)	Spent to Date	Remaining to Spend	Department	Responsible Manager	Current Status	Current Status Date	Status Notes	Start Date	Completion Date
1	Central	Water	Forest to Lakes Permanent Booster Station	SML Residual	\$2,300,000	\$2,264,314	\$ 2,179,716	\$ 120,284	Engineering	Rhonda	In Progress	9/8/23	As-built comments were issued on 7/31/23. Awaiting final as-builts, engineer's O&M manual, and update to SCADA screen in Ignition.	12/18/20	2/28/23
2	Forest	Sewer	Ivy Creek 5 & 6 Design, Construction & Capacity	Debt Service / Other	\$15,471,092	\$15,471,092	\$ 6,315,088	\$ 9,156,005	Construction	Cody	In Progress	11/9/23	Construction and testing continue within the City of Lynchburg boundaries. The Hawkins Mill bore is complete, pending a few complications that may require a new bore.	12/18/20	1/6/25
3	Central	Water	Helm Street Tank Replacement	ARPA	\$3,391,304	\$218,203	\$ 191,443	\$ 3,199,861	Engineering	Whitney	In Progress	11/3/23	Invitation for Bid was advertised beginning the week of November 5th. A pre-bid conference will be held on site on November 29th, 2023. Bid opening is scheduled for Decemeber 19th, 2023.	3/2/22	10/1/26
4	Central	Water	Bell Town Road Waterline Extension	ARPA	\$500,000	\$308,615	\$ 39,829	\$ 460,171	Engineering	Cody	In Progress	11/3/23	Waterline installation is complete and pressure testing passed. Sampling will not be performed until customers are added to the line. At this time no customers are on the line. The contractor has not yet submitted any Pay Applications to date. One Pay Application is expected to close out the project.	7/3/23	10/1/26
5	Central	Sewer	Town & Country Subdivision Sewer Replacements	ARPA / DEQ / Setasides	\$2,494,576	\$2,478,391	\$ 1,627,397	\$ 867,179	Engineering	Whitney	In Progress	11/3/23	All sewer pipe has been replaced and lined within the project scope. Paving and as-builts are the only tasks remaining to be completed. Sewer flow monitoring data indicated an approximated 278,000 GPD reduction in I&I as a result of this project.	10/24/22	12/18/23
					<b>\$24,156,972</b>	<b>\$20,740,615</b>	<b>\$10,353,472</b>	<b>\$13,803,500</b>							

### FISCAL YEAR CAPITAL IMPROVEMENT PROJECTS

Line ID	Service Area	Water or Sewer	Project	FYE CIP	Project Costs (Budget)	Project Costs (Committed / Expected)	Spent to Date	Remaining to Spend	Department	Responsible Manager	Current Status	Current Status Date	Status Notes	Start Date	Completion Date
11	Central WTP	Water	Hoist system for moving pumps - Currently out of service	2024	\$55,000			\$ 55,000	Water	William	Not Started	11/2/23	Safety is still exploring options for a Gantry/mobile Crane system to verify if it will fit our current and future needs. Initial estimates are in the \$10K-15K range for this type of set-up. They are in the process of procuring additional bids.	11/30/23	12/20/23
12	Central WTP	Water	Re-piping Domestic Pump to Hydropneumatic Tank	2024	\$40,000			\$ 40,000	Water	William	Not Started	11/2/23	Trying to secure bid quotes.	11/30/23	1/25/24
27	Central WWTP	Sewer	Carport to cover sludge dumpster	2023	\$8,000			\$ 8,000	Wastewater	Mike	Not Started	11/2/23	Will begin in Spring 2024.	3/1/24	5/31/23
6	Central	Water	Stoney Creek Reservoir - Ph 1 (PER) & Ph 2 (Repairs/Design)	2023	\$200,000	\$195,990	\$ 44,286	\$ 155,714	Engineering	Whitney	In Progress	11/3/23	A proposal was accepted on 10/12/2023 from Wiley Wilson in the amount of \$150,150 to begin the following design work: 1) Materials Sampling and Characterization, 2) Grouting Program Design, 3) Filter Diaphragm Design, and 4) Low Level Outlet Works Design. Site visits are being scheduled in November and December for data collection and sampling of materials in existing box culvert.	9/14/22	6/30/24
7	Central WTP	Water	Central WTP - Upgrade Chemical Feeders (PaCl)	2022	\$10,000			\$ 10,000	Water	William	In Progress	11/2/23	Scheduling a follow-up site visit with Control Equipment Company(CEC) to procure a quote.	11/30/23	12/29/23
8	Central WTP	Water	Central WTP Filter Control SCADA Interface (2)	2023	\$35,000			\$ 35,000	Water	William	In Progress	11/2/23	After much research, project appears to have been completed by previous management. Project details included installing one SCADA touch-screen to actuate new Cla-valves on the Raw Water Influent, Backwash Valves, and Filter Effluent Valves, which were all purchased in conjunction with this project. Once this information is verified, project can be marked complete.		10/31/23
9	Central WTP	Water	Central WTP Flocculators	2023	\$180,040	\$180,040		\$ 65,000	Water	William	In Progress	11/2/23	Falwell is trying to procure flocculator #1 full assembly, but the VFD drive motors are currently on backorder, and we are currently awaiting lead times from the manufacturer-Amwell.	12/1/23	1/25/23
10	Central WTP	Water	Central WTP Motor Control Center Replacement	2023	\$100,000	\$30,580	\$ 30,265	\$ 69,735	Water	William	In Progress	11/2/23	Met with reps from Wiley & Wilson on 10/19/23, and are awaiting 80% proposal; was given a time frame of late November/early December to receive quote.	12/29/23	2/1/24
13	Forest	Water	Fox Runn Booster Station - Structure repairs/replacement	2023	\$25,000			\$ 25,000	Maintenance	Phil	In Progress	9/8/23	One of three requested quotes received. Working to find a quote under \$10k.	4/3/23	12/25/23
14	Forest	Water	New London Tank Standby Generator	2023	\$6,000	\$0		\$ 6,000	Water	William	In Progress	11/3/23	Working with Facilities Maintenance to obtain correct wattage rating for Generators. Looking to complete purchase, and spend funds, by the end of November.	11/20/23	11/30/23
15	MVS	Water	Mountain View Shores Filter Replacement	2022	\$150,000		\$ 31,222	\$ 118,778	Water	William	In Progress	11/3/23	Met with W W to review possibilities of getting existing filters out of the building. W W recorded all the information and will get back with an assessment plan for the building.	3/22/23	11/15/23
16	Paradise Pt	Water	Paradise Point SCADA	2022	\$10,000	\$17,500	\$ 4,200	\$ 5,800	Water	William	In Progress	11/2/23	Met with reps from Moore's on 10/4/23 and 10/27/23, currently awaiting bid quote.	11/30/23	12/29/23

