



**Bedford
Regional
Water Authority**

The primary mission of the BRWA is to provide our members the highest quality water and wastewater services at rates that are reasonable and just while protecting public health.



town and country sanitary sewer replacement project.

BOARD OF DIRECTORS

January 16th, 2024

BEDFORD REGIONAL WATER AUTHORITY

Providing quality service to everyone.



1723 Falling Creek Road, Bedford, VA 24523-3137



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MEETING NOTES

To: BRWA Board of Directors
From: Brian M. Key, PE; Executive Director
Date: January 10, 2024
Re: Notes for the January 16, 2024 Board of Directors Meeting

In addition to the routine monthly reports, there are a few action items on the agenda; below are a few notes corresponding to the agenda numbers:

- 9.a. **Resolution 2024-01.01:** This is for the board to consider approving the policy change to the Authority's governing principles. The correlates to the discussion about the governing principles surrounding the strategic plan.
- 9.b. **Resolution 2024-01.02:** Per the discussion and presentation at the December 2023 board meeting, this resolution is to consider approving and adopting the 2024-2028 Strategic Plan.
- 10. Chairman Flynn will provide the committee assignments at the meeting.

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: January 9, 2024
Re: Notice of Board Meeting and Agenda

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Authority”) will be held on **Tuesday, January 16, 2024, 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/82338258404?pwd=eUR6SmUzUFFRbGVKZm5TYUxvck9Ddz09>
 - Meeting ID: 823 3825 8404
 - Passcode: 2Lk2GN
- Join the Zoom meeting with **audio only** by phone:
(651) 372 8299 -or- (786) 635 1003 -or- (267) 831 0333
 - Meeting ID: 823 3825 8404
 - Passcode: 484793
- Click on the link to the online meeting on our Facebook page or website
 - 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: December 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. Resolution 2024-01.01 Governing Principles
 - b. Resolution 2024-01.02 Strategic Plan 2024-2028
10. Chairman Report: Presented by Bob Flynn
11. Other business not covered on the above agenda
12. Motion to Adjourn

MINUTES

**Bedford Regional Water Authority – Board of Directors
Regular Board Meeting – Minutes
December 19, 2023**

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Bedford Water”) was held on Tuesday, December 19, 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
Donald Barger, Jr.
Rusty Mansel
Kevin Mele
John Sharp

Members Absent: Michael Moldenhauer (attempted to attend remotely, but experienced technical difficulties which prevented him from joining the meeting)

Staff & Counsel Present: . Brian Key – Executive Director
Rhonda English – Deputy Director
Jill Underwood – Director of Finance
Megan Pittman – Director of Administration

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: November 21, 2023 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
6. Operations Report: Presented by Rhonda English
7. Administration Report: Presented by Megan Pittman
8. Projects Report: Presented by Rhonda English
 - a. **Resolution 2023-12.01** - Construction Term Contractor
 - b. Project reports
9. Executive Report: Presented by Brian Key
 - c. Strategic Plan - Review Public Draft (presented by Amanda Stanley)
 - d. **Resolution 2023-12.02** - Elections of Officers
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: November 21, 2023 - Regular Meeting

The regular Board Meeting Minutes from November 21, 2023, were reviewed.

Member Sharp 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

The budget goal was 42% for November with operating revenues at 46% and operating expenses at 34%. Capital Recovery fees received this FY are 51% of the total budgeted amount, with water at 55% and sewer at 46%.

The BRWA has been receiving funding through LIHWAP to help customers after COVID-19. The funding has come to an end. The audit report has been completed. Finance will now focus on 2023 taxes and then on preparing the budget. The first budget planning meeting will be in March; Ms. Underwood will send out the schedule in early 2024.

6. Operations Report: Presented by Rhonda English

The Maintenance, Water Operations, and Wastewater Operations departments are conducting interviews for open positions. The Peakview Waterline project has connected both ends of the street and has about 700 feet of waterline to construct on the side streets, along with 20 service connections to complete the project. The new Vector truck transaction will be complete and able to be used on the road after next week. The BRWA currently has seven vehicles out of service; this causes challenges in operating efficiency. The Maintenance crew was at Forest Middle School to continue working on the broken valve and line adjacent and under 221 while school was out. A contractor will need to be hired due to the depth and safety conditions of the project. The board asked questions about dashboards, the Forest Sewer project, and to clarify what number to call for after-hours emergencies.

7. Administration Report: Presented by Megan Pittman

Ms. Pittman reviewed the news articles in the board packet. She also gave an update that the Human Resources Manager position is now posted. The former Manager took an opportunity as the Director of HR at Randolph College.

8. Projects Report: Presented by Rhonda English

a. Resolution 2023-12.01 - Construction Term Contractor

The resolution is to approve the execution of an agreement for the Annual Term Contract for Water and Sewer Construction Services to perform construction task orders as the BRWA deems appropriate and necessary at the prices shown in the unit bids prices in the Contract. The contract term is twelve (12) months with an option for two additional twelve (12) month extensions.

At a regular meeting of the Bedford Regional Water Authority ("Authority") Board of Directors, held in the Board Meeting Room at the Authority's Administrative Annex Building on the 19th of December 2023, beginning at 7:00pm:

WHEREAS, the Bedford Regional Water Authority (the "Authority") is a public service authority formed and existing in accordance with the provisions of Chapter 51 of Title 15.2 of the Code of Virginia, 1950, as amended, the Virginia Water and Waste Authorities Act §§ 15.2-5100-15.2-5159 (the "Act"); and,

WHEREAS, the Authority has requested sealed bid proposals for a utility construction company to perform construction, repairs, rehabilitation, replacement of water and sanitary sewer systems, and to perform emergency repair work as needed under the Annual Term Contract for Water and Sewer Construction Services ("Contract"); and,

WHEREAS, the work to be completed under the Contract is beyond the capabilities of the Maintenance department due to the current equipment inventory limitations, staffing availability, and/or specialized construction; and,

WHEREAS, the term of the Contract shall be for a twelve (12) month period, and the unit prices shall be valid for the term of the contract with an option for up to two additional twelve (12) month automatic extensions if both parties agree, and there are no significant changes to the conditions of the contract; and,

WHEREAS, the Authority desires to obtain at least two Contracts to ensure best service and availability; and,

WHEREAS, the Authority received three sealed bid proposals for the Contract on December 5, 2023; and,

WHEREAS, F & B Contractors was the lowest responsive bidder based on line item unit prices for work as described in Sections I and III of the Contract; and,

WHEREAS, Muller, Inc. was the lowest responsive bidder based on line item unit prices for work as described in Section II of the Contract; and,

WHEREAS, Aaron J. Conner General Contractors, Inc. was the lowest responsive bidder based on line item unit prices for work as described in Section IV of the Contract; and,

WHEREAS, the cost of the Contract will be determined by actual construction costs of the projects and will primarily be funded through the Water and Sewer Replacement funds, Fiscal Year Capital Improvement Project funds, with some small projects that the Maintenance Department may identify to be funded under their Contracted Services budgets; and,

WHEREAS, projects will initiate with the lowest available bidder of the Contract Section(s) relating to the proposed work; now,

THEREFORE, BE IT RESOLVED, that the Board of Directors does hereby authorize the Engineering Manager to execute the Annual Term Contract for Water and Sewer Construction Services with F & B Contractors, LTD, Muller, Inc., and Aaron J. Conner General Contractors, Inc., so that all responsive bidders may be utilized for any Section(s) of the Contract as deemed necessary by the Authority.

Member Gray made a motion to approve this Resolution.

Member Sharp made a Second to approve.

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

b. Project reports

The Helm Street project did not receive any bids. The consultant is contacting the contractors to learn why no bids were received. It may go out to bid again with changes to attract more contractors.

9. Executive Report: Presented by Brian Key

a. Strategic Plan - Review Public Draft (presented by Amanda Stanley)

Ms. Stanley reviewed the first document she put together when the management team defined success at the end of this project. She then walked through the draft document in the board packet. The board must approve an updated guiding principles policy through a resolution at a future meeting to officially change the vision, mission, and values statement. Mr. Flynn asked about the reactions of customers and staff about the plan. Mr. Key and Ms. Stanley addressed this question, explaining that there was a good balance of constructive critique and confirmation of items that are done well. A brief discussion was held about the credit card fee since this came up from customers as a fee they would like eliminated. Mr. Flynn mentioned the board's duty to foster relationships with the governing bodies and share this responsibility with those other organizations.

b. **Resolution 2023-12.02** - Elections of Officers

At a regular meeting of the Bedford Regional Water Authority (“Authority”) Board of Directors, held in the Board Meeting Room at the Authority’s Administrative Annex Building on the 19th day of December 2023, beginning at 7:00pm:

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

THEREFORE BE IT RESOLVED, the following nominations and motions were made for Calendar Year 2024:

Chair:

A motion was made by Member Mele to nominate Member Flynn for the position of Chair.

The motion was seconded by Member Gray

Board Member Votes: 5 Aye 0 Nay 1 Abstain. The motion passed.

Vice-Chair:

A motion was made by Member Mele to nominate Member Gray for the position of Vice-Chair.

The motion was seconded by Member Mansel.

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

Secretary / Treasurer:

A motion was made by Member Gray to nominate Brian Key for the position of Secretary / Treasurer.

The motion was seconded by Member Mele.

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

10. Other Business not covered on the above agenda

Mr. Sharp shared that his wife worked at the Winter Luncheon event at Cedar Oaks and was happy to be a part of it and watch hardworking people be celebrated.

11. Motion to Adjourn:

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

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

The meeting adjourned at approximately 8:52 pm.

Prepared by Megan Pittman – Director of Administration

Approved: _____ 2023

FINANCIAL REPORT



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MEMORANDUM

To: BRWA Board of Directors
From: Jill W. Underwood, Director of Finance
Date: January 9, 2024
Re: Financial Highlights for December 2023

Customer Service Statistical Report:

The report for December is included.

Summary of Revenues & Expenses:

- 1) Budget goal is 50% for December, operating revenues are at 53% and operating expenses at 43%.
- 2) Capital Recovery fees received this FY are 57% of the total budgeted amount, with water at 62% and sewer at 48%.
 - a. Developer Redemptions- Account 3904-3317: There were redemptions for two water capital recovery fees for Westyn Village.

Cash Flow Summary

The summary is included in your packets.

FY23 Audit adjusting entries

We have posted the adjusting entries. There are several accounts that have discrepancies between BRWA's trial balance and Brown, Edwards trial balance. We are researching those accounts so we can give you the final budget status.

FY 25 Budget

We are working to develop the budget schedule for Finance Committee meetings. More information coming soon.

Tracking Data for Customer Service Department

| | Description | January '23 | February '23 | March '23 | April '23 | May '23 | June '23 | July '23 | August '23 | September '23 | October '23 | November '23 | December '23 | Running 12 Month Totals |
|----|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-------------------------|
| 1 | Statements Generated | 14,286 | 14,291 | 14,309 | 14,340 | 14,360 | 14,389 | 14,387 | 14,405 | 14,417 | 14,426 | 14,454 | 14,395 | 172,459 |
| 2 | Total \$ Amount of Statements Generated | \$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 | \$1,447,038.46 | \$1,408,150.95 | \$16,820,443.02 |
| 3 | Total \$ Payments Received | \$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 | \$1,467,840.30 | \$1,311,621.65 | \$17,377,285.31 |
| 4 | Account Transfers | 152 | 170 | 229 | 157 | 206 | 245 | 239 | 229 | 221 | 187 | 145 | 178 | 2,358 |
| 5 | New Customers - Forest | 6 | 8 | 9 | 13 | 10 | 4 | 6 | 16 | 7 | 5 | 8 | 7 | 99 |
| 6 | New Customers - SML | 7 | 1 | 1 | - | 2 | 3 | 1 | 2 | 5 | 6 | 5 | 3 | 36 |
| 7 | Residential Disconnected Customers (#) | 101 | 68 | 85 | 82 | 44 | 66 | 66 | 46 | 77 | 35 | 54 | - | 724 |
| 8 | Residential Disconnected Customers (\$) | \$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 | \$14,266.02 | \$0.00 | \$139,552 |
| 9 | Normal and Transfer Readings | 14,535 | 14,507 | 14,570 | 14,597 | 14,616 | 14,632 | 14,662 | 14,729 | 14,709 | 14,709 | 14,719 | 14,688 | 175,673 |
| 10 | Tower Read Meters | 3,027 | 2,924 | 2,927 | 3,106 | 2,726 | 2,474 | 2,038 | 2,040 | 1,037 | 1,416 | 1,259 | 1,330 | 26,304 |
| 11 | New Meter Installs | 18 | 9 | 12 | 30 | 23 | 10 | 28 | 15 | 12 | 16 | 25 | 11 | 209 |
| 12 | Meters Changed - Program | 11 | 35 | 97 | 33 | 4 | 2 | 2 | 1 | 18 | 10 | 2 | 15 | 230 |
| 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) | - | 3,050 | - | 7,110 | 27,125 | 83,480 | 10,615 | 19,222 | 32,049 | 13,487 | 4,735 | 7,990 | 208,863 |
| 15 | Bulk Water Sales - Moneta (Gallons) | - | 700 | - | - | - | 17,245 | 20,180 | 3,647 | 11,021 | 10,990 | 5,600 | 13,926 | 83,309 |
| 16 | Bulk Water Sales - Central Distr (Gallons) | - | 20,600 | 34,300 | 75,200 | 64,500 | 118,908 | 35,494 | 64,800 | 50,500 | 200 | 19,200 | 14,300 | 498,002 |
| 17 | Total Bulk Water Sales | \$0.00 | \$292.20 | \$411.60 | \$987.72 | \$1,099.50 | \$2,635.60 | \$795.47 | \$1,052.03 | \$1,122.84 | \$296.12 | \$354.42 | \$434.59 | \$9,047.50 |

Bedford Regional Water Auth.
Balance Sheet
For the Six Months Ending Sunday, December 31, 2023

| | | <u>7/1/2023</u> | <u>Dec 2023</u> |
|--------------------|--------------------------------|------------------------|------------------------|
| | | <u>Beginning</u> | <u>Actual</u> |
| ASSETS | | | |
| 1000:1000 | Cash | \$15,124,097.33 | \$13,472,444.85 |
| 1001 | Restricted Investments | 9,244,039.63 | 9,270,022.22 |
| 1002:1002 | Prepaid Expenses | 751,646.61 | 839,983.33 |
| 1101:1101 | Accounts Receivable | 4,298,437.75 | 4,326,651.76 |
| 1102 | Accounts Receivable Other | 32,206.16 | 39,591.10 |
| 1200 | Inventory | 807,157.33 | 942,726.29 |
| 1202 | Loan Related Assets | 3,934.66 | 3,934.66 |
| 1250 | Construction In Progress | 9,698,627.35 | 12,698,995.33 |
| 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 | 1,280,021.29 |
| 1900 | Depreciation | <u>(78,665,555.41)</u> | <u>(78,665,555.41)</u> |
| | Total assets | 146,895,287.90 | 149,809,490.93 |
| LIABILITIES | | | |
| 2000 | Accounts Payable | (767,678.57) | (1,158,020.91) |
| 2001 | Customer Liabilities | (517,536.87) | (488,542.55) |
| 2100 | Employee Liabilities | (1,225,756.41) | (1,014,595.21) |
| 2200 | Notes Payable | (50,317,877.43) | (47,950,877.43) |
| 2300 | Developer Revenues and Inflows | (2,544,261.94) | (3,143,731.18) |
| 2999 | Retained Earnings | <u>(91,522,176.68)</u> | <u>(91,522,176.68)</u> |
| | Total liabilities | (146,895,287.90) | (145,277,943.96) |
| | Operating Surplus/ (Loss) | | 4,531,546.97 |

Bedford Regional Water Auth.
Balance Sheet
For the Six Months Ending Sunday, December 31, 2023

| | | <u>7/1/2023</u> <u>Beginning</u> | <u>Dec 2023</u> <u>Actual</u> |
|-------------------------|---|-------------------------------------|----------------------------------|
| ASSETS | | | |
| Cash: | | | |
| 1000-0000 | Change Box for CS | 350.00 | 350.00 |
| 1000-0001 | Petty Cash | 16.57 | 16.57 |
| 1000-0002 | Truist Checking Account | 3,024,600.40 | 1,935,141.47 |
| 1000-0004 | Cash Drawer | 225.00 | 225.00 |
| 1000-0011 | LGIP Operating Reserves Fund | 337,503.53 | 345,851.76 |
| 1000-0012 | Due from VRA- DEQ Ivy Creek Construction Fund | 10,063,626.16 | 9,445,986.82 |
| 1000-1000 | VA Investment Pool-Capital Projects Reserve | 615,932.00 | 633,218.60 |
| 1000-2000 | VA Investment Pool- Operating Reserves | 1,081,843.67 | 1,112,206.43 |
| 1000-0005 | Cash Suspense Account (for F.A.) | | (551.80) |
| | Total Cash | 15,124,097.33 | 13,472,444.85 |
| Restricted Investments: | | | |
| 1001-0001 | Deposit Refund Program Fund | 359,661.65 | 359,661.65 |
| 1001-0010 | Debt Service Accumulation Fund | 969,439.92 | 673,325.38 |
| 1001-0020 | Reserve for future capital projects | 690,908.24 | 727,592.77 |
| 1001-0021 | County Funds for New Projects | 150,177.09 | 174,843.03 |
| 1001-0022 | SML WTF Depreciation Fund WVWA | 694,346.54 | 713,833.91 |
| 1001-0023 | BRWA Cell Tower Funds | 345,913.55 | 335,913.55 |
| 1001-0024 | SML WTF Depreciation Fund- BRWA portion | 694,346.53 | 713,833.91 |
| 1001-0025 | Vehicle and Equipment Replacement Fund | 758,389.72 | 466,831.72 |
| 1001-0030 | Information Systems Replacement Fund | 283,932.32 | 298,932.32 |
| 1001-0035 | Meter Replacement Fund | 217,198.84 | 367,198.84 |
| 1001-0040 | Sewerline Replacement Fund | 1,101,862.76 | 1,226,860.76 |
| 1001-0045 | Waterline Replacement Fund | 356,970.70 | 506,970.70 |
| 1001-0050 | Tank Rehab | 406,995.76 | 446,997.76 |
| 1001-1010 | VA Investment Pool- Reserve Fund | 436,327.83 | 450,436.71 |
| 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 |
| 1001-0060 | Water Facilities Set Aside Fund | | 25,002.00 |
| 1001-0065 | Sewer Facilities Set Asides | | 25,002.00 |
| | Total Restricted Investments | 9,244,039.63 | 9,270,022.22 |
| Prepaid Expenses: | | | |
| 1002-1000 | Prepaid Insurance | 131,360.28 | 215,479.28 |
| 1002-1001 | Prepaid Dues/Service Contracts | 66,713.33 | 70,931.05 |
| 1002-1002 | Deferred Outflows of Resources (Pensions) | 583,277.00 | 583,277.00 |
| 1002-1003 | VRS OPEB Deferred Outflow | 83,662.00 | 83,662.00 |
| 1002-1004 | VRS OPEB Deferred Outflow | (44,894.00) | (44,894.00) |
| 1002-1005 | Local OPEB Deferred Outflows | 12,972.00 | 12,972.00 |
| 1002-1006 | Local OPEB Deferred Inflows | (81,444.00) | (81,444.00) |
| | Total Prepaid Expenses | 751,646.61 | 839,983.33 |
| Accounts Receivable: | | | |
| 1101-1000 | Billings Receivable Water | 2,438,605.39 | 2,393,249.81 |
| 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 | 1,156,019.47 | 1,112,144.30 |
| 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) | (341,958.16) |
| 1101-4002 | Payment Arrangement AR- Water | (154.96) | (154.96) |
| 1101-4003 | Sewer Penalties A/R | 18,485.53 | 28,159.36 |
| 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 Six Months Ending Sunday, December 31, 2023

