



BOARD OF DIRECTORS

February 20th, 2024

BEDFORD REGIONAL WATER AUTHORITY

Providing quality service to everyone.



1723 Falling Creek Road, Bedford, VA 24523-3137



540.586.7679



540.586.5805



www.brwa.com



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

MEETING NOTES

To: BRWA Board of Directors
From: Brian M. Key, PE; Executive Director
Date: February 13, 2024
Re: Notes for the February 20, 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 2024-02.01:** 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 2024-02.02:** 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: February 13, 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, February 20, 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/84833848480?pwd=MzJlekNIRzBzcWxKRWNvR041QUlzdz09>
 - Meeting ID: 848 3384 8480
 - Passcode: 46cvuL
- Join the Zoom meeting with **audio only** by phone:
(651) 372 8299 -or- (786) 635 1003 -or- (267) 831 0333
 - Meeting ID: 848 3384 8480
 - Passcode: 472551
- 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 2024-02.01 Governing Principles
 - b. Resolution 2024-02.02 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



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

MEMORANDUM

To: BRWA Board of Directors
From: Jill W. Underwood, Director of Finance
Date: February 13, 2024
Re: Financial Highlights for January 2024

Customer Service Statistical Report:

The report for January is included.

Summary of Revenues & Expenses:

- 1) Budget goal is 58% for January, operating revenues are at 62% and operating expenses at 50%.
- 2) Capital Recovery fees received this FY are 61% of the total budgeted amount, with water at 65% and sewer at 52%.
 - a. Developer Redemptions- Account 3904-3317: There were redemptions for two water capital recovery fees for Westyn Village in December.

Cash Flow Summary

The summary is included in your packets.

FY 25 Budget

The FY25 budget schedule is included, for your information.

Tracking Data for Customer Service Department

	Description	February '23	March '23	April '23	May '23	June '23	July '23	August '23	September '23	October '23	November '23	December '23	January '24	Running 12 Month Totals
1	Statements Generated	14,291	14,309	14,340	14,360	14,389	14,387	14,405	14,417	14,426	14,454	14,395	14,448	172,621
2	Total \$ Amount of Statements Generated	\$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	\$1,402,673.60	\$16,872,779.48
3	Total \$ Payments Received	\$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	\$1,506,479.07	\$17,504,300.11
4	Account Transfers	170	229	157	206	245	239	229	221	187	145	178	143	2,349
5	New Customers - Forest	8	9	13	10	4	6	16	7	5	8	7	3	96
6	New Customers - SML	1	1	-	2	3	1	2	5	6	5	3	1	30
7	Residential Disconnected Customers (#)	68	85	82	44	66	66	46	77	35	54	-	53	676
8	Residential Disconnected Customers (\$)	\$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	\$10,893.75	\$129,470
9	Normal and Transfer Readings	14,507	14,570	14,597	14,616	14,632	14,662	14,729	14,709	14,709	14,719	14,688	14,806	175,944
10	Tower Read Meters	2,924	2,927	3,106	2,726	2,474	2,038	2,040	1,037	1,416	1,259	1,330	1,256	24,533
11	New Meter Installs	9	12	30	23	10	28	15	12	16	25	11	8	199
12	Meters Changed - Program	35	97	33	4	2	2	1	18	10	2	15	44	263
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	16,530	225,393
15	Bulk Water Sales - Moneta (Gallons)	700	-	-	-	17,245	20,180	3,647	11,021	10,990	5,600	13,926	3,909	87,218
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	11,900	509,902
17	Total Bulk Water Sales	\$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	\$388.07	\$9,870.16

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Wednesday, January 31, 2024

		<u>7/1/2023</u>	<u>Jan 2024</u>
		<u>Beginning</u>	<u>Actual</u>
ASSETS			
1000:1000	Cash	\$15,124,097.33	\$12,522,516.44
1001	Restricted Investments	9,244,039.63	9,694,283.01
1002:1002	Prepaid Expenses	751,646.61	772,770.00
1101:1101	Accounts Receivable	4,298,437.75	4,295,203.80
1102	Accounts Receivable Other	32,206.16	39,649.00
1200	Inventory	807,157.33	981,457.51
1202	Loan Related Assets	3,934.66	3,934.66
1250	Construction In Progress	9,698,627.35	12,919,755.88
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	1,347,886.93
1900	Depreciation	<u>(78,665,555.41)</u>	<u>(78,665,555.41)</u>
	Total assets	146,895,287.90	149,512,577.33
LIABILITIES			
2000	Accounts Payable	(767,678.57)	(233,279.39)
2001	Customer Liabilities	(517,536.87)	(476,182.64)
2100	Employee Liabilities	(1,225,756.41)	(1,054,265.15)
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)	(144,380,512.47)
	Operating Surplus/ (Loss)		5,132,064.86

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Wednesday, January 31, 2024

		<u>7/1/2023</u> <u>Beginning</u>	<u>Jan 2024</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	1,740,209.82
1000-0004	Cash Drawer	225.00	225.00
1000-0011	LGIP Operating Reserves Fund	337,503.53	347,590.44
1000-0012	Due from VRA- DEQ Ivy Creek Construction Fund	10,063,626.16	8,681,050.83
1000-1000	VA Investment Pool-Capital Projects Reserve	615,932.00	636,193.67
1000-2000	VA Investment Pool- Operating Reserves	1,081,843.67	1,117,431.91
1000-0005	Cash Suspense Account (for F.A.)		(551.80)
	Total Cash	15,124,097.33	12,522,516.44
Restricted Investments:			
1001-0001	Deposit Refund Program Fund	359,661.65	359,661.65
1001-0010	Debt Service Accumulation Fund	969,439.92	874,183.79
1001-0020	Reserve for future capital projects	690,908.24	822,746.95
1001-0021	County Funds for New Projects	150,177.09	178,954.02
1001-0022	SML WTF Depreciation Fund WVWA	694,346.54	717,187.71
1001-0023	BRWA Cell Tower Funds	345,913.55	335,913.55
1001-0024	SML WTF Depreciation Fund- BRWA portion	694,346.53	717,187.71
1001-0025	Vehicle and Equipment Replacement Fund	758,389.72	494,331.72
1001-0030	Information Systems Replacement Fund	283,932.32	301,432.32
1001-0035	Meter Replacement Fund	217,198.84	392,198.84
1001-0040	Sewerline Replacement Fund	1,101,862.76	1,247,693.76
1001-0045	Waterline Replacement Fund	356,970.70	531,970.70
1001-0050	Tank Rehab	406,995.76	453,664.76
1001-1010	VA Investment Pool- Reserve Fund	436,327.83	452,032.32
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		29,169.00
1001-0065	Sewer Facilities Set Asides		29,169.00
	Total Restricted Investments	9,244,039.63	9,694,283.01
Prepaid Expenses:			
1002-1000	Prepaid Insurance	131,360.28	215,479.28
1002-1001	Prepaid Dues/Service Contracts	66,713.33	3,717.72
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	772,770.00
Accounts Receivable:			
1101-1000	Billings Receivable Water	2,438,605.39	2,360,523.82
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	1,118,613.39
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)	(347,982.90)
1101-4002	Payment Arrangement AR- Water	(154.96)	(154.96)
1101-4003	Sewer Penalties A/R	18,485.53	24,409.16
1101-4004	Payment Arrangement AR- Sewer	268.43	268.43
1101-4005	Payment Arrangement AR- Sewer Penalties	94.60	94.60

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Wednesday, January 31, 2024

		<u>7/1/2023</u>	<u>Jan 2024</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	1,262.57
1101-5003	Sewer Capital Recovery Fees A/R	(299,938.73)	(299,938.73)
1101-5005	Reconnect Fee A/R	18,478.01	19,089.06
1101-6000	Water Account Charge A/R	8,684.37	9,128.22
1101-6003	Sewer Account Charges A/R	13,957.59	23,331.34
1101-7001	Water Deposits A/R	(47,225.14)	(98,525.78)
1101-7003	Sewer Deposits A/R	20,948.25	20,948.25
1101-7500	Meter Base Installation Fee A/R	143,293.43	157,456.88
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	11,165.13
1101-7505	Service Repairs & Rents A/R	(709.88)	(709.88)
1101-7506	A/R- Septage Dumping Fees	8,335.00	8,335.00
1101-7507	Meter Fee A/R	70,719.63	73,344.63
1101-7508	A/R- Industrial Pretreatment	(7,158.26)	(7,312.37)
1101-7510	SGP Review and Inspections A/R	(6,581.92)	(6,677.60)
1101-8000	Misc. Charges Receivable	(1.00)	(1.00)
1101-8002	NSF holding/clearing account	7,643.34	7,643.34
1101-8003	Consolidation holding account	(3,761.63)	(3,761.63)
1101-8006	Unauthorized Service A/R	4,000.00	6,000.00
1101-8008	Cellular Rental AR	2,065,724.86	2,065,724.86
1101-8009	Pending Electronic Payments	(84,689.74)	(15,072.16)
	Total Accounts Receivable	<u>4,298,437.75</u>	<u>4,295,203.80</u>
Accounts Receivable Other:			
1102-0001	Miscellaneous Accounts Receivable	32,206.16	39,649.00
	Total Accounts Receivable Other	<u>32,206.16</u>	<u>39,649.00</u>
Inventory:			
1200-0001	Maintenance Inventory	81,301.23	216,886.25
1200-0002	Meter Inventory	725,856.10	764,571.26
	Total Inventory	<u>807,157.33</u>	<u>981,457.51</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	54,000.00
1250-0302	CIP- Western Hills Water Replacement	7,500.00	40,200.00
1250-0310	CIP- Lead Service Line Inventory Project	1,600.00	48,600.00
1250-0315	CIP- Central Water Electrical Study	30,265.00	59,399.76
1250-0316	CIP- Peakview St Water	117,669.70	171,090.26
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	2,438,997.65
1250-0336	CIP- Belltown Rd Waterline (ARPA)	40,169.52	247,521.02
1250-0378	Helm Street Tank Project (ARPA)	180,070.00	213,529.59
1250-0382	CIP- Galax St Sewer Project	23,349.38	23,349.38
1250-0383	CIP- Ivy Creek Sewer	5,048,602.77	6,751,593.03
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 Seven Months Ending Wednesday, January 31, 2024