# CAPITAL IMPROVEMENT PROGRAM

## Projects Listing

Line ID	Service Area	Water or Sewer	Project	Funding Source	Project Costs (Budget)	Project Costs (Committed / Expected)	Spent to Date	Remaining to Spend	Department	Responsible Manager	Current Status	Current Status Date	Status Notes	Start Date	Completion Date
17	SML (w/ WVWA)	Water	Sewer Pump Station 4 Upgrades Ph 1 (EQ)	2023	\$20,000		\$ 4,200	\$ 15,800	Water	Mike	In Progress	11/2/23	New pump and seals installed and ARVs replaced. SML disk filter is now back online and pump station 4 is back to normal operation. As long as the disk filter at SML stays in operation, pump station 4 can handle the normal flow. Due to the hours on both pumps, getting quotes for a new pump as backup.	3/20/23	11/30/23
18	SML (w/ WVWA)	Water	SMLWTF GAC Pump and associated parts	2023	\$25,000			\$ 25,000	Water	William	In Progress	11/2/23	Wood Equipment provided quotes for 2 pump size options; smaller Option 1 was ~\$12k and larger Option 2 was ~\$16k. Installation quote received from Littleton; still waiting on complete turn-key quotes from Falwell, and WGK. Anderson rescinded their bid offer, due to excessive workload.	11/30/23	1/30/24
19	SML (w/ WVWA)	Water	SMLWTF - Add Security System to Fire Alarm System	2023	\$10,000			\$ 10,000	Water	William	In Progress	11/2/23	Safety is still exploring options for repair/upgrade/replacement of the current fire alarm system. They are also looking into adding a separate security alarm vs. tying in with the fire alarm system and are in the process of procuring bids.	11/30/23	12/29/23
20	SML (w/ WVWA)	Water	GAC Heated Building	2024	\$200,000			\$ 200,000	Water	William	In Progress	11/2/23	On 10/31/23, a request was sent over to the Department of General Services, and we are currently awaiting to hear back from them.	1/15/24	2/29/24
23	Central	Sewer	Pump Stations 1, 2, 3 - Security Cameras	2022	\$5,000			\$ 5,000	Wastewater	Mike	In Progress	9/25/23	Getting quotes from Security Lock & Key.		
24	Central	Sewer	Central Pump Station 1 - Replacement Pumps/Motors	2024	\$110,000			\$ 110,000	Wastewater	Mike	In Progress	8/7/23	Whitman, Requardt & Assoc. submitted a proposal, which has not been accepted. An additional proposal was received from Blue Ridge Engineering for considerably less.		
25	Central	Sewer	Central Pump Station 2 - Replacement Pumps/Motors	2024	\$110,000			\$ 110,000	Wastewater	Mike	In Progress	8/7/23	Whitman, Requardt & Assoc. submitted a proposal, which has not been accepted. An additional proposal was received from Blue Ridge Engineering for considerably less.		
26	Central	Sewer	Sewer Flow Meter - Bedford Weaving	2024	\$25,000			\$ 25,000	Construction	Cody	In Progress	10/10/23	Pricing for the flow meter is being worked with along with the Peaks of Otter Sewer Flow Meter.		
28	Central WWTP	Sewer	New RAS Pump #1	2023	\$55,000	\$47,000	\$ 29,677	\$ 25,323	Wastewater	Mike	In Progress	10/31/23	Installation was awarded to TENCARVA. installation and startup inspection quote was \$9903.	2/17/23	12/22/23
29	Lakes	Sewer	Blower system at Moneta pump station 1	2023	\$15,000			\$ 15,000	Wastewater	Mike	In Progress	9/21/23	Getting quotes on three options. Option 1 - wet well wizard (used for eliminating gas); Option 2 - blower system; Option 3 - chemical feed.	3/13/23	12/31/23
30	Mariners	Sewer	Install bracing on influent basin on Train 1 and 2	2023	\$20,000			\$ 20,000	Wastewater	Mike	In Progress	11/2/23	Working with Falwell on a scope for the project.	3/13/23	12/31/23
32	Mariners	Sewer	Pump Station 5 SCADA (6th Fairway)	2023	\$10,000			\$ 10,000	Wastewater	Mike	In Progress	11/2/23	RFQ sent out on 9/25/23 to 3 SCADA Integrators; awaiting 2 more quotes.	3/13/23	12/31/23
33	Mariners	Sewer	Pump Station 9 SCADA (1st Fairway)	2023	\$10,000			\$ 10,000	Wastewater	Mike	In Progress	11/2/23	RFQ sent out on 9/25/23 to 3 SCADA Integrators; awaiting 2 more quotes.	3/13/23	12/31/23
34	Mariners	Sewer	Pump Stations pump replacement	2023	\$20,000			\$ 20,000	Wastewater	Mike	In Progress	10/25/23	Pump was ordered on 10/23/23.	3/13/23	11/30/23
35	Moneta WWTP	Sewer	New chains on Train 1 BIOWHEELS	2023	\$20,000			\$ 20,000	Wastewater	Mike	In Progress	9/25/23	Waiting on delivery.	4/21/23	11/30/23
38	Office / Admin	Other	Mobile Improvements		\$60,000		\$ 60,595	\$ (595)	Maintenance	Phil	In Progress	9/8/23	Installing floors and locks on 9/18/2023; will then be complete minus desks.		11/30/23
39	Office / Admin	Other	Key System - Phase 2A (Various sites)	2023	\$20,000		\$ 5,773	\$ 14,228	InfoSys	Therron	In Progress	9/26/23	Added employee vehicle lot door at SMLWTF to this phase along with double headed pedestal for gate at main office to allow for taller fleet vehicles to scan fobs. Deposit Invoice has been coded and sent to Finance for payment.		
40	Office / Admin	Other	Bulletproof Glass & Front Desk modifications	2024	\$120,000			\$ 120,000	Customer Service	Marcie	In Progress	8/23/23	July 13, 19, 21 and Aug 4th contacted Barbara Owen requesting a start date. She was waiting to hear back from the glass company to schedule a time to take exact measurements. Met with Barbara and Robert Hiller with Commercial Glass on 8/23/23 to take exact measurements. Mr. Hiller will submit the drawings, get them approved and order the glass. Terry Owen will do his part of the construction first, then advise Mr. Hiller when he is done. No estimated install date has been set yet.	7/1/23	10/30/23
41	Purchases	Other	Maintenance Coordinator Ram 1500	2024	\$46,000		\$ 42,972	\$ 3,028	Maintenance	Phil	In Progress	9/8/23	Purchased 8/22/2023 for \$42,972.00; waiting for delivery.	8/1/23	11/8/23
21	Central	Sewer	Pump Station 7 Replacement	2022	\$261,000		\$ 217,209	\$ 43,791	Wastewater	Mike	Complete	10/25/23	Final inspection was completed on 10/24/23. Project is now complete.	4/3/23	10/24/23
22	Central	Sewer	Pump Station 7 SCADA	2023	\$20,000	\$27,560	\$ 27,560	\$ (7,560)	Wastewater	Mike	Complete	9/7/23	Complete; all invoices have been added.	4/3/23	9/15/23
31	Mariners	Sewer	New control panels for both Trains	2023	\$25,000	\$25,000	\$ 26,000	\$ (1,000)	Wastewater	Mike	Complete	9/25/23	Train 2 control panel installed 9/9/23. Job is complete all invoices have been added.	3/16/23	9/8/23
36	Office / Admin	Other	Website Design	2022	\$65,000		\$ 67,460	\$ (2,460)	Admin	Megan	Complete	10/2/23	Intranet launched on 10/2/2023.	9/1/21	10/1/23
37	Office / Admin	Other	Board Room Modifications		\$20,000		\$ 16,180	\$ 3,820	Director	Brian	Complete	10/6/23	Minor adjustments needed, like installing Airtime adapters. No more expenditures needed.	12/20/22	4/30/23
					<b>\$2,144,806</b>	<b>\$523,670</b>	<b>\$607,598</b>	<b>\$ 1,422,168</b>							



<b>Job #:</b> 2020043.3	<b>Job Type:</b> Sewer	<b>Service Area:</b> Forest	<b>Last Updated:</b> 11/9/2023
<b>Job Name:</b> Ivy Creek Divisions 5 & 6 Interceptors		<b>Funding/Budget:</b> \$15,471,092.30	
		<b>Funding Source:</b> DEQ - VCWRLF	<b>Department Contact:</b> R English \ Ward \ Dade
<b>Engineer:</b> CHA / E.C. Pace		<b>Design Contract Amt:</b> \$1,277,900	
<b>Contractor:</b> E.C. Pace		<b>Construction Contract Amt:</b> \$13,686,954	
<b>Description:</b> 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.			
<b>Status:</b> Meeting held 1/11/21 at LVPS to review station for temporary capacity measures needed. SRP application submitted in May for 6/15/21 Planning Commission meeting. 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. Reviewed 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. 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. ESMT's #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. Continued discussions with 2 property owners for sewer line easements (Green, Johnston). VMRC permit advertised. Dsgn 03 rec'd 2/10/22. Reviewed to Sheet C-316. Stopped review & issued comments thus far on 2/24/22. Outstanding sewer line easements presented to the Board in March; sewer meter access easements to be addressed at a later date if needed. ESMT's #220002973 & 220002974 recorded 3/14/22. ESMT's #220003144 & 220003145 recorded 3/17/22. ESMT #220003779 recorded 3/31/22. All linework easements obtained; access easements pending. 2 line easements to be corrected with Lynchburg as Grantee. Updated construction cost estimate received 5/3/22 reflecting significant price escalations; Dsgn 04 rec'd 6/10/22. Draft construction contract amendment rec'd 7/6/22 and reviewed by legal counsel; presented for approval at August Board meeting. Design plans being finalized. Access easements being obtained, as well as updated and/or widened easements where applicable. Construction Amendment signed 8/19/22. Dsgn 05 rec'd 8/23/22. Dsgn 05 review completed 9/8/22. Awaiting review comments from Lynchburg for final plan updates. 10/20: approximately 4000 LF of pipe is on site; due to environmental restrictions for endangered bat species, tree removal not permitted until 11/15. Due to delay in Lynchburg approvals, clearing to begin around week of 12/12 on Bedford County side. Lynchburg not permitting work until plans have final approvals. 1/6: Clearing underway and several temporary stream crossings installed on Bedford County side. Pay App 1 with stored materials rec'd 1/6/23. ESMT #230000186; 230000187; & 230000188 recorded 1/10/23. ESMT 23000546 recorded 1/26/23. Preconstruction meeting with DEQ on 2/3/23. Surface blasting for easement clearing began late January. Agreement executed 2/8 to allow use of City easements. Meter access easements mailed to Lynchburg for execution on 2/17/23. Preconstruction with Lynchburg held on 2/23/23. RLD permits received from both County and City. Blasting underway. Shop Dwg 01 rec'd 3/21/23. ESMT #230002218 recorded 3/21/23. Shop Dwg 02 rec'd 3/23/23. ESMT #230000188 recorded 4/10/23. Bypass Pumping tested 5/22/23 Blasting caused damage to COL Chemical Storage building. Contractor to repair roof. H2S was found in bedrock; considering smaller blasts with relief holes (5/26/2023). 7/7: City line to be replaced to existing alignment, costs shared between EC Pace, BRWA, and COL. New alignment in design for interceptor. Change Order 1 executed 7/28/2023 for time and reallocation of Ph 1 funds related to delayed DEQ closing and Lynchburg sewer replacement. Sewer replacement to begin 8/14. Sanitary sewer installation began at manhole 121. 30-inch sewer installation has been completed to manhole 128. Manhole 129 (metering manhole) is still being fabricated and due to arrive onsite the middle to end of January 2024. The crew set manhole 130 11/9/2023.			
<b>Job #:</b> 2020043.4	<b>Job Type:</b> Water	<b>Service Area:</b> Bedford Central	<b>Last Updated:</b> 8/4/2023
<b>Job Name:</b> Route 460 Water Pump Station		<b>Funding/Budget:</b> \$2,300,000.00	
		<b>Funding Source:</b> CIP	<b>Department Contact:</b> R English \ S Dade
<b>Engineer:</b> CHA / E.C. Pace		<b>Design Contract Amt:</b> \$89,000	
<b>Contractor:</b> E.C. Pace		<b>Construction Contract Amt:</b> \$2,123,813	
<b>Description:</b> Value engineering design and construction of booster station at the end of East Crest Drive.			
<b>Status:</b> Preliminary Stage contract for PPEA project executed 12/18/20. Construction Stage contract for this portion of the project anticipated early spring 2021. 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. Construction has begun. 85% of site pipe work is complete. Foundation floor and foundation lower wall has been installed as of 3/3/2022. Ph 1 (design) paid in full in 1/2022; Ph 2 (construction) pay apps #1-#6 approved total of \$1,040,898.37, plus \$40,400 paid for electric service. Pumps are further delayed until September. Draft Change Order received for time extension until November to allow for pump installation and startup. Pumps are delayed again until late October. SCADA startup meeting held on 9/27 with DR Controls. Electrical and HVAC nearly complete. Pumps arrived and have been installed 11/3/2022. Initial pump startup testing held on 12/6/22. Reverse flow testing held 1/5/23; minor issues found and corrected in programming. Station is substantially complete with local functionality; SCADA screens underway for remote access. Final testing to occur after Rt 122 meter is replaced. Certificate of Occupancy rec'd 3/2/23. Final testing on 4/11/23 could not complete all scenarios due to issues with Rt. 122 meter; punchlist being generated. Final performance testing completed successfully on 5/4/23. Additional SCADA work requested for system automation (considering parameters outside of station) as well as actuated bypass valve at Big Ben control valve. As-built 01 rec'd 6/23/23. 7/7: Actuated valve to be completed in-house. Substantial Completion issued 6/16/23, effective 1/5/23. 8/4: Awaiting O&M manual and SCADA Ignition screen update prior to final retainage payment.			