| | | <u>7/1/2023</u> | <u>Dec 2023</u> |
|-----------------------------------|---|---------------------|---------------------|
| | | <u>Beginning</u> | <u>Actual</u> |
| 1101-4006 | Payment Arrangement AR- Water Penalties | 174.14 | 174.14 |
| 1101-5001 | Water Capital Recovery Fees A/R | (662,129.00) | (637,729.00) |
| 1101-5002 | Returned Check A/R | 1,018.25 | 1,158.35 |
| 1101-5003 | Sewer Capital Recovery Fees A/R | (299,938.73) | (294,038.73) |
| 1101-5005 | Reconnect Fee A/R | 18,478.01 | 18,673.13 |
| 1101-6000 | Water Account Charge A/R | 8,684.37 | 9,046.42 |
| 1101-6003 | Sewer Account Charges A/R | 13,957.59 | 22,106.34 |
| 1101-7001 | Water Deposits A/R | (47,225.14) | (82,583.46) |
| 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 Installation Fee | 39,100.00 | 56,800.00 |
| 1101-7504 | Sewer Pump Maintenance A/R | 9,132.63 | 10,936.01 |
| 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 | 74,169.63 |
| 1101-7508 | A/R- Industrial Pretreatment | (7,158.26) | (7,179.03) |
| 1101-7510 | SGP Review and Inspections A/R | (6,581.92) | (6,377.60) |
| 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 | 2,065,724.86 | 2,065,724.86 |
| 1101-8009 | Pending Electronic Payments | (84,689.74) | (28,237.18) |
| | Total Accounts Receivable | <u>4,298,437.75</u> | <u>4,326,651.76</u> |
| Accounts Receivable Other: | | | |
| 1102-0001 | Miscellaneous Accounts Receivable | 32,206.16 | 39,591.10 |
| | Total Accounts Receivable Other | <u>32,206.16</u> | <u>39,591.10</u> |
| Inventory: | | | |
| 1200-0001 | Maintenance Inventory | 81,301.23 | 203,557.00 |
| 1200-0002 | Meter Inventory | 725,856.10 | 739,169.29 |
| | Total Inventory | <u>807,157.33</u> | <u>942,726.29</u> |
| Loan Related Assets: | | | |
| 1202-0009 | VRA 2014 Cash Account (per docs) | 3,934.66 | 3,934.66 |
| | Total Loan Related Assets | <u>3,934.66</u> | <u>3,934.66</u> |
| Construction In Progress: | | | |
| 1250-0001 | CIP Inventory | 43,294.74 | 43,294.74 |
| 1250-0300 | CIP- Western Hills Sewer Replacement | 7,500.00 | 49,350.00 |
| 1250-0302 | CIP- Western Hills Water Replacement | 7,500.00 | 36,930.00 |
| 1250-0310 | CIP- Lead Service Line Inventory Project | 1,600.00 | 31,600.00 |
| 1250-0315 | CIP- Central Water Electrical Study | 30,265.00 | 58,094.76 |
| 1250-0316 | CIP- Peakview St Water | 117,669.70 | 152,742.99 |
| 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 | 2,288,206.60 |
| 1250-0336 | CIP- Belltown Rd Waterline (ARPA) | 40,169.52 | 247,521.03 |
| 1250-0378 | Helm Street Tank Project (ARPA) | 180,070.00 | 209,264.08 |
| 1250-0382 | CIP- Galax St Sewer Project | 23,349.38 | 23,349.38 |
| 1250-0383 | CIP- Ivy Creek Sewer | 5,048,602.77 | 6,742,286.55 |
| 1250-0390 | CIP- 460 Booster Station | 2,196,373.00 | 2,207,474.00 |
| 1250-0391 | CIP- Turkey Mtn Booster Station | 42,490.00 | 42,490.00 |
| 1250-0399 | CIP- Galax St. WATER | 118,132.74 | 153,189.74 |
| 1250-0301 | CIP- Central PS Pump Replacements | | 32,927.14 |
| 1250-0322 | CIP- Key System | | 5,772.50 |
| 1250-0324 | Central Sewer Pump Station 7 | | 148,670.00 |

Bedford Regional Water Auth.
Balance Sheet
For the Six Months Ending Sunday, December 31, 2023

| | | <i>7/1/2023</i> <i>Beginning</i> | <i>Dec 2023</i> <i>Actual</i> |
|-------------------------------|---|-------------------------------------|----------------------------------|
| 1250-0332 | Stoney Creek Reservoir Drain Analysis | | 9,999.00 |
| | Total Construction In Progress | 9,698,627.35 | 12,698,995.33 |
| 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 | 1,280,021.29 |
| | Total Fixed Asset Clearing Account | 20.98 | 1,280,021.29 |
| Depreciation: | | | |
| 1900-0000 | Accumulated Depreciation | (78,665,555.41) | (78,665,555.41) |
| | Total Depreciation | (78,665,555.41) | (78,665,555.41) |
| | Total assets | 146,895,287.90 | 149,809,490.93 |
| LIABILITIES | | | |
| Accounts Payable: | | | |
| 2000-1000 | Accounts Payable | (630,092.77) | (863,582.03) |
| 2000-1005 | Retainage Payable | (137,585.80) | (294,438.88) |
| | Total Accounts Payable | (767,678.57) | (1,158,020.91) |
| Customer Liabilities: | | | |

Bedford Regional Water Auth.
Balance Sheet
For the Six Months Ending Sunday, December 31, 2023

| | | <u>7/1/2023</u> | <u>Dec 2023</u> |
|--|---|-------------------------|-------------------------|
| | | <u>Beginning</u> | <u>Actual</u> |
| 2001-0000 | Customer Credit- Budget Billing accounts | 3,009.22 | 3,009.22 |
| 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 | 116,556.52 |
| 2001-0005 | Liability for Easement Condemnations | (4,394.72) | (4,394.72) |
| 2001-1000 | Water Deposits | (177,652.63) | (169,899.63) |
| 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) |
| | Total Customer Liabilities | <u>(517,536.87)</u> | <u>(488,542.55)</u> |
| Employee Liabilities: | | | |
| 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 | 546.44 |
| 2100-0400 | Net Pension Liability | (410,881.00) | (410,881.00) |
| 2100-0500 | VRS OPEB Liability | (224,343.00) | (224,343.00) |
| 2100-0510 | Local OPEB Liability | (202,819.00) | (202,819.00) |
| 2100-0550 | Health Insurance Payable- Employee Share | (25,550.50) | (24,438.64) |
| 2100-0600 | VRS Mandatory Cash Match- Hybrid | 1.25 | 1.25 |
| 2100-0750 | Optional Life Insurance Payable | 658.14 | 677.44 |
| 2100-0800 | AFLAC Withholding Payable | 1,714.01 | 1,763.91 |
| 2100-0900 | Outstanding Payables Checks | (49.83) | (49.83) |
| 2100-0450 | Flexible Spending Account Payable | | 12.55 |
| 2100-0950 | Employee Gym Memberships | | (13.50) |
| | Total Employee Liabilities | <u>(1,225,756.41)</u> | <u>(1,014,595.21)</u> |
| Notes Payable: | | | |
| 2200-0115 | Current Maturities Long-Term Debt | 0.40 | 2,367,000.40 |
| 2200-2001 | Accrued Interest Payable | (328,344.79) | (328,344.79) |
| 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) |
| 2200-2230 | Series 2012 Loan (2005 Refunding) | (830,000.00) | (830,000.00) |
| 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 | 20,271.20 | 20,271.20 |
| 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) |
| | Total Notes Payable | <u>(50,317,877.43)</u> | <u>(47,950,877.43)</u> |
| Developer Revenues and Inflows: | | | |
| 2300-0000 | Deferred Revenue Liability | (357,684.01) | (957,153.25) |
| 2300-1000 | Deferred Inflows of Resources | (185,526.00) | (185,526.00) |
| 2300-1001 | Deferred Inflow of Resources- Leases | (2,001,051.93) | (2,001,051.93) |
| | Total Developer Revenues and Inflows | <u>(2,544,261.94)</u> | <u>(3,143,731.18)</u> |
| Retained Earnings: | | | |
| 2999-0000 | Retained Earnings | (91,522,176.68) | (91,522,176.68) |
| | Total Retained Earnings | <u>(91,522,176.68)</u> | <u>(91,522,176.68)</u> |
| | Total liabilities | <u>(146,895,287.90)</u> | <u>(145,277,943.96)</u> |
| | Operating Surplus/ (Loss) | | 4,531,546.97 |

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> | |
|---------------------------|--|-------------------------|----------------------------|--------------------------------|-----------------------|------------|
| OPERATING REVENUE | | | | | | |
| 3000-3000 | Water Sales | (\$805,028.44) | (\$5,524,367.18) | (\$10,969,377.00) | (\$5,445,009.82) | 50% |
| 3100- | Sewer Sales | (421,146.65) | (2,814,894.76) | (5,185,428.00) | (2,370,533.24) | 54% |
| 3902 | Penalties | (17,124.72) | (85,743.78) | (70,000.00) | 15,743.78 | 122% |
| 3903- | Account Charges | (3,575.00) | (23,622.50) | (60,000.00) | (36,377.50) | 39% |
| 3903- | Review Fees | (1,000.00) | (38,261.68) | (55,500.00) | (17,238.32) | 69% |
| 3900- | Interest Earned | (19,717.69) | (110,676.46) | (30,000.00) | 80,676.46 | 369% |
| 3903- | Sewer Clean Outs | | | (7,000.00) | (7,000.00) | 0% |
| 3903-3250 | Meter Installation Revenues | (8,275.00) | (92,450.00) | (95,000.00) | (2,550.00) | 97% |
| 3903-3255 | Industrial Pretreatment Revenue | (1,554.22) | (9,308.64) | (18,000.00) | (8,691.36) | 52% |
| 3903-3261 | Rent/Meter Charges | (236.19) | (17,111.76) | (5,000.00) | 12,111.76 | 342% |
| 3903- | Misc | (16,274.17) | (115,530.55) | (155,606.00) | (40,075.45) | 74% |
| 3903- | Fixed Asset Disposals | | (13,450.00) | | 13,450.00 | 0% |
| 3901- | Account Default Fees | 685.00 | (25,271.08) | (28,000.00) | (2,728.92) | 90% |
| 3201-3275 | Contract Reimbursements | | (163,273.59) | (219,000.00) | (55,726.41) | 75% |
| | Revenue from BRWA Operations | <u>(1,293,247.08)</u> | <u>(9,033,961.98)</u> | <u>(16,897,911.00)</u> | <u>(7,863,949.02)</u> | <u>53%</u> |
| 3000-3220 | Capital Recovery Fees | (73,800.00) | (689,450.00) | (1,200,000.00) | (510,550.00) | 57% |
| 3903-3265 | Cellular Antenna Site Rental-County portion | (4,110.99) | (25,133.95) | (55,452.00) | (30,318.05) | 45% |
| 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 | | (248,746.93) | | 248,746.93 | 0% |
| 3903-3330 | SML WTF Revenue | (6,718.01) | (38,974.75) | (400.00) | 38,574.75 | 9,744% |
| 3904-3317 | Developer Prepayments Redemption Revenue | <u>(10,000.00)</u> | <u>(10,000.00)</u> | <u>(20,000.00)</u> | <u>(10,000.00)</u> | <u>50%</u> |
| | Revenue from Other Sources | <u>(94,629.00)</u> | <u>(1,902,215.01)</u> | <u>(2,475,852.00)</u> | <u>(573,636.99)</u> | <u>77%</u> |
| | Total Revenue | (1,387,876.08) | (10,936,176.99) | (19,373,763.00) | (8,437,586.01) | 56% |
| OPERATING EXPENSES | | | | | | |
| 4000 + 4002 | Salaries | 394,004.98 | 2,322,547.56 | 5,752,993.58 | 3,430,446.02 | 40% |
| 4010 | General Office Expenses | 32,610.66 | 162,468.22 | 298,088.00 | 135,619.78 | 55% |
| 4100 | Employee Benefit & Related Expenses | 195,467.55 | 902,790.69 | 2,458,231.00 | 1,555,440.31 | 37% |
| 4110 | Billing Expenses | 11,354.61 | 134,674.28 | 249,824.00 | 115,149.72 | 54% |
| 4120 | Information Systems Expenses | 24,418.11 | 127,316.86 | 226,899.00 | 99,582.14 | 56% |
| 4130 | Administration Supplies | | 3,972.06 | 6,560.00 | 2,587.94 | 61% |
| 4140 | Customer Service Supplies | 100.00 | 350.00 | 3,908.00 | 3,558.00 | 9% |
| 4210 | Engineering Expenses | 2,856.17 | 50,666.20 | 151,476.00 | 100,809.80 | 33% |
| 4220 + 4223 | Operations Expenses | | 36.99 | 4,500.00 | 4,463.01 | 1% |
| 4221 | Compliance Program Supplies | 7,390.27 | 7,395.28 | 13,725.00 | 6,329.72 | 54% |
| 4222 | Pretreatment Expenses | 1,958.00 | 14,666.76 | 37,295.00 | 22,628.24 | 39% |
| 4225-0100 | Lab Supplies | 590.31 | 6,015.44 | 22,000.00 | 15,984.56 | 27% |
| 4230 | Maintenance Expenses | 7,979.38 | 35,122.55 | 53,226.00 | 18,103.45 | 66% |
| 4240 | Vehicles & Equipment Expenses | 25,404.73 | 167,632.43 | 325,796.00 | 158,163.57 | 51% |
| 4250 | Forest Water Expenses | 157,043.79 | 473,241.89 | 882,571.00 | 409,329.11 | 54% |
| 4260 | Well Systems Expenses | 2,951.64 | 18,197.71 | 44,064.00 | 25,866.29 | 41% |
| 4265 | SML Central Distribution Water System Expenses | 7,411.92 | 27,033.57 | 41,699.00 | 14,665.43 | 65% |
| 4270 | Highpoint Facility Expenses | 2,076.60 | 15,548.53 | 33,834.00 | 18,285.47 | 46% |
| 4330 | SMLWTF Water Treatment Expenses | 34,311.46 | 236,929.25 | 569,956.00 | 333,026.75 | 42% |
| 4275 | Central Water Distribution Expenses | 26,490.09 | 109,994.93 | 187,591.00 | 77,596.07 | 59% |
| 4276 | Central Water Treatment Expenses | 14,629.03 | 77,000.50 | 177,735.00 | 100,734.50 | 43% |
| 4280 | Stewartsville Water Expenses | 75.73 | 20,577.62 | 52,715.00 | 32,137.38 | 39% |
| 4290 | Forest Sewer Expenses | 71,085.59 | 241,818.08 | 559,121.00 | 317,302.92 | 43% |
| 4291 | Central Sewer Collection System Expenses | 17,155.45 | 88,217.60 | 208,000.00 | 119,782.40 | 42% |
| 4293 | Central Sewer Treatment Expenses | 45,751.09 | 267,688.06 | 570,306.00 | 302,617.94 | 47% |
| 4292 | Moneta Sewer Collection System Expenses | 9,085.44 | 57,724.66 | 47,400.00 | (10,324.66) | 122% |
| 4294 | Moneta Sewer Treatment Expenses | 11,516.02 | 57,992.19 | 133,192.00 | 75,199.81 | 44% |
| 4295 | Montvale Sewer Expenses | 2,998.68 | 14,571.54 | 26,751.00 | 12,179.46 | 54% |
| 4296 | Montvale Sewer Collection System Expenses | | | 6,500.00 | 6,500.00 | 0% |
| 4340 | Mariners Landing Sewer Expenses | 17,789.45 | 35,696.09 | 101,240.00 | 65,543.91 | 35% |
| 4350 | Cedar Rock Sewer Expenses | 3,022.12 | 19,223.49 | 36,500.00 | 17,276.51 | 53% |
| 4360 | Paradise Point Water Expenses | 2,111.96 | 7,039.19 | 18,474.00 | 11,434.81 | 38% |
| 4300 + 4310 | Schools Sewer Expenses | 3,350.29 | 10,582.79 | 43,500.00 | 32,917.21 | 24% |
| 4315 | Mariners Landing Water Expenses | | 547.36 | | (547.36) | 0% |
| 4320 | Franklin County Operations | 4,056.52 | 14,107.26 | 27,000.00 | 12,892.74 | 52% |

Bedford Regional Water Auth.
 Summary of Revenue & Expenditures
 For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> |
|--|--------------|-------------------------|----------------------------|--------------------------------|----------------------|
| 4600:4600 BRWA&EDA Contributions for Development | | 10,000.00 | | (10,000.00) | 0% |
| Total Operating Expenditures | 1,137,047.64 | 5,739,387.63 | 13,372,670.58 | 7,633,282.95 | 43% |
| 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 | 53,070.50 | 53,071.00 | 0.50 | 100% |
| 4500-0675 VRA 2020 Interest (ESCO project) | | 64,684.38 | 124,372.00 | 59,687.62 | 52% |
| Total Interest and Debt Service | 26,535.25 | 665,242.39 | 1,237,138.00 | 571,895.61 | 54% |
| Total Exp., Depr. and Debt Service | 1,163,582.89 | 6,404,630.02 | 19,197,408.58 | 12,792,778.56 | 33% |
| Total Revenues Less Oper Expense | (224,293.19) | (4,531,546.97) | (176,354.42) | 4,355,192.55 | 2,570% |
| Gross Cash Before Capital Exp | (224,293.19) | (4,531,546.97) | (176,354.42) | 4,355,192.55 | 2,570% |
| Less non-debt Capital Contributions | (16,718.01) | (297,721.68) | (220,400.00) | 77,321.68 | 135% |
| Earnings/(loss) before BRWA Capital Outlays | (207,575.18) | (4,233,825.29) | 44,045.58 | 4,277,870.87 | (9,612%) |