		<u>7/1/2023</u> <u>Beginning</u>	<u>Jan 2024</u> <u>Actual</u>
1250-0332	Stoney Creek Reservoir Drain Analysis		11,845.25
1250-0337	FY24 CIP Projects		9,979.00
	Total Construction In Progress	9,698,627.35	12,919,755.88
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	1,347,886.93
	Total Fixed Asset Clearing Account	20.98	1,347,886.93
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	149,512,577.33
LIABILITIES			
Accounts Payable:			
2000-1000	Accounts Payable	(630,092.77)	(2,887.85)
2000-1005	Retainage Payable	(137,585.80)	(230,391.54)
	Total Accounts Payable	(767,678.57)	(233,279.39)

Bedford Regional Water Auth.
Balance Sheet
For the Seven Months Ending Wednesday, January 31, 2024

		7/1/2023 Beginning	Jan 2024 Actual
Customer Liabilities:			
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	124,477.93
2001-0005	Liability for Easement Condemnations	(4,394.72)	(4,394.72)
2001-1000	Water Deposits	(177,652.63)	(165,461.13)
2001-1555	Fireline Assembly Deposits	(16,308.86)	(16,308.86)
2001-2000	Interest on Deposits (Town accounts)	1,256.93	1,256.93
2001-3000	Sewer Deposits	(62,817.48)	(62,817.48)
2001-4000	Liability for SML Meeting Room Deposits	(500.00)	(500.00)
	Total Customer Liabilities	(517,536.87)	(476,182.64)
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	(16,821.98)
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)	(44,441.34)
2100-0600	VRS Mandatory Cash Match- Hybrid	1.25	1.25
2100-0750	Optional Life Insurance Payable	658.14	749.47
2100-0800	AFLAC Withholding Payable	1,714.01	(553.89)
2100-0900	Outstanding Payables Checks	(49.83)	(49.83)
2100-0950	Employee Gym Memberships		(54.00)
	Total Employee Liabilities	(1,225,756.41)	(1,054,265.15)
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	(50,317,877.43)	(47,950,877.43)
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	(2,544,261.94)	(3,143,731.18)
Retained Earnings:			
2999-0000	Retained Earnings	(91,522,176.68)	(91,522,176.68)
	Total Retained Earnings	(91,522,176.68)	(91,522,176.68)
	Total liabilities	(146,895,287.90)	(144,380,512.47)
	Operating Surplus/ (Loss)		5,132,064.86

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Seven Months Ending Wednesday, January 31, 2024

	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
OPERATING REVENUE					
3000-3000	Water Sales	(\$910,647.96)	(\$6,435,015.14)	(\$10,969,377.00)	(\$4,534,361.86) 59%
3100-	Sewer Sales	(473,546.50)	(3,288,441.26)	(5,185,428.00)	(1,896,986.74) 63%
3902	Penalties	(5,325.45)	(91,069.23)	(70,000.00)	21,069.23 130%
3903-	Account Charges	(3,225.00)	(26,847.50)	(60,000.00)	(33,152.50) 45%
3903-	Review Fees	(8,776.39)	(47,038.07)	(55,500.00)	(8,461.93) 85%
3900-	Interest Earned	(17,003.24)	(129,418.38)	(30,000.00)	99,418.38 431%
3903-	Sewer Clean Outs			(7,000.00)	(7,000.00) 0%
3903-3250	Meter Installation Revenues	(15,438.45)	(107,888.45)	(95,000.00)	12,888.45 114%
3903-3255	Industrial Pretreatment Revenue	(1,554.22)	(10,862.86)	(18,000.00)	(7,137.14) 60%
3903-3261	Rent/Meter Charges	(290.79)	(17,402.55)	(5,000.00)	12,402.55 348%
3903-	Misc	(22,186.50)	(137,646.41)	(155,606.00)	(17,959.59) 88%
3903-	Fixed Asset Disposals		(13,450.00)		13,450.00 0%
3901-	Account Default Fees	(3,935.00)	(29,206.08)	(28,000.00)	1,206.08 104%
3201-3275	Contract Reimbursements		(163,273.59)	(219,000.00)	(55,726.41) 75%
	Revenue from BRWA Operations	<u>(1,461,929.50)</u>	<u>(10,497,559.52)</u>	<u>(16,897,911.00)</u>	<u>(6,400,351.48)</u> 62%
3000-3220	Capital Recovery Fees	(42,700.00)	(732,150.00)	(1,200,000.00)	(467,850.00) 61%
3903-3265	Cellular Antenna Site Rental-County portion	(7,794.38)	(32,928.33)	(55,452.00)	(22,523.67) 59%
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	(6,707.60)	(45,682.35)	(400.00)	45,282.35 11,421%
3904-3317	Developer Prepayments Redemption Revenue		(10,000.00)	(20,000.00)	(10,000.00) 50%
	Revenue from Other Sources	<u>(57,201.98)</u>	<u>(1,959,416.99)</u>	<u>(2,475,852.00)</u>	<u>(516,435.01)</u> 79%
	Total Revenue	(1,519,131.48)	(12,456,976.51)	(19,373,763.00)	(6,916,786.49) 64%
OPERATING EXPENSES					
4000 + 4002	Salaries	382,999.30	2,705,546.86	5,752,993.58	3,047,446.72 47%
4010	General Office Expenses	17,285.92	179,754.14	298,088.00	118,333.86 60%
4100	Employee Benefit & Related Expenses	41,483.27	946,971.88	2,458,231.00	1,511,259.12 39%
4110	Billing Expenses	38,458.22	176,568.95	249,824.00	73,255.05 71%
4120	Information Systems Expenses	11,352.87	198,716.09	226,899.00	28,182.91 88%
4130	Administration Supplies	285.42	4,257.48	6,560.00	2,302.52 65%
4140	Customer Service Supplies	50.00	400.00	3,908.00	3,508.00 10%
4210	Engineering Expenses	5,733.14	56,399.34	151,476.00	95,076.66 37%
4220 + 4223	Operations Expenses		36.99	4,500.00	4,463.01 1%
4221	Compliance Program Supplies		7,395.28	13,725.00	6,329.72 54%
4222	Pretreatment Expenses	5,353.74	21,053.10	37,295.00	16,241.90 56%
4225-0100	Lab Supplies	3,080.59	9,096.03	22,000.00	12,903.97 41%
4230	Maintenance Expenses	3,539.30	38,661.85	53,226.00	14,564.15 73%
4240	Vehicles & Equipment Expenses	31,324.73	198,957.16	325,796.00	126,838.84 61%
4250	Forest Water Expenses	64,646.52	537,888.41	882,571.00	344,682.59 61%
4260	Well Systems Expenses	1,166.22	19,363.93	44,064.00	24,700.07 44%
4265	SML Central Distribution Water System Expenses	3,655.26	30,688.83	41,699.00	11,010.17 74%
4270	Highpoint Facility Expenses	5,965.24	21,513.77	33,834.00	12,320.23 64%
4330	SMLWTF Water Treatment Expenses	46,607.72	283,536.97	569,956.00	286,419.03 50%
4275	Central Water Distribution Expenses	27,063.02	137,057.95	187,591.00	50,533.05 73%
4276	Central Water Treatment Expenses	11,503.57	88,504.07	177,735.00	89,230.93 50%
4280	Stewartsville Water Expenses	992.46	21,570.08	52,715.00	31,144.92 41%
4290	Forest Sewer Expenses	57,892.28	299,710.36	559,121.00	259,410.64 54%
4291	Central Sewer Collection System Expenses	9,598.67	97,816.27	208,000.00	110,183.73 47%
4293	Central Sewer Treatment Expenses	59,494.10	327,182.16	570,306.00	243,123.84 57%
4292	Moneta Sewer Collection System Expenses	2,345.64	60,070.30	47,400.00	(12,670.30) 127%
4294	Moneta Sewer Treatment Expenses	8,992.62	66,984.81	133,192.00	66,207.19 50%
4295	Montvale Sewer Expenses	896.02	15,467.56	26,751.00	11,283.44 58%
4296	Montvale Sewer Collection System Expenses			6,500.00	6,500.00 0%
4340	Mariners Landing Sewer Expenses	6,868.66	42,564.75	101,240.00	58,675.25 42%
4350	Cedar Rock Sewer Expenses	2,992.72	22,216.21	36,500.00	14,283.79 61%
4360	Paradise Point Water Expenses	166.89	7,206.08	18,474.00	11,267.92 39%
4300 + 4310	Schools Sewer Expenses	145.00	10,727.79	43,500.00	32,772.21 25%
4315	Mariners Landing Water Expenses	34.60	581.96		(581.96) 0%
4320	Franklin County Operations	1,094.59	15,201.85	27,000.00	11,798.15 56%

Bedford Regional Water Auth.
 Summary of Revenue & Expenditures
 For the Seven Months Ending Wednesday, January 31, 2024

	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4600:4600 BRWA&EDA Contributions for Development		10,000.00		(10,000.00)	0%
Total Operating Expenditures	853,068.30	6,659,669.26	13,372,670.58	6,713,001.32	50%
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		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		665,242.39	1,237,138.00	571,895.61	54%
Total Exp., Depr. and Debt Service	853,068.30	7,324,911.65	19,197,408.58	11,872,496.93	38%
Total Revenues Less Oper Expense	(666,063.18)	(5,132,064.86)	(176,354.42)	4,955,710.44	2,910%
Gross Cash Before Capital Exp	(666,063.18)	(5,132,064.86)	(176,354.42)	4,955,710.44	2,910%
Less non-debt Capital Contributions	(6,707.60)	(304,429.28)	(220,400.00)	84,029.28	138%
Earnings/(loss) before BRWA Capital Outlays	(659,355.58)	(4,827,635.58)	44,045.58	4,871,681.16	(10,961...