<b>Job #:</b> 2020086	<b>Job Type:</b> Water	<b>Service Area:</b> Bedford Central	<b>Last Updated:</b> 7/10/2023
<b>Job Name:</b> Poplar Street Waterline Replacement (Phase I)		<b>Funding/Budget:</b>	
		<b>Funding Source:</b> Setasides - Water	<b>Department Contact:</b> C Ward \ T Hale
<b>Engineer:</b> BRWA & Hurt & Proffitt		<b>Design Contract Amt:</b> \$600.00	
<b>Contractor:</b> BRWA		<b>Construction Contract Amt:</b> TBD	
<b>Description:</b> To replace and upgrade the existing 1" waterline along Poplar Street with a 6" waterline in response to customers having water quality issues			
<b>Status:</b> Locate and Survey Completed 6/11/2020. Research and Design completed for review 7/29/2020. Plans sent for internal review 7/30/2020. Plans sent for Town review 8/21/2020. Comments rec'd 9/4/2020 Construction began on 8/12/2021. Main line installation complete. Services have been switched over. Restoration, paving and concrete work are still outstanding. COC issued 1/6/22. H&P As-Built & Survey Proposal accepted 5/23/23. As-Built 01 rec'd 7/10/23.			
<b>Job #:</b> 2021004	<b>Job Type:</b> Internal	<b>Service Area:</b> Central Sewer	<b>Last Updated:</b> 11/9/2023
<b>Job Name:</b> Town & County Sewer Replacement		<b>Funding/Budget:</b> \$2,000,000.00	
		<b>Funding Source:</b> ARPA - Town	<b>Department Contact:</b> S Dade & C Ward
<b>Engineer:</b> Hurt & Proffitt, Inc.		<b>Design Contract Amt:</b> \$114,600	
<b>Contractor:</b> Aaron J. Conner General Contractor, Inc.		<b>Construction Contract Amt:</b> \$1,999,351	
<b>Description:</b> Replacement of approximately 9,000 LF of existing 8-inch sewer line.			
<b>Status:</b> Esmt's #220003307 & #220003308 recorded 3/22/22. Esmt # 220003778 recorded 3/31/22. Esmt #220004617 recorded 4/21/22. Esmt #220005778 recorded 5/18/22. Esmt #220006243 recorded 5/31/22. Esmt #220007354 recorded 6/29/22. Project was advertised for bid on 7/22/2022. Bid opening will be held on 8/24/2022. Bid awarded to Aaron J. Conner. NTP issued 10/24/2022. VDOT LUP obtained. Pay App #1 received 11/01/2022. Construction began 11/10/22. Pay App 1 & 2 were approved. Construction 17% complete as of 1/3/2023. AJ Connor Bond rec'd 11/9/22. Pay App 3 & 4 were approved. Design changes were made to MH Q due to field constraints. Line from MH Q to MH AA will be reviewed for lining and not replacement due to proximity of existing sewer line to residential structure. Esmt #230003119 recorded 4/20/23. Sanitary sewer installation completed on Windy Ridge Drive, Green Meadow, and Roundtree Drive. Services are still being installed on Roundtree as of 6/5/2023. Manhole testing on Windy Ridge has begun. Sewermain installation on Woodhaven Drive is 40% complete. Sewer main installation complete on Windy Ridge, Woodhaven Drive, and Roundtree. All manholes have been tested. Still awaiting the contractor to complete the sanitary sewer runs between manholes P thru AA and manhole V to U. Contractor is proposing to pipe burst manholes V to U and install liner between P - AA. The sanitary sewermain was directionally drilled between manholes V and U by Grindstaff. The sanitary sewer between manholes P to Q and Q to AA had liners installed by Prisms Contractor and Engineer Inc. All sanitary sewermain installation completed on 10/17/2023.			
<b>Job #:</b> 2021093	<b>Job Type:</b> Sewer	<b>Service Area:</b> Forest Central	<b>Last Updated:</b> 2/7/2022
<b>Job Name:</b> Lake Vista Sewer Line Rehabilitation Study		<b>Funding/Budget:</b>	
		<b>Funding Source:</b> Operating	<b>Department Contact:</b> P Alexander
<b>Engineer:</b> BRWA Preventative Maintenance		<b>Design Contract Amt:</b>	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> 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.			
<b>Status:</b> PM Crew to perform condition assessment, CCTV survey, and easement clearing. All manholes and cleanouts have been located. Working on clearing the easements.			
<b>Job #:</b> 2021103	<b>Job Type:</b> Sewer	<b>Service Area:</b> Central Sewer	<b>Last Updated:</b> 9/5/2023
<b>Job Name:</b> Central Sewer Pump Station Rehabs (4, 7, & 8)		<b>Funding/Budget:</b> \$186,000.00	
		<b>Funding Source:</b> CIP	<b>Department Contact:</b> R Ramsey
<b>Engineer:</b> Blue Ridge Engineering & Construction Services		<b>Design Contract Amt:</b> \$5,000	
<b>Contractor:</b> Falwell		<b>Construction Contract Amt:</b> \$143,000	
<b>Description:</b> Central Pump Station #7 Replacement as included in CIP by Wastewater Operations.			
<b>Status:</b> PS #7 to be rehabbed in FY22; PS #7 will be replaced with Smith & Loveless pumps.. PS #4 I&I Evaluation and PS #8 Rehab slated for FY23. PS #4 Rehab slated for FY24. Materials for replacement were ordered from Smith & Loveless and Fairwinds on 6/1. Shop drawings were reviewed and delivery is scheduled for 11/2022. Pump Station package delivered to BRWA office complex on 12/27/2022. Waiting on Construction Cost Estimate from AJ Conner last requested on 12/27/2022. Construction Cost Proposal from AJ Conner was over budget. Wastewater Ops will be requesting quotes from Contractors. 2 quotes received from RFQ, with Falwell low bidder. Work beginning on 8/7/23; draw down test performed on 9/5 and new station placed online.			

<b>Job #:</b> 2021111	<b>Job Type:</b> Water	<b>Service Area:</b> Bedford Central	<b>Last Updated:</b> 11/6/2023
<b>Job Name:</b> Helm Street Tank Replacement		<b>Funding/Budget:</b> \$3,391,304.00	
		<b>Funding Source:</b> ARPA-Town, Escrow	<b>Department Contact:</b> English \ Quarles
<b>Engineer:</b> Whitman, Requardt & Associates (WRA)		<b>Design Contract Amt:</b> \$218,203	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Replacement of existing deteriorated round tank at Helm Street with a new tank to serve the system.			
<b>Status:</b> 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. Revised proposal received 2/14/22 and executed 3/2/2022. Preliminary budget estimate from WRA indicates total project cost of approx. \$3.5M. Kickoff meeting held 4/12. Survey began 5/4; and is complete; soil borings completed 5/9. Meeting held 6/22 to review waterline functions and connectivity on site. Preliminary Design Report and geotech report rec'd 7/26, 2 weeks behind schedule. Comments returned 8/17; revisions rec'd 9/20. Preliminary engineering conference held with VDH and PER approved on 11/1. 60% plans and estimate rec'd 12/21/22 and submitted to VDH (12/21/22) and Town (12/22/22). Current cost estimate of \$3.6M including \$573k contingency. 60% plan comments sent on 2/9/23. BRWA verified pipe depths at 3 locations. ARPA funding redistributed between Town & Country and Helm Street tank. 90% plans & specs received 5/22/23. Design reviewed with Water Ops on 7/13/23. Comments returned 7/20. Final documents to be submitted for permitting at end of August. Working with Schools to relocate communication equipment. 100% drawings rec'd 8/22; reviewed with Town TRC on 9/6 and submitted to County E&S for LDP review. VDH Waterworks Construction Permit rec'd 10/4; awaiting SWM and building permit approvals prior to bidding. IFB was advertised on 11/5. Bid Opening date is December 19, 2023.			
<b>Job #:</b> 2021135	<b>Job Type:</b> Water	<b>Service Area:</b>	<b>Last Updated:</b> 7/10/2023
<b>Job Name:</b> Galax & Gum Street Waterline Replacement		<b>Funding/Budget:</b>	
		<b>Funding Source:</b>	<b>Department Contact:</b> C Ward & T Hale
<b>Engineer:</b>		<b>Design Contract Amt:</b>	
<b>Contractor:</b> BRWA CIP		<b>Construction Contract Amt:</b>	
<b>Description:</b>			
<b>Status:</b> Galax Dsgn approved 8/25/22. Construction began 10/11/22. Gum Street (Paper Street) added to project 11/20/2022 Gum Street from Galax to Peaks under design and working with town on culvert replacement 12/19/2022. Gum Dsgn 01 comments sent to CLW 03/07/2023. Gum Dsgn rec'd 3/8/23. Dsgn 01 appvd 3/9/23. Dsgn 02 rec'd 4/7/23. Dsgn 02 comments sent to CLW 4/10/2023. As-Built (Galax) 01 rec'd 5/2/23. As-Built (galax) comments sent to CLW 5/3/2023. As-builts to be performed by Hurt and Proffitt As-Built 01 rec'd 7/10/23.			
<b>Job #:</b> 2022008	<b>Job Type:</b> Internal	<b>Service Area:</b> Town of Bedford	<b>Last Updated:</b> 4/21/2023
<b>Job Name:</b> Town & Country Waterline Replacement		<b>Funding/Budget:</b>	
		<b>Funding Source:</b> Setasides - Water	<b>Department Contact:</b> C Ward
<b>Engineer:</b> Hurt & Proffitt, Inc.		<b>Design Contract Amt:</b> \$57,700	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Water line replacement project.			
<b>Status:</b> Dsgn 01 rec'd 10/3/22. Plans are in review 12/20/2022 Comments sent 1/23/2023 dsgn 02 rec'd 1/25/2023 Plans approvable by BRWA 2/24/2023 Plans sent to Town and NR for review 3/21/2023. Plans are ready for construction 4/21/2023			
<b>Job #:</b> 2022018	<b>Job Type:</b> Internal	<b>Service Area:</b> Countywide	<b>Last Updated:</b> 11/9/2023
<b>Job Name:</b> Lead Compliance Planning & Implementation		<b>Funding/Budget:</b> \$250,000.00	
		<b>Funding Source:</b> VDH Grant	<b>Department Contact:</b> R English \ W Quarles
<b>Engineer:</b> CHA (120 Water as subconsultant)		<b>Design Contract Amt:</b>	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Lead Compliance Regulations (LCR) requires Lead Service Line (LSL) inventory, replacement, and other details for a compliance plan.			
<b>Status:</b> Requested information from consultants on scope of assistance they could provide along with anticipated budget. Preliminary information and budgets received from various consultants ranging from \$50k to \$265k for consultant assistance. \$50k proposed in FY22-23 CIP. CHA assisting with grant funding application through DWSRF, LEAP funding application was submitted to VDH on 5/5 for \$60k assistance towards Town LSL Inventory. BRWA listed as a grant recipient; DEQ offer letter received 11/9/22. Preliminary proposal rec'd and scoping meeting held with CHA and 120Water on 12/21/22. Revised proposal rec'd 1/11; comments returned 1/24 & request sent to VDH to use grant toward both County & Town. Awaiting final grant award from VDH. BRWA requested additional funding through existing grant per VDH communication to CHA regarding additional 2022 funding available; awaiting response. VDH initial meeting on 4/11/23 with all funding recipients. Kickoff meeting with CHA held on 4/27/23. GIS data provided to consultant. 7/7. Notice of revised grant award of \$250k rec'd 8/14/23. Inventory methods and schedule submitted to VDH on 10/3; VDH approval received 10/25 and funding agreement executed with VRS on 10/31. Working with CHA on clarifications in amended work proposal.			