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Six Months Ending Sunday, December 31, 2023

| | | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> |
|---|--|---------------------|-------------------------|----------------------------|--------------------------------|----------------------|
| OPERATING REVENUE | | | | | | |
| Water Sales: | | | | | | |
| 3000-3000 | Water Sales | (794,796.13) | (5,427,138.13) | (10,820,793.00) | (5,393,654.87) | 50% |
| 3000-3050 | Contract Water Sales | (9,091.38) | (89,374.03) | (134,784.00) | (45,409.97) | 66% |
| 3000-3100 | Paradise Point Water | (1,140.93) | (7,855.02) | (13,800.00) | (5,944.98) | 57% |
| | Total Water Sales | <u>(805,028.44)</u> | <u>(5,524,367.18)</u> | <u>(10,969,377.00)</u> | <u>(5,445,009.82)</u> | <u>50%</u> |
| Sewer Sales: | | | | | | |
| 3100-3000 | Sewer Sales | (406,700.85) | (2,727,795.18) | (5,129,068.00) | (2,401,272.82) | 53% |
| 3100-3025 | Mariners Landing Sewer | (11,167.16) | (66,133.83) | (22,600.00) | 43,533.83 | 293% |
| 3100-3050 | Cedar Rock Revenue | (3,278.64) | (20,965.75) | (33,760.00) | (12,794.25) | 62% |
| | Total Sewer Sales | <u>(421,146.65)</u> | <u>(2,814,894.76)</u> | <u>(5,185,428.00)</u> | <u>(2,370,533.24)</u> | <u>54%</u> |
| Penalties: | | | | | | |
| 3902-3211 | Water Penalty Revenue | (10,342.45) | (54,953.86) | (45,000.00) | 9,953.86 | 122% |
| 3902-3213 | Sewer Penalty Revenue | (6,782.27) | (30,789.92) | (25,000.00) | 5,789.92 | 123% |
| | Total Penalties | <u>(17,124.72)</u> | <u>(85,743.78)</u> | <u>(70,000.00)</u> | <u>15,743.78</u> | <u>122%</u> |
| Account Charges: | | | | | | |
| 3903-3231 | Water Account Charge Revenue | (2,175.00) | (15,473.75) | (40,000.00) | (24,526.25) | 39% |
| 3903-3233 | Sewer Account Charge Revenue | (1,400.00) | (8,148.75) | (20,000.00) | (11,851.25) | 41% |
| | Total Account Charges | <u>(3,575.00)</u> | <u>(23,622.50)</u> | <u>(60,000.00)</u> | <u>(36,377.50)</u> | <u>39%</u> |
| Review Fees: | | | | | | |
| 3903-3240 | Engineering Review Fees | (400.00) | (34,436.68) | (50,000.00) | (15,563.32) | 69% |
| 3903-3242 | Engineering Fire Flow Testing | | (225.00) | (1,500.00) | (1,275.00) | 15% |
| 3903-3243 | SGP Review and Inspections | (600.00) | (3,600.00) | (4,000.00) | (400.00) | 90% |
| | Total Review Fees | <u>(1,000.00)</u> | <u>(38,261.68)</u> | <u>(55,500.00)</u> | <u>(17,238.32)</u> | <u>69%</u> |
| Interest Earned: | | | | | | |
| 3900-3250 | Bank Interest Earned | (19,717.69) | (110,676.46) | (30,000.00) | 80,676.46 | 369% |
| | Total Interest Earned | <u>(19,717.69)</u> | <u>(110,676.46)</u> | <u>(30,000.00)</u> | <u>80,676.46</u> | <u>369%</u> |
| Sewer Clean Outs: | | | | | | |
| 3903-3245 | Sewer Clean-Out Installation Fee | | | (7,000.00) | (7,000.00) | 0% |
| | Total Sewer Clean Outs | | | <u>(7,000.00)</u> | <u>(7,000.00)</u> | <u>0%</u> |
| Meter Installation Revenues: | | | | | | |
| 3903-3250 | Meter Fee Revenue | (3,475.00) | (27,750.00) | (35,000.00) | (7,250.00) | 79% |
| 3903-3260 | Meter Base Installation Revenue | (4,800.00) | (64,700.00) | (60,000.00) | 4,700.00 | 108% |
| | Total Meter Installation Revenues | <u>(8,275.00)</u> | <u>(92,450.00)</u> | <u>(95,000.00)</u> | <u>(2,550.00)</u> | <u>97%</u> |
| Industrial Pretreatment Revenue: | | | | | | |
| 3903-3255 | Industrial Pretreatment Revenue | (1,554.22) | (9,308.64) | (18,000.00) | (8,691.36) | 52% |
| | Total Industrial Pretreatment Revenue | <u>(1,554.22)</u> | <u>(9,308.64)</u> | <u>(18,000.00)</u> | <u>(8,691.36)</u> | <u>52%</u> |
| Rent/Meter Charges: | | | | | | |
| 3903-3261 | Service Repairs & Equipment Rentals | (236.19) | (17,111.76) | (5,000.00) | 12,111.76 | 342% |
| | Total Rent/Meter Charges | <u>(236.19)</u> | <u>(17,111.76)</u> | <u>(5,000.00)</u> | <u>12,111.76</u> | <u>342%</u> |
| Misc: | | | | | | |
| 3903-3262 | Cellular Antenna Rental- BRWA portion | (6,166.49) | (33,034.45) | (73,998.00) | (40,963.55) | 45% |
| 3903-3263 | Sewer Extension Revenue | | (30,200.00) | | 30,200.00 | 0% |
| 3903-3264 | Sewer Pump Maintenance Revenue | (7,315.00) | (42,280.00) | (63,000.00) | (20,720.00) | 67% |
| 3903-3270 | Miscellaneous Revenue | (1,890.65) | (5,559.02) | (8,000.00) | (2,440.98) | 69% |
| 3903-3275 | Revenue from Communication Towers | (902.03) | (4,457.08) | (10,608.00) | (6,150.92) | 42% |
| | Total Misc | <u>(16,274.17)</u> | <u>(115,530.55)</u> | <u>(155,606.00)</u> | <u>(40,075.45)</u> | <u>74%</u> |

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> |
|---|----------------|-------------------------|----------------------------|--------------------------------|----------------------|
| Fixed Asset Disposals: | | | | | |
| 3903-3280 Sales and Disposals | | (13,450.00) | | 13,450.00 | 0% |
| Total Fixed Asset Disposals | | (13,450.00) | | 13,450.00 | 0% |
| Account Default Fees: | | | | | |
| 3901-3211 Reconnect Fee Revenue | | (12,600.00) | (25,000.00) | (12,400.00) | 50% |
| 3901-3212 Return Check Revenue | (315.00) | (1,855.00) | (2,000.00) | (145.00) | 93% |
| 3901-3213 Unauthorized Service Revenue | 1,000.00 | (10,816.08) | (1,000.00) | 9,816.08 | 1,082% |
| Total Account Default Fees | 685.00 | (25,271.08) | (28,000.00) | (2,728.92) | 90% |
| Contract Reimbursements: | | | | | |
| 3201-3275 School System Operations | | (18,663.30) | (51,000.00) | (32,336.70) | 37% |
| 3904-3318 Franklin County Contract Operations | | (144,610.29) | (168,000.00) | (23,389.71) | 86% |
| Total Contract Reimbursements | | (163,273.59) | (219,000.00) | (55,726.41) | 75% |
| Revenue from BRWA Operations | (1,293,247.08) | (9,033,961.98) | (16,897,911.00) | (7,863,949.02) | 53% |
| Capital Recovery Fees: | | | | | |
| 3000-3220 Water Capital Recovery Fees | (62,000.00) | (498,050.00) | (800,000.00) | (301,950.00) | 62% |
| 3100-3220 Sewer Capital Recovery Fees | (11,800.00) | (191,400.00) | (400,000.00) | (208,600.00) | 48% |
| Total Capital Recovery Fees | (73,800.00) | (689,450.00) | (1,200,000.00) | (510,550.00) | 57% |
| Cellular Antenna Site Rental-County portion: | | | | | |
| 3903-3265 Cellular Antenna Revenue- Co. portion | (4,110.99) | (22,022.95) | (49,332.00) | (27,309.05) | 45% |
| 3903-3285 Bedford County Broadband Revenue | | (3,111.00) | (6,120.00) | (3,009.00) | 51% |
| Total Cellular Antenna Site Rental-County portion | (4,110.99) | (25,133.95) | (55,452.00) | (30,318.05) | 45% |
| BOS Capital Contributions: | | | | | |
| 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% |
| Developer Line Contributions: | | | | | |
| 3904-3315 Developer Contributions | | | (200,000.00) | (200,000.00) | 0% |
| Total Developer Line Contributions | | | (200,000.00) | (200,000.00) | 0% |
| Contributions from Town: | | | | | |
| 3904-3325 Town of Bedford ARPA Projects | | (248,746.93) | | 248,746.93 | 0% |
| Total Contributions from Town | | (248,746.93) | | 248,746.93 | 0% |
| SML WTF Revenue: | | | | | |
| 3903-3330 SML WTF Revenue | (6,718.01) | (38,974.75) | (400.00) | 38,574.75 | 9,744% |
| Total SML WTF Revenue | (6,718.01) | (38,974.75) | (400.00) | 38,574.75 | 9,744% |
| Developer Prepayments Redemption Revenue: | | | | | |
| 3904-3317 Developer Capital Recovery Fee Redemption Revenue | (10,000.00) | (10,000.00) | (20,000.00) | (10,000.00) | 50% |
| Total Developer Prepayments Redemption Revenue | (10,000.00) | (10,000.00) | (20,000.00) | (10,000.00) | 50% |
| Revenue from Other Sources | (94,629.00) | (1,902,215.01) | (2,475,852.00) | (573,636.99) | 77% |
| Total Revenue | (1,387,876.08) | (10,936,176.99) | (19,373,763.00) | (8,437,586.01) | 56% |
| OPERATING EXPENSES | | | | | |
| Salaries: | | | | | |
| 4000-0010 Administration Salaries | 78,569.01 | 411,374.48 | 1,223,960.04 | 812,585.56 | 34% |
| 4000-0019 IT Oncall Stipend | 600.00 | 3,342.86 | | (3,342.86) | 0% |

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> | |
|---|--|-------------------------|----------------------------|--------------------------------|----------------------|------------|
| 4000-0020 | Administration Overtime | 411.60 | 2,440.32 | 11,673.95 | 9,233.63 | 21% |
| 4002-0010 | Customer Service Salaries | 30,070.59 | 178,562.00 | 438,620.00 | 260,058.00 | 41% |
| 4002-0020 | Customer Service Overtime | 289.67 | 1,784.77 | 6,670.01 | 4,885.24 | 27% |
| 4003-0010 | Engineering Department Salaries | 68,843.59 | 414,052.94 | 794,458.80 | 380,405.86 | 52% |
| 4003-0019 | Engineering OnCall Stipend | 600.00 | 3,450.00 | 7,800.00 | 4,350.00 | 44% |
| 4003-0020 | Engineering Department Overtime | 1,666.68 | 14,619.82 | 45,373.88 | 30,754.06 | 32% |
| 4004-0010 | Maintenance Department Salaries | 97,788.75 | 594,311.33 | 1,353,586.20 | 759,274.87 | 44% |
| 4004-0019 | Maintenance Oncall Stipend Expense | 1,800.00 | 10,267.57 | 29,900.00 | 19,632.43 | 34% |
| 4004-0020 | Maintenance Department Overtime | 12,962.42 | 68,344.00 | 201,534.53 | 133,190.53 | 34% |
| 4005-0010 | Operations Department Salaries | 90,066.21 | 578,831.50 | 1,514,051.20 | 935,219.70 | 38% |
| 4005-0019 | Operations Oncall Stipend | 600.00 | 3,892.86 | 8,100.00 | 4,207.14 | 48% |
| 4005-0020 | Operations Department Overtime | 9,736.46 | 37,273.11 | 117,264.97 | 79,991.86 | 32% |
| | Total Salaries | 394,004.98 | 2,322,547.56 | 5,752,993.58 | 3,430,446.02 | 40% |
| General Office Expenses: | | | | | | |
| 4010-0075 | Board & Committee Meetings | 348.53 | 674.03 | 1,000.00 | 325.97 | 67% |
| 4010-0085 | Long Range Planning | 3,600.00 | 21,400.00 | 45,000.00 | 23,600.00 | 48% |
| 4010-0100 | Office Supplies | 196.45 | 2,946.62 | 8,000.00 | 5,053.38 | 37% |
| 4010-0103 | Public Outreach Expenses | 645.26 | 1,063.42 | 15,000.00 | 13,936.58 | 7% |
| 4010-0110 | Building Maintenance Expense | 5,873.55 | 26,819.08 | 29,400.00 | 2,580.92 | 91% |
| 4010-0130 | Postage and Shipping Expense | | 3,654.33 | 8,000.00 | 4,345.67 | 46% |
| 4010-0140 | Commercial Phone Charges | 5,462.80 | 11,134.94 | 12,120.00 | 985.06 | 92% |
| 4010-0142 | Cellular Phone Service | 3,152.14 | 12,233.23 | 20,480.00 | 8,246.77 | 60% |
| 4010-0150 | Building Power and Utilities | 3,763.57 | 11,196.02 | 18,000.00 | 6,803.98 | 62% |
| 4010-0155 | Building Fuel Costs | 442.73 | 845.64 | 6,000.00 | 5,154.36 | 14% |
| 4010-0170 | Advertising | 2,002.34 | 9,115.87 | 18,000.00 | 8,884.13 | 51% |
| 4010-0175 | Bank Service charges | | 3,753.26 | 16,800.00 | 13,046.74 | 22% |
| 4010-0200 | Accounting Services | | 34,430.00 | 50,000.00 | 15,570.00 | 69% |
| 4010-0220 | Legal Expenses | 4,717.50 | 8,657.00 | 18,000.00 | 9,343.00 | 48% |
| 4010-0400 | Board of Directors Fees | 2,375.00 | 14,250.00 | 28,500.00 | 14,250.00 | 50% |
| 4010-0401 | Board Mileage Reimbursements | 30.79 | 294.78 | 420.00 | 125.22 | 70% |
| 4010-0160 | Employee Bond | | | 618.00 | 618.00 | 0% |
| 4010-0161 | Building Insurance | | | 2,750.00 | 2,750.00 | 0% |
| | Total General Office Expenses | 32,610.66 | 162,468.22 | 298,088.00 | 135,619.78 | 55% |
| Employee Benefit & Related Expenses: | | | | | | |
| 4100-0030 | Payroll Taxes | 33,264.05 | 189,484.67 | 436,600.00 | 247,115.33 | 43% |
| 4100-0040 | VRS Retirement and Group Life | 64,643.08 | 209,432.71 | 528,276.00 | 318,843.29 | 40% |
| 4100-0041 | VRS Hybrid Disability Program | 1,821.12 | 5,538.57 | 14,691.00 | 9,152.43 | 38% |
| 4100-0050 | Health Insurance | 67,459.18 | 408,045.13 | 981,740.00 | 573,694.87 | 42% |
| 4100-0055 | Flexible Spending Account | 448.56 | 75.86 | 2,500.00 | 2,424.14 | 3% |
| 4100-0065 | Employee Testing | 1,271.50 | 2,816.50 | 6,556.00 | 3,739.50 | 43% |
| 4100-0075 | Meetings | 227.91 | 2,723.77 | 7,590.00 | 4,866.23 | 36% |
| 4100-0080 | Professional Dues | 323.00 | 1,833.33 | 26,365.00 | 24,531.67 | 7% |
| 4100-0085 | Training and Education | 2,139.16 | 18,143.95 | 181,560.00 | 163,416.05 | 10% |
| 4100-0086 | Continuing Education | 2,860.00 | 7,754.00 | 18,000.00 | 10,246.00 | 43% |
| 4100-0095 | Employee Referral Program | | | 500.00 | 500.00 | 0% |
| 4100-0101 | Clothing and Uniforms | 2,076.57 | 7,727.36 | 56,203.00 | 48,475.64 | 14% |
| 4100-0102 | Employee & Incentive Fund | 10,241.10 | 17,239.69 | 33,000.00 | 15,760.31 | 52% |
| 4100-0103 | Safety | 8,692.32 | 31,975.15 | 85,822.00 | 53,846.85 | 37% |
| 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% |
| | Total Employee Benefit & Related Expenses | 195,467.55 | 902,790.69 | 2,458,231.00 | 1,555,440.31 | 37% |
| Billing Expenses: | | | | | | |
| 4110-0091 | Bad Debt Expense Water | | (118.36) | 20,000.00 | 20,118.36 | (1%) |
| 4110-0097 | Collection Agency Expense | | 156.33 | 3,000.00 | 2,843.67 | 5% |
| 4110-0110 | Bill Processing Services | 6,930.90 | 55,744.66 | 105,104.00 | 49,359.34 | 53% |
| 4110-0112 | Customer Notification Expenses | 100.00 | 640.88 | 5,000.00 | 4,359.12 | 13% |
| 4110-0120 | Customer Service Software Maintenance | | 56,740.95 | 58,800.00 | 2,059.05 | 96% |
| 4110-0125 | Credit Card Processing Fees | 3,778.30 | 18,776.55 | 31,500.00 | 12,723.45 | 60% |
| 4110-0175 | Courier Service | 545.41 | 2,733.27 | 6,420.00 | 3,686.73 | 43% |
| 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
For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> |
|--|--------------|-------------------------|----------------------------|--------------------------------|----------------------|
| Total Billing Expenses | 11,354.61 | 134,674.28 | 249,824.00 | 115,149.72 | 54% |
| Information Systems Expenses: | | | | | |
| 4120-0100 Information Systems Supplies | 580.71 | 1,300.14 | 9,000.00 | 7,699.86 | 14% |
| 4120-0110 Contracted Services (Network) | 16,690.34 | 35,150.17 | 30,160.00 | (4,990.17) | 117% |
| 4120-0115 Continuing Support (Software) | 5,336.39 | 83,025.40 | 176,389.00 | 93,363.60 | 47% |
| 4120-0145 Internet and WAN Communications | 1,810.67 | 7,841.15 | 11,350.00 | 3,508.85 | 69% |
| Total Information Systems Expenses | 24,418.11 | 127,316.86 | 226,899.00 | 99,582.14 | 56% |
| Administration Supplies: | | | | | |
| 4130-0100 Administration Supplies | | 3,972.06 | 6,560.00 | 2,587.94 | 61% |
| Total Administration Supplies | | 3,972.06 | 6,560.00 | 2,587.94 | 61% |
| Customer Service Supplies: | | | | | |
| 4140-0100 Customer Service Supplies | 100.00 | 350.00 | 3,908.00 | 3,558.00 | 9% |
| Total Customer Service Supplies | 100.00 | 350.00 | 3,908.00 | 3,558.00 | 9% |
| Engineering Expenses: | | | | | |
| 4210-0100 Engineering Supplies | 393.17 | 9,837.00 | 30,426.00 | 20,589.00 | 32% |
| 4210-0110 Engineering Reviews | 1,200.00 | 34,628.93 | 104,500.00 | 69,871.07 | 33% |
| 4210-0141 Locating Notification Tickets | 808.50 | 4,829.00 | 11,390.00 | 6,561.00 | 42% |
| 4210-0240 Construction testing | 454.50 | 1,371.27 | 5,160.00 | 3,788.73 | 27% |
| Total Engineering Expenses | 2,856.17 | 50,666.20 | 151,476.00 | 100,809.80 | 33% |
| 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 | 7,390.27 | 7,395.28 | 13,725.00 | 6,329.72 | 54% |
| Total Compliance Program Supplies | 7,390.27 | 7,395.28 | 13,725.00 | 6,329.72 | 54% |
| Pretreatment Expenses: | | | | | |
| 4222-0100 Pretreatment Supplies/Expenses | 1,958.00 | 12,090.54 | 24,795.00 | 12,704.46 | 49% |
| 4222-0200 Backflow Supplies | | 2,576.22 | 12,500.00 | 9,923.78 | 21% |
| Total Pretreatment Expenses | 1,958.00 | 14,666.76 | 37,295.00 | 22,628.24 | 39% |
| Lab Supplies: | | | | | |
| 4225-0100 Lab Supplies | 590.31 | 6,015.44 | 22,000.00 | 15,984.56 | 27% |
| Total Lab Supplies | 590.31 | 6,015.44 | 22,000.00 | 15,984.56 | 27% |
| Maintenance Expenses: | | | | | |
| 4230-0100 Maintenance Supplies | 7,979.38 | 35,122.55 | 53,226.00 | 18,103.45 | 66% |
| Total Maintenance Expenses | 7,979.38 | 35,122.55 | 53,226.00 | 18,103.45 | 66% |
| Vehicles & Equipment Expenses: | | | | | |
| 4240-0100 Vehicles and Equipment Supplies | 5,345.95 | 19,461.51 | 43,350.00 | 23,888.49 | 45% |
| 4240-0110 Vehicles and Equipment Contracted Services | 10,873.34 | 88,474.15 | 111,095.00 | 22,620.85 | 80% |
| 4240-0155 Vehicles & Equipment Fuel Costs | 9,185.44 | 59,696.77 | 133,536.00 | 73,839.23 | 45% |
| 4240-0162 Vehicles and Equipment Insurance | | | 37,815.00 | 37,815.00 | 0% |
| Total Vehicles & Equipment Expenses | 25,404.73 | 167,632.43 | 325,796.00 | 158,163.57 | 51% |
| Forest Water Expenses: | | | | | |
| 4250-0100 Forest Water Supplies | 718.27 | 11,052.26 | 45,200.00 | 34,147.74 | 24% |
| 4250-0110 Forest Water Contracted Services | 3,720.00 | 24,448.47 | 23,400.00 | (1,048.47) | 104% |
| 4250-0115 Forest Water System Repairs & Improvements | | 23,113.05 | 3,500.00 | (19,613.05) | 660% |
| 4250-0140 Forest Water Communications | 416.54 | 689.54 | 400.00 | (289.54) | 172% |
| 4250-0150 Forest Water Power | 289.44 | 1,296.14 | 6,000.00 | 4,703.86 | 22% |