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Seven Months Ending Wednesday, January 31, 2024

		<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
OPERATING REVENUE						
Water Sales:						
3000-3000	Water Sales	(898,403.28)	(6,325,541.41)	(10,820,793.00)	(4,495,251.59)	58%
3000-3050	Contract Water Sales	(11,004.60)	(100,378.63)	(134,784.00)	(34,405.37)	74%
3000-3100	Paradise Point Water	(1,240.08)	(9,095.10)	(13,800.00)	(4,704.90)	66%
	Total Water Sales	<u>(910,647.96)</u>	<u>(6,435,015.14)</u>	<u>(10,969,377.00)</u>	<u>(4,534,361.86)</u>	<u>59%</u>
Sewer Sales:						
3100-3000	Sewer Sales	(458,941.50)	(3,186,736.68)	(5,129,068.00)	(1,942,331.32)	62%
3100-3025	Mariners Landing Sewer	(11,171.82)	(77,305.65)	(22,600.00)	54,705.65	342%
3100-3050	Cedar Rock Revenue	(3,433.18)	(24,398.93)	(33,760.00)	(9,361.07)	72%
	Total Sewer Sales	<u>(473,546.50)</u>	<u>(3,288,441.26)</u>	<u>(5,185,428.00)</u>	<u>(1,896,986.74)</u>	<u>63%</u>
Penalties:						
3902-3211	Water Penalty Revenue	(3,227.02)	(58,180.88)	(45,000.00)	13,180.88	129%
3902-3213	Sewer Penalty Revenue	(2,098.43)	(32,888.35)	(25,000.00)	7,888.35	132%
	Total Penalties	<u>(5,325.45)</u>	<u>(91,069.23)</u>	<u>(70,000.00)</u>	<u>21,069.23</u>	<u>130%</u>
Account Charges:						
3903-3231	Water Account Charge Revenue	(2,000.00)	(17,473.75)	(40,000.00)	(22,526.25)	44%
3903-3233	Sewer Account Charge Revenue	(1,225.00)	(9,373.75)	(20,000.00)	(10,626.25)	47%
	Total Account Charges	<u>(3,225.00)</u>	<u>(26,847.50)</u>	<u>(60,000.00)</u>	<u>(33,152.50)</u>	<u>45%</u>
Review Fees:						
3903-3240	Engineering Review Fees	(1,660.80)	(36,097.48)	(50,000.00)	(13,902.52)	72%
3903-3242	Engineering Fire Flow Testing	(6,215.59)	(6,440.59)	(1,500.00)	4,940.59	429%
3903-3243	SGP Review and Inspections	(900.00)	(4,500.00)	(4,000.00)	500.00	113%
	Total Review Fees	<u>(8,776.39)</u>	<u>(47,038.07)</u>	<u>(55,500.00)</u>	<u>(8,461.93)</u>	<u>85%</u>
Interest Earned:						
3900-3250	Bank Interest Earned	(17,003.24)	(129,418.38)	(30,000.00)	99,418.38	431%
	Total Interest Earned	<u>(17,003.24)</u>	<u>(129,418.38)</u>	<u>(30,000.00)</u>	<u>99,418.38</u>	<u>431%</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	(1,375.00)	(29,125.00)	(35,000.00)	(5,875.00)	83%
3903-3260	Meter Base Installation Revenue	(14,063.45)	(78,763.45)	(60,000.00)	18,763.45	131%
	Total Meter Installation Revenues	<u>(15,438.45)</u>	<u>(107,888.45)</u>	<u>(95,000.00)</u>	<u>12,888.45</u>	<u>114%</u>
Industrial Pretreatment Revenue:						
3903-3255	Industrial Pretreatment Revenue	(1,554.22)	(10,862.86)	(18,000.00)	(7,137.14)	60%
	Total Industrial Pretreatment Revenue	<u>(1,554.22)</u>	<u>(10,862.86)</u>	<u>(18,000.00)</u>	<u>(7,137.14)</u>	<u>60%</u>
Rent/Meter Charges:						
3903-3261	Service Repairs & Equipment Rentals	(290.79)	(17,402.55)	(5,000.00)	12,402.55	348%
	Total Rent/Meter Charges	<u>(290.79)</u>	<u>(17,402.55)</u>	<u>(5,000.00)</u>	<u>12,402.55</u>	<u>348%</u>
Misc:						
3903-3262	Cellular Antenna Rental- BRWA portion	(10,130.98)	(43,165.43)	(73,998.00)	(30,832.57)	58%
3903-3263	Sewer Extension Revenue		(30,200.00)		30,200.00	0%
3903-3264	Sewer Pump Maintenance Revenue	(7,315.00)	(49,595.00)	(63,000.00)	(13,405.00)	79%
3903-3270	Miscellaneous Revenue	(2,936.46)	(8,424.84)	(8,000.00)	424.84	105%
3903-3275	Revenue from Communication Towers	(1,804.06)	(6,261.14)	(10,608.00)	(4,346.86)	59%
	Total Misc	<u>(22,186.50)</u>	<u>(137,646.41)</u>	<u>(155,606.00)</u>	<u>(17,959.59)</u>	<u>88%</u>

Bedford Regional Water Auth.
 Summary of Revenue & Expenditures
 For the Seven Months Ending Wednesday, January 31, 2024

	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</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	(2,550.00)	(15,150.00)	(25,000.00)	(9,850.00)	61%
3901-3212 Return Check Revenue	(385.00)	(2,240.00)	(2,000.00)	240.00	112%
3901-3213 Unauthorized Service Revenue	(1,000.00)	(11,816.08)	(1,000.00)	10,816.08	1,182%
Total Account Default Fees	(3,935.00)	(29,206.08)	(28,000.00)	1,206.08	104%
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	(1,461,929.50)	(10,497,559.52)	(16,897,911.00)	(6,400,351.48)	62%
Capital Recovery Fees:					
3000-3220 Water Capital Recovery Fees	(25,000.00)	(523,050.00)	(800,000.00)	(276,950.00)	65%
3100-3220 Sewer Capital Recovery Fees	(17,700.00)	(209,100.00)	(400,000.00)	(190,900.00)	52%
Total Capital Recovery Fees	(42,700.00)	(732,150.00)	(1,200,000.00)	(467,850.00)	61%
Cellular Antenna Site Rental-County portion:					
3903-3265 Cellular Antenna Revenue- Co. portion	(6,753.98)	(28,776.93)	(49,332.00)	(20,555.07)	58%
3903-3285 Bedford County Broadband Revenue	(1,040.40)	(4,151.40)	(6,120.00)	(1,968.60)	68%
Total Cellular Antenna Site Rental-County portion	(7,794.38)	(32,928.33)	(55,452.00)	(22,523.67)	59%
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	(6,707.60)	(45,682.35)	(400.00)	45,282.35	11,421%
Total SML WTF Revenue	(6,707.60)	(45,682.35)	(400.00)	45,282.35	11,421%
Developer Prepayments Redemption Revenue:					
3904-3317 Developer Capital Recovery Fee Redemption Revenue		(10,000.00)	(20,000.00)	(10,000.00)	50%
Total Developer Prepayments Redemption Revenue		(10,000.00)	(20,000.00)	(10,000.00)	50%
Revenue from Other Sources	(57,201.98)	(1,959,416.99)	(2,475,852.00)	(516,435.01)	79%
Total Revenue	(1,519,131.48)	(12,456,976.51)	(19,373,763.00)	(6,916,786.49)	64%
OPERATING EXPENSES					
Salaries:					
4000-0010 Administration Salaries	69,030.77	480,405.25	1,223,960.04	743,554.79	39%
4000-0019 IT Oncall Stipend	600.00	3,942.86		(3,942.86)	0%

Bedford Regional Water Auth.
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For the Seven Months Ending Wednesday, January 31, 2024

	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>	
4000-0020	Administration Overtime	550.52	2,990.84	11,673.95	8,683.11	26%
4002-0010	Customer Service Salaries	30,070.58	208,632.58	438,620.00	229,987.42	48%
4002-0020	Customer Service Overtime	26.59	1,811.36	6,670.01	4,858.65	27%
4003-0010	Engineering Department Salaries	69,340.39	483,393.33	794,458.80	311,065.47	61%
4003-0019	Engineering OnCall Stipend	600.00	4,050.00	7,800.00	3,750.00	52%
4003-0020	Engineering Department Overtime	1,784.74	16,404.56	45,373.88	28,969.32	36%
4004-0010	Maintenance Department Salaries	97,606.22	691,917.55	1,353,586.20	661,668.65	51%
4004-0019	Maintenance Oncall Stipend Expense	1,350.00	11,617.57	29,900.00	18,282.43	39%
4004-0020	Maintenance Department Overtime	7,681.96	76,025.96	201,534.53	125,508.57	38%
4005-0010	Operations Department Salaries	89,747.02	668,578.52	1,514,051.20	845,472.68	44%
4005-0019	Operations Oncall Stipend	600.00	4,492.86	8,100.00	3,607.14	55%
4005-0020	Operations Department Overtime	14,010.51	51,283.62	117,264.97	65,981.35	44%
	Total Salaries	382,999.30	2,705,546.86	5,752,993.58	3,047,446.72	47%
General Office Expenses:						
4010-0075	Board & Committee Meetings	72.24	746.27	1,000.00	253.73	75%
4010-0085	Long Range Planning		21,400.00	45,000.00	23,600.00	48%
4010-0100	Office Supplies	776.98	3,723.60	8,000.00	4,276.40	47%
4010-0103	Public Outreach Expenses	67.47	1,130.89	15,000.00	13,869.11	8%
4010-0110	Building Maintenance Expense	4,514.68	31,333.76	29,400.00	(1,933.76)	107%
4010-0130	Postage and Shipping Expense	946.82	4,601.15	8,000.00	3,398.85	58%
4010-0140	Commercial Phone Charges	(3,139.32)	7,995.62	12,120.00	4,124.38	66%
4010-0142	Cellular Phone Service	3,996.54	16,229.77	20,480.00	4,250.23	79%
4010-0150	Building Power and Utilities	2,346.95	13,542.97	18,000.00	4,457.03	75%
4010-0155	Building Fuel Costs	1,676.56	2,522.20	6,000.00	3,477.80	42%
4010-0170	Advertising	1,725.87	10,841.74	18,000.00	7,158.26	60%
4010-0175	Bank Service charges		3,753.26	16,800.00	13,046.74	22%
4010-0200	Accounting Services	460.00	34,890.00	50,000.00	15,110.00	70%
4010-0220	Legal Expenses	1,351.50	10,008.50	18,000.00	7,991.50	56%
4010-0400	Board of Directors Fees	2,375.00	16,625.00	28,500.00	11,875.00	58%
4010-0401	Board Mileage Reimbursements	114.63	409.41	420.00	10.59	97%
4010-0160	Employee Bond			618.00	618.00	0%
4010-0161	Building Insurance			2,750.00	2,750.00	0%
	Total General Office Expenses	17,285.92	179,754.14	298,088.00	118,333.86	60%
Employee Benefit & Related Expenses:						
4100-0030	Payroll Taxes	27,729.74	217,214.41	436,600.00	219,385.59	50%
4100-0040	VRS Retirement and Group Life	3,413.72	212,846.43	528,276.00	315,429.57	40%
4100-0041	VRS Hybrid Disability Program		5,538.57	14,691.00	9,152.43	38%
4100-0045	Unemployment Payments	(83.69)	(83.69)	6,000.00	6,083.69	(1%)
4100-0050	Health Insurance		408,045.13	981,740.00	573,694.87	42%
4100-0055	Flexible Spending Account	0.01	75.87	2,500.00	2,424.13	3%
4100-0065	Employee Testing	1,136.00	3,952.50	6,556.00	2,603.50	60%
4100-0075	Meetings	234.27	2,958.04	7,590.00	4,631.96	39%
4100-0080	Professional Dues	80.00	1,980.00	26,365.00	24,385.00	8%
4100-0085	Training and Education	943.00	19,086.95	181,560.00	162,473.05	11%
4100-0086	Continuing Education		7,754.00	18,000.00	10,246.00	43%
4100-0090	Whistle Blower Hotline		431.25	500.00	68.75	86%
4100-0095	Employee Referral Program			500.00	500.00	0%
4100-0101	Clothing and Uniforms	1,661.57	9,388.93	56,203.00	46,814.07	17%
4100-0102	Employee & Incentive Fund	4,733.99	24,173.68	33,000.00	8,826.32	73%
4100-0103	Safety	1,634.66	33,609.81	85,822.00	52,212.19	39%
4100-0060	Worker's Compensation			71,663.00	71,663.00	0%
4100-0070	Mileage Reimbursements			665.00	665.00	0%
	Total Employee Benefit & Related Expenses	41,483.27	946,971.88	2,458,231.00	1,511,259.12	39%
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	34,068.43	89,813.09	105,104.00	15,290.91	85%
4110-0112	Customer Notification Expenses	110.00	750.88	5,000.00	4,249.12	15%
4110-0120	Customer Service Software Maintenance		60,177.40	58,800.00	(1,377.40)	102%
4110-0125	Credit Card Processing Fees	3,674.40	22,450.95	31,500.00	9,049.05	71%
4110-0175	Courier Service	605.39	3,338.66	6,420.00	3,081.34	52%
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%