<b>Job #:</b> 2022056	<b>Job Type:</b> Internal	<b>Service Area:</b> Central	<b>Last Updated:</b> 11/9/2023
<b>Job Name:</b> Peaksview Street Waterline Replacement		<b>Funding/Budget:</b>	
		<b>Funding Source:</b>	<b>Department Contact:</b> S Dade
<b>Engineer:</b>		<b>Design Contract Amt:</b>	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b>			
<b>Status:</b> Under design.10/3/2022 Design complete 11/28/2022 Plans subitted for materials bids 11/29/2022 Materials have been ordered and are being delivered 12/9/2022. Design approved 7/17/23. Waterline installation began 8/1/2023. The crew has completed the installation of 1100+ feet of 6" watermain on Peaksview Street. The CIP crew has completed the 6-inch waterline installation to station 6+63. 1600 feet of 6-inch waterline has been installed as of 11/6/2023.			
<b>Job #:</b> 2022081.1	<b>Job Type:</b> Feasibility Study	<b>Service Area:</b> Bedford Central	<b>Last Updated:</b> 11/6/2023
<b>Job Name:</b> Stoney Creek Dam Ph 1 - Low Level Drain PER / Design		<b>Funding/Budget:</b> \$100,000.00	
		<b>Funding Source:</b> CIP	<b>Department Contact:</b> W Quarles
<b>Engineer:</b> Wiley Wilson / Schnabel Engineering		<b>Design Contract Amt:</b> \$45,840	
<b>Contractor:</b>		<b>Construction Contract Amt:</b> TBD	
<b>Description:</b> Engineering study and design for the most feasible options for repair of the low level drain outlet, and an alternate valving system that may be accessed outside of the dam area. Budget reflects Phase 1 only.			
<b>Status:</b> Poposal received from Wiley Wilson on 9/6/22 using Schnabel for a preliminary engineering report. Preliminary visit with consultants at dam on 10/13 to review project; boil found at drain basin and investigated by PM crew on 10/17 to be an additional PVC drain pipe under the dam. PER was reviewed and accepted. Option #1 to rehab existing drain valve was selected and included in the FY24 budget. W W is proceeeding with design.Underwater inspections being performed by Bander Smith are tentatively scheduled for 12/14/2023, weather dependent.			
<b>Job #:</b> 2023015	<b>Job Type:</b> Internal	<b>Service Area:</b> Countywide	<b>Last Updated:</b> 7/7/2023
<b>Job Name:</b> Integrated Billing and Asset Dashboard		<b>Funding/Budget:</b>	
		<b>Funding Source:</b>	<b>Department Contact:</b> R English
<b>Engineer:</b>		<b>Design Contract Amt:</b>	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Integration of billing data, asset management data, operational spreadsheets and other data to streamline access to information.			
<b>Status:</b> Proposal received from Streams Tech 1/2022. Directors met with Burns-McDonnell for presentation on 2/1/23. Project proposed for future CIP; unable to fund in 2023-2024. Met with Burns-McDonnell 5/30/23 to review more specific dashboard needs. 7/7: Instructions prepared for Accountability report with references of data sources needed; data sources will be reviewed for possible consolidation.			
<b>Job #:</b> 2023017	<b>Job Type:</b>	<b>Service Area:</b> Central Water	<b>Last Updated:</b> 11/13/2023
<b>Job Name:</b> Western Hills Subdivision Waterline Replacement		<b>Funding/Budget:</b>	
		<b>Funding Source:</b> Setasides - Water	<b>Department Contact:</b> W Quarles
<b>Engineer:</b> Hurt & Proffitt		<b>Design Contract Amt:</b> 43,320	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Replace waterlines within the Western Hills Subdivision.			
<b>Status:</b> Dsgn proposal accepted 3/20/23. Dsgn 01 rec'd 10/16/23. Comments sent to Mike Wilson on 11/13/2023.			
<b>Job #:</b> 2023018	<b>Job Type:</b>	<b>Service Area:</b>	<b>Last Updated:</b> 11/13/2023
<b>Job Name:</b> Western Hills Subdivision Sewerline Replacement		<b>Funding/Budget:</b>	
		<b>Funding Source:</b> Setasides - Sewer	<b>Department Contact:</b> W Quarles
<b>Engineer:</b> Hurt & Proffitt		<b>Design Contract Amt:</b> \$58,860	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b>			
<b>Status:</b> Dsgn proposal accepted 3/20/23. Dsgn 01 rec'd 10/16/23. Comments sent to Mike Wilson on 11/13/2023.			

<b>Job #:</b> 2023021	<b>Job Type:</b> Internal	<b>Service Area:</b>	<b>Last Updated:</b>
<b>Job Name:</b> Galax Sewer		<b>Funding/Budget:</b>	5/30/2023
<b>Engineer:</b>		<b>Funding Source:</b>	<b>Department Contact:</b>
<b>Contractor:</b>		<b>Design Contract Amt:</b>	C Ward / S Dade
<b>Description:</b>		<b>Construction Contract Amt:</b>	
<b>Status:</b> Dsgn 01 rec'd 4/10/23.Comments 01 sent to CLW 5/3/23. Dsgn 02 rec'd 5/2/23.Comments 02 sent to CLW 5/9/23. Approved plans sent out 5/30/2023			

<b>Job #:</b> 2023022	<b>Job Type:</b> Internal	<b>Service Area:</b> Central Sewer	<b>Last Updated:</b>
<b>Job Name:</b> Central Pump Station 1 & 2		<b>Funding/Budget:</b> \$660,000.00	8/4/2023
<b>Engineer:</b> Blue Ridge Engineering (C Fewster)		<b>Funding Source:</b> CIP	<b>Department Contact:</b>
<b>Contractor:</b> TBD		<b>Design Contract Amt:</b> \$11,000	W Quarles
<b>Description:</b>		<b>Construction Contract Amt:</b>	
Replacement of pumps, installation of VFD's, and installation of magmeters at Central Pump Stations 1& 2.			
Reference: 2023-022.1 & 2023-022.2			
<b>Status:</b> A design proposal has been requested from WRA 4/3/23.A Teams meeting was held with WRA on 4/14/2023 to review and discuss the scope of the project. WRA met with Wastewater Operators on site to review standard operating procedures and equipment on 5/9/2023. Upon receiving WRA's proposal for \$170k, a proposal was received from Blue Ridge Engineering Services for \$11k.			

## Current Engineering Projects

## Bedford Regional Water Authority

<b>Job #:</b> 2013086.2	<b>Job Type:</b> Other	<b>Service Area:</b> Central - Bedford	<b>Last updated on:</b> 7/10/2020
<b>Job Name:</b> Route 43 - Stoney Creek Bridge VDOT Improvement			
<b>Description:</b> 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			<b>Department Contact:</b> S Dade
<b>Status:</b> 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			
<b>Job #:</b> 2019069	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b> 11/3/2023
<b>Job Name:</b> Impact Church Rezoning - Site/Design			
<b>Description:</b> Rezoning Applization #RZ190003 for Impact Church site layout master plan. Proposed church, sports fields and recreational facilities.			<b>Department Contact:</b> J Dean
<b>Status:</b> TRC 6/25/19. Concept 01 rec'd 6/19/19. Site Plan 01 rec'd 2/17/22. Comments sent to planning on 3/10/22. Signed Developer Agreement, Review & Inspection Fees rec'd 4/19/22. Site Plan 02 rec'd 5/31/22. Comments issued 6/21. Site Plan 03 rec'd 8/17/22. Comments sent 8/31/2022. Developer Items remaining for C2C. Site Plan 04 rec'd 11/22/22 (needs Extended Review Fee). Slip sheet rec'd 9/20/23 in relation to submittal #4. Extended Plan Review fee rec'd 10/23/23 for future revised slip sheet review. Slip sheet rec'd 9/20/23 in relation to submittal #5. Slip sheet rec'd & Extended Plan Review fee 11/2/23 in relation to submittal #6. ESMT #230009194 & 230009195 recorded 11/3/23. Site Plan Approved 11/3/2023.			
<b>Job #:</b> 2019117	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b> 9/8/2023
<b>Job Name:</b> Westyn Village Condotels Phase 2 - Site/Design			
<b>Description:</b> Proposed 1 24 Unit 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.			<b>Department Contact:</b> T Hale
<b>Status:</b> 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. Esmnt #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. A meeting was held with the County, T Bell, and P&O on 9/27/22 as the Developer is requesting service prior to completion of the receiving FMS PS upgrades. Vault Installed 1/13/22. Air vacuum and Manhole vacuum test completed 3/3/22. Waterline pressure test completed 4/7/22. Plug installed in existing manhole on 10/4/22. BOSQC rec'd 3/6/23. Development was allowed service after Forest Middle School start-up (upgraded) in May 2023. Project to close out with Forest Middle School Pumpstation upgrade.			
<b>Job #:</b> 2019117.1	<b>Job Type:</b> Fire Flow Meter	<b>Service Area:</b>	<b>Last updated on:</b> 6/11/2021
<b>Job Name:</b> Westin Village Condotels - Site/Design			
<b>Description:</b> For Fire Flow purposes only please reference 2019-117.			<b>Department Contact:</b> T Hale
<b>Status:</b> See 2019-117			