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> | |
|--|---|-------------------------|----------------------------|--------------------------------|----------------------|------------|
| 4250-0240 | Forest Water Sampling and Testing | 480.00 | 3,629.93 | 10,000.00 | 6,370.07 | 36% |
| 4250-0300 | Forest Water Purchased | 151,419.54 | 382,360.50 | 690,250.00 | 307,889.50 | 55% |
| 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% |
| | Total Forest Water Expenses | 157,043.79 | 473,241.89 | 882,571.00 | 409,329.11 | 54% |
| Well Systems Expenses: | | | | | | |
| 4260-0100 | Well Systems Supplies | 797.04 | 1,349.43 | 12,000.00 | 10,650.57 | 11% |
| 4260-0105 | Well Systems Chemicals | 703.35 | 3,147.07 | 6,500.00 | 3,352.93 | 48% |
| 4260-0110 | Well Systems Contracted Services | 530.72 | 1,753.60 | 12,000.00 | 10,246.40 | 15% |
| 4260-0115 | Well Systems Repairs & Improvements | | 7,977.94 | 500.00 | (7,477.94) | 1,596% |
| 4260-0140 | Wells Systems Communications | 344.44 | 344.44 | | (344.44) | 0% |
| 4260-0150 | Well Systems Power | 432.09 | 2,526.23 | 6,000.00 | 3,473.77 | 42% |
| 4260-0240 | Well Systems Sampling and Testing | 144.00 | 388.00 | 5,000.00 | 4,612.00 | 8% |
| 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% |
| | Total Well Systems Expenses | 2,951.64 | 18,197.71 | 44,064.00 | 25,866.29 | 41% |
| SML Central Distribution Water System Expenses: | | | | | | |
| 4265-0100 | SML Central Water Distribution Supplies | 2,567.35 | 12,105.10 | 14,500.00 | 2,394.90 | 83% |
| 4265-0110 | SML Central Water Distribution Contracted Services | 4,297.44 | 7,311.10 | 6,200.00 | (1,111.10) | 118% |
| 4265-0115 | SML Central Water Distrib. Repairs & Improvements | | 620.03 | 1,000.00 | 379.97 | 62% |
| 4265-0140 | SML Communications | 344.44 | 386.68 | 400.00 | 13.32 | 97% |
| 4265-0150 | SML Central Electric | 62.69 | 371.09 | 400.00 | 28.91 | 93% |
| 4265-0240 | SML Central Water Distribution Sampling & Testing | 140.00 | 1,475.57 | 8,000.00 | 6,524.43 | 18% |
| 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% |
| | Total SML Central Distribution Water System Expenses | 7,411.92 | 27,033.57 | 41,699.00 | 14,665.43 | 65% |
| Highpoint Facility Expenses: | | | | | | |
| 4270-0100 | Highpoint Facility Supplies | | 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 | 593.60 | 3,358.60 | 5,700.00 | 2,341.40 | 59% |
| 4270-0150 | Highpoint Facility Power | 1,483.00 | 7,207.68 | 14,000.00 | 6,792.32 | 51% |
| 4270-0155 | Highpoint Facility Fuel Costs | | 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% |
| | Total Highpoint Facility Expenses | 2,076.60 | 15,548.53 | 33,834.00 | 18,285.47 | 46% |
| SMLWTF Water Treatment Expenses: | | | | | | |
| 4330-0100 | SMLWTF Water Treatment Supplies | 3,482.92 | 22,390.81 | 40,000.00 | 17,609.19 | 56% |
| 4330-0105 | SMLWTF Water Treatment Chemicals | 4,643.76 | 44,695.69 | 75,000.00 | 30,304.31 | 60% |
| 4330-0110 | SMLWTF Water Treatment Contracted Services | 3,370.30 | 14,954.32 | 208,750.00 | 193,795.68 | 7% |
| 4330-0140 | SMLWTF Water Treatment Communications | 1,065.46 | 1,902.32 | 780.00 | (1,122.32) | 244% |
| 4330-0150 | SMLWTF Water Treatment Power | 21,486.80 | 119,112.92 | 210,000.00 | 90,887.08 | 57% |
| 4330-0155 | SMLWTF Water Treatment Fuel Costs | 57.42 | 426.79 | 1,000.00 | 573.21 | 43% |
| 4330-0240 | SMLWTF Water Treatment Sampling & Testing | 204.80 | 946.40 | 8,750.00 | 7,803.60 | 11% |
| 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% |
| | Total SMLWTF Water Treatment Expenses | 34,311.46 | 236,929.25 | 569,956.00 | 333,026.75 | 42% |
| Central Water Distribution Expenses: | | | | | | |
| 4275-0100 | Central Water Supplies | 1,186.33 | 19,094.84 | 37,500.00 | 18,405.16 | 51% |
| 4275-0110 | Central Water Contracted Services | 10,373.20 | 58,691.39 | 90,000.00 | 31,308.61 | 65% |
| 4275-0115 | Central Water Repairs & Improvements | 11,755.00 | 14,170.95 | 31,000.00 | 16,829.05 | 46% |
| 4275-0140 | Central Water Communications | 2,755.56 | 2,755.56 | | (2,755.56) | 0% |
| 4275-0240 | Central Water Sampling & Testing | 420.00 | 3,924.19 | 12,750.00 | 8,825.81 | 31% |
| 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% |

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> |
|---|--------------|-------------------------|----------------------------|--------------------------------|----------------------|
| Total Central Water Distribution Expenses | 26,490.09 | 109,994.93 | 187,591.00 | 77,596.07 | 59% |
| Central Water Treatment Expenses: | | | | | |
| 4276-0100 Central Water Treatment Supplies | 613.86 | 10,078.25 | 45,000.00 | 34,921.75 | 22% |
| 4276-0105 Central Water Treatment Chemicals | 4,192.10 | 23,967.73 | 55,000.00 | 31,032.27 | 44% |
| 4276-0110 Central Water Treatment Contracted Services | 3,700.00 | 22,843.66 | 20,000.00 | (2,843.66) | 114% |
| 4276-0140 Central Water Treatment Communications | 62.06 | 506.52 | 1,020.00 | 513.48 | 50% |
| 4276-0150 Central Water Treatment Power | 5,951.81 | 18,544.54 | 32,000.00 | 13,455.46 | 58% |
| 4276-0240 Central Water Treatment Sampling & Testing | 109.20 | 1,059.80 | 1,500.00 | 440.20 | 71% |
| 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 | 14,629.03 | 77,000.50 | 177,735.00 | 100,734.50 | 43% |
| Stewartsville Water Expenses: | | | | | |
| 4280-0100 Stewartsville Water Supplies | 9.50 | 1,193.82 | 3,500.00 | 2,306.18 | 34% |
| 4280-0110 Stewartsville Water Contracted Services | | 630.00 | 2,700.00 | 2,070.00 | 23% |
| 4280-0115 Stewartsville Water Repairs & Improvements | | 821.37 | 2,500.00 | 1,678.63 | 33% |
| 4280-0140 Stewartsville Water Communications | 24.90 | 248.36 | 600.00 | 351.64 | 41% |
| 4280-0150 Stewartsville Water Power | 21.33 | 97.63 | 400.00 | 302.37 | 24% |
| 4280-0240 Stewartsville Water Sampling and Testing | 20.00 | 609.16 | 2,800.00 | 2,190.84 | 22% |
| 4280-0300 Stewartsville Water Purchased | | 16,548.28 | 38,500.00 | 21,951.72 | 43% |
| 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 | 75.73 | 20,577.62 | 52,715.00 | 32,137.38 | 39% |
| Forest Sewer Expenses: | | | | | |
| 4290-0100 Forest Sewer Supplies | | 14,741.12 | 65,400.00 | 50,658.88 | 23% |
| 4290-0105 Forest Sewer Chemicals | 15,127.30 | 41,506.69 | 64,000.00 | 22,493.31 | 65% |
| 4290-0110 Forest Sewer Contracted Services | | 30,823.91 | 70,500.00 | 39,676.09 | 44% |
| 4290-0140 Forest Sewer Communications | 491.45 | 1,151.87 | 3,600.00 | 2,448.13 | 32% |
| 4290-0150 Forest Sewer Power | 4,813.41 | 25,918.62 | 37,200.00 | 11,281.38 | 70% |
| 4290-0155 Forest Sewer Fuel Expense | 653.43 | 2,675.87 | 3,000.00 | 324.13 | 89% |
| 4290-0350 Forest Sewer Treatment Costs | 50,000.00 | 125,000.00 | 300,000.00 | 175,000.00 | 42% |
| 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 | 71,085.59 | 241,818.08 | 559,121.00 | 317,302.92 | 43% |
| Central Sewer Collection System Expenses: | | | | | |
| 4291-0100 Central Sewer Supplies | 12,074.55 | 28,816.51 | 65,000.00 | 36,183.49 | 44% |
| 4291-0110 Central Sewer Coll System Contracted Services | 300.00 | 33,947.64 | 60,000.00 | 26,052.36 | 57% |
| 4291-0115 Central Sewer Repairs & Improvements | | 172.03 | 30,000.00 | 29,827.97 | 1% |
| 4291-0150 Central Sewer Power | 4,780.90 | 24,587.64 | 50,000.00 | 25,412.36 | 49% |
| 4291-0155 Central Sewer Fuel Costs | | 693.78 | 3,000.00 | 2,306.22 | 23% |
| Total Central Sewer Collection System Expenses | 17,155.45 | 88,217.60 | 208,000.00 | 119,782.40 | 42% |
| Central Sewer Treatment Expenses: | | | | | |
| 4293-0100 Center Sewer Treatment Supplies | 15,660.51 | 45,437.17 | 65,000.00 | 19,562.83 | 70% |
| 4293-0105 Center Sewer Treatment Chemicals | 5,335.00 | 64,836.91 | 125,000.00 | 60,163.09 | 52% |
| 4293-0110 Center Sewer Treatment Contracted Services | 1,241.25 | 60,867.82 | 70,000.00 | 9,132.18 | 87% |
| 4293-0115 Center Sewer Sludge Tipping Fees | 3,081.00 | 14,115.39 | 40,000.00 | 25,884.61 | 35% |
| 4293-0140 Center Sewer Treatment Communications | 3,180.19 | 5,875.33 | 9,162.00 | 3,286.67 | 64% |
| 4293-0150 Center Sewer Treatment Power | 8,184.39 | 42,911.63 | 212,000.00 | 169,088.37 | 20% |
| 4293-0155 Central Sewer Fuel | | 356.87 | 1,500.00 | 1,143.13 | 24% |
| 4293-0240 Center Sewer Treatment Sampling & Testing | 9,068.75 | 23,061.94 | 20,000.00 | (3,061.94) | 115% |
| 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 | 45,751.09 | 267,688.06 | 570,306.00 | 302,617.94 | 47% |
| Moneta Sewer Collection System Expenses: | | | | | |
| 4292-0100 Moneta Sewer Supplies | | 2,819.62 | 15,000.00 | 12,180.38 | 19% |
| 4292-0110 Moneta Sewer Contracted Services | 7,006.36 | 32,953.44 | 15,000.00 | (17,953.44) | 220% |

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> | |
|---|--|-------------------------|----------------------------|--------------------------------|----------------------|-------------|
| 4292-0140 | Moneta Communications | 344.44 | 502.81 | 400.00 | (102.81) | 126% |
| 4292-0150 | Moneta Sewer Power | 1,734.64 | 9,799.53 | 15,000.00 | 5,200.47 | 65% |
| 4292-0155 | Moneta Sewer Fuel Costs | | 9,840.19 | 2,000.00 | (7,840.19) | 492% |
| 4292-0240 | Moneta Sewer Sampling & Testing | | 1,809.07 | | (1,809.07) | 0% |
| | Total Moneta Sewer Collection System Expenses | 9,085.44 | 57,724.66 | 47,400.00 | (10,324.66) | 122% |
| Moneta Sewer Treatment Expenses: | | | | | | |
| 4294-0100 | Moneta Sewer Treatment Supplies | 997.84 | 3,349.74 | 20,000.00 | 16,650.26 | 17% |
| 4294-0105 | Moneta Sewer Treatment Chemicals | 468.90 | 2,065.22 | 13,000.00 | 10,934.78 | 16% |
| 4294-0110 | Moneta Sewer Contracted Services | 551.60 | 6,394.91 | 28,000.00 | 21,605.09 | 23% |
| 4294-0115 | Moneta Sewer Sludge Tipping Fees | 1,009.00 | 2,187.00 | 9,000.00 | 6,813.00 | 24% |
| 4294-0140 | Moneta Sewer Treatment Communications | 144.60 | 867.60 | 3,500.00 | 2,632.40 | 25% |
| 4294-0150 | Moneta Sewer Treatment Power | 5,153.29 | 29,557.18 | 39,000.00 | 9,442.82 | 76% |
| 4294-0155 | Moneta Sewer Fuel | 259.93 | 863.68 | 600.00 | (263.68) | 144% |
| 4294-0240 | Moneta Sewer Treatment Sampling & Testing | 2,930.86 | 9,526.86 | 10,000.00 | 473.14 | 95% |
| 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 | 11,516.02 | 57,992.19 | 133,192.00 | 75,199.81 | 44% |
| Montvale Sewer Expenses: | | | | | | |
| 4295-0100 | Montvale Sewer Supplies | 239.58 | 2,622.42 | 10,000.00 | 7,377.58 | 26% |
| 4295-0105 | Montvale Sewer Chemicals | 156.30 | 600.16 | 1,400.00 | 799.84 | 43% |
| 4295-0110 | Montvale Sewer Contracted Services | 1,455.12 | 5,720.12 | 7,000.00 | 1,279.88 | 82% |
| 4295-0140 | Montvale Communications | 24.90 | 67.74 | 300.00 | 232.26 | 23% |
| 4295-0150 | Montvale Sewer Power | 36.77 | 218.09 | 400.00 | 181.91 | 55% |
| 4295-0155 | Montvale Sewer Fuel Costs | 476.01 | 476.01 | 250.00 | (226.01) | 190% |
| 4295-0240 | Montvale Sewer Sampling & Testing | 610.00 | 2,322.00 | 4,000.00 | 1,678.00 | 58% |
| 4295-0411 | Montvale Sewer DEQ charges | | 2,545.00 | 2,400.00 | (145.00) | 106% |
| 4295-0161 | Montvale Sewer Insurance | | | 1,001.00 | 1,001.00 | 0% |
| | Total Montvale Sewer Expenses | 2,998.68 | 14,571.54 | 26,751.00 | 12,179.46 | 54% |
| 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 | 107.29 | 398.71 | 37,000.00 | 36,601.29 | 1% |
| 4340-0105 | Mariners Landing Sewer Chemicals | 156.30 | 600.16 | 1,500.00 | 899.84 | 40% |
| 4340-0110 | Mariners Landing Sewer Contracted Services | 14,107.75 | 20,257.75 | 30,000.00 | 9,742.25 | 68% |
| 4340-0140 | Mariners Landing Sewer Communication | 767.45 | 1,160.25 | 840.00 | (320.25) | 138% |
| 4340-0150 | Mariners Landing Sewer Power | 2,082.66 | 11,316.10 | 28,000.00 | 16,683.90 | 40% |
| 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 | 1,704.00 | | (1,704.00) | 0% |
| 4340-0161 | Mariners Landing Sewer Property Insurance | | | 1,900.00 | 1,900.00 | 0% |
| | Total Mariners Landing Sewer Expenses | 17,789.45 | 35,696.09 | 101,240.00 | 65,543.91 | 35% |
| Cedar Rock Sewer Expenses: | | | | | | |
| 4350-0100 | Cedar Rock Sewer Supplies | 460.02 | 8,678.75 | 10,000.00 | 1,321.25 | 87% |
| 4350-0105 | Cedar Rock Sewer Chemicals | 156.30 | 600.16 | 1,000.00 | 399.84 | 60% |
| 4350-0110 | Cedar Rock Sewer Contracted Services | 1,223.75 | 1,823.75 | 12,000.00 | 10,176.25 | 15% |
| 4350-0140 | Cedar Rock Sewer Communication | | 180.75 | 800.00 | 619.25 | 23% |
| 4350-0150 | Cedar Rock Sewer Power | 982.05 | 4,795.08 | 9,000.00 | 4,204.92 | 53% |
| 4350-0240 | Cedar Rock Sewer Sampling & Testing | 200.00 | 600.00 | 700.00 | 100.00 | 86% |
| 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 | 3,022.12 | 19,223.49 | 36,500.00 | 17,276.51 | 53% |
| Paradise Point Water Expenses: | | | | | | |
| 4360-0100 | Paradise Point Supplies | 1,664.31 | 1,897.07 | 2,000.00 | 102.93 | 95% |
| 4360-0110 | Paradise Point Contracted Services | | 4,200.00 | 5,000.00 | 800.00 | 84% |
| 4360-0140 | Paradise Point Communications | 344.44 | 344.44 | 300.00 | (44.44) | 115% |