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	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Total Billing Expenses	38,458.22	176,568.95	249,824.00	73,255.05	71%
Information Systems Expenses:					
4120-0100 Information Systems Supplies	1,568.17	2,868.31	9,000.00	6,131.69	32%
4120-0110 Contracted Services (Network)	3,661.90	40,776.67	30,160.00	(10,616.67)	135%
4120-0115 Continuing Support (Software)	4,687.80	145,794.96	176,389.00	30,594.04	83%
4120-0145 Internet and WAN Communications	1,435.00	9,276.15	11,350.00	2,073.85	82%
Total Information Systems Expenses	<u>11,352.87</u>	<u>198,716.09</u>	<u>226,899.00</u>	<u>28,182.91</u>	<u>88%</u>
Administration Supplies:					
4130-0100 Administration Supplies	285.42	4,257.48	6,560.00	2,302.52	65%
Total Administration Supplies	<u>285.42</u>	<u>4,257.48</u>	<u>6,560.00</u>	<u>2,302.52</u>	<u>65%</u>
Customer Service Supplies:					
4140-0100 Customer Service Supplies	50.00	400.00	3,908.00	3,508.00	10%
Total Customer Service Supplies	<u>50.00</u>	<u>400.00</u>	<u>3,908.00</u>	<u>3,508.00</u>	<u>10%</u>
Engineering Expenses:					
4210-0100 Engineering Supplies	1,302.32	11,139.32	30,426.00	19,286.68	37%
4210-0110 Engineering Reviews	3,614.62	38,243.55	104,500.00	66,256.45	37%
4210-0141 Locating Notification Tickets	816.20	5,645.20	11,390.00	5,744.80	50%
4210-0240 Construction testing		1,371.27	5,160.00	3,788.73	27%
Total Engineering Expenses	<u>5,733.14</u>	<u>56,399.34</u>	<u>151,476.00</u>	<u>95,076.66</u>	<u>37%</u>
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	<u></u>	<u>36.99</u>	<u>4,500.00</u>	<u>4,463.01</u>	<u>1%</u>
Compliance Program Supplies:					
4221-0100 FROG Program Supplies		7,395.28	13,725.00	6,329.72	54%
Total Compliance Program Supplies	<u></u>	<u>7,395.28</u>	<u>13,725.00</u>	<u>6,329.72</u>	<u>54%</u>
Pretreatment Expenses:					
4222-0100 Pretreatment Supplies/Expenses	5,353.74	18,476.88	24,795.00	6,318.12	75%
4222-0200 Backflow Supplies		2,576.22	12,500.00	9,923.78	21%
Total Pretreatment Expenses	<u>5,353.74</u>	<u>21,053.10</u>	<u>37,295.00</u>	<u>16,241.90</u>	<u>56%</u>
Lab Supplies:					
4225-0100 Lab Supplies	3,080.59	9,096.03	22,000.00	12,903.97	41%
Total Lab Supplies	<u>3,080.59</u>	<u>9,096.03</u>	<u>22,000.00</u>	<u>12,903.97</u>	<u>41%</u>
Maintenance Expenses:					
4230-0100 Maintenance Supplies	3,539.30	38,661.85	53,226.00	14,564.15	73%
Total Maintenance Expenses	<u>3,539.30</u>	<u>38,661.85</u>	<u>53,226.00</u>	<u>14,564.15</u>	<u>73%</u>
Vehicles & Equipment Expenses:					
4240-0100 Vehicles and Equipment Supplies	4,795.65	24,257.16	43,350.00	19,092.84	56%
4240-0110 Vehicles and Equipment Contracted Services	14,146.22	102,620.37	111,095.00	8,474.63	92%
4240-0155 Vehicles & Equipment Fuel Costs	12,382.86	72,079.63	133,536.00	61,456.37	54%
4240-0162 Vehicles and Equipment Insurance			37,815.00	37,815.00	0%
Total Vehicles & Equipment Expenses	<u>31,324.73</u>	<u>198,957.16</u>	<u>325,796.00</u>	<u>126,838.84</u>	<u>61%</u>
Forest Water Expenses:					
4250-0100 Forest Water Supplies	(179.54)	10,872.72	45,200.00	34,327.28	24%
4250-0110 Forest Water Contracted Services	8,035.70	32,484.17	23,400.00	(9,084.17)	139%
4250-0115 Forest Water System Repairs & Improvements		23,113.05	3,500.00	(19,613.05)	660%
4250-0140 Forest Water Communications	97.01	786.55	400.00	(386.55)	197%
4250-0150 Forest Water Power	509.05	1,805.19	6,000.00	4,194.81	30%

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	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>	
4250-0240	Forest Water Sampling and Testing	1,247.40	4,877.33	10,000.00	5,122.67	49%
4250-0300	Forest Water Purchased	54,936.90	437,297.40	690,250.00	252,952.60	63%
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	64,646.52	537,888.41	882,571.00	344,682.59	61%
Well Systems Expenses:						
4260-0100	Well Systems Supplies	165.43	1,514.86	12,000.00	10,485.14	13%
4260-0105	Well Systems Chemicals		3,147.07	6,500.00	3,352.93	48%
4260-0110	Well Systems Contracted Services	440.72	2,194.32	12,000.00	9,805.68	18%
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)	0%
4260-0150	Well Systems Power	410.07	2,936.30	6,000.00	3,063.70	49%
4260-0240	Well Systems Sampling and Testing	150.00	538.00	5,000.00	4,462.00	11%
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	1,166.22	19,363.93	44,064.00	24,700.07	44%
SML Central Distribution Water System Expenses:						
4265-0100	SML Central Water Distribution Supplies	(685.62)	11,419.48	14,500.00	3,080.52	79%
4265-0110	SML Central Water Distribution Contracted Services	4,200.00	11,511.10	6,200.00	(5,311.10)	186%
4265-0115	SML Central Water Distrib. Repairs & Improvements		620.03	1,000.00	379.97	62%
4265-0140	SML Communications	0.03	386.71	400.00	13.29	97%
4265-0150	SML Central Electric	60.85	431.94	400.00	(31.94)	108%
4265-0240	SML Central Water Distribution Sampling & Testing	80.00	1,555.57	8,000.00	6,444.43	19%
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	3,655.26	30,688.83	41,699.00	11,010.17	74%
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	1,790.00	5,148.60	5,700.00	551.40	90%
4270-0150	Highpoint Facility Power	1,662.71	8,870.39	14,000.00	5,129.61	63%
4270-0155	Highpoint Facility Fuel Costs	869.53	1,913.74	2,000.00	86.26	96%
4270-0371	Highpoint Facility Road Maintenance Fees	1,643.00	1,643.00	1,320.00	(323.00)	124%
4270-0161	Highpoint Facility Insurance			6,314.00	6,314.00	0%
	Total Highpoint Facility Expenses	5,965.24	21,513.77	33,834.00	12,320.23	64%
SMLWTF Water Treatment Expenses:						
4330-0100	SMLWTF Water Treatment Supplies	9,596.41	31,987.22	40,000.00	8,012.78	80%
4330-0105	SMLWTF Water Treatment Chemicals	8,983.00	53,678.69	75,000.00	21,321.31	72%
4330-0110	SMLWTF Water Treatment Contracted Services	4,123.08	19,077.40	208,750.00	189,672.60	9%
4330-0140	SMLWTF Water Treatment Communications		1,902.32	780.00	(1,122.32)	244%
4330-0150	SMLWTF Water Treatment Power	23,796.03	142,908.95	210,000.00	67,091.05	68%
4330-0155	SMLWTF Water Treatment Fuel Costs		426.79	1,000.00	573.21	43%
4330-0240	SMLWTF Water Treatment Sampling & Testing	109.20	1,055.60	8,750.00	7,694.40	12%
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	46,607.72	283,536.97	569,956.00	286,419.03	50%
Central Water Distribution Expenses:						
4275-0100	Central Water Supplies	14,506.81	33,601.65	37,500.00	3,898.35	90%
4275-0110	Central Water Contracted Services	10,135.88	68,827.27	90,000.00	21,172.73	76%
4275-0115	Central Water Repairs & Improvements	1,932.93	16,103.88	31,000.00	14,896.12	52%
4275-0140	Central Water Communications		2,755.56		(2,755.56)	0%
4275-0240	Central Water Sampling & Testing	487.40	4,411.59	12,750.00	8,338.41	35%
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%