<b>Job #:</b> 2020066.2	<b>Job Type:</b> Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b> 11/9/2023
<b>Job Name:</b> FMS Pump Station Upgrades- Prepayment Request			<b>Department Contact:</b> R English
<b>Description:</b> 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.			
<b>Status:</b> 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. Contacted D Cyrus on 3/17/22 for an update, no response rec'd. BRES indicated on 5/12/22 that developer is obtaining updated pricing for station. D Cyrus contacted BRWA on 7/6/22; still no contractor selected. Prepayment re-approved in November for \$693,692.. Final draft of Prepayment Agreement sent to Thomas Builders 1/4/23. Construction contract and executed agreement received 3/29/23. Prepayment agreement executed and returned 5/8/23; awaiting documentation prior to credit issuance. Emailed reminder 8/4/23 regarding prepayment approval to expire on 11/15/23. Invoice copies rec'd 8/4 and reviewed; awaiting proof of payment and 1 invoice prior to prepayment credit issuance. Check copies rec'd 9/18, with only a few reflecting being processed. As of 11/9, 3 of 7 subs have indicated not having received full payment. Partial prepayment credit being issued 11/9, with additional credit to be issued pending receipt of payment confirmation from Garber Lowe, CP&P, and Mid-State by 11/15/23.			
<b>Job #:</b> 2020066.3	<b>Job Type:</b> Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b> 9/8/2023
<b>Job Name:</b> Westyn Village Forest Middle School Pump Station Upgrades - Design			<b>Department Contact:</b> C Ward / S Dade
<b>Description:</b> Upgrades to Forest Middle School pump station to allow for current and future growth. Current growth related to Westin Village development.			
<b>Status:</b> 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 re'd 3/29. Surety #5018510461 rec'd 5/17/21. Site/Dsgn 02 rec'd 5/17/21. Deve Agmt 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. Contacted D Cyrus on 3/17/22 for an update as Phase 2 buildings well under way, no response rec'd. BRES indicated on 5/12/22 that they are obtaining updated pricing for station. Developer indicated on 7/6/22 that large equipment submittals are expected in 2-4 weeks. Shop Dwg 01 rec'd 8/23/22. Shop Dwg CP&P 01 rec'd 8/26/22. Shops Dwg's approved 8/31/22. Signed Revised Developer Agmt rec'd 11/15/22. Surety #FF1031 rec'd 11/18/22. Developer Agmt executed & C2C issued 11/21/22. New wetwell and valve vault have been installed. Existing wetwell has been converted to a manhole. Building and electrical completed. Pumpstation placed online 5/4/2023. Site demolition (of existing/old pump station) resumed the week of 5/29/2023. Punchlist given to Daniel Cyrus and Mid-State construction 8/11/2024 and 8/24/2024. Final inspection walk-thru with Chris Fewster to be scheduled.			
<b>Job #:</b> 2020073	<b>Job Type:</b> Water	<b>Service Area:</b> Forest	<b>Last updated on:</b> 11/9/2023
<b>Job Name:</b> West Crossing Section 4 - Design			<b>Department Contact:</b> Shannell Dade
<b>Description:</b> Road plan, waterline design and profile for section 4. 19 lots approximately 2900 LF Waterline.			
<b>Status:</b> Dsgn 01 rec'd via e-mail (pdf) 6/29/20. Hard copy rec'd 7/8/20. Comments issued 8/6/20. Dev Pkg issued 8/6/20. Need Base Fee. Need Review Fees. Need Dev Agmt. Dsgn 02 rec'd 10/22/20. Review 02 complete 11/4/20. Base Review Fee, Review Fees & 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 Engineer 11/14/21. Plat was app'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 req'd. Dsgn 04 rec'd 12/18/21. Review completed 1/11/22 - holding comments until receipt of re-review fees. Re-review fee rec'd 3/28/22. Dsgn 04 comment released. Need 3 hard copies of plans, Insp Fees, Shop Dwgs & Plat recordation. 3 hard copies rec'd. Shop Dwg 01 rec'd 10/31/22. Inspection Fees received on 12/6/2022 (\$5,888.28) & C2C issued. Construction began the week of 5/22/2023. Construction stopped temporarily due to VDOT LUP being needed to cross West Crossing Drive. Counts and Dobyn are still waiting for VDOT to approve work be it bore or open cut as of 9/8/2023. Field change was sent 10/6/2023 and was accepted by BRWA Construction Manager. Crew returning to site and bore is scheduled for the week of 11/13/2023.			
<b>Job #:</b> 2020107	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b> 11/6/2023
<b>Job Name:</b> Boonsboro Meadows Section 5 Roadway & Water - Design			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed Section 5 (Proposed 16 Lots). Consisting of Water and LPFM. Wild Doe Drive			
<b>Status:</b> Design 01 rec'd 9/28/20. Comments & Dev Pkg issued 10/26/20. Need \$400 Base Fee, Review Fees and Agmt 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. Dsgn 04 (need \$200.00 re-review fee & Water Calcs 04 rec'd 5/24/22. Re-review Fee rec'd 6/29/22.). Dsgn 05 rec'd 12/22/22. Comments sent 1/22/2023 Dsgn 06 rec'd 10/23/2023 (Need Extended Plan Review Fee). Extended Plan Review Fee rec'd 10/25/23. Comments sent to planning on 11/06/2023.			

<b>Job #:</b> 2020121	<b>Job Type:</b> Site Plan w/Proposed Utilities	<b>Service Area:</b> Forest	<b>Last updated on:</b> 10/24/2023
<b>Job Name:</b> Justice Real Estate LLC - Site Plan			<b>Department Contact:</b> J Dean
<b>Description:</b> Proposed building for automobile repair services with adjacent parking.			
<b>Status:</b> TRC 12/8/20. Concept 01 rec'd 12/2/20. Comments 01 emailed to Planning & Engineer 12/7/20. Site Plan 01 rec'd 4/9/21. Comments sent to planning 4/21/2020. Site Plan 02 rec'd 5/24/21. Approved 6/3/21. Approval retracted; Revised Site Plan 03 rec'd 10/24/23 (Need Extended Plan Review Fee),			
<b>Job #:</b> 2021024	<b>Job Type:</b> Internal	<b>Service Area:</b> Central	<b>Last updated on:</b> 3/11/2021
<b>Job Name:</b> Big Otter Well Abandonments			<b>Department Contact:</b> W Quarles
<b>Description:</b> 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.			
<b>Status:</b> 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.			
<b>Job #:</b> 2021043	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b> 11/9/2023
<b>Job Name:</b> Jefferson Village Drive Townhomes - Site/Design			<b>Department Contact:</b> S Dade
<b>Description:</b> Proposed 9 townhouse buildings creating 56 lots.			
<b>Status:</b> 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. FFT fee rec'd 4/14/22. Sewer Calculations rec'd 5/3/22. Site Plan 02 rec'd 5/4/22. Comments sent to planning 6/24/22. Site/Dsgn 03 rec'd 9/22/22; Comments sent to Planning 10/19/22. Site/Dsgn 04 rec'd 1/13/23. Signature Plat Approved 2/9/2023. Re-Review needed. Re-review fee rec'd 3/8/23. Awaiting \$400.00 Review Fee & Developer Items 5/26/2023. Developer Agmt, & Review & Inspection rec'd 9/15/23. Shop Dwg 01 rec'd 10/18/23. Surety #100224917 rec'd 11/3/23. Shop Dwg approved 11/8/23. C2C Issued 11/9/23.			
<b>Job #:</b> 2021065	<b>Job Type:</b> Sewer	<b>Service Area:</b> Bedford Central	<b>Last updated on:</b> 3/10/2023
<b>Job Name:</b> Central Sewer Modeling			<b>Department Contact:</b> W Quarles
<b>Description:</b> Development of sewer model for Central sewer service area, with focus on drainage area for Pump Station 1. (Associated with JN 2021049 Governors Hill)			
<b>Status:</b> 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 completed by developer. WRA to perform model run and provide capacity report by end of July. Technical Memo was received from WRA and guidance requested from DEQ. Per correspondence from DEQ, connections within the Town of Bedford have been limited until further notice. DEQ ARPA SCS Program Funding application was submitted to DEQ requesting approximately \$9.2 million for system improvements and upgrades. DEQ to review applications by March 2023. Peaks of Otter is now receiving sewer billings based on sewer flow from metering as of March 2023. Installation of a permanent flow meter is planned.			
<b>Job #:</b> 2021090	<b>Job Type:</b> Site Plan w/Proposed Utilities	<b>Service Area:</b> Forest	<b>Last updated on:</b> 9/19/2023
<b>Job Name:</b> Victor & Anita Weatherholt Office Building - Site Plan			<b>Department Contact:</b> C Slusser
<b>Description:</b> Proposed two 1-story office buildings (5,376 SF each).			
<b>Status:</b> TRC 8/24/21. Concept 01 rec'd 8/19/21. Comments issued 8/23/21 for TRC Webex Mtg on 8/24/21. Site Plan 01 rec'd 8/18/22. Comments 01 emailed to Planning 8/25/22. Site Plan 02 rec'd 9/8/23; Planning asked to have expedited (lost in shuffle in July). Comments 02 emailed to Planning & uploaded to Bluebeam 9/19/23.			
<b>Job #:</b> 2021102	<b>Job Type:</b> Sewer	<b>Service Area:</b> Bedford Central	<b>Last updated on:</b> 10/6/2021
<b>Job Name:</b> Winoa Sewer System Transfer			<b>Department Contact:</b> R English
<b>Description:</b> Transfer of privately owned sewer lines and pump station serving former Winoa / Wheelabrator facilities and Bison Printing. (Also see 2021032 and 2015016)			
<b>Status:</b> Contract Operations agreement executed 9/14/21 to offer operational and maintenance assistance until transfer is completed.			
<b>Job #:</b> 2021114	<b>Job Type:</b> Internal	<b>Service Area:</b> Countywide	<b>Last updated on:</b>
<b>Job Name:</b> Program for Low Water Pressure Customers			<b>Department Contact:</b> R English
<b>Description:</b> Establishing program or policy for addressing customers with pressures at the water meter that are regularly or intermittently less than 20 psi.			
<b>Status:</b>			