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> | |
|---|---|-------------------------|----------------------------|--------------------------------|----------------------|-------------|
| 4360-0150 | Paradise Point electric | 83.21 | 425.68 | 5,000.00 | 4,574.32 | 9% |
| 4360-0240 | Paradise Point Sampling and Testing | 20.00 | 100.00 | 1,000.00 | 900.00 | 10% |
| 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% |
| 4360-0155 | Paradise Point Fuel Costs | | | 100.00 | 100.00 | 0% |
| | Total Paradise Point Water Expenses | <u>2,111.96</u> | <u>7,039.19</u> | <u>18,474.00</u> | <u>11,434.81</u> | <u>38%</u> |
| Schools Sewer Expenses: | | | | | | |
| 4300-0100 | Schools Operations Supplies | 2,582.08 | 5,699.18 | 10,000.00 | 4,300.82 | 57% |
| 4300-0105 | Schools Chemicals | 468.90 | 2,194.32 | 10,000.00 | 7,805.68 | 22% |
| 4300-0240 | Schools Sampling and Testing | 299.31 | 2,689.29 | 8,500.00 | 5,810.71 | 32% |
| 4300-0110 | Schools Contracted Services | | | 15,000.00 | 15,000.00 | 0% |
| | Total Schools Sewer Expenses | <u>3,350.29</u> | <u>10,582.79</u> | <u>43,500.00</u> | <u>32,917.21</u> | <u>24%</u> |
| Mariners Landing Water Expenses: | | | | | | |
| 4315-0100 | Mariners Landing Water Expenses | | 38.98 | | (38.98) | 0% |
| 4315-0140 | Mariners Landing Water Communications | | 138.37 | | (138.37) | 0% |
| 4315-0155 | Mariners Landing Water Fuel Costs | | 370.01 | | (370.01) | 0% |
| | Total Mariners Landing Water Expenses | | <u>547.36</u> | | <u>(547.36)</u> | <u>0%</u> |
| Franklin County Operations: | | | | | | |
| 4320-0100 | Franklin County Supplies | 491.47 | 5,362.09 | 12,000.00 | 6,637.91 | 45% |
| 4320-0105 | Franklin County Chemicals | 3,565.05 | 8,378.77 | 14,000.00 | 5,621.23 | 60% |
| 4320-0240 | Franklin County Sampling & Testing | | 366.40 | 1,000.00 | 633.60 | 37% |
| | Total Franklin County Operations | <u>4,056.52</u> | <u>14,107.26</u> | <u>27,000.00</u> | <u>12,892.74</u> | <u>52%</u> |
| 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 | | <u>10,000.00</u> | | <u>(10,000.00)</u> | <u>0%</u> |
| | Total Operating Expenditures | <u>1,137,047.64</u> | <u>5,739,387.63</u> | <u>13,372,670.58</u> | <u>7,633,282.95</u> | <u>43%</u> |
| 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 | | | <u>4,587,600.00</u> | <u>4,587,600.00</u> | <u>0%</u> |
| Lynchburg Debt Service Paid: | | | | | | |
| 4500-0640 | Lynchburg Sewer Interest | | | 1,664.00 | 1,664.00 | 0% |
| | Total Lynchburg Debt Service Paid | | | <u>1,664.00</u> | <u>1,664.00</u> | <u>0%</u> |
| 2012 VRA Interest: | | | | | | |
| 4500-0645 | VRA 2012 Interest (2005 refunding) | | 21,268.75 | 21,269.00 | 0.25 | 100% |
| | Total 2012 VRA Interest | | <u>21,268.75</u> | <u>21,269.00</u> | <u>0.25</u> | <u>100%</u> |
| 2014 VRA Interest: | | | | | | |

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Six Months Ending Sunday, December 31, 2023

| | <u>Month</u> | <u>FY 23-24 YTD</u> | <u>FY 23-24 Budget</u> | <u>Remaining On Budget</u> | <u>Goal: 50%</u> |
|--|----------------------------|------------------------------|----------------------------|--------------------------------|------------------------|
| 4500-0660 VRA 2014 Interest (2005 Refunding) | | 38,640.63 | 77,281.00 | 38,640.37 | 50% |
| Total 2014 VRA Interest | | <u>38,640.63</u> | <u>77,281.00</u> | <u>38,640.37</u> | <u>50%</u> |
| 2015 VRA Interest: | | | | | |
| 4500-0665 VRA 2015 Interest | | 487,578.13 | 959,481.00 | 471,902.87 | 51% |
| Total 2015 VRA Interest | | <u>487,578.13</u> | <u>959,481.00</u> | <u>471,902.87</u> | <u>51%</u> |
| Assumed Debt from City: | | | | | |
| 4500-0650 Assumed Debt from Town- Interest | 26,535.25 | 53,070.50 | 53,071.00 | 0.50 | 100% |
| Total Assumed Debt from City | <u>26,535.25</u> | <u>53,070.50</u> | <u>53,071.00</u> | <u>0.50</u> | <u>100%</u> |
| 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) | | <u>64,684.38</u> | <u>124,372.00</u> | <u>59,687.62</u> | <u>52%</u> |
| Total Interest and Debt Service | 26,535.25 | 665,242.39 | 1,237,138.00 | 571,895.61 | 54% |
| Total Exp., Depr. and Debt Service | 1,163,582.89 | 6,404,630.02 | 19,197,408.58 | 12,792,778.56 | 33% |
| Total Revenues Less Oper Expense | <u>(224,293.19)</u> | <u>(4,531,546.97)</u> | <u>(176,354.42)</u> | <u>4,355,192.55</u> | <u>2,570%</u> |
| Gross Cash Before Capital Exp | <u>(224,293.19)</u> | <u>(4,531,546.97)</u> | <u>(176,354.42)</u> | <u>4,355,192.55</u> | <u>2,570%</u> |
| Less non-debt Capital Contributions | (16,718.01) | (297,721.68) | (220,400.00) | 77,321.68 | 135% |
| Earnings/(loss) before BRWA Capital Outlays | <u><u>(207,575.18)</u></u> | <u><u>(4,233,825.29)</u></u> | <u><u>44,045.58</u></u> | <u><u>4,277,870.87</u></u> | <u><u>(9,612%)</u></u> |

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 |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------|-------------|----------|----------|--------|---------|------------------|
| Starting Balance | \$ 3,024,600.40 | \$ 3,755,962.80 | \$ 3,870,775.93 | \$ 1,824,814.64 | \$ 3,059,017.57 | \$ 2,870,616.67 | | | | | | | |
| DEBITS | | | | | | | | | | | | | |
| Debits from Operations | | | | | | | | | | | | | |
| Capital Contributions/Asset Sales and Dispos: | \$ 29,436.00 | \$ 5,625.00 | \$ 8,376.80 | \$ - | \$ - | \$ 219,310.93 | | | | | | | \$ 262,748.73 |
| Cash From Operations | \$ 1,606,845.52 | \$ 1,842,635.76 | \$ 1,416,037.36 | \$ 1,813,019.33 | \$ 1,481,512.09 | \$ 1,498,775.73 | | | | | | | \$ 9,658,825.79 |
| Total Cash from Operations: | \$ 1,636,281.52 | \$ 1,848,260.76 | \$ 1,424,414.16 | \$ 1,813,019.33 | \$ 1,481,512.09 | \$ 1,718,086.66 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 9,921,574.52 |
| Debits from Non-Operating Sources | | | | | | | | | | | | | |
| County CIP & Debt Service | \$ - | \$ - | \$ - | \$ 889,909.38 | \$ - | \$ - | | | | | | | \$ 889,909.38 |
| Transfers from Reserve Accounts | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | \$ - |
| Transfers from VRA Project Fund | \$ - | \$ - | \$ - | \$ - | \$ 617,639.34 | \$ - | | | | | | | \$ 617,639.34 |
| Transfers from Escrow Account | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | \$ - |
| Transfers from Capital & Replacement Fund | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 456,558.00 | | | | | | | \$ 456,558.00 |
| 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 |
| Total Cash from Non Operating: | \$ - | \$ - | \$ 910,000.00 | \$ 889,909.38 | \$ 617,639.34 | \$ 456,558.00 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,874,106.72 |
| Total Debits (Oper. and Non-Oper.) | \$ 1,636,281.52 | \$ 1,848,260.76 | \$ 2,334,414.16 | \$ 2,702,928.71 | \$ 2,099,151.43 | \$ 2,174,644.66 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 12,795,681.24 |
| CREDITS | | | | | | | | | | | | | |
| Credits for Operating Expenditures | | | | | | | | | | | | | |
| | \$ 771,377.44 | \$ 1,367,668.82 | \$ 1,299,352.88 | \$ 821,343.75 | \$ 1,087,800.38 | \$ 1,089,890.35 | | | | | | | \$ 6,437,433.62 |
| Credits for Non-Operating Expenditures | | | | | | | | | | | | | |
| Payments on Capital Projects | \$ 129,430.69 | \$ 361,667.82 | \$ 332,237.69 | \$ 643,271.04 | \$ 1,195,640.96 | \$ 1,068,616.52 | | | | | | | \$ 3,730,864.72 |
| Payments on Debt Service | \$ - | \$ - | \$ 2,397,171.89 | \$ - | \$ - | \$ - | | | | | | | \$ 2,397,171.89 |
| Transfers to Debt Service Account | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 600,000.00 | | | | | | | \$ 600,000.00 |
| Transfers to Capital Account | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | \$ - |
| Transfers to Replacement Fund | \$ - | \$ - | \$ 347,502.00 | \$ - | \$ - | \$ 347,502.00 | | | | | | | \$ 695,004.00 |
| 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 | \$ 4,110.99 | \$ 4,110.99 | | | | | | | \$ 24,665.94 |
| Total Non-Operating Expenditures: | \$ 133,541.68 | \$ 365,778.81 | \$ 3,081,022.57 | \$ 647,382.03 | \$ 1,199,751.95 | \$ 2,020,229.51 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 7,447,706.55 |
| Total Credits (Oper. and Non-Oper.) | \$ 904,919.12 | \$ 1,733,447.63 | \$ 4,380,375.45 | \$ 1,468,725.78 | \$ 2,287,552.33 | \$ 3,110,119.86 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 13,885,140.17 |
| Ending Cash Balance | \$ 3,755,962.80 | \$ 3,870,775.93 | \$ 1,824,814.64 | \$ 3,059,017.57 | \$ 2,870,616.67 | \$ 1,935,141.47 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

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: January 3, 2024
Re: December 2023 OpenGov Tasks Report

Completed Tasks Summary

Below is a map showing the distribution of the OpenGov tasks worked on across our Service Areas during the month of December.

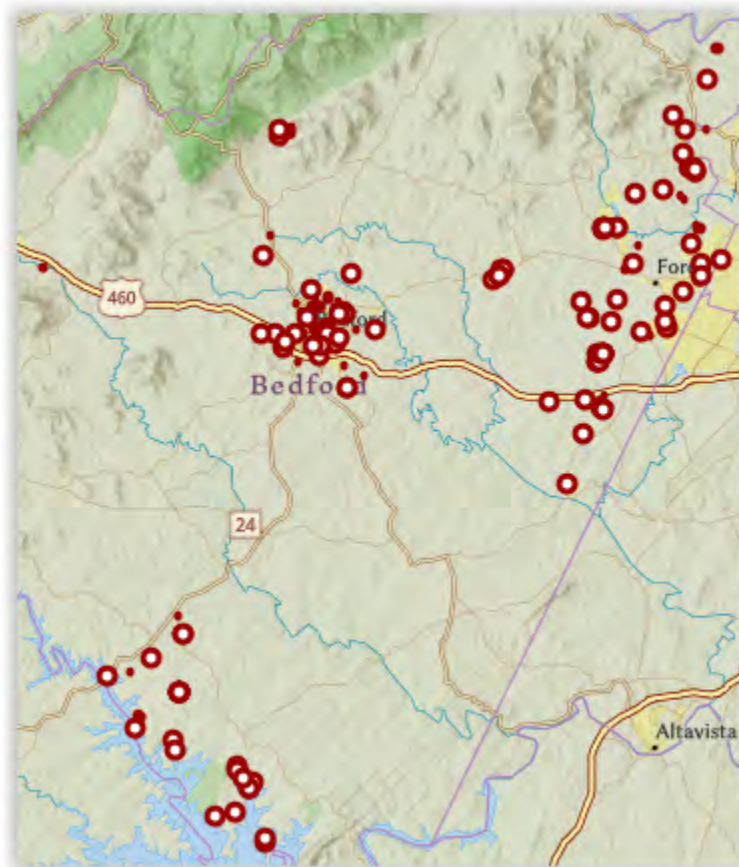


Figure 1: Map Showing Distribution of December Tasks

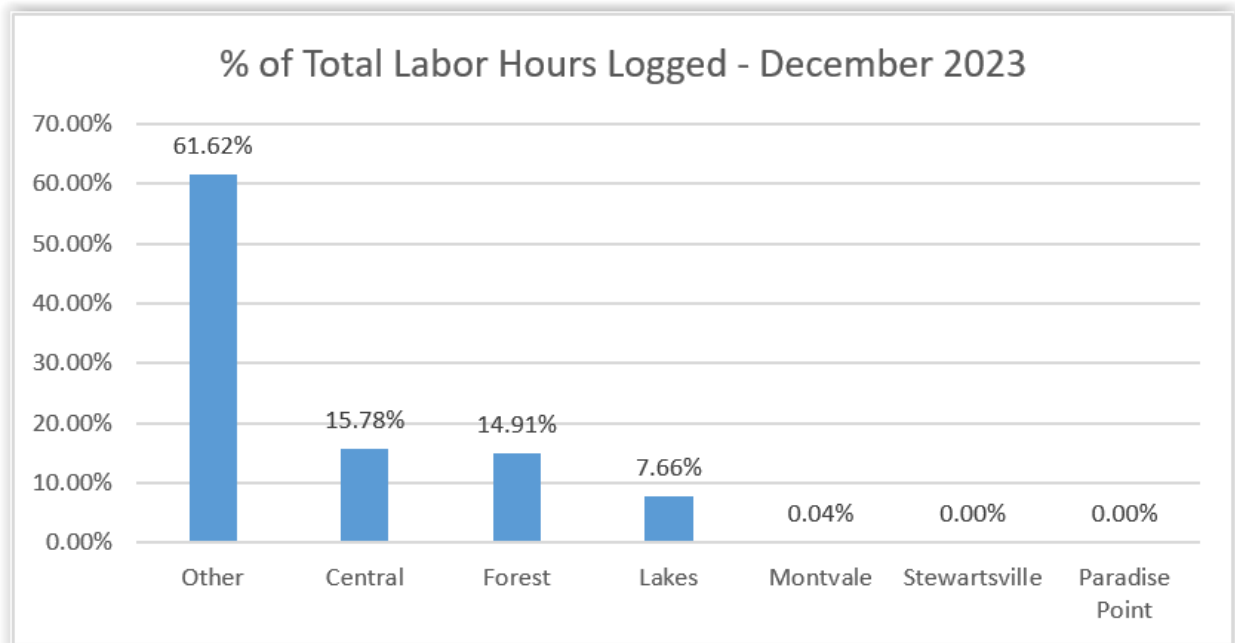
Labor Hours Invested by General Service Area

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 non-specific service area noted as “Other” led the way in December with our Engineering Development projects, equipment maintenance and other tasks at our office complex.

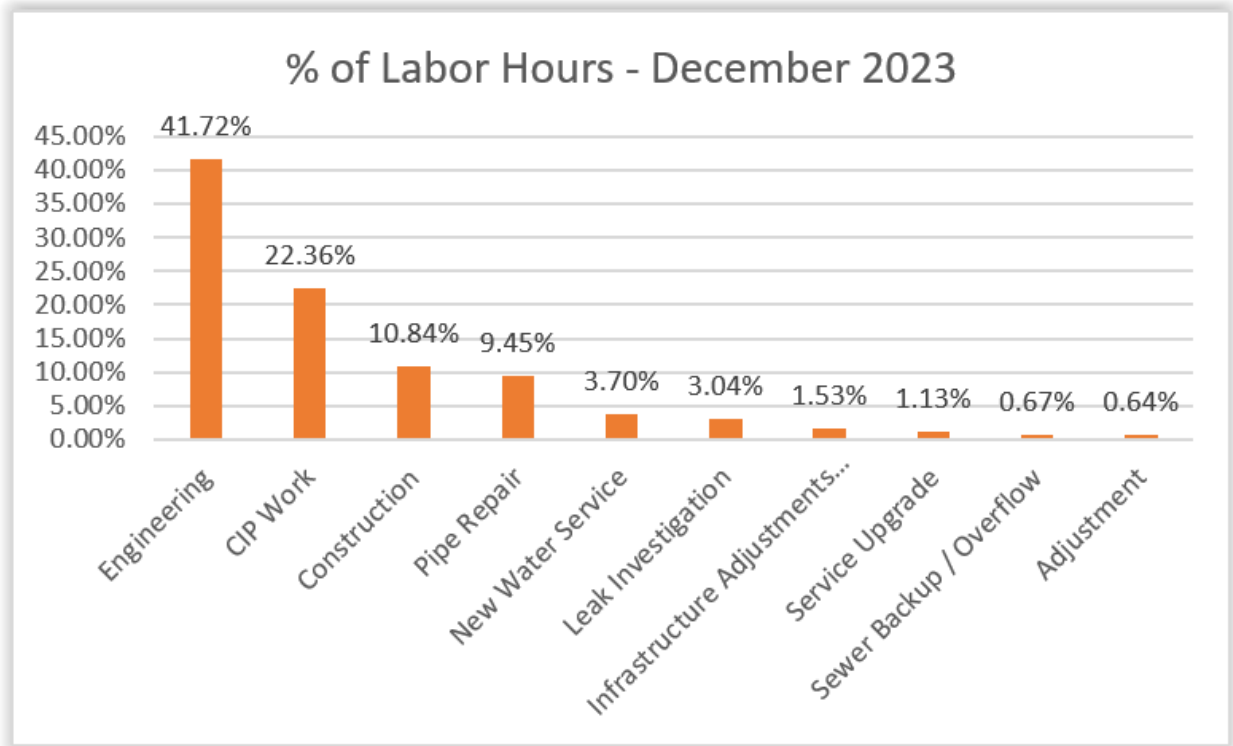
General Service Areas:

- **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 95% of the total labor hours logged in December are represented in the chart below of the top ten types of tasks performed.



ADMINISTRATION REPORT

https://www.pmg-va.com/bedford_bulletin/news/enjoy-the-feast-recycle-the-grease/article_8b9a0968-a918-5710-9efe-c616aec4b3e8.html

Enjoy the feast, recycle the grease

Dec 6, 2023

In anticipation of the holiday season, Lynchburg Water Resources (LWR) and Bedford Regional Water Authority (BRWA) have partnered to encourage citizens to properly dispose of and recycle cooking oils and grease by giving away free grease disposal kits that can be used to contain the drippings from holiday meals and return to water providers for sustainable disposal.

One of the biggest issues in local sewer systems is the buildup of fats, oils, and grease in the sewer pipes. When these ingredients are poured down the drain, they solidify in the sewer pipes, mixing with non-flushable items (like wet wipes and shop rags) and create fatbergs that block the sewer lines and cause costly and unsafe overflows into backyards, forests, and streams.

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

To help keep our community pipes clean and our environment safe, Lynchburg Water Resources and Bedford Regional Water Authority are partnering to distribute free at-home grease collection kits. The collected grease will then be recycled into an environmentally-friendly biofuel.

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

The free grease collection kits include a funnel, can lid, sponge, dish scraper, and informational hand-outs on how to use the items and how to properly dispose of the grease. The kits will be available at a variety of locations thanks to community partnerships with Lynchburg Parks and Recreation, the Lynchburg Community Market, Bedford County Waste Management, and Bedford Christian Ministries.

Citizens can pick up at home recycling kits at the following locations during open hours, unless otherwise noted:

Bedford Regional Water Authority Administration Building (year-round)

Bedford Regional Water Authority Smith Mountain Lake Water Treatment Facility (during the holiday season)

Bedford County Waste Drop-off sites (kit pick-up only — during the holiday season)

Bedford Christian Ministries (during the holiday season)

To recycle cooking oil and grease throughout the holiday season (and year-round), simply drop off sealed containers in the designated drop-off containers during regular business hours at any of the locations above, unless otherwise noted.

For more information about “Enjoy the Feast, Recycle the Grease,” visit:

<https://www.lynchburgva.gov/enjoy-feast-recycle-grease>

<https://www.brwa.com/your-brwa/environment-innovation/grease-fats-recycling-frog/>


A Success Story: Energy Efficiency Upgrades At BRWA WWTP

BY RODNEY MCCLAIN, WASTEWATER TECHNICIAN



The Prelude

Bedford County, Virginia, is nestled in the Blue Ridge Mountains between Lynchburg

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The BRWA currently serves the communities of Bedford, Moneta, Montvale and Forest with over 20,000 service accounts and more than 20 miles of water and sewer lines. They operate two water treatment TECHNICIANplants (WTP) and five wastewater treatment plants (WWTP) including the plant that serves the Town of Bedford. The Town of Bedford WWTP was built in the 1950s as a 1.0 MGD activated facility, upgraded in the 1990s to a maximum of 3.5 MGD.