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	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Total Central Water Distribution Expenses	27,063.02	137,057.95	187,591.00	50,533.05	73%
Central Water Treatment Expenses:					
4276-0100 Central Water Treatment Supplies	3,240.54	13,318.79	45,000.00	31,681.21	30%
4276-0105 Central Water Treatment Chemicals	992.00	24,959.73	55,000.00	30,040.27	45%
4276-0110 Central Water Treatment Contracted Services	1,534.83	24,378.49	20,000.00	(4,378.49)	122%
4276-0140 Central Water Treatment Communications	126.57	633.09	1,020.00	386.91	62%
4276-0150 Central Water Treatment Power	5,391.23	23,935.77	32,000.00	8,064.23	75%
4276-0240 Central Water Treatment Sampling & Testing	218.40	1,278.20	1,500.00	221.80	85%
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	11,503.57	88,504.07	177,735.00	89,230.93	50%
Stewartsville Water Expenses:					
4280-0100 Stewartsville Water Supplies	671.50	1,865.32	3,500.00	1,634.68	53%
4280-0110 Stewartsville Water Contracted Services	180.00	810.00	2,700.00	1,890.00	30%
4280-0115 Stewartsville Water Repairs & Improvements		821.37	2,500.00	1,678.63	33%
4280-0140 Stewartsville Water Communications	84.41	332.77	600.00	267.23	55%
4280-0150 Stewartsville Water Power	36.55	134.18	400.00	265.82	34%
4280-0240 Stewartsville Water Sampling and Testing	20.00	629.16	2,800.00	2,170.84	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	992.46	21,570.08	52,715.00	31,144.92	41%
Forest Sewer Expenses:					
4290-0100 Forest Sewer Supplies	3,534.66	18,275.78	65,400.00	47,124.22	28%
4290-0105 Forest Sewer Chemicals	8,192.24	49,698.93	64,000.00	14,301.07	78%
4290-0110 Forest Sewer Contracted Services	3,255.29	34,079.20	70,500.00	36,420.80	48%
4290-0140 Forest Sewer Communications	221.74	1,373.61	3,600.00	2,226.39	38%
4290-0150 Forest Sewer Power	5,609.37	31,527.99	37,200.00	5,672.01	85%
4290-0155 Forest Sewer Fuel Expense	10,148.98	12,824.85	3,000.00	(9,824.85)	427%
4290-0240 Forest Sewer Testing	82.00	82.00	500.00	418.00	16%
4290-0350 Forest Sewer Treatment Costs	26,848.00	151,848.00	300,000.00	148,152.00	51%
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%
Total Forest Sewer Expenses	57,892.28	299,710.36	559,121.00	259,410.64	54%
Central Sewer Collection System Expenses:					
4291-0100 Central Sewer Supplies	266.97	29,083.48	65,000.00	35,916.52	45%
4291-0110 Central Sewer Coll System Contracted Services	3,187.14	37,134.78	60,000.00	22,865.22	62%
4291-0115 Central Sewer Repairs & Improvements		172.03	30,000.00	29,827.97	1%
4291-0150 Central Sewer Power	6,062.56	30,650.20	50,000.00	19,349.80	61%
4291-0155 Central Sewer Fuel Costs		693.78	3,000.00	2,306.22	23%
4291-0240 Central Sewer Sampling & Testing	82.00	82.00		(82.00)	0%
Total Central Sewer Collection System Expenses	9,598.67	97,816.27	208,000.00	110,183.73	47%
Central Sewer Treatment Expenses:					
4293-0100 Center Sewer Treatment Supplies	12,279.38	57,716.55	65,000.00	7,283.45	89%
4293-0105 Center Sewer Treatment Chemicals	28,447.15	93,284.06	125,000.00	31,715.94	75%
4293-0110 Center Sewer Treatment Contracted Services	4,388.78	65,256.60	70,000.00	4,743.40	93%
4293-0115 Center Sewer Sludge Tipping Fees	1,841.00	15,956.39	40,000.00	24,043.61	40%
4293-0140 Center Sewer Treatment Communications	548.12	6,423.45	9,162.00	2,738.55	70%
4293-0150 Center Sewer Treatment Power	9,171.27	52,082.90	212,000.00	159,917.10	25%
4293-0155 Center Sewer Fuel		356.87	1,500.00	1,143.13	24%
4293-0240 Center Sewer Treatment Sampling & Testing	2,818.40	25,880.34	20,000.00	(5,880.34)	129%
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	59,494.10	327,182.16	570,306.00	243,123.84	57%
Moneta Sewer Collection System Expenses:					
4292-0100 Moneta Sewer Supplies		2,819.62	15,000.00	12,180.38	19%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Seven Months Ending Wednesday, January 31, 2024

	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4292-0110	Moneta Sewer Contracted Services	252.00	33,205.44	15,000.00	(18,205.44) 221%
4292-0140	Moneta Communications	39.60	542.41	400.00	(142.41) 136%
4292-0150	Moneta Sewer Power	2,054.04	11,853.57	15,000.00	3,146.43 79%
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	2,345.64	60,070.30	47,400.00	(12,670.30) 127%
Moneta Sewer Treatment Expenses:					
4294-0100	Moneta Sewer Treatment Supplies	645.36	3,995.10	20,000.00	16,004.90 20%
4294-0105	Moneta Sewer Treatment Chemicals		2,065.22	13,000.00	10,934.78 16%
4294-0110	Moneta Sewer Contracted Services		6,394.91	28,000.00	21,605.09 23%
4294-0115	Moneta Sewer Sludge Tipping Fees	40.00	2,227.00	9,000.00	6,773.00 25%
4294-0140	Moneta Sewer Treatment Communications	144.60	1,012.20	3,500.00	2,487.80 29%
4294-0150	Moneta Sewer Treatment Power	5,378.60	34,935.78	39,000.00	4,064.22 90%
4294-0155	Moneta Sewer Fuel	646.06	1,509.74	600.00	(909.74) 252%
4294-0240	Moneta Sewer Treatment Sampling & Testing	2,138.00	11,664.86	10,000.00	(1,664.86) 117%
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	8,992.62	66,984.81	133,192.00	66,207.19 50%
Montvale Sewer Expenses:					
4295-0100	Montvale Sewer Supplies	77.19	2,699.61	10,000.00	7,300.39 27%
4295-0105	Montvale Sewer Chemicals		600.16	1,400.00	799.84 43%
4295-0110	Montvale Sewer Contracted Services	330.00	6,050.12	7,000.00	949.88 86%
4295-0140	Montvale Communications	25.32	93.06	300.00	206.94 31%
4295-0150	Montvale Sewer Power	35.51	253.60	400.00	146.40 63%
4295-0155	Montvale Sewer Fuel Costs		476.01	250.00	(226.01) 190%
4295-0240	Montvale Sewer Sampling & Testing	428.00	2,750.00	4,000.00	1,250.00 69%
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	896.02	15,467.56	26,751.00	11,283.44 58%
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		398.71	37,000.00	36,601.29 1%
4340-0105	Mariners Landing Sewer Chemicals		600.16	1,500.00	899.84 40%
4340-0110	Mariners Landing Sewer Contracted Services	4,295.00	24,552.75	30,000.00	5,447.25 82%
4340-0140	Mariners Landing Sewer Communication	78.56	1,238.81	840.00	(398.81) 147%
4340-0150	Mariners Landing Sewer Power	2,211.10	13,527.20	28,000.00	14,472.80 48%
4340-0155	Mariners Landing Sewer Fuel Costs		259.12	2,000.00	1,740.88 13%
4340-0240	Mariners Landing Sewer Sampling & Testing	284.00	1,988.00		(1,988.00) 0%
4340-0161	Mariners Landing Sewer Property Insurance			1,900.00	1,900.00 0%
	Total Mariners Landing Sewer Expenses	6,868.66	42,564.75	101,240.00	58,675.25 42%
Cedar Rock Sewer Expenses:					
4350-0100	Cedar Rock Sewer Supplies	1,652.59	10,331.34	10,000.00	(331.34) 103%
4350-0105	Cedar Rock Sewer Chemicals		600.16	1,000.00	399.84 60%
4350-0110	Cedar Rock Sewer Contracted Services		1,823.75	12,000.00	10,176.25 15%
4350-0140	Cedar Rock Sewer Communication	34.81	215.56	800.00	584.44 27%
4350-0150	Cedar Rock Sewer Power	1,205.32	6,000.40	9,000.00	2,999.60 67%
4350-0240	Cedar Rock Sewer Sampling & Testing	100.00	700.00	700.00	700.00 100%
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	2,992.72	22,216.21	36,500.00	14,283.79 61%
Paradise Point Water Expenses:					
4360-0100	Paradise Point Supplies	44.21	1,941.28	2,000.00	58.72 97%
4360-0110	Paradise Point Contracted Services		4,200.00	5,000.00	800.00 84%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Seven Months Ending Wednesday, January 31, 2024

	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>	
4360-0140	Paradise Point Communications		344.44	300.00	(44.44)	115%
4360-0150	Paradise Point electric	122.68	548.36	5,000.00	4,451.64	11%
4360-0240	Paradise Point Sampling and Testing		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	166.89	7,206.08	18,474.00	11,267.92	39%
Schools Sewer Expenses:						
4300-0100	Schools Operations Supplies		5,699.18	10,000.00	4,300.82	57%
4300-0105	Schools Chemicals		2,194.32	10,000.00	7,805.68	22%
4300-0240	Schools Sampling and Testing	145.00	2,834.29	8,500.00	5,665.71	33%
4300-0110	Schools Contracted Services			15,000.00	15,000.00	0%
	Total Schools Sewer Expenses	145.00	10,727.79	43,500.00	32,772.21	25%
Mariners Landing Water Expenses:						
4315-0100	Mariners Landing Water Expenses		38.98		(38.98)	0%
4315-0140	Mariners Landing Water Communications	34.60	172.97		(172.97)	0%
4315-0155	Mariners Landing Water Fuel Costs		370.01		(370.01)	0%
	Total Mariners Landing Water Expenses	34.60	581.96		(581.96)	0%
Franklin County Operations:						
4320-0100	Franklin County Supplies	1,094.59	6,456.68	12,000.00	5,543.32	54%
4320-0105	Franklin County Chemicals		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	1,094.59	15,201.85	27,000.00	11,798.15	56%
BRWA&EDA Contributions for Development:						
4600-0100	BRWA and EDA Contributions for Development		10,000.00		(10,000.00)	0%
	Total BRWA&EDA Contributions for Development		10,000.00		(10,000.00)	0%
	Total Operating Expenditures	853,068.30	6,659,669.26	13,372,670.58	6,713,001.32	50%
Depreciation:						
4400-0810	Office Depreciation			13,000.00	13,000.00	0%
4400-0811	Information Systems Depreciation			51,000.00	51,000.00	0%
4400-0812	Vehicles and Equipment Depreciation			300,000.00	300,000.00	0%
4400-0813	Forest Water Depreciation			760,000.00	760,000.00	0%
4400-0814	Lakes Water Depreciation			35,000.00	35,000.00	0%
4400-0815	SML Central Depreciation			410,000.00	410,000.00	0%
4400-0816	Stewartsville Water Depreciation			50,000.00	50,000.00	0%
4400-0817	Forest Sewer Depreciation			575,000.00	575,000.00	0%
4400-0818	Montvale Sewer Depreciation			83,000.00	83,000.00	0%
4400-0819	Amortization Expense			600.00	600.00	0%
4400-0820	Studies Depreciation Expense			27,000.00	27,000.00	0%
4400-0821	Moneta Sewer Depreciation			451,000.00	451,000.00	0%
4400-0822	Central Sewer Depreciation			510,000.00	510,000.00	0%
4400-0823	Center Water Depreciation			440,000.00	440,000.00	0%
4400-0824	SML Water Treatment Facility Depreciation			820,000.00	820,000.00	0%
4400-0825	Mariners Landing Sewer Depreciation			62,000.00	62,000.00	0%
	Total Depreciation			4,587,600.00	4,587,600.00	0%
Lynchburg Debt Service Paid:						
4500-0640	Lynchburg Sewer Interest			1,664.00	1,664.00	0%
	Total Lynchburg Debt Service Paid			1,664.00	1,664.00	0%
2012 VRA Interest:						
4500-0645	VRA 2012 Interest (2005 refunding)		21,268.75	21,269.00	0.25	100%
	Total 2012 VRA Interest		21,268.75	21,269.00	0.25	100%