<b>Job #:</b> 2022007	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Moneta	<b>Last updated on:</b> 11/9/2023
<b>Job Name:</b> Mabry Car Wash - Site/Design			<b>Department Contact:</b> C Slusser
<b>Description:</b> Proposed Car Wash.			
<b>Status:</b> TRC 1/25/22. Concept 01 rec'd 1/20/22. Comments issued 1/21/22 for TRC on 1/25/22. Site/Dsgn 01 rec'd 11/10/22. Comments 01 & Dev Pkg issued 3/1/23. Site Plan 02 rec'd 5/17/23. Sewer Dsgn removed/Dev Docs not needed; Comments 02 emailed to Planning 6/9/23. Site Plan 03 rec'd 8/31/23; need Extended Review Fee. Review 03 completed 10/4/23; Comments 03 will be issued upon receipt of Re-Review Fee. Re-Review Fee rec'd 10/6/23. Comments 03 emailed to Planning & uploaded to Bluebeam 10/10/23. Site Plan 04 (Slip Sheets) rec'd 11/9/23.			
<b>Job #:</b> 2022026	<b>Job Type:</b> Other	<b>Service Area:</b> Forest	<b>Last updated on:</b> 5/30/2023
<b>Job Name:</b> TEVA Facility Inquiries (2150 Perrowville Road)			<b>Department Contact:</b> R English/C.Ward
<b>Description:</b> Bedford County Economic Development Authority (EDA) working with groups for promoting sale or lease of former TEVA / Barr Labs facility at 2150 Perrowville Road. Capacity data and inquiries stored in this file.			
<b>Status:</b> Meetings attended on 3/8 and 4/5/22 with potential tenants (REC Americas), with information provided to them on existing water and sewer caacity, and potential increased sewer capacity upon upgrade of a ~100 section downstream. REC selected a different site for their development. Responded to property agent's inquiries on 5/21/22 from another potential tenant. BRWA attended meeting with interested tenant on 9/6/22 and responded to water and sewer inquiries. Projected usage information rec'd 10/10/22 projecting 37k to 360k gpd water usage and 37k to 342k gpd sewer flow from the initial to final development phases. Working with WRA to determine ways to increase water capacity at location. Will also schedule flow testing with various valve scenarios to determine if system has a closed valve. CLW working with PM and Maintenance manager for flow testings and checking waterline ARVs prior to flow testing 4/13/2023			
<b>Job #:</b> 2022033	<b>Job Type:</b> Fire Flow Meter	<b>Service Area:</b> Forest	<b>Last updated on:</b> 11/9/2023
<b>Job Name:</b> Goodwill Industries Forest - FFMV			<b>Department Contact:</b> S Dade
<b>Description:</b> Proposed 27,130 sf. Goodwill building			
<b>Status:</b> TRC 4/12/22. Concept 01 rec'd 4/7/22. Sewer Capacity purchase for existing sewerline was paid for by Riverbend for 2015-081 project. Contacted Riverbend. Site Plan 01 rec'd 7/21/22. Comments sent to Planning 8/11/22. FFT Fees rec'd 9/26/22. Site Plan 02 rec'd 10/5/22. Comments sent to Planning 10/31/2022. Site/Dsgn 03 rec'd 12/14/22. Dev AGMT rec'd 12/19/22. Re-Review Fee rec'd 1/3/23. Site Plan approved, Developer items remaining for C2C 1/6/2023. ESMT #230000773 2/2/2023. Shop Dwg 01 rec'd 3/28/23. Shop Dwg approved 4/19/23. Surety #75001195 rec'd 5/18/23. C2C issued 5/24/23. VDOT LUP #216-29767 rec'd 9/7/23. Boring of Phillip Circle completed 9/6/2023. Vault, valves, and bypass installed. Existing manhole cored for sanitary sewer service for Goodwill. Testing of water from tap to vault remain.			
<b>Job #:</b> 2022053	<b>Job Type:</b> Fire Flow Meter	<b>Service Area:</b> Forest	<b>Last updated on:</b> 10/31/2023
<b>Job Name:</b> Blue Ridge Professional Park - Site/Design Plan			<b>Department Contact:</b> J Dean
<b>Description:</b> Proposed 4 new buildings & parking.			
<b>Status:</b> TRC 6/14/22. Concept 01 rec'd 6/7/22. Site Plan 01 rec'd 10/13/22. Comments sent to planning 11/29/22. Site Plan 02 rec'd 1/6/23. Comments sent to planning 1/23/2023. FFT Fee rec'd 5/18/23. Site Plan 03 rec'd 5/19/23 (\$200.00 re-review fee needed) Re-review fee rec'd 5/23/22. Comments sent to planning 5/31/23. Site Plan 04 rec'd 7/14/23 (Extended Plan Review Fee needed). Extended Plan Review Fee rec'd 7/17/23. Site Plan 05 & Extended Plan Review Fee rec'd 8/10/23. Site/Dsgn 06 rec'd 10/16/23 (need \$200.00 extended plan review fee). Extended Plan Review Fee rec'd 10/17/23. Comments sent to planning 10/31/2023.			
<b>Job #:</b> 2022075	<b>Job Type:</b> Concept	<b>Service Area:</b> Town of Bedford	<b>Last updated on:</b> 10/10/2023
<b>Job Name:</b> Hardees at Harmony Town Center - Concept			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed Hardees Restaurant			
<b>Status:</b> Town TRC 8/16/22. Concept 01 rec'd 8/16/22. Comments issued 8/17/22. Town TRC 10/18/23. Concept 02 rec'd 10/10/23.			
<b>Job #:</b> 2022080	<b>Job Type:</b> Sewer	<b>Service Area:</b> Central Sewer	<b>Last updated on:</b> 4/3/2023
<b>Job Name:</b> DEQ ARPA SCS Program			<b>Department Contact:</b> W Quarles
<b>Description:</b> Route 43 Sewer Replacement - \$49,900 Town and Country Sewer Replacement - \$32,500 Western Hills Sewer Replacement - \$62,700 Central Pump Station #1 and #2 Upgrades - TBD			
<b>Status:</b> SCS Program - Proposals were accepted with H&P to complete the DEQ applications for Town & Country Sewer Replacement, Route 43 Sewer Replacement, and Western Hills Sewer Replacement. A kickoff meeting has been scheduled for 10/4/2022. DEQ applications were submitted on 12/15/2022 for funding consideration. DEQ to respond March 2023. DEQ awarded one of four requests totaling \$1.2 million for reimbursement of the Town & Country Sewer Replacement project. The funding was accepted by April 5th, 2023			

<b>Job #:</b> 2022082	<b>Job Type:</b> Site Plan w/Proposed Utilities	<b>Service Area:</b> Forest	<b>Last updated on:</b> 10/19/2023
<b>Job Name:</b> Storage Rentals of America - Site Plan			<b>Department Contact:</b> C Slusser
<b>Description:</b> 100,000 sft. Storage Space			
<b>Status:</b> TRC 9/27/22. Concept 01 rec'd 9/23/22. Comments sent to planning/consultant 9/27. Site Plan 01 rec'd 6/8/23. Comments 01 emailed to Planning 6/27/23. Site Plan 02 rec'd 8/15/23. Comments 02 emailed to Planning & uploaded to Bluebeam 9/6/23 Extended Plan Review fee rec'd 10/18/23. Site Plan 03 rec'd 10/19/23.			
<b>Job #:</b> 2022094	<b>Job Type:</b> Concept	<b>Service Area:</b> Town of Bedford	<b>Last updated on:</b> 9/14/2023
<b>Job Name:</b> Crazy Rays - Site Plan			<b>Department Contact:</b> J Dean
<b>Description:</b> Proposed automotive garage and storage.			
<b>Status:</b> Town TRC 11/2/22. Concept 01 rec'd 11/1/22. Site Plan 01 rec'd 9/8/23. Comments sent to Town & Consultant 9/14/2023.			
<b>Job #:</b> 2022095	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forset	<b>Last updated on:</b> 11/6/2023
<b>Job Name:</b> Corporate Park Drive Townhomes - Design			<b>Department Contact:</b> J Dean
<b>Description:</b> Proposed 40 unit townhome development.			
<b>Status:</b> TRC 11/9/22. Concept 01 rec'd 11/2/22. Comments issued 11/9/22. Dsgn 01 rec'd 11/3/23 (Need Extended Plan Review Fee), Extended Plan Review Fee rec'd 11/6/23.			
<b>Job #:</b> 2022109	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Central	<b>Last updated on:</b> 9/20/2023
<b>Job Name:</b> Gill Brothers - Site Plan			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed general business			
<b>Status:</b> TRC 12/19/22. Concept 01 rec'd 12/8/22. Site Plan 01 rec'd 7/13/23. Comments 01 sent to planning on 7/17/2023 Site Plan 02 rec'd 9/13/23. Comments 02 sent to William Yeager 9/20/2023			
<b>Job #:</b> 2023022.1	<b>Job Type:</b> Internal	<b>Service Area:</b> Central Sewer	<b>Last updated on:</b> 8/15/2023
<b>Job Name:</b> Central Pump Station 1 Improvements			<b>Department Contact:</b> W Quarles
<b>Description:</b>			
<b>Status:</b> BRECS Dsgn Proposal accepted 8/15/23.			
<b>Job #:</b> 2023030	<b>Job Type:</b> Water	<b>Service Area:</b> Forest	<b>Last updated on:</b> 11/9/2023
<b>Job Name:</b> Hooper Road Waterline Extension - Design			<b>Department Contact:</b> S Dade
<b>Description:</b> Proposed Waterline Extension to 4 lots.			
<b>Status:</b> Dsgn 01 rec'd 4/7/23. Base Review Fee rec'd 4/11/23. Developer Packet & Comments 01 issued 5/17/23. Review Fees rec'd 6/1/23. Developer Agmt rec'd 6/2/23. Dsgn 02 rec'd 6/28/23. Comments 02 emailed to Engineer & Developer 7/20/23. Inspection Fee rec'd 7/26/23. Surety #2023-032 rec'd 8/8/23. FFT Fee rec'd 8/10/23. Water Calcs rec'd 8/21/23. Shop Dwg 01 rec'd 8/30/23. Shop Dwg 02 rec'd 9/11/23. VDOT Permit #216-29772 app'd 9/11/23. Shop Dwg 03 rec'd 9/12/23. 4 hard copies of App'd Plans rec'd 9/15/23. Shop Dwg app'd 9/19/23. VDOT LUP #216-29772 rec'd 9/22/23. C2C issued 9/26/23. Waterline installation complete. Punchlist generated 10/18/2023. Testing completed and passed 10/23/2023. Bac-t samples taken week of 10/31/2023.			
<b>Job #:</b> 2023053	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Central	<b>Last updated on:</b> 6/20/2023
<b>Job Name:</b> Dunkin' Donuts - Site Plan			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed 1, 818 SF Dunkin' Donuts in existing building.			
<b>Status:</b> Site Plan 01 rec'd 6/20/23. Comments 01 sent to planning 6/20/2023			
<b>Job #:</b> 2023059	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Vinton	<b>Last updated on:</b> 7/18/2023
<b>Job Name:</b> 15720 Stewartsville Rd STE A - Site Plan			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed converting portion of restaurant space into convenience store and commercial indoor amusement .			
<b>Status:</b> Site Plan 01 rec'd 7/17/23. Comments issued 7/18/23.			