The BRWA began looking into much needed upgrades at the Bedford WWTP with Schneider Electric in 2015, both for improved process control and energy efficiency based upon the available improvements in technology. The initial analysis was delayed until a critical WTP upgrade was completed, and the WWTP project began in earnest again in 2019. Simultaneously, VRWA arranged for a complimentary in-depth energy efficiency analysis through North Carolina State University (NCSU) and the Department of Energy. The Schneider and NCSU evaluations reinforced to the BRWA Board of Directors that there were great benefits, especially since the aeration system in an activated sludge facility can account for more than 60% of the energy consumption. Some of the benefits were first and foremost process-wise, and second, energy-wise, to be realized by implementing improved technological upgrades to their 70-year-old plant and, as a result awarded, Schneider Electric with the \$5.3M project, \$4.3M funded by Virginia Resources Authority and a \$1.0M capital contribution from BRWA.

Mike Ramsey, the longtime wastewater manager, and his very capable operating staff became the lucky point leads for the construction upgrade project that began in January 2021 and continued until the completed project was handed over to BRWA in May, 2023. Anyone that has continued to operate a treatment facility during a construction upgrade can relate with Mike and his staff.

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The Project

Major upgrades began by replacing the existing 200HP energy hog constant speed centrifugal blowers serving the pre-aeration and EQ basin with 75HP VFD controlled multispeed Atlas Copco EQ Swing Blowers and a mixer installed in pre-aeration. Next, aeration basin 1 blowers were fitted with Coratone fine bubble diffusers and the 200HP

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attention with the existing 75HP blowers being replaced with 50HP blowers and fine

bubble diffusers. All the aerated basins now have dissolved oxygen monitoring sensors and a new SCADA system that controls the speed and output from the blowers compared to previously with the constant speed blowers that would simply blow off excess air — and dollars — into the atmosphere. Additionally, the old belt press was also replaced with a new 1.0 3 Belt Filter Press, the main difference being the ENVIREX (OLD PRESS) was 25 years old and was operated manually and operating 3 days per week at 12-14 hours per press run. The BDP PRESS (NEW PRESS) is completely automated and operates 1-2 days per week at 6-8 hours per press run.

The Results

To make an understatement, Mike, his staff and the BRWA Accounts Payable Department that pays the monthly electric bill are tickled by the results of the upgrades made at the Bedford WWTP.

Let's start with the improved plant performance, because ultimately, that is always JOB #1.

The pre-aeration basin reduces the grit collecting throughout the plant due to better mixing and aerating. Previously, staff needed to patrol the plant to manually switch blowers off and on at all the aerated basins to try to control proper aeration for each process. With the addition of DO sensor controls and the SCADA system, the operator can monitor and control the process from the laboratory to maintain the activated sludge processes within the optimum "sweet spot" of adequate aeration — not too much nor too little air — that can be detrimental to the biological process. Upgrades have increased the treatment capacity from 1.7MGD to 3.8MGD, a benefit of additional capacity that will serve the authority long into the future. The new belt press has reduced the sludge dewatering time in half, a major time savings for the operators. Finally, the energy savings realized with the upgrade of the aeration processes with VFD controlled blowers, DO sensors and fine bubble diffusers amount to approximately \$217,000 annually.

So a big THANKS to the Bedford Regional Water Authority for taking the initiative

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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 | \$ 2,189,616 | \$ 110,384 | Engineering | Rhonda | In Progress | 1/8/24 | Still awaiting as-builts and O&M manuals prior to payment of retainage. Additional SCADA programming to be completed under term integrator contract. | 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 | \$ 6,531,173 | \$ 8,939,919 | Construction | Cody | In Progress | 1/5/24 | Work is continuing with MH-133 being installed and working their way up to MH-134. Pay App #10 has been sent to the engineer for approval. | 12/18/20 | 1/6/25 |
| 3 | Central | Water | Helm Street Tank Replacement | ARPA | \$3,391,304 | \$317,379 | \$ 232,976 | \$ 3,158,328 | Engineering | Whitney | In Progress | 1/3/24 | No bids were received. WRA reaching out to tank manufacturers before advertising for bid again. Will likely include a bid alternative for bolted steel tanks. | 3/2/22 | 10/1/26 |
| 4 | Central | Water | Bell Town Road Waterline Extension | ARPA | \$500,000 | \$308,615 | \$ 236,813 | \$ 263,187 | Engineering | Cody | In Progress | 1/3/24 | Need final Pay App from Contractor for retainage and from ECI for as-builts. | 7/3/23 | 10/1/26 |
| 5 | Central | Sewer | Town & Country Subdivision Sewer Replacements | ARPA / DEQ / Setasides | \$2,494,576 | \$2,478,391 | \$ 2,286,426 | \$ 208,150 | Engineering | Whitney | In Progress | 1/3/24 | Punchlist items still need to be addressed by Contractor. As-builts need to be finalized. Final Pay Apps to be submitted by AJ Conner and H&P. | 10/24/22 | 12/18/23 |
| | | | | | \$24,156,972 | \$20,839,791 | \$11,477,004 | \$12,679,968 | | | | | | | |

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 | 1/5/24 | Safety received quotes from Hoist Direct, Northern Tool, Global Industrial, HOF Industries, and Abal Material, for a Gantry Crane System. Prices range from \$2600-\$6000. Trying to verify best fit for our needs. | 1/22/24 | 1/30/24 |
| 12 | Central WTP | Water | Re-piping Domestic Pump to Hydropneumatic Tank | 2024 | \$40,000 | | | \$ 40,000 | Water | William | Not Started | 1/5/24 | Littleton & Associates hope to be on-site week of 1/8 to evaluate scope of project. Still have not heard back from Jamison, although follow-up calls have been placed. Reached out to Moore's Mechanical and awaiting a date for a site visit. Will also reach out to Falwell Construction for a site visit and quote. | 1/30/24 | 2/15/24 |
| 13 | Forest | Water | Fox Runn Booster Station - Structure repairs/replacement | 2023 | \$25,000 | | | \$ 25,000 | Maintenance | Phil | Not Started | 12/8/23 | Will begin working on quotes in January 02, 2024. The first quote is no longer valid. | 1/2/24 | 5/1/24 |
| 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 | 1/3/24 | Underwater inspection was performed by Bander Smith on 12/14/2023. Bathymetric Survey was performed by McKim & Creed on 12/21/2023. | 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 | 1/5/24 | Scheduling a follow-up site visit with Control Equipment Company(CEC) to procure a quote. | 1/22/24 | 2/15/24 |
| 9 | Central WTP | Water | Central WTP Flocculators | 2023 | \$180,040 | \$180,040 | \$ 20,000 | \$ 65,000 | Water | William | In Progress | 1/5/24 | 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. | 1/3/24 | 3/15/23 |
| 10 | Central WTP | Water | Central WTP Motor Control Center Replacement | 2023 | \$100,000 | \$30,580 | \$ 30,265 | \$ 69,735 | Water | William | In Progress | 1/5/24 | Received 90% proposal on 12/4/23, and need to schedule follow-up meeting, to go over plans with Aaron Tice, of Wiley & Wilson. | 12/29/23 | 2/1/24 |
| 15 | MVS | Water | Mountain View Shores Filter Replacement | 2022 | \$150,000 | | \$ 31,222 | \$ 118,778 | Water | William | In Progress | 1/5/24 | Met with WJW to review possibilities of getting existing filters out of the building. WJW recorded all the information and will get back with an assessment plan for the building. | 3/22/23 | 4/24/24 |
| 16 | Paradise Pt | Water | Paradise Point SCADA | 2022 | \$10,000 | \$17,500 | \$ 4,200 | \$ 5,800 | Water | William | In Progress | 1/5/24 | Met with reps from Moore's on 10/4/23 and 10/27/23, and still have not received a quote from them. Reached out to Littleton & Associates to schedule a site visit week of 1/8 to obtain bid quote. | 4/28/23 | 2/29/24 |
| 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 | 1/5/24 | Trying to schedule site visits for Moore's Mechanical, and a follow-up visit from Littleton & Associate's week of 1/8. | 12/20/23 | 2/28/24 |
| 19 | SML (w/ WVWA) | Water | SMLWTF - Add Security System to Fire Alarm System | 2023 | \$10,000 | | | \$ 10,000 | Water | William | In Progress | 1/5/24 | 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. | 12/20/23 | 1/30/24 |
| 20 | SML (w/ WVWA) | Water | GAC Heated Building | 2024 | \$200,000 | | | \$ 200,000 | Water | Tom | In Progress | 11/30/23 | On 11/16/23, Tom met with Electrical Contractors and Engineers from the Department of General Services. We are currently awaiting a proposal. | 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. | | |

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 |
|---------|----------------|----------------|--|----------------|------------------------|--------------------------------------|------------------|---------------------|------------------|---------------------|----------------|---------------------|--|------------|-----------------|
| 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 | Whitney | In Progress | 1/3/23 | Finalizing purchase order with vendor. | | |
| 28 | Central WWTP | Sewer | New RAS Pump #1 | 2023 | \$55,000 | \$47,000 | \$ 29,677 | \$ 25,323 | Wastewater | Mike | In Progress | 11/30/23 | Installation and inspection scheduled for 12/5/23. | 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 | 11/30/23 | Contract awarded to Fairwinds. | 11/30/23 | 1/31/23 |
| 33 | Mariners | Sewer | Pump Station 9 SCADA (1st Fairway) | 2023 | \$10,000 | | | \$ 10,000 | Wastewater | Mike | In Progress | 11/30/23 | Contract awarded to Fairwinds | 11/30/23 | 1/31/23 |
| 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 | 12/8/23 | Internet being installed 12-15-2023, Moving desks over 1-2-2024, may need to order a few extra desks. | 4/12/23 | 1/2/24 |
| 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 | 12/1/23 | Terry Owen will begin construction on Monday, December 4th. This process will tak approximately 3 weeks,maybe less. After that, the glass will be installed. | 7/1/23 | 1/31/24 |
| 41 | Purchases | Other | Maintenance Coordinator Ram 1500 | 2024 | \$46,000 | | \$ 42,972 | \$ 3,028 | Maintenance | Phil | In Progress | 12/8/23 | Purchased 8/22/2023 for \$42,972.00; waiting for delivery. | 7/26/23 | 12/30/23 |
| 8 | Central WTP | Water | Central WTP Filter Control SCADA Interface (2) | 2023 | \$35,000 | | | \$ 35,000 | Water | William | Complete | 1/5/24 | 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 |
| 14 | Forest | Water | New London Tank Standby Generator | 2023 | \$6,000 | \$0 | \$ 5,888 | \$ 112 | Water | William | Complete | 11/30/23 | Ordered Honda 6500 Watt Generators x 2(1-New London and 1-SML Tanks), on 11/13/23, from Lowes. Generators came in stock, and were picked up from Lowes on 11/20/23, by Facilities Maintenance. | 11/13/23 | 11/20/23 |
| 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 |
| | | | | | \$2,144,806 | \$523,670 | \$633,486 | \$ 1,416,280 | | | | | | | |

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| Job #: 2020043.3 | Job Type: Sewer | Service Area: Forest | Last Updated: |
| Job Name: Ivy Creek Divisions 5 & 6 Interceptors | | Funding/Budget: \$15,471,092.30 | 12/12/2023 |
| | | Funding Source: DEQ - VCWRLF | Department Contact: |
| Engineer: CHA / E.C. Pace | | Design Contract Amt: \$1,277,900 | R English \ Ward \ Dade |
| Contractor: E.C. Pace | | Construction Contract Amt: \$13,686,954 | |

Description: Design and construction of Ivy Creek sewer extension from Lake Vista to Lynchburg; includes temporary capacity measures at Lake Vista Pump Station until project completion.

Status: Meeting held 1/11/21 at LVPS to review station for temporary capacity measures needed. 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. ESMT #230010277 recorded 12/12/23.

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| Job #: 2020043.4 | Job Type: Water | Service Area: Bedford Central | Last Updated: |
| Job Name: Route 460 Water Pump Station | | Funding/Budget: \$2,300,000.00 | 12/7/2023 |
| | | Funding Source: CIP | Department Contact: |
| Engineer: CHA / E.C. Pace | | Design Contract Amt: \$89,000 | R English \ S Dade |
| Contractor: E.C. Pace | | Construction Contract Amt: \$2,123,813 | |

Description: Value engineering design and construction of booster station at the end of East Crest Drive.

Status: Preliminary Stage contract for PPEA project executed 12/18/20. Construction Stage contract for this portion of the project anticipated early spring 2021. 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. 12/7: Awaiting O&M manual and final as-builts prior to final retainage payment.

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| Job #: 2020086 | Job Type: Water | Service Area: Bedford Central | Last Updated: |
| Job Name: Poplar Street Waterline Replacement (Phase I) | | Funding/Budget: | 7/10/2023 |
| | | Funding Source: Setasides - Water | Department Contact: |
| Engineer: BRWA & Hurt & Proffitt | | Design Contract Amt: \$600.00 | C Ward \ T Hale |
| Contractor: BRWA | | Construction Contract Amt: TBD | |

Description: To replace and upgrade the existing 1" waterline along Poplar Street with a 6" waterline in response to customers having water quality issues

Status: 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.

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| Job #: 2021004 | Job Type: Internal | Service Area: Central Sewer | Last Updated: |
| Job Name: Town & County Sewer Replacement | | Funding/Budget: \$2,000,000.00 | 11/9/2023 |
| | | Funding Source: ARPA - Town | Department Contact: |
| Engineer: Hurt & Proffitt, Inc. | | Design Contract Amt: \$114,600 | S Dade & C Ward |
| Contractor: Aaron J. Conner General Contractor, Inc. | | Construction Contract Amt: \$1,999,351 | |

Description: Replacement of approximately 9,000 LF of existing 8-inch sewer line.

Status: 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.

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| Job #: 2021093 | Job Type: Sewer | Service Area: Forest Central | Last Updated: |
| Job Name: Lake Vista Sewer Line Rehabilitation Study | | Funding/Budget: | 2/7/2022 |
| | | Funding Source: Operating | Department Contact: |
| Engineer: BRWA Preventative Maintenance | | Design Contract Amt: | P Alexander |
| Contractor: | | Construction Contract Amt: | |

Description: Analysis of 24" and 18" sewer line flowing into LVPS to identify any large sources of I&I and plan for rehabilitation as appropriate to limit peak flows into LVPS.

Status: PM Crew to perform condition assessment, CCTV survey, and easement clearing. All manholes and cleanouts have been located. Working on clearing the easements.

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| Job #: 2021111 | Job Type: Water | Service Area: Bedford Central | Last Updated: |
| Job Name: Helm Street Tank Replacement | | Funding/Budget: \$3,391,304.00 | 1/3/2024 |
| | | Funding Source: ARPA-Town, Escrow | Department Contact: |
| Engineer: Whitman, Requardt & Associates (WRA) | | Design Contract Amt: \$218,203 | W Quarles |
| Contractor: | | Construction Contract Amt: | |
| Description: Replacement of existing deteriorated round tank at Helm Street with a new tank to serve the system. | | | |
| Status: Scoping meeting held with WRA and BRWA on 11/9 to review design options prior to design proposal. On-site meeting held 12/9 with WRA to review field conditions prior to preparing proposal. Proposal received 12/20 and under review to reduce scope where feasible. Scope revisions requested to reduce level of analysis. 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. Pre-Bid meeting was held on site on 11/29. Addendum #1 was issued on 12/8. No bids were received. Project will be advertised again in January 2024. | | | |

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| Job #: 2021135 | Job Type: Water | Service Area: | Last Updated: |
| Job Name: Galax & Gum Street Waterline Replacement | | Funding/Budget: | 7/10/2023 |
| | | Funding Source: | Department Contact: |
| Engineer: | | Design Contract Amt: | C Ward & T Hale |
| Contractor: BRWA CIP | | Construction Contract Amt: | |
| Description: | | | |
| Status: 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. | | | |

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| Job #: 2022018 | Job Type: Internal | Service Area: Countywide | Last Updated: |
| Job Name: Lead Compliance Planning & Implementation | | Funding/Budget: \$250,000.00 | 12/7/2023 |
| | | Funding Source: VDH Grant | Department Contact: |
| Engineer: CHA (120 Water as subconsultant) | | Design Contract Amt: | W Quarles |
| Contractor: | | Construction Contract Amt: | |
| Description: Lead Compliance Regulations (LCR) requires Lead Service Line (LSL) inventory, replacement, and other details for a compliance plan. | | | |
| Status: 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. Amended proposal approved 12/4/23. | | | |

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| Job #: 2022056 | Job Type: Internal | Service Area: Central | Last Updated: |
| Job Name: Peakview Street Waterline Replacement | | Funding/Budget: | 11/9/2023 |
| | | Funding Source: | Department Contact: |
| Engineer: | | Design Contract Amt: | S Dade |
| Contractor: | | Construction Contract Amt: | |
| Description: | | | |
| Status: 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 Peakview 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. | | | |

Job #: 2022081.1 **Job Type:** Feasibility Study **Service Area:** Bedford Central **Last Updated:** 1/3/2024
Job Name: Stoney Creek Dam Ph 1 - Low Level Drain PER / Design **Funding/Budget:** \$200,000.00
Funding Source: CIP **Department Contact:** W Quarles
Engineer: Wiley|Wilson / Schnabel Engineering **Design Contract Amt:** \$195,990
Contractor: **Construction Contract Amt:** TBD
Description: 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.
Status: 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 12/18/2023, weather dependent. Underwater inspection was performed on 12/14/2023. Bathymetric survey was performed on 12/21/2023.

Job #: 2023015 **Job Type:** Internal **Service Area:** Countywide **Last Updated:** 12/7/2023
Job Name: Integrated Billing and Asset Dashboard **Funding/Budget:**
Funding Source: **Department Contact:** B Key
Engineer: **Design Contract Amt:**
Contractor: **Construction Contract Amt:**
Description: Integration of billing data, asset management data, operational spreadsheets and other data to streamline access to information.
Status: 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. 12/7: Working on an initial phase to utilize Customer Service information.

Job #: 2023017 **Job Type:** **Service Area:** Central Water **Last Updated:** 1/3/2023
Job Name: Western Hills Subdivision Waterline Replacement **Funding/Budget:**
Funding Source: Setasides - Water **Department Contact:** W Quarles
Engineer: Hurt & Proffitt **Design Contract Amt:** 43,320
Contractor: CIP Crew **Construction Contract Amt:**
Description: Replace waterlines within the Western Hills Subdivision.
Status: Dsgn proposal accepted 3/20/23. Dsgn 01 rec'd 10/16/23. Comments sent to Mike Wilson on 11/13/2023. Dsgn 02 rec'd 12/19/23.Plans Approved,Comments sent to Hurt&Proffitt 12/28/2023.Plans were approved for construction on 12/28/2023.

Job #: 2023018 **Job Type:** **Service Area:** Central Sewer **Last Updated:** 1/3/2024
Job Name: Western Hills Subdivision Sewerline Replacement **Funding/Budget:**
Funding Source: Setasides - Sewer **Department Contact:** W Quarles
Engineer: Hurt & Proffitt **Design Contract Amt:** \$58,860
Contractor: CIP Crew **Construction Contract Amt:**
Description: Replace sewer lines within the Western Hills Subdivision.
Status: Dsgn proposal accepted 3/20/23. Dsgn 01 rec'd 10/16/23.Comments sent to Mike Wilson on 11/13/2023. Dsgn 02 rec' 12/18/23.Plans Approved,Comments sent to Hurt&Proffitt 12/28/2023. Plans were approved for construction on 12/28/2023.