Bedford Regional Water Auth.
 Summary of Revenue & Expenditures
 For the Seven Months Ending Wednesday, January 31, 2024

	<u>Month</u>	<u>FY 23-24 YTD</u>	<u>FY 23-24 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
2014 VRA Interest:					
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		53,070.50	53,071.00	0.50	100%
Total Assumed Debt from City		<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		665,242.39	1,237,138.00	571,895.61	54%
Total Exp., Depr. and Debt Service	853,068.30	7,324,911.65	19,197,408.58	11,872,496.93	38%
Total Revenues Less Oper Expense	(666,063.18)	(5,132,064.86)	(176,354.42)	4,955,710.44	2,910%
Gross Cash Before Capital Exp	<u>(666,063.18)</u>	<u>(5,132,064.86)</u>	<u>(176,354.42)</u>	<u>4,955,710.44</u>	<u>2,910%</u>
Less non-debt Capital Contributions	(6,707.60)	(304,429.28)	(220,400.00)	84,029.28	138%
Earnings/(loss) before BRWA Capital Outlays	<u>(659,355.58)</u>	<u>(4,827,635.58)</u>	<u>44,045.58</u>	<u>4,871,681.16</u>	<u>(10,961...</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	\$ 2,857,480.29	\$ 1,921,976.45						
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	\$ 1,446,673.61						\$ 11,105,499.40
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	\$ 1,446,673.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,368,248.13
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	\$ -	\$ 764,935.99						\$ 1,382,575.33
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	\$ 764,935.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,639,042.71
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	\$ 2,211,609.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,007,290.84
CREDITS													
Credits for Operating Expenditures	\$ 771,377.44	\$ 1,367,668.82	\$ 1,299,352.88	\$ 821,343.75	\$ 1,100,936.76	\$ 1,089,918.99	\$ 1,131,108.18						\$ 7,581,706.82
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	\$ 333,787.81						\$ 4,064,652.53
Payments on Debt Service	\$ -	\$ -	\$ 2,397,171.89	\$ -	\$ -	\$ -	\$ 608,535.25						\$ 3,005,707.14
Transfers to Debt Service Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000.00	\$ 200,000.00						\$ 800,000.00
Transfers to Capital Account	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
Transfers to Replacement Fund	\$ -	\$ -	\$ 347,502.00	\$ -	\$ -	\$ 347,502.00	\$ 115,834.00						\$ 810,838.00
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	\$ 4,110.99						\$ 28,776.93
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	\$ 1,262,268.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,709,974.60
Total Credits (Oper. and Non-Oper.)	\$ 904,919.12	\$ 1,733,447.63	\$ 4,380,375.45	\$ 1,468,725.78	\$ 2,300,688.71	\$ 3,110,148.50	\$ 2,393,376.23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,291,681.42
Ending Cash Balance	\$ 3,755,962.80	\$ 3,870,775.93	\$ 1,824,814.64	\$ 3,059,017.57	\$ 2,857,480.29	\$ 1,921,976.45	\$ 1,740,209.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

MEMORANDUM

To: BRWA Board of Directors and BRWA Directors
From: Jill W. Underwood, Director of Finance
Date: January 26, 2024
Re: FY 24-25 Budget Schedule

- **January 26, 2024:** by close of business: Finance will provide managers with expenditure data through December 2023 (6 months into the fiscal year). If detailed account information is needed please send Finance a request via email.
- **February 9, 2024:** CIP requests are due.
- **February 16, 2024:** Final Internal Strategic Plan Goals are due to Brian.
- **February 23, 2024:** All operating budget requests are due to Finance, by 4:00 pm.
- **March 19, 2024 at 5:00 pm** (prior to March Board meeting- dinner will be served): Finance Committee meeting to discuss draft FY 24-25 Operating Budget and rates.
- **March 27, 2024:** at 2:00 pm: Finance Committee meeting, to discuss operating budget and CIP, review Finance policies for revision.
- **April 16, 2024 :** Board meeting with resolution to advertise rates, preliminary budget review with Board
- **April 24, 2024:** at 2:00 pm: Finance Committee meeting (if needed).
- **May 21, 2024:** Board Meeting: public hearing for rates, FY 24-25 Operating Budget and CIP presentation to Board, potential adoption of Operating Budget and CIP
- **June 18, 2024:** Board meeting

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

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: February 9, 2024
Re: January 2024 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 January.

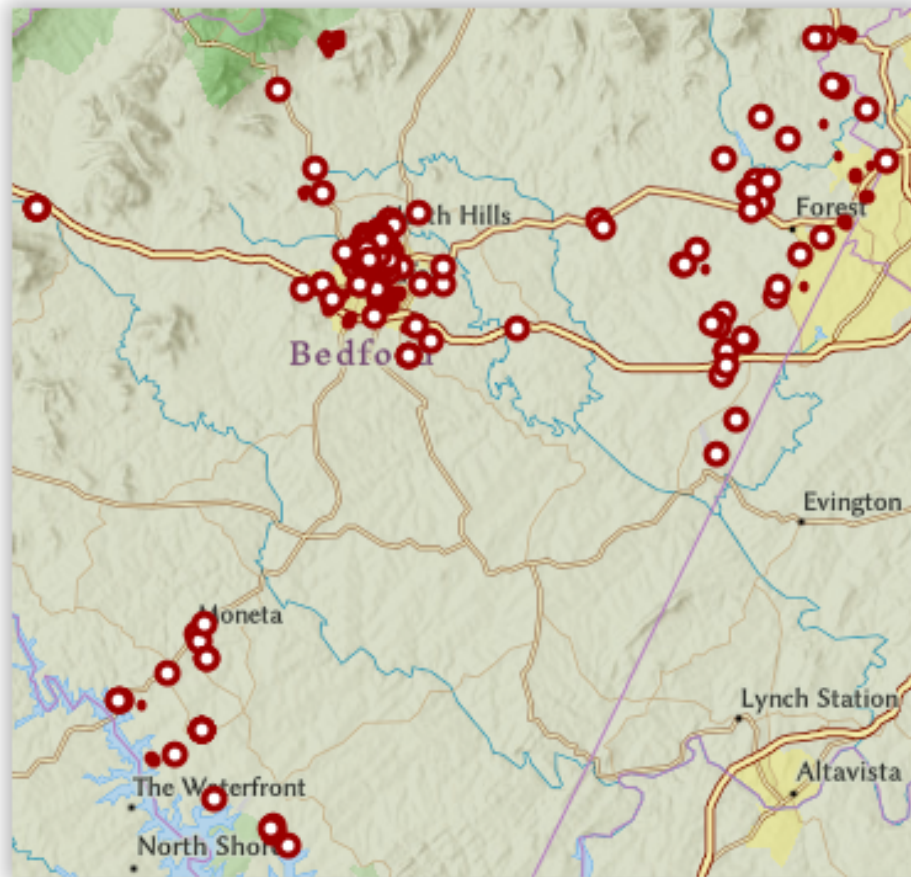


Figure 1: Map Showing Distribution of January Tasks

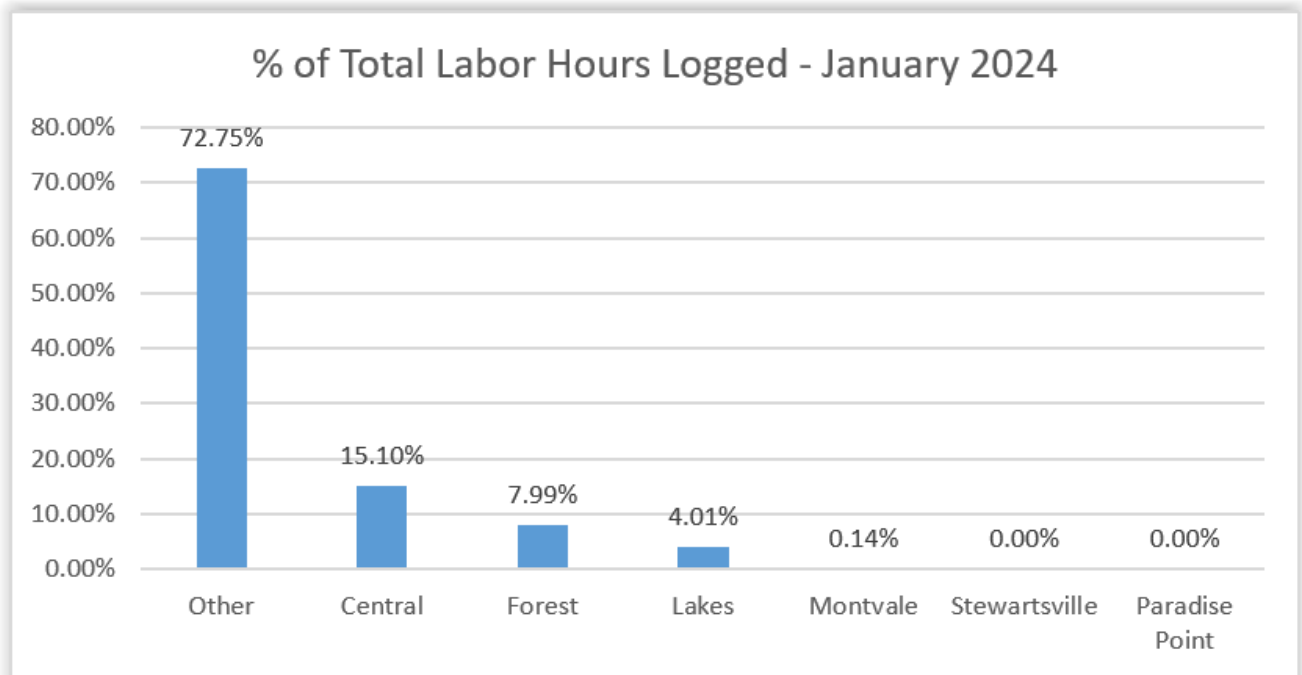
Labor Hours Invested by General Service Area

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 January with our Engineering Development projects, equipment maintenance and other tasks at our office complex.