<b>Job #:</b> 2023066	<b>Job Type:</b> Water	<b>Service Area:</b> Forest	<b>Last updated on:</b> 11/13/2023
<b>Job Name:</b> Great Oaks Section 4 Roadway & Waterline - Design			<b>Department Contact:</b> J Dean
<b>Description:</b> Proposed 22 lot subdivision.			
<b>Status:</b> Dsgn 01 & Water Calculations 01 rec'd 7/24/23 (emailed deveoper for \$400.00 Base Review fee). Base Review fee rec'd 8/1/23. Comments sent to Planning 8/3/2023. Review & Inspection fees rec'd 8/11/23. Dsgn 02 & Water Calculations 02 rec'd 11/13/23.			
<b>Job #:</b> 2023076	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Forest	<b>Last updated on:</b> 9/11/2023
<b>Job Name:</b> Jay Auto Sales - Site Plan			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed repair service addition to existing automobile dealership			
<b>Status:</b> Site Plan 01 rec'd 8/30/23. Comments sent to planning 9/11/2023			
<b>Job #:</b> 2023083	<b>Job Type:</b> Water	<b>Service Area:</b> Forest	<b>Last updated on:</b> 9/22/2023
<b>Job Name:</b> Bellevue Acres Subdivision - Design			<b>Department Contact:</b> J Dean
<b>Description:</b> Proposed 20 lot subdivision.			
<b>Status:</b> Dsgn 01 rec'd 9/8/23. Base Review Fee rec'd 9/18/23. Comments sent to Planning 9/22/2023.			
<b>Job #:</b> 2023084	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Moneta	<b>Last updated on:</b> 11/13/2023
<b>Job Name:</b> Resurrection Roman Catholic Church Renovations - Site Plan			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed interior renovations			
<b>Status:</b> TRC 9/26/23. Concept 01 rec'd 9/22/23. Site Plan 01 rec'd 10/31/23. Comments sent to planning and posted in Bluebeam on 11/13/2023.			
<b>Job #:</b> 2023086	<b>Job Type:</b> Sewer	<b>Service Area:</b> Boonsboro	<b>Last updated on:</b> 10/30/2023
<b>Job Name:</b> Boonsboro Section 5 Offsite Sewer - Design			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed offsite forcemain sewer.			
<b>Status:</b> Dsgn 01 & Base Review Fee rec'd 10/2/23. Comments emailed to Bif Johnson on 10/30/23.			
<b>Job #:</b> 2023087	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> New London	<b>Last updated on:</b> 10/16/2023
<b>Job Name:</b> New London Commercial Development - Design			<b>Department Contact:</b> C Slusser
<b>Description:</b> Proposed public water & sewer extension.			
<b>Status:</b> Dsgn 01 rec'd 10/6/23. \$400.00 Base Review Fee rec'd 10/16/23.			
<b>Job #:</b> 2023090	<b>Job Type:</b> Site Plan w/Proposed Utilities	<b>Service Area:</b> Forest	<b>Last updated on:</b> 10/16/2023
<b>Job Name:</b> Papa Johns Change of Use - Site Plan			<b>Department Contact:</b> C Slusser
<b>Description:</b> Proposed office to restaurant.			
<b>Status:</b> Site Plan 01 rec'd 10/16/23.			
<b>Job #:</b> 2023091	<b>Job Type:</b> Concept	<b>Service Area:</b> Town of Bedford	<b>Last updated on:</b> 11/6/2023
<b>Job Name:</b> Virginian Department of Corrections - Concept			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed VA Departmemnt of Correctxions facility.			
<b>Status:</b> Town TRC 10/18/23. Concept 01 rec'd 10/16/23. Extended Plan Review fee rec'd forthcoming design 11/6/23.			
<b>Job #:</b> 2023094	<b>Job Type:</b> Concept	<b>Service Area:</b> Forest	<b>Last updated on:</b> 11/8/2023
<b>Job Name:</b> 140 Vista Centre Warehouse Addition - Concept			<b>Department Contact:</b> J Dean
<b>Description:</b> Proposed 96,800 SF building addition			
<b>Status:</b> TRC 11/8/23. Concept 01 rec'd 11/2/23. Comments sent to Planning & Consultant 11/8/2023.			

# Developer Dedications Fiscal Year 2023-2024

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	
2022027 The Village at Smith Mountain Lake - Design	Water & Sewer	Beville Properties LLC Attn: Sean Beville 14830 Distaff Road Midlothian VA 23112	\$176,125.00	760 lf	\$74,350.00	819 lf	9/19/2023
2021099 Bedford Readiness Center - FFMV	Fire Flow Meter	Virginia Department of Military Affairs Clint A. Bailey - Project Manager	\$59,699.00	0 lf	\$0.00	0 lf	8/17/2023
			Total Value Waterline Dedications:		\$235,824.00		
			Total Length Water Pipe:		760 lf		
			Total ValueSewer Line Dedications:		\$74,350.00		
			Total Length Sewer Pipe:		819 lf		
			Total Value of Dedications:		\$310,174.00		



# **EXECUTIVE DIRECTOR'S REPORT**

Chapter: Governance Issue (Effective) Date: ~~December 14, 2012 (SCC)~~ October 24, 2023  
Document Number: 1.20 Approval Date: ~~November 14, 2012~~ October 23, 2023 (County); ~~November 27, 2012~~ October 24, 2023 (~~City~~) (Town)  
Page 1 of 3 Approved By: Town of Bedford ~~City~~ Council and Bedford County Board of Supervisors

## ARTICLES OF INCORPORATION

The Board of Supervisors of Bedford County, Virginia and the City Council of the City of Bedford, Virginia have, by concurrent resolutions, adopted the following Articles of Incorporation of the Bedford Regional Water Authority, pursuant to the Virginia Water and Waste Authorities Act (Chapter 51, Title 15.2 of the 1950 Code of Virginia, as amended) (the “Act”).

### ARTICLE I:

The name of the Authority shall be the Bedford Regional Water Authority and the address of its principal office is 1723 Falling Creek Road, Bedford VA 24523.

### ARTICLE II:

The names of the political subdivisions participating in the Authority are Bedford County, Virginia and the ~~City-Town~~ of Bedford, Virginia (collectively, the “Localities”) each of which hereby acknowledges, covenants, and agrees that these Amended and Restated Articles of Incorporation shall not be further amended or changed without the express agreement of each of the governing bodies of each of the Localities.

### ARTICLE III:

The Board of the Authority shall consist of seven members. The names, addresses, and terms of office of the six initial members of the Bedford Regional Water Authority are as follows:

<u>NAME</u>	<u>TERM OF OFFICE</u>	
	<u>BEGINNING</u>	<u>ENDING</u>
1. Thomas D. Segroves	12/01/2012	12/31/2014
2. Robert Flynn	12/01/2012	12/31/2015
3. Carl H. Wells	12/01/2012	12/31/2016
4. Walter Siehien	12/01/2012	12/31/2014
5. Michael C. Moldenhauer	12/01/2012	12/31/2015
6. Elmer C. Hodge, Jr.	12/01/2012	12/31/2016

The governing body of each Locality has initially appointed the number of members set forth opposite its name below:

Bedford County – Three, for terms of 2, 3 and 4 years  
City of Bedford – Three, for terms of 2, 3 and 4 years

The seventh initial member will be nominated by the initial six (6) members and confirmed by the governing bodies of each of the Localities for an initial term of four (4) years. If no nominee for the seventh position is made by the Authority within 45 days of the Authority’s first meeting, or, if made, is not approved by the Localities within forty-five (45) days of being nominated and such nomination

Chapter: Governance

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## ARTICLES OF INCORPORATION

communicated to the Localities, such appointment shall be made on the application of the Authority by the Judge of the Circuit Court of Bedford County, Virginia. In case an initial member dies, resigns, or is disqualified, and upon the expiration of the initial term of any member, successors shall be appointed by the same method as for the initial members.

If the Authority fails to nominate or if either Locality fails to appoint a successor within 45 days of the end of any term or tenure (such time period to be extended another 30 days at the request of any Locality made within such 45 day period) a successor shall, on the Authority's application, be appointed by the Judge of the Circuit Court of Bedford County.

After the initial terms, each Board member shall be appointed for a four-year term ending on December 31 in the fourth year and shall serve until a successor is appointed and qualified. ~~No member may serve more than two (2) successive full four (4) year terms, but may serve again after not serving for four (4) years.~~

Each member shall be reimbursed by the Authority for the amount of actual expenses incurred in the performance of Authority duties.

After the expiration of the first four (4) year term for the Board positions of initial members who served for two (2) years, all further appointments will be based upon proportionate representation of the Localities according to the total number of equivalent residential connections ("ERC's") for both water and sewer in each jurisdiction based on an equivalent rate calculation of two hundred gallons per day per connection. This calculation shall be made six months prior to the expiration of the term. In no event shall either Bedford or Bedford County appoint and have fewer than two (2) members of the Board of Directors of the Authority.

**ARTICLE IV:**

The purposes for which the Authority is being organized are to exercise all the powers granted to the Authority to acquire, finance, construct, operate, manage and maintain water, waste water, sewage disposal and other facilities pursuant to the Virginia Water and Waste Authorities Act, Chapter 51, Title 15.2 of the 1950 Code of Virginia, as amended ("Act"). The Authority shall have all of the rights, powers, and duties of an authority under the Act.

On or before December 31, 2016 the Authority shall make every reasonable effort to construct a water line of sufficient size to connect the existing City of Bedford and the Bedford County Public Service Authority water systems in accordance with the terms of Principles Governing the Creation of the Bedford Regional Utilities Authority attached as Exhibit 7 to that Voluntary Settlement of Transition to Town Status and Other Related Issues Between the City of Bedford and the County of Bedford, dated August 2012.

The Authority will substantially equalize rates and establish volume rates for large customers in accordance with that Consolidation Agreement dated as of October 31, 2012 (the "Consolidation

Chapter: Governance

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Agreement”) by and among the City of Bedford, Virginia, Bedford County, Virginia and the Bedford County Public Service Authority.

The Authority will take all other action contemplated to be taken by the Authority in the Consolidation Agreement.

It is not practicable to set forth herein information regarding preliminary estimates of capital costs, proposals for specific projects to be undertaken or initial rates for the proposed projects.

**ARTICLE V:**

The Authority shall serve the incorporated and unincorporated areas of Bedford County, Virginia and to the extent permitted by the Act such other towns or public or private entities as the Authority may determine upon the terms and conditions established pursuant to appropriate contracts.

**ARTICLE VI:**

The Authority shall cause an annual audit of its books and records to be made by the State Auditor of Public Accounts or by an independent certified public accountant at the end of each fiscal year and a certified copy thereof to be filed promptly with the governing body of each of the incorporating political subdivisions.

**ARTICLE VII:**

The term of existence of the Authority shall be 50 years from the effective date of the Members’ resolutions authorizing these Articles.

IN WITNESS WHEREOF the Board of Supervisors of Bedford County and the ~~City-Town~~ Council of the ~~City-Town~~ of Bedford, Virginia have caused these Articles of Incorporation to be executed in their respective names, and their respective seals have been affixed hereto and attested by the respective secretaries and clerks of each.