Job #: 2023021 **Job Type:** Internal **Service Area:** Central Sewer **Last Updated:** 5/30/2023
Job Name: Galax Sewer **Funding/Budget:**
Funding Source: Setasides - Sewer **Department Contact:** C Ward / S Dade
Engineer: **Design Contract Amt:**
Contractor: CIP Crew **Construction Contract Amt:**
Description: Replace sanitary sewer along Galax Drive.
Status: 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

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| Job #: 2023022 | Job Type: Internal | Service Area: Central Sewer | Last Updated: |
| Job Name: Central Pump Station 1 & 2 | | Funding/Budget: \$660,000.00 | 8/4/2023 |
| | | Funding Source: CIP | Department Contact: |
| Engineer: Blue Ridge Engineering (C Fewster) | | Design Contract Amt: \$11,000 | W Quarles |
| Contractor: TBD | | Construction Contract Amt: | |

Description: Replacement of pumps, installation of VFD's, and installation of magmeters at Central Pump Stations 1& 2.

Reference: 2023-022.1 & 2023-022.2

Status: 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.

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| Job #: 2023022.1 | Job Type: Internal | Service Area: Central Sewer | Last Updated: |
| Job Name: Central Pump Station 1 Improvements | | Funding/Budget: \$660,000.00 | 8/15/2023 |
| | | Funding Source: CIP | Department Contact: |
| Engineer: Blue Ridge Engineering (C Fewster) | | Design Contract Amt: 6,000 | W Quarles |
| Contractor: TBD | | Construction Contract Amt: | |

Description:

Status: BRECS Dsgn Proposal accepted 8/15/23.

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| Job #: 2023105 | Job Type: Internal | Service Area: Countywide | Last Updated: |
| Job Name: Capital Improvement Program FY 2024-2025 | | Funding/Budget: | 1/5/2024 |
| | | Funding Source: | Department Contact: |
| Engineer: | | Design Contract Amt: | R English |
| Contractor: | | Construction Contract Amt: | |

Description: Planning for proposed projects and purchases in 2024-2025 fiscal year.

Status: Initial draft list sent to management, with changes or new requests due by 2/9/24.

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| Job #: 2023106 | Job Type: Internal | Service Area: Central | Last Updated: |
| Job Name: Bedford Weaving Mill Sewer Flow Meter | | Funding/Budget: \$25,000.00 | 1/3/2024 |
| | | Funding Source: CIP | Department Contact: |
| Engineer: | | Design Contract Amt: | W Quarles |
| Contractor: | | Construction Contract Amt: | |

Description: Sewer Flow Meter Installation

Status: A quote was received from the vendor to purchase the flow meter. Maintenance is coordinating rehab of the existing manhole and installation of the flume prior to installing the flow meter.

Current Engineering Projects

Bedford Regional Water Authority

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| Job #: 2013086.2 | Job Type: Other | Service Area: Central - Bedford | Last updated on: 7/10/2020 |
| Job Name: Route 43 - Stoney Creek Bridge VDOT Improvement | | | Department Contact: S Dade |
| Description: VDOT improvements to bridge over Stoney Creek. VDOT project 0043-009-738. VDOT Structure 1010. Near Pump Station 6 and Big Otter River Intake. Affects wells for Central system. See 2013086.1 for Big Otter crossing at Pump Station 6 | | | |
| Status: Plans received 3/10/17. Relocation of sewer lines as part of the project. Easement documents executed and returned 7/31/17. Plan revision 2 returned for comments on 8/29/17. Final Easement drawing rec'd 10/2/17. Final plans received for review 1/3/18. Executed Agmts mailed to VDOT 2/26/18. Project advertised Spring 2018. Sewer line relocation began 10/18/2018. Construction halted due to stream crossing permit requirements (fish study results). Construction planned to resume June 2019. Construction and testing complete. Working to gather close-out documents | | | |
| Job #: 2019069 | Job Type: Water & Sewer | Service Area: Forest | Last updated on: 11/29/2023 |
| Job Name: Impact Church Rezoning - Site/Design | | | Department Contact: J Dean |
| Description: Rezoning Applization #RZ190003 for Impact Church site layout master plan. Proposed church, sports fields and recreational facilities. | | | |
| Status: 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. Surety #380 rec'd 11/29/23. | | | |
| Job #: 2019117 | Job Type: Water & Sewer | Service Area: Forest | Last updated on: 9/8/2023 |
| Job Name: Westyn Village Condotels Phase 2 - Site/Design | | | Department Contact: T Hale |
| Description: 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. | | | |
| Status: Site/Design 01 rec'd 12/06/19. Comments & Dev Pkg issued 1/31/20. Site/Design 02 rec'd 4/13/20. Site Plan 02 comments, Esmnt Exhibits 01 comments & Revised Developer Agreement issued 6/1/20. Easement Exhibit submittal 02 rec'd 6/11/20. Exhibit review comments e-mailed to Engineer 8/25/20. Project 'on-hold' pending sewer capacity issues being resolved. Signed Developer Agreement, Review & Inspection Fees rec'd 5/20/21. Site/Design 03 rec'd 6/2/21. Original Site/Dsgn 03 replaced with new revised submittal from planning. Site/Dsgn 03 rec'd 6/8/21. Appv'd by BRWA 6/11/21 for SITE PLAN purposes only & comments issued thru Planning. Still working through outstandign items needed to reach C2C status. 6/14/21 - Completed review of Esmnt Exhibits & E-Mailed Esmnt Agmnts to Developer for signature and return. Water & Sewer Calcs 01 Review comments issued 6/15/21. 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-Builts. 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. | | | |
| Job #: 2019117.1 | Job Type: Fire Flow Meter | Service Area: | Last updated on: 6/11/2021 |
| Job Name: Westin Village Condotels - Site/Design | | | Department Contact: T Hale |
| Description: For Fire Flow purposes only please reference 2019-117. | | | |
| Status: See 2019-117 | | | |

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| Job #: 2020066.2 | Job Type: Sewer | Service Area: Forest | Last updated on: 12/7/2023 |
| Job Name: FMS Pump Station Upgrades- Prepayment Request | | | Department Contact: R English |
| Description: Prepayment request to complete upgrades to Forest Middle School pump station to allow for current and future growth. Current growth related to Westin Village development. | | | |
| Status: Discussions held on 9/23/20 with R Orrison and D Cyrus of process and developer's responsibility for design. Prepayment request approved at October Board Meeting for \$100k less than total construction cost. Surety received; awaiting final contractor and cost information for Prepayment Agreement. Requested schedule update and information from Developer on 9/2/21 to finalize prepayment agreement; prepayment approval expires 10/20/2021. Developer rec'd zoning approvals for Westyn Ph 2 & 3 approvals; prepayment for pump station upgrades re-approved at 11/2021 Board meeting. Awaiting developer to enter construction contract prior to completion of Prepayment Agreement. 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 issued 11/9. Prepayment approval expired 11/15/23. 12/5: Subcontractors still indicating non-payment. | | | |

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| Job #: 2020066.3 | Job Type: Sewer | Service Area: Forest | Last updated on: 9/8/2023 |
| Job Name: Westyn Village Forest Middle School Pump Station Upgrades - Design | | | Department Contact: C Ward / S Dade |
| Description: Upgrades to Forest Middle School pump station to allow for current and future growth. Current growth related to Westin Village development. | | | |
| Status: Meeting held on 12/3/20 with P&O to discuss station design. P&O working with Chris Fewster on pump station design. Revised basis of design report given to P&O on 3/1/21 based on increase in proposed development. Design 01 rec'd 3/5/21, comments 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. | | | |

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| Job #: 2020073 | Job Type: Water | Service Area: Forest | Last updated on: 11/9/2023 |
| Job Name: West Crossing Section 4 - Design | | | Department Contact: Shannell Dade |
| Description: Road plan, waterline design and profile for section 4. 19 lots approximately 2900 LF Waterline. | | | |
| Status: Dsgn 01 rec'd via e-mail (pdf) 6/29/20. Hard copy rec'd 7/8/20. Comments issued 8/6/20. Dev Pkg issued 8/6/20. Need Base Fee. Need Review Fees. Need Dev Agmt. Dsgn 02 rec'd 10/22/20. Review 02 complete 11/4/20. Base Review Fee, Review Rees & Re-review Fee for forthcoming 3rd submittal rec'd 11/17/20. Signed Developer Agmt rec'd 11/17/20. Review 02 comments issued 11/17/20. Fire Flow Test fee rec'd 1/26/21. Dsgn 03 rec'd 6/23/21. "DRAFT" comments e-mailed to Engineer 7/2/21 with option to address as slip sheets to current submittal. Water Calcs 01 comments issued 7/19/21. Water Calcs 02 Rec'd 9/25/21 & comments issued 10/5/21. Calc 03 Rec'd 10/10/21. Calc 03 Comments issued 10/18/21. Calc 04 comments issued 10/25/21 - approvable pending matching final Dsgn Plans and Plat. Water model cert rec'd from Engineer 11/14/21. Plat was appv'd by BRWA 7/22/21; Cost Est rec'd 11/15/21 & hard copy Surety forthcoming. Bond #107540706 rec'd 12/6/21. 12/20/21 - Rec'd E-mail from Engineer w/ full set of revised Plans w/ 3 subsequent Rev dates. E-mailed Engineer to officially submit thru Planning (Dsgn Submittal 04) and BRWA Re-Review Fee 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 Dwg's & 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. | | | |

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| Job #: 2020107 | Job Type: Water & Sewer | Service Area: Forest | Last updated on: 12/7/2023 |
| Job Name: Boonsboro Meadows Section 5 Roadway & Water - Design | | | Department Contact: T Hale |
| Description: Proposed Section 5 (Proposed 16 Lots). Consisting of Water and LPFM. Wild Doe Drive | | | |
| Status: Desgn 01 rec'd 9/28/20. Comments & Dev Pkg issued 10/26/20. Need \$400 Base Fee, Review Fees and Agmnt w/ 2nd submittal. Base Review fee rec'd 11/5/20. 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. Revised developer package sent to Earl Dickerson on 12/7/2023. | | | |
| Job #: 2020121 | Job Type: Site Plan w/Proposed Utilities | Service Area: Forest | Last updated on: 11/28/2023 |
| Job Name: Justice Real Estate LLC - Site Plan | | | Department Contact: J Dean |
| Description: Proposed building for automobile repair services with adjacent parking. | | | |
| Status: TRC 12/8/20. Concept 01 rec'd 12/2/20. Comments 01 emailed to Planning & Engineer 12/7/20. Site Plan 01 rec'd 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. Legible Copy requested 11/14/2023. Extended Plan Review Fee rec'd 11/20/23. New copy rec'd 11/27/2023. Comments sent to Planning 11/28/2023. | | | |
| Job #: 2021022 | Job Type: Site Plan w/Proposed Utilities | Service Area: Smith Mountain Lake | Last updated on: 1/3/2024 |
| Job Name: Lot 4 Moneta Business Center Hardee's - Site Plan | | | Department Contact: C Slusser |
| Description: Proposed Hardee's restaurant. | | | |
| Status: TRC 3/9/21. Concept 01 rec'd 3/4/21. Comments 01 emailed to Planning & Surveyor 3/8/21. Site Plan 01 rec'd 4/14/21. Comments 01 emailed to Planning 4/22/21. Site Plan 02 rec'd 7/14/21. Comments 02 emailed to Planning & Dev Pkg emailed to Engineer 8/2/21. Revised Dev Agmt emailed to Engineer 8/12/21. Site Plan 03 rec'd 11/18/21. Site Plan approvable as of 11/30/21; awaiting Executed Developer Agreement & Review & Inspection Fees before emailing approval to Planning; additional Developer documents will be needed prior to issuing C2C. Per Engineer on 12/14/21, Developer will bid out again & select Contractor in mid to late January. Project still on hold per Engineer due to construction costs - 2/9/22, 3/10/22, 4/18/22 & 8/17/22. Per Engineer on 12/6/22, project will rebid in Spring 2023. Per Engineer, still on hold due to construction costs - 5/5/23. Site Plan 04 rec'd 11/22/23. Base & Re-Review Fee rec'd 11/27/23. Comments 04 emailed to Planning/Engineer/Bluebeam & revised Dev Pkg issued 12/14/23. Site Plan 05 (slip sheet) rec'd 1/3/24. | | | |
| Job #: 2021024 | Job Type: Internal | Service Area: Central | Last updated on: 3/11/2021 |
| Job Name: Big Otter Well Abandonments | | | Department Contact: W Quarles |
| Description: Abandonment of wells formerly used as part of the Central water system, located behind sewer pump station 6 and within the property boundaries of 4920 Peaks Road. | | | |
| Status: Bob met with property owner of 4920 Peaks Rd, Rita Ragland, who requested consideration be made to abandon or maintain the well sites within her property. Information gathered on existing easements for the wells and raw waterlines. | | | |
| Job #: 2021043 | Job Type: Water & Sewer | Service Area: Forest | Last updated on: 11/9/2023 |
| Job Name: Jefferson Village Drive Townhomes - Site/Design | | | Department Contact: S Dade |
| Description: Proposed 9 townhouse buildings creating 56 lots. | | | |
| Status: TRC 4/27/21. Concept 01 rec'd 4/22/21. Site/Dsgn rec'd 11/22/21. Comments sent to planning 12/22/21. 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. | | | |
| Job #: 2021090 | Job Type: Site Plan w/Proposed Utilities | Service Area: Forest | Last updated on: 1/2/2024 |
| Job Name: Victor & Anita Weatherholt Office Building - Site Plan | | | Department Contact: C Slusser |
| Description: 2 proposed 2,772 SF 2-story buildings for general office and medical office use. | | | |
| Status: 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. Site Plan 03 rec'd 1/2/24 (Need Extended Plan Review Fee). | | | |

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| Job #: 2021102 | Job Type: Sewer | Service Area: Bedford Central | Last updated on: 10/6/2021 |
| Job Name: Winoa Sewer System Transfer | | | Department Contact: R English |
| Description: Transfer of privately owned sewer lines and pump station serving former Winoa / Wheelabrator facilities and Bison Printing. (Also see 2021032 and 2015016) | | | |
| Status: Contract Operations agreement executed 9/14/21 to offer operational and maintenance assistance until transfer is completed. | | | |
| Job #: 2021114 | Job Type: Internal | Service Area: Countywide | Last updated on: |
| Job Name: Program for Low Water Pressure Customers | | | Department Contact: R English |
| Description: Establishing program or policy for addressing customers with pressures at the water meter that are regularly or intermittently less than 20 psi. | | | |
| Status: | | | |
| Job #: 2022026 | Job Type: Other | Service Area: Forest | Last updated on: 5/30/2023 |
| Job Name: TEVA Facility Inquiries (2150 Perrowville Road) | | | Department Contact: C.Ward |
| Description: 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. | | | |
| Status: 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 | | | |
| Job #: 2022033 | Job Type: Fire Flow Meter | Service Area: Forest | Last updated on: 11/9/2023 |
| Job Name: Goodwill Industries Forest - FFMV | | | Department Contact: S Dade |
| Description: Proposed 27,130 sf. Goodwill building | | | |
| Status: 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. | | | |
| Job #: 2022053 | Job Type: Fire Flow Meter | Service Area: Forest | Last updated on: 11/30/2023 |
| Job Name: Blue Ridge Professional Park - Site/Design Plan | | | Department Contact: J Dean |
| Description: Proposed 4 new buildings & parking. | | | |
| Status: 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. Base Fee, Review & Inspection Fees rec'd 11/16/23. ESMT #230009842 recorded 11/28/23. Surety #438 rec'd 11/30/23. | | | |
| Job #: 2022095 | Job Type: Water & Sewer | Service Area: Forset | Last updated on: 11/17/2023 |
| Job Name: Corporate Park Drive Townhomes - Design | | | Department Contact: J Dean |
| Description: Proposed 40 unit townhome development. | | | |
| Status: 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. Comments sent to Planning 11/17/2023. | | | |
| Job #: 2022109 | Job Type: Site Plan w/ Existing Utlities | Service Area: Central | Last updated on: 9/20/2023 |
| Job Name: Gill Brothers - Site Plan | | | Department Contact: T Hale |
| Description: Proposed general business | | | |
| Status: 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 | | | |

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| Job #: 2023030 | Job Type: Water | Service Area: Forest | Last updated on: 11/9/2023 |
| Job Name: Hooper Road Waterline Extension - Design | | | Department Contact: S Dade |
| Description: Proposed Waterline Extension to 4 lots. | | | |
| Status: 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. | | | |
| Job #: 2023053 | Job Type: Site Plan w/ Existing Utilities | Service Area: Central | Last updated on: 6/20/2023 |
| Job Name: Dunkin' Donuts - Site Plan | | | Department Contact: T Hale |
| Description: Proposed 1, 818 SF Dunkin' Donuts in existing building. | | | |
| Status: Site Plan 01 rec'd 6/20/23. Comments 01 sent to planning 6/20/2023 | | | |
| Job #: 2023059 | Job Type: Site Plan w/ Existing Utilities | Service Area: Vinton | Last updated on: 7/18/2023 |
| Job Name: 15720 Stewartville Rd STE A - Site Plan | | | Department Contact: T Hale |
| Description: Proposed converting portion of restaurant space into convenience store and commercial indoor amusement . | | | |
| Status: Site Plan 01 rec'd 7/17/23. Comments issued 7/18/23. | | | |
| Job #: 2023066 | Job Type: Water | Service Area: Forest | Last updated on: 12/7/2023 |
| Job Name: Great Oaks Section 4 Roadway & Waterline - Design | | | Department Contact: J Dean |
| Description: Proposed 22 lot subdivision. | | | |
| Status: Dsgn 01 & Water Calculations 01 rec'd 7/24/23 (emailed developer 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. Approval Comment sent to Planning 12/4/2023. Developer items needed 12/4/2023. Dsgn 03 rec'd 12/7/23 (Extended Plan Review Fee Needed), Review complete awaiting review fees 12/12/2023. | | | |
| Job #: 2023071 | Job Type: Site Plan w/ Existing Utilities | Service Area: Montvale | Last updated on: 11/27/2023 |
| Job Name: Kubota SUP - Site Plan | | | Department Contact: T Hale |
| Description: Proposed retail & rental SUP. | | | |
| Status: TRC 8/8/23. Concept 01 rec'd 8/3/23. Site Plan 01 rec'd 11/27/23. Comments posted in Bluebeam and sent to planning on 11/27/2023. | | | |
| Job #: 2023083 | Job Type: Water | Service Area: Forest | Last updated on: 9/22/2023 |
| Job Name: Bellevue Acres Subdivision - Design | | | Department Contact: J Dean |
| Description: Proposed 20 lot subdivision. | | | |
| Status: Dsgn 01 rec'd 9/8/23. Base Review Fee rec'd 9/18/23. Comments sent to Planning 9/22/2023. | | | |
| Job #: 2023084 | Job Type: Site Plan w/ Existing Utilities | Service Area: Moneta | Last updated on: 11/13/2023 |
| Job Name: Resurrection Roman Catholic Church Renovations - Site Plan | | | Department Contact: T Hale |
| Description: Proposed interior renovations | | | |
| Status: 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. | | | |
| Job #: 2023086 | Job Type: Sewer | Service Area: Boonsboro | Last updated on: 1/3/2024 |
| Job Name: Boonsboro Section 5 Offsite Sewer - Design | | | Department Contact: T Hale |
| Description: Proposed offsite forcemain sewer. | | | |
| Status: Dsgn 01 & Base Review Fee rec'd 10/2/23. Comments emailed to Bif Johnson on 10/30/23. Dsgn 02 and Sewer Calculations 01 rec'd 12/01/23. Plan Approved, comments sent to Bif Johnson on 12/11/23. Shop Dwg 01 rec'd 1/3/24/ | | | |