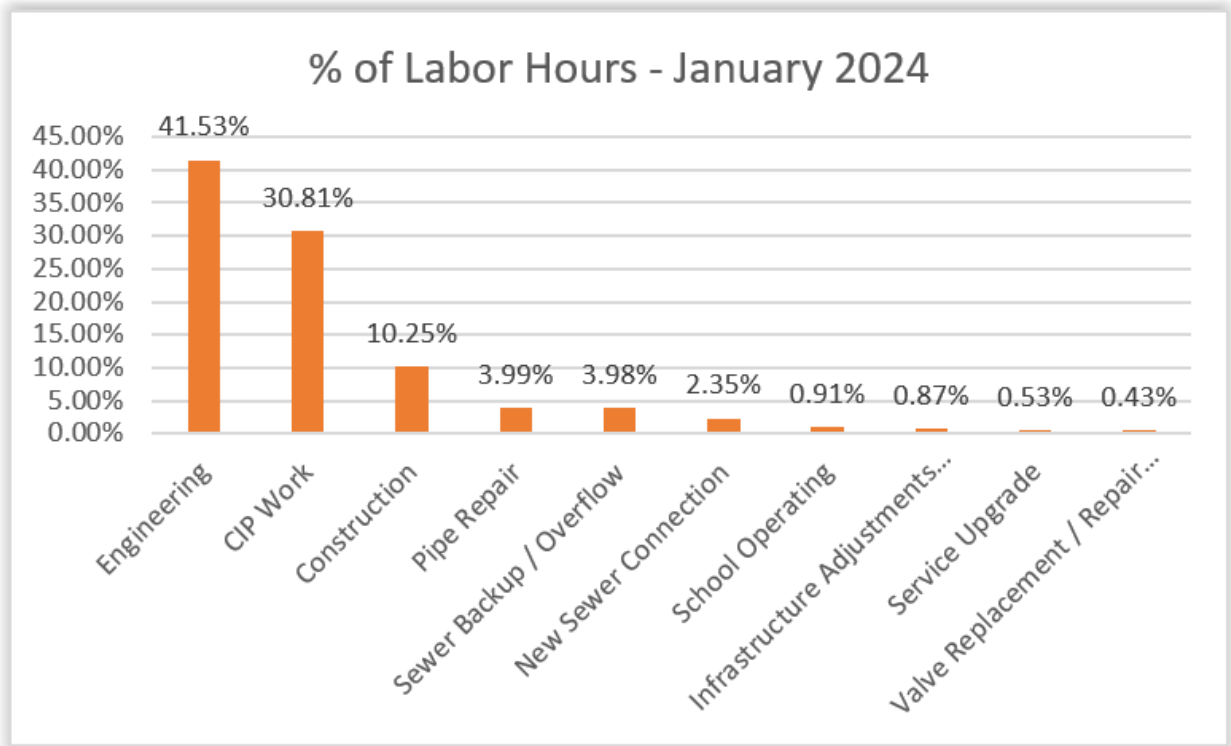
General Service Areas:

- **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 January 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.lyncburgva.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 covers fitted with Corintina 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.

See this VRWA Kudos to the Bedford Regional Water Authority for taking the initiative

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https://www.pmg-va.com/bedford_bulletin/news/council-buys-firetruck/article_61c66fdf-5628-5814-b489-137fe5337fca.html

Council buys firetruck

By John Barnhart Staff Writer johnbarnhart@bedfordbulletin.com
Jan 17, 2024



Todd Stone was reappointed Bedford's fire chief.

Bedford Town Council met in the supervisors meeting chamber last week because the elevator at Town Hall is out of commission. Town Staff expect it to be working again in time for next week's meeting.

Council unanimously reappointed Todd Stone as fire chief. This appointment echoes action taken by the rank and file of the fire department last year. The firefighters elect their chief and they had re-elected him late last year. However, Council must also act to appoint him.

Council also voted unanimously to buy a new ladder truck for the fire department. The current truck, which is scheduled for replacement in 2027 is 17 years old. The truck will cost \$2 million.

Bedford County will chip in \$956,000 of that amount. Because the truck is a Seagrave and the new truck will be a Seagrave, the manufacturer is offering \$150,000 in trade in for it.

The fire department must order the truck now to get it by 2027. This will also lock in the \$2 million price, which is important as there is high inflation for firefighting apparatus.

“I have never seen inflation like this before in my lifetime, said Stone, who has been in firefighting for 38 years. He said the current truck cost \$700,000 when the town bought it 17 years ago.

The town won't have to pay for the truck until it is delivered in 2027. Stone said the truck will last 20 years.

The first purpose-built fire truck Bedford ever had was a Seagrave. It is on display at the Welcome Center. It is nearly 100 years old and it still runs. Seagrave is one of only three manufacturers in America that make firetrucks.

Council voted unanimously to buy Edmond Street Park, located a short distance from Susie G. Gibson Science and Technology Center. The town had leased the park, which mostly consists of a baseball field, from the school division since 1974. Councilman Bob Carson remarked that people from the community called it the ball diamond and it means a lot to them. At one time, it was the only place where they could gather and play ball.

Council voted unanimously to authorize staff to renegotiate the purchase of the “Ferguson property” on Macon Street. The town wants it to build a solar farm on the property, but staff recently discovered title issues and environmental issues with the property.

Council also discussed a tangled mess concerning tracts of land around the Stoney Creek Reservoir. Most of this land was supposed to have been transferred to the new Bedford Regional Water Authority (BRWA) when Bedford reverted to town status and the town's water department and the Bedford County Public Service Authority were consolidated to form BRWA in 2013. The land was supposed to be transferred to BRWA but it is currently ambiguous as to who owns what. Town staff was authorized to work with the BRWA to straighten this out.

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	2/5/24	As-builts and the engineering O&M Manual were received on 2/2/24. Pending review, the project will be ready for final payment. A change order will be executed to account for unused allowances.	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	\$ 6,877,377	\$ 8,593,715	Construction	Cody	In Progress	2/2/24	Pipe has been installed from MH-121 to MH-135. Construction has moved slower than expected due to crews hitting rock at the subgrade. Coordination efforts are underway with property owners on redesigned sections.	12/18/20	1/6/25
3	Central	Water	Helm Street Tank Replacement	ARPA	\$3,391,304	\$317,379	\$ 238,076	\$ 3,153,228	Engineering	Whitney	In Progress	2/2/24	The project has been advertised for bid for a second time. Bid Opening is planned for March 5th.	3/2/22	10/1/26
4	Central	Water	Bell Town Road Waterline Extension	ARPA	\$500,000	\$308,615	\$ 247,180	\$ 252,820	Engineering	Cody	In Progress	2/2/24	Final retainage was paid to Classic City Mechanical as Pay App 02. Awaiting billing from ECI for asbuilt preparation.	7/3/23	10/1/26
5	Central	Sewer	Town & Country Subdivision Sewer Replacements	ARPA / DEQ / Setasides	\$2,494,576	\$2,478,391	\$ 2,303,841	\$ 190,735	Engineering	Whitney	In Progress	2/2/24	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	\$11,856,091	\$12,300,882							

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	Target Start Date	Target Completion Date
13	Forest	Water	Fox Runn Booster Station - Structure repairs/replacement	2023	\$25,000			\$ 25,000	Maintenance	Phil	Not Started	1/9/24	No quotes received as of 1-9-2024.	1/15/24	5/1/24
27	Central WWTP	Sewer	Carport to cover sludge dumpster	2023	\$8,000			\$ 8,000	Wastewater	Mike	Not Started	2/1/24	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	2/2/24	12/14/2023. Bathymetric Survey was performed by McKim & Creed on 12/21/2023.	10/13/22	6/30/24
7	Central WTP	Water	Central WTP - Upgrade Chemical Feeders (PaCl)	2022	\$10,000			\$ 10,000	Water	William	In Progress	2/2/24	Company(CEC) to procure a quote.	1/22/24	3/27/24
9	Central WTP	Water	Central WTP Flocculators	2023	\$180,040	\$180,040	\$ 130,040	\$ 65,000	Water	William	In Progress	2/2/24	January. Falwell is looking to perform install of Flocculator #1 by mid-February, barring any setbacks. They will use this as an install template for Flocculators #2 and #3.	1/3/24	3/29/24
10	Central WTP	Water	Central WTP Motor Control Center Replacement	2023	\$100,000	\$100,000	\$ 59,400	\$ 40,600	Water	William	In Progress	2/2/24	Had mtg w/ WJW to go over 90% plans on 1/30/24. Final plans and phase breakdown expected by 2/15/24.	12/29/23	3/1/24
11	Central WTP	Water	Hoist system for moving pumps - Currently out of service	2024	\$55,000			\$ 55,000	Water	William	In Progress	2/2/24	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	2/29/24
12	Central WTP	Water	Re-piping Domestic Pump to Hydropneumatic Tank	2024	\$40,000			\$ 40,000	Water	William	In Progress	2/2/24	Waiting on Falwell Construction and Littleton and Associates to come on-site, to evaluate scope of work, and provide bid quotes.	1/30/24	3/29/24
15	MVS	Water	Mountain View Shores Filter Replacement	2022	\$150,000		\$ 31,222	\$ 118,778	Water	William	In Progress	2/2/24	Still waiting on assessment plan from Wiley & Wilson.	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	2/2/24	Falwell came on-site early February to evaluate scope of work for electrical. Anticipate quote by mid-February.	5/15/23	3/27/24
17	SML (w/ WVWA)	Water	Sewer Pump Station 4 Upgrades Ph 1 (EQ)	2023	\$20,000		\$ 4,200	\$ 15,800	Water	Mike	In Progress	2/1/24	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	2/2/24	Scheduling Falwell Construction to come on-site to evaluate for a potential bid.	12/20/23	3/20/24
19	SML (w/ WVWA)	Water	SMLWTF - Add Security System to Fire Alarm System	2023	\$10,000			\$ 10,000	Water	William	In Progress	2/2/24	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	3/29/24
20	SML (w/ WVWA)	Water	GAC Heated Building	2024	\$200,000		\$ -	\$ 200,000	Water	Tom	In Progress	2/2/24	Talked with Bedford County Planning about project requirements. Planning wants a drawing to determine the next steps in the process. Contacted JOC and requested plans for GAC building.	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	2/2/24	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	2/1/24	Whitman, Requardt & Assoc. submitted a proposal, which has not been accepted. An additional proposal was received from Blue Ridge Engineering for considerably less.		
25	Central	Sewer	Central Pump Station 2 - Replacement Pumps/Motors	2024	\$110,000			\$ 110,000	Wastewater	Mike	In Progress	2/1/24	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	\$9,979	\$ 9,979	\$ 15,021	Construction	Whitney	In Progress	2/2/24	Flow metering equipment was purchased.		
28	Central WWTP	Sewer	New RAS Pump #1	2023	\$55,000	\$47,000	\$ 29,677	\$ 25,323	Wastewater	Mike	In Progress	2/1/24	New pump was installed and the seal was leaking. Pump was returned to replace seal.	2/17/23	3/31/24