This Resolution shall take effect on the 24th day of October 2023.

ATTEST:

BEDFORD COUNTY, VIRGINIA

  
Clerk, Bedford CountyBy   
Chairman, Board of Supervisors

TOWN OF BEDFORD, VIRGINIA

  
Clerk, Town of BedfordBy   
Mayor, Town Council

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## ARTICLES OF INCORPORATION

the Judge of the Circuit Court of Bedford County, Virginia. In case an initial member dies, resigns, or is disqualified, and upon the expiration of the initial term of any member, successors shall be appointed by the same method as for the initial members.

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After the expiration of the first four (4) year term for the Board positions of initial members who served for two (2) years, all further appointments will be based upon proportionate representation of the Localities according to the total number of equivalent residential connections ("ERC's") for both water and sewer in each jurisdiction based on an equivalent rate calculation of two hundred gallons per day per connection. This calculation shall be made six months prior to the expiration of the term. In no event shall either Bedford or Bedford County appoint and have fewer than two (2) members of the Board of Directors of the Authority.

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The Authority will take all other action contemplated to be taken by the Authority in the Consolidation Agreement.



Chapter: Governance

Issue (Effective) Date: October 24, 2023

Document Number: 1.20

Approval Date: October 23, 2023 (County); October 24, 2023 (Town)

Page 3 of 3

Approved By: Town of Bedford Council and Bedford County Board of Supervisors

**ARTICLES OF INCORPORATION**

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ATTEST:

BEDFORD COUNTY, VIRGINIA

  
Clerk, Bedford CountyBy   
Chairman, Board of Supervisors

TOWN OF BEDFORD, VIRGINIA

  
Clerk, Town of BedfordBy   
Mayor, Town Council



# Bedford Regional Water Authority

## Strategic Plan 2024-2029

Board update  
Nov. 13, 2023



Build understanding



- Leadership kick-off to define success
- Stakeholder survey
- Employee survey
- Employee focus groups

Build alignment



- Mission, vision, and values discussions
- Mission and vision proposed revisions
- Values draft ongoing
- Local government roundtable

Build direction



- Agreement on strategic planning framework
- Bringing vision to life
- SWOT/P
- Goal-setting – revisions in progress; to be completed by end of month.

Build action

Build resources

Complete plan

## Proposed vision:

Clean water.  
Healthy environment.  
Thriving community.

## Proposed mission:

We provide high quality water  
and wastewater services to the  
community.

**Focus: Proactive planning for growth through...**

Services

People

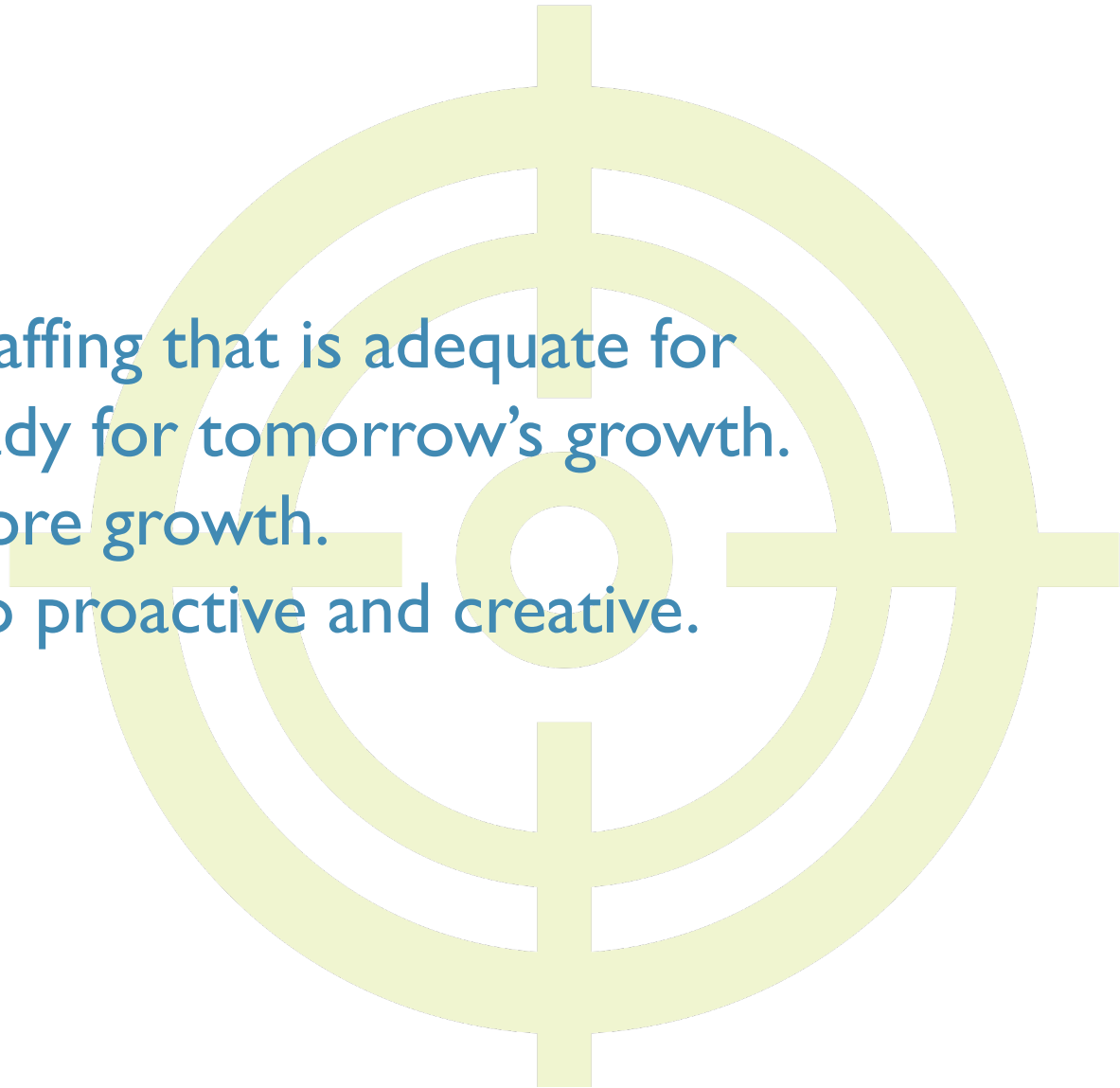
Environment

# Bringing the vision to life:

	Clean Water	Healthy Environment	Thriving Community
People	Staff are fully and properly trained and licensed to care for current and future needs of the community.	BRWA staff enjoy their work and perform at the highest level.	The community sees water as a human endeavor.
Services	The community is confident in the safety and value of water and water services, and contributes to the safe care of it.		The community and its economy grows responsibly with safe, adequate water infrastructure to support it.
Environment	All bodies of water in our service area are free of pollutants of any kind. (Includes CCR with zero violations)	There are no overflows or sewer backups and the public understands how to prevent both.	The community understands, respects, and enjoys water resources and shares in the work of caring and advocating for them.

## PRIORITIES:

1. Infrastructure and staffing that is adequate for today's work and ready for tomorrow's growth.
2. Build foundation before growth.
3. Shift from reactive to proactive and creative.



## **WEAKNESSES**

*Internal patterns, significant and/or persistent*

### **Staffing and Teams:**

- Inter-team connections are strained by poor communication, lack of understanding of others' roles/value; perceived lack of respect
- Sense of engagement varies by department – feelings of being trusted, respected, and belonging seem to increase with proximity to administration and higher-level roles.
- Staff pipeline – not a clear pathway for future employees including promotional opportunities
- Differential application of policies and standards and/or norms – mostly related to performance, discipline, hiring, termination
- Thin staffing structure and lack of licensed operators creates threat to current and future quality, safety, and reliability.

### **Communication:**

- Communication lacks directness, relevance, and inclusion, specifically related to how/why decisions are made, how decision affect others, and change management: making sure the right people are included/informed at the right time with helpful info.
- Cross-team communication
- Lack of interest in/commitment to reading/understanding top-down communication; may be related to volume and relevance.
- Overreliance on electronic communications, specifically for shift- and field-based workforce, limits understanding.



## **OPPORTUNITIES**

### *External*

#### **Inter-agency collaboration:**

- Sense of shared vision and willingness to collaborate among Town, County, and BRWA
- Recent, successful collaborations: ex. Hotel

#### **Growth:**

- Local community and economy positioned to grow; people interested in Bedford

#### **Technology:**

- Tools exists to help streamline workflows related to new businesses
- Centrality of cell phones in our lives – a resource to leverage

# **THREATS**

External

## **Resources:**

- Shortfall of funding to pay for pipe replacement needed (\$250m)
- The high cost of the infrastructure, service needs, treatment, materials, staffing, etc.; and the current state of the pipe system
- Many competing local government and political priorities (schools, tax rate, etc.)

## **Employment:**

- Pipeline – economic/job environment; pre-employment pipelines to skilled trades

## **Infrastructure:**

- If not addressed, the age of and condition of infrastructure creates significant threats to quality, safety, and reliability.

## **Community/collaboration:**

- There is a disconnect with customers/community – they do not understand or appreciate the resource or related services; as well as some other basics such as BRWA not supported by tax dollars; and how their behaviors can improve/worsen the system.
- Competition for customer's attention
- Different and competing ideas about what “responsible growth” means.
- Not currently a regular practice of collaboration around infrastructure, growth, and funding between Town, County, and BRWA.

## **Other:**

- The spread/breadth of BRWA's geographic responsibility.
- Reliance on Lynchburg Water for quality/reliability of service and water.

## SWOT Example 1:

### Vision brought to life:

The community and its economy grows responsibly with safe and adequate water infrastructure to support it.

### A threat to accomplishing:

\$250 million funding gap

### SMART goals:

#### Header goal:

BRWA will raise \$10 million per year for ten years.

#### Supporting goals:

- By February 2024, BRWA will create an inter-agency workgroup, inclusive of a specialized consultant, to develop a long-term funding plan.
- By July 2024, the workgroup will finalize their workplan and begin submitting funding applications.

## SWOT Example 2:

### Vision brought to life:

Staff are fully and properly trained and licensed to care for current and future water needs of the community.

### A threat to accomplishing:

90% Failure rate on tests

### SMART goals:

#### Header goal:

BRWA will expand career progression program and in-house training.

#### Supporting goals:

- By FY2025 progression plans will be in place for all departments.
- By FY2025 increase progression percentage for class 2 operators from 6% to 10%.
- By FY2026 in-house training programs will be in place for new employees.