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| Job #: 2023087 | Job Type: Water & Sewer | Service Area: New London | Last updated on: 12/1/2023 |
| Job Name: New London Commercial Development - Design | | | Department Contact: C Slusser |
| Description: Proposed public water & sewer extension. | | | |
| Status: Dsgn 01 rec'd 10/6/23. \$400.00 Base Review Fee rec'd 10/16/23. Dev Pkg & Comments 01 mailed to Developer & emailed to Engineer. | | | |
| Job #: 2023091 | Job Type: Fire Flow Meter | Service Area: Town of Bedford | Last updated on: 12/14/2023 |
| Job Name: Virginian Department of Corrections - FFMV | | | Department Contact: T Hale |
| Description: Proposed VA Department of Corrections facility. | | | |
| Status: Town TRC 10/18/23. Concept 01 rec'd 10/16/23. Extended Plan Review fee rec'd forthcoming design 11/6/23. Site/Dsgn 01 rec'd 12/13/23. Comments sent to engineer on 12/14/2023. | | | |
| Job #: 2023094 | Job Type: Fire Flow Meter | Service Area: Forest | Last updated on: 1/5/2024 |
| Job Name: 140 Vista Centre Warehouse Addition - Site/Design | | | Department Contact: T Hale |
| Description: Proposed 96,800 SF building addition | | | |
| Status: TRC 11/8/23. Concept 01 rec'd 11/2/23. Comments sent to Planning & Consultant 11/8/2023. Site/Dsgn 01 rec'd 12/8/23. Extended Plan Review Fee rec'd 12/13/23. Comments posted in Revu and sent to planning on 1/5/2023. | | | |
| Job #: 2023109 | Job Type: Concept | Service Area: Central | Last updated on: 12/18/2023 |
| Job Name: Burks Hill Town Homes - Concept | | | Department Contact: C Slusser |
| Description: Proposed 18 multi-family townhomes (2 bedroom, 2 story units). | | | |
| Status: Town TRC 1/17/23. Concept 01 rec'd 12/18/23. | | | |
| Job #: 2024007 | Job Type: Internal | Service Area: | Last updated on: |
| Job Name: Peaks of Otter Sewer Flow Meter | | | Department Contact: W Quarles |
| Description: Sewer Flow Meter Installation - SMH-01228. | | | |
| Status: | | | |

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 Value Sewer Line Dedications: | \$74,350.00 |
| Total Length Sewer Pipe: | 819 lf |
| Total Value of Dedications: | \$310,174.00 |

EXECUTIVE DIRECTOR'S REPORT



1723 Falling Creek Road
Bedford, VA 24523-3137
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RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Brian Key, Executive Director
Date: January 9, 2024
Re: Resolution 2024-01.01 – Governing Principles Policy

As was discussed at the December 19, 2023 board meeting, the strategic planning process has developed recommended changes to the Authority's Mission, Vision, and Values; these governing principles are documented in Policy 1.40.

As such, this resolution is for the Board's consideration to change the Authority's governing principles. The tracked changes showing the proposed modifications to the policy is enclosed.

GOVERNING PRINCIPLES

Section 1. PURPOSE

The guiding principles of Bedford Regional Water Authority (“Authority”) define the basic function and essence of the organization. The MISSION STATEMENT defines what the Authority is, what it does, and who it serves; the VISION STATEMENT is a guiding image of the Authority’s desired future; the VALUES describe what is important to the Authority and describes its culture.

Section 2. MISSION STATEMENT

~~The Authority exists to provide its customers with high quality water and wastewater services at rates that are reasonable and just. The Authority shall anticipate the needs of the greater community by continually maintaining responsive, reliable service and through systematic expansion whenever economically possible.~~

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

Section 3. VISION STATEMENT

~~The Authority strives to provide quality, responsive, reliable, and efficient services utilizing the latest technology and highly trained staff. Through leadership, the Authority endeavors to maintain a work environment that attracts and retains professional, highly competent, motivated, and dedicated employees.~~

Clean Water. Healthy Environment. Thriving Community.

Section 4. VALUES

- ~~1. Excellent, high quality service~~
- ~~2. Creativity~~
- ~~3. Independence~~
- ~~4. Efficiency~~
- ~~5. Honesty, integrity, and respect~~
- ~~6. Fiscally responsible~~
- ~~7. Open communications with public and employees~~

Collaboration

Adaptability

Results

Enthusiasm

Section 5. CORE VALUE

Providing Quality Service to Everyone

Section 6. REVISIONS

GOVERNING PRINCIPLES

A. This policy was approved and adopted by the Authority's Board of Directors on December 18, 2012, effective July 1, 2013.

B. This policy was modified as follows:

1. Approved January 16, 2024, effective January 17, 2024:
 - a. The mission, vision, and values were changed as part of the 2024-2028 strategic planning process.



RESOLUTION

2023-01.01

Governing Principles Policy

At a regular meeting of the Bedford Regional Water Authority (“Authority”) Board of Directors, held in the Board Meeting Room at the Authority’s Administrative Annex Building on the 16th day of January 2024, beginning at 7:00 p.m.:

WHEREAS, the Bedford Regional Water Authority (the “Authority”) is a public service authority formed and existing in accordance with the provisions of Chapter 51 of Title 15.2 of the Code of Virginia, 1950, as amended, the Virginia Water and Waste Authorities Act §§ 15.2-5100-15.2-5159 (the “Act”); and,

WHEREAS, the Authority desires to have a comprehensive set of policies governing the manner in which the Authority conducts its regular business, and the Authority directs that these policies be grouped together into an operating policy manual; and,

WHEREAS, as part of the strategic planning process, the board was presented with proposed changes to the mission, vision, and values at the December 19, 2023 regular board meeting; and,

WHEREAS, the mission, vision, and values are governing principles that are documented in Policy 1.40 Governing Principles and the board was presented with the revised policy showing the recommended changes; now,

THEREFORE, BE IT RESOLVED by the Board of Directors of the Bedford Regional Water Authority that the above noted revised policy be hereby adopted by the Authority.

Member _____ made a motion to approve this resolution.

Member _____ seconded the motion.

Board Member Votes: ___Aye, ___Nay, ___Abstain. The motion carried.

CERTIFICATION

The undersigned secretary of the Bedford Regional Water Authority does hereby certify that the foregoing is a true, complete, and correct Resolution adopted by a vote of a majority of the Directors of the Bedford Regional Water Authority, present at a regular meeting of the Board of Directors of the Bedford Regional Water Authority duly called and held **January 16, 2024** at which a quorum was present and acting throughout, and that the same has not been amended or rescinded and is in full force and effect as of the date of the above mentioned meeting.

(SEAL)

Brian M. Key, Secretary,
Bedford Regional Water Authority



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RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Brian Key, Executive Director
Date: January 9, 2024
Re: Resolution 2024-01.02 – Strategic Plan 2024-2028

Please find enclosed the above referenced resolution for your consideration. The resolution is to approve the external report for the 2024-2028 strategic plan as was presented at the December 19, 2023 board meeting.



RESOLUTION
2024-01.02
Strategic Plan 2024-2028

At a regular meeting of the Bedford Regional Water Authority (“Authority”) Board of Directors, held in the Board Meeting Room at the Authority’s Administrative Annex Building on the 16th of January 2024, beginning at 7:00pm:

WHEREAS, the Bedford Regional Water Authority (the “Authority”) is a public service authority formed and existing in accordance with the provisions of Chapter 51 of Title 15.2 of the Code of Virginia, 1950, as amended, the Virginia Water and Waste Authorities Act §§ 15.2-5100-15.2-5159 (the “Act”); and,

WHEREAS, the Authority has developed a five year Strategic Plan for calendar years 2024-2028; this plan was developed over the course of the past 7 months, with input being obtained from customers, staff, and County and Town stakeholders; and,

WHEREAS, the Strategic Plan provides a framework for the Authority to identify efforts needed to guide the Authority in the future; now,

THEREFORE, BE IT RESOLVED, that the Board of Directors does hereby approve and adopt the 2024-2028 Strategic Plan as presented.

Member _____ made a motion to approve this Resolution.

Member _____ made a Second to approve.

Board Member Votes: ____ Aye ____ Nay ____ Abstain

CERTIFICATION

The undersigned secretary of the Bedford Regional Water Authority does hereby certify that the foregoing is a true, complete, and correct Resolution adopted by a vote of a majority of the Directors of the Bedford Regional Water Authority, present at a regular meeting of the Board of Directors of the Bedford Regional Water Authority duly called and held January 16, 2024, at which a quorum was present and acting throughout, and that the same has not been amended or rescinded and is in full force and effect as of the date of the above mentioned meeting.

(SEAL)

Brian M. Key, Secretary,
Bedford Regional Water Authority



STRATEGIC PLAN

2024-2028



Prepared For:
**Bedford Regional
Water Authority**

1723 Falling Creek Road Bedford, VA 24523
www.brwa.com



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Message



A Message from the Board of Directors

The Board of Directors is pleased to present this 2024-2028 Strategic Plan. It is fitting that while the Authority is celebrating the past accomplishments during our 10th Year Anniversary, we are also looking forward to what needs to be done in the future.

In order to make this Strategic Plan comprehensive and inclusive, we sought input from a variety of stakeholders: we invited our customers to complete a survey, we held a roundtable meeting with elected and appointed officials, and we solicited input from every single Bedford Water employee. We hired a consultant to help make sure that 'no stone went unturned', and to ensure that

our communications during this process were top notch. The results from all of this input is a well rounded Strategic Plan that identifies opportunities for improvement, while not sacrificing the skills and talents that already make the Authority great.

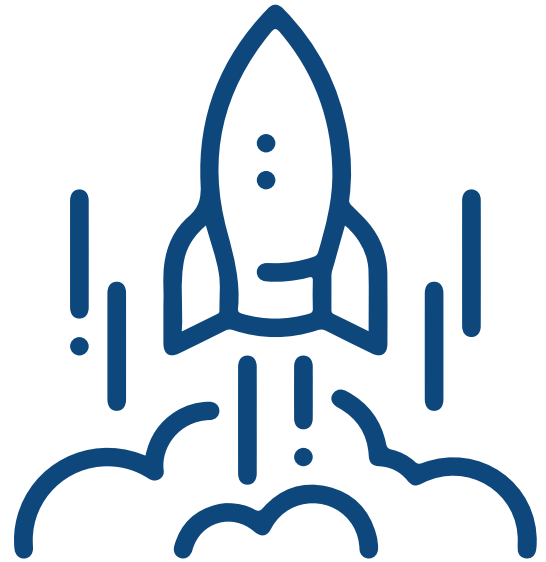
We hope that you will enjoy reading this document, and that you will contact us if you have any questions or would like to get additional information. We also invite you to attend any of our monthly public meetings, as the Authority board and staff are always interested in hearing from our community.

By: Bob Flynn, Chairman

About BRWA

The Bedford Regional Water Authority began operations in July 2013 as a result of the merger of the City of Bedford Water and Sewer Department and the Bedford County Public Service Authority. The BRWA serves water and wastewater customers in the Town of Bedford and in Bedford County. Some of these communities include Boonsboro, Forest, New London, Montvale, Stewartsville, and around Smith Mountain Lake.

- 1.** The Authority serves approximately 15,000 water customers; 60% are located in Forest, 25% are located in Town, 14% are located near Smith Mountain Lake, and 1% in Stewartsville.
- 2.** The Authority has about 431 miles of water pipe, and 130 miles of sewer pipe.
- 3.** The Fiscal Year 2023-2024 balanced budget has revenue and expenditures projected at \$19.4million.



The Authority has a Board of Directors comprised of 7 board members: 5 are appointed by the Board of Supervisors, and 2 are appointed by the Town Council.

The BRWA has 92 employee positions; this includes 14 Administrative, 9 Customer Service, 15 Wastewater Operators, 14 Water Operators, 14 Engineering/Construction, and 26 Maintenance staff.





Vision

Clean Water. Healthy Environment.
Thriving Community.

Mission

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

Values

- Collaboration
- Adaptability
- Results
- Enthusiasm

Why this?

Vision means: why we exist as an organization, a practical picture of the future we want to create.

Mission means: what we do each day, and how we work in service to the vision.

Values mean: how we do our work, our expression of what matters most to us as we carry out our work.

Organizations don't plan to fail, they simply fail to plan.

"The best thing about the future is that it comes one day at a time."

— Abraham Lincoln

The Strategic Planning Process

Building the Future

We build a strategic plan as a kind of road map to a shared vision of our future. To do that, we must understand the people and community we serve, their needs and wishes, and all the elements – internal and external – that will help or hinder our progress. Those questions are best answered directly from the people about and for whom this plan was written: our customers, staff, and the broader community of partners and future customers. A successful strategic plan is one where all of our stakeholders not only understand, but join us in its completion. To that end, we used the following process:

Build understanding through surveys, focus groups, and roundtables

Build alignment through common creation of vision, mission, and values

Build direction by bringing our vision to life and creating measurable goals

Build action through thoughtful, immersive, and milestone-driven plans

Build support by integrating the plan elements into the budget and sharing with stakeholders.



The Big Vision

**It all comes back
to water.**



Our customers were aligned on this: that water is the single most important resource they use in their daily lives. From safe drinking water and clean lakes for swimming to ensuring water systems that support our most basic needs like hospitals and grocery stores, water is essential.

- To our economy.
- To our health.
- To our sense of community.

This strategic plan is designed to support this vision:

The community and its economy will grow responsibly with safe, adequate water infrastructure to support it.



Care of Water & Water Resources

We care for our community by caring for its water resources. That includes ensuring the very best quality in water and in the treatment of wastewater. We will continue to provide quality care of water resources, ensuring we never let up on our commitment to zero pollutants. To do that, we need help from our infrastructure, our community, and our workforce – the three main “pipelines” for success in our strategic plan.



Planning Pipelines

▶▶ Infrastructure

Infrastructure refers to resources that support the basic operations of our organization, providing essential support to our care of Bedford's water and the people who rely on it. Infrastructure is often unseen, and as such, is at risk for receiving inadequate attention. The two main areas of infrastructure focus for this strategic plan are the water piping system and technology resources, two powerful levers in ensuring optimal safety, productivity, and quality of care.

▶▶ Community

Water is a human endeavor. When we care for it well, we have confidence in the quality and safety of our water, and enjoy it as part of a thriving community. To that end, we recognize that our relationship with the people we serve is an essential part of our work. Connecting more meaningfully with our community – which includes our partners, neighbors, customers, future employees, and the general public – will ensure broader, deeper understanding, respect, and care of our water resources.

▶▶ Workforce

Our staff dedicate their days and nights to caring for our water resources, our customers, and our community at large. Just as we must ensure modernized piping and technology infrastructure, we must ensure that our workforce is organized and built for both current and future needs and aligned with our strategic priorities. We will focus our efforts on recruitment, retention, training and licensing, and employee engagement. These efforts will have a powerful impact on culture which is the basis for quality, productivity, and adaptability.

Infrastructure

Pipe systems



The Vision

The pipe system in our service area meets current day standards.



The Reality

There is a significant funding gap to replace the outdated pipes in both the Town and County – a gap that cannot reasonably be funded through traditional means. The impact of this expands beyond residential customers, and into the future economic development of our region, so requires collaboration between several entities beyond the water authority. While there is alignment about the level of importance this issue holds, there has not yet been a dedicated team of stakeholders to address the challenges to create and implement plans.



The Approach

Bedford Regional Water Authority, in partnership with the Town of Bedford and Bedford County, will develop a collaborative workgroup to create a project funding and financing plan for the funding gap, including prioritization of various sub-projects.





Technology



The Vision

We will fully leverage technology to automate processes, increase data access and strengthen cross-departmental data integration



The Reality

While we have the hardware to support much of our work in the field and in the office, we are not fully accessing, utilizing, or integrating its data across departments.



The Approach

We will conduct proof-of-concept studies to support a phased data visualization program, preparing the organization for implementation of dashboards, the linking of customer service and finance data, and layering GIS and asset management data for automation and regulatory compliance reporting.

Community



The Vision

The community sees water as a human endeavor. They understand, respect, and enjoy water resources and share in the work of caring for it.



The Reality

The community, specifically customers, rate their experience with the organization very favorably – from the taste and quality of the water to the responsiveness of the field teams and the helpfulness of customer service. We have an opportunity to build on the positive relationship by deepening it, inviting our community be true partners in the care of our water. Competing priorities for public interest and the gap in knowledge and interest of water and water resources are obstacles we will need to overcome.



The Approach

We will initiate collaborative workgroups comprised of internal and external partners, that will focus on community connection. They will assess and identify pathways to improved community engagement and investment. They will establish priorities for each target population (children, current customers, the broader community) and implement plans to achieve the goals.



Workforce



The Vision

Staffing will be aligned with the future needs of our community, with sustainable recruitment and retention. Staff will be fully trained to care for our water resources.



The Reality

A high level of employee engagement and longevity is a point of pride for the organization. Employees feel a sense of belonging at work and a genuine sense of joy at contributing to the environment and community. Still, the needs exceed current resources for staffing and training. While collaboration and communication have improved, there are opportunities to leverage that momentum to fine tune a culture of connection between departments to ensure a seamless experience for customers.



The Approach

Ensure a future-ready recruitment and retention strategy and a properly trained workforce. Each department will create a professional development plan. We will develop a plan to redesign internal communication and team decision-making by forming an interdepartmental workgroup to assess the current state, develop priorities, and create goals.



Conclusion & Acknowledgements

One of our biggest insights in this process was that we are building this strategy from a place of great strength. The overwhelmingly common thread throughout the surveys, focus groups, and roundtables we conducted was that we are doing what we set out to do each day: providing quality service to everyone.

Creating something new

Because of our already-strong relationships among our staff and with our community, we have the joy of creating a plan that is about making something new, pushing ourselves farther, and creatively adapting to local needs. This isn't a plan about major shifts in direction. It's a plan about building. We are ready to get started



Customer Quote

“They were pleasant, congenial, and courteous at all times. Mike, especially, was good both times at explaining the problems and what needed to be done. He and his crew are a credit to your organization, and we feel fortunate to have their help”

— Taken from a letter written to the BRWA by customer Richard Thomas.

Community

Thank you to every one of our customers who filled out the strategic planning survey; this feedback helped us tremendously, and it helped to shape the external opportunities of this plan.

Staff

The vast majority of our staff participated in a variety of focus group meetings to provide input from the experts at the internal workings of the Authority. We appreciate the professionalism of our staff, and their constructive input.

Leadership

The stakeholders roundtable meeting allowed an opportunity to learn about the external challenges (“threats”) that the Authority needs to focus on to be prepared in the future. We are thankful for the elected officials, appointed officials, and executive staff from the County, Town, and Authority who participated in this meeting.



Progress

Just as we could not build this plan without you, we cannot complete it without you. Learn more about how you can help by scanning the provided QR code.





Contact Us



(540) 586-7679



www.brwa.com



1723 Falling Creek Road
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**Bedford
Regional
Water Authority**