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
29	Lakes	Sewer	Blower system at Moneta pump station 1	2023	\$15,000			\$ 15,000	Wastewater	Mike	In Progress	2/2/24	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	2/2/24	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	2/2/24	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	2/2/24	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	2/2/24	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		\$ 15,419	\$ 4,581	Wastewater	Mike	In Progress	2/2/24	Chains delivered on 1/8/24; will get chains installed in March 2024.	4/21/23	3/31/24
38	Office / Admin	Other	Mobile Improvements		\$60,000		\$ 60,595	\$ (595)	Maintenance	Phil	In Progress	1/9/24	1-9-2024 Internet is now installed, printer is ordered, and maintenance will begin moving desks over in January a row at a time. A few desks may need to be ordered.	4/12/23	1/31/24
39	Office / Admin	Other	Key System - Phase 2A (Various sites)	2023	\$20,000		\$ 5,773	\$ 14,228	InfoSys	Therron	In Progress	2/7/24	Most of the parts have been received; awaiting receipt of the pedestal.		
40	Office / Admin	Other	Bulletproof Glass & Front Desk modifications	2024	\$120,000			\$ 120,000	Customer Service	Marcie	In Progress	2/7/24	Work is mostly complete, pending punch list items and trim installation.	7/1/23	1/31/24
8	Central WTP	Water	Central WTP Filter Control SCADA Interface (2)	2023	\$35,000			\$ 35,000	Water	William	Complete	1/5/24	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		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	11/30/23
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	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	more expenditures needed.	12/20/22	4/30/23
41	Purchases	Other	Maintenance Coordinator Ram 1500	2024	\$46,000		\$ 46,270	\$ (270)	Maintenance	Phil	Complete	1/16/24	Truck arrived, toolbox, bedlines etc have been installed. Truck is in service, registered at DMV; plates and decals have been installed.	7/26/23	1/19/24
					\$2,144,806	\$603,069	\$801,357	\$ 1,358,449							

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	2/5/2024
		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. ESMT #240000817 & #240000820 recorded 2/5/24.

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	2/5/2024
		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. As-built 02 and O&M manual rec'd 2/2/24.

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.

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.

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.

Job #: 2021111	Job Type: Water	Service Area: Bedford Central	Last Updated:
Job Name: Helm Street Tank Replacement		Funding/Budget: \$3,391,304.00	2/5/2024
		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. Second bid opening will be held on March 5th, 2024.

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.

Job #: 2022018	Job Type: Internal	Service Area: Countywide	Last Updated:
Job Name: Lead Compliance Planning & Implementation		Funding/Budget: \$250,000.00	2/9/2024
		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. 1/12: 57% identified as non-lead; still reviewing asbuilt records. Progress meeting scheduled 2/22/24.

Job #: 2022056	Job Type: Internal	Service Area: Central	Last Updated:
Job Name: Peaksview Street Waterline Replacement		Funding/Budget:	1/18/2024
		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 Peaksview Street. The CIP crew has completed the 6-inch waterline installation to station 6+63. 1600 feet of 6-inch waterline has been installed as of 11/6/2023. Shop Dwg 01 rec'd 1/18/24.			

Job #: 2022081.1	Job Type: Feasibility Study	Service Area: Bedford Central	Last Updated:
Job Name: Stoney Creek Dam Ph 1 - Low Level Drain PER / Design		Funding/Budget: \$200,000.00	1/3/2024
		Funding Source: CIP	Department Contact:
Engineer: Wiley Wilson / Schnabel Engineering		Design Contract Amt: \$195,990	W Quarles
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:
Job Name: Integrated Billing and Asset Dashboard		Funding/Budget:	2/9/2024
		Funding Source:	Department Contact:
Engineer:		Design Contract Amt:	B Key
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. 2/9: identified as a goal in Strategic Planning.			

Job #: 2023017	Job Type:	Service Area: Central Water	Last Updated:
Job Name: Western Hills Subdivision Waterline Replacement		Funding/Budget:	1/3/2023
		Funding Source: Setasides - Water	Department Contact:
Engineer: Hurt & Proffitt		Design Contract Amt: 43,320	W Quarles
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:
Job Name: Western Hills Subdivision Sewerline Replacement		Funding/Budget:	1/3/2024
		Funding Source: Setasides - Sewer	Department Contact:
Engineer: Hurt & Proffitt		Design Contract Amt: \$58,860	W Quarles
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:
Job Name: Galax Sewer		Funding/Budget:	1/25/2024
Engineer:		Funding Source: Setasides - Sewer	Department Contact:
Contractor: CIP Crew		Design Contract Amt:	C Ward / S Dade
Description: Replace sanitary sewer along Galax Drive.		Construction Contract Amt:	
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 Shop Dwg 01 rec'd 1/25/24.			

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
Engineer: Blue Ridge Engineering (C Fewster)		Funding Source: CIP	Department Contact:
Contractor: TBD		Design Contract Amt: \$11,000	W Quarles
Description: Replacement of pumps, installation of VFD's, and installation of magmeters at Central Pump Stations 1 & 2.		Construction Contract Amt:	
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.			

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
Engineer: Blue Ridge Engineering (C Fewster)		Funding Source: CIP	Department Contact:
Contractor: TBD		Design Contract Amt: 6,000	W Quarles
Description:		Construction Contract Amt:	
Status: BRECS Dsgn Proposal accepted 8/15/23.			

Job #: 2023105	Job Type: Internal	Service Area: Countywide	Last Updated:
Job Name: Capital Improvement Program FY 2024-2025		Funding/Budget:	2/9/2024
Engineer:		Funding Source:	Department Contact:
Contractor:		Design Contract Amt:	R English
Description: Planning for proposed projects and purchases in 2024-2025 fiscal year.		Construction Contract Amt:	
Status: Initial draft list sent to management, with changes or new requests due by 2/23/24.			

Job #: 2023106	Job Type: Internal	Service Area: Central	Last Updated:
Job Name: Bedford Weaving Mill Sewer Flow Meter		Funding/Budget: \$25,000.00	2/5/2024
Engineer:		Funding Source: CIP	Department Contact:
Contractor:		Design Contract Amt:	W Quarles
Description: Sewer Flow Meter Installation		Construction Contract Amt:	
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. Flow metering equipment was purchased.			

Current Engineering Projects

Bedford Regional Water Authority

Job #: 2013086.2	Job Type: Other	Service Area: Central - Bedford	Last updated on:
Job Name: Route 43 - Stoney Creek Bridge VDOT Improvement			7/10/2020
Description: VDOT improvements to bridge over Stoney Creek. VDOT project 0043-009-738. VDOT Structure 1010. Near Pump Station 6 and Big Otter River Intake. Affects wells for Central system. See 2013086.1 for Big Otter crossing at Pump Station 6			Department Contact: S Dade
Status: Plans received 3/10/17. Relocation of sewer lines as part of the project. Easement documents executed and returned 7/31/17. Plan revision 2 returned for comments on 8/29/17. Final Easement drawing rec'd 10/2/17. Final plans received for review 1/3/18. Executed Agmts mailed to VDOT 2/26/18. Project advertised Spring 2018. Sewer line relocation began 10/18/2018. Construction halted due to stream crossing permit requirements (fish study results). Construction planned to resume June 2019. Construction and testing complete. Working to gather close-out documents			
Job #: 2019069	Job Type: Water & Sewer	Service Area: Forest	Last updated on:
Job Name: Impact Church Rezoning - Site/Design			2/6/2024
Description: Rezoning Applization #RZ190003 for Impact Church site layout master plan. Proposed church, sports fields and recreational facilities.			Department Contact: J Dean
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. Shop Dwg 01 rec'd 2/1/24. Shop Dwg 02 rec'd 2/2/24. Shop Dwg 03 rec'd 2/6/24.			
Job #: 2019117	Job Type: Water & Sewer	Service Area: Forest	Last updated on:
Job Name: Westyn Village Condotels Phase 2 - Site/Design			9/8/2023
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.			Department Contact: T Hale
Status: Site/Design 01 rec'd 12/06/19. Comments & Dev Pkg issued 1/31/20. Site/Design 02 rec'd 4/13/20. Site Plan 02 comments, Esmnt Exhibits 01 comments & Revised Developer Agreement issued 6/1/20. Easement Exhibit submittal 02 rec'd 6/11/20. Exhibit review comments e-mailed to Engineer 8/25/20. Project 'on-hold' pending sewer capacity issues being resolved. Signed Developer Agreement, Review & Inspection Fees rec'd 5/20/21. Site/Design 03 rec'd 6/2/21. Original Site/Dsgn 03 replaced with new revised submittal from planning. Site/Dsgn 03 rec'd 6/8/21. Appv'd by BRWA 6/11/21 for SITE PLAN purposes only & comments issued thru Planning. Still working through outstandign items needed to reach C2C status. 6/14/21 - Completed review of Esmnt Exhibits & E-Mailed Esmnt Agmnts to Developer for signature and return. Water & Sewer Calcs 01 Review comments issued 6/15/21. Esmt #210009164 & 210009165 recorded 6/22/21. Per 7/1/21 E-Mail from Planning - Planning has not yet issued Site Plan approval, Natural Resouces has recinded approval due to E&SC changes. Site/Dsgn 04 rec'd 7/7/21 (need re-review fee 7/7/21). Review completed 7/13/21. Plan is approvable by BRWA for Site Plan purposes only. Awaiting rec'pt of re-review fees before releasing comments. Re-review fees rec'd & Comments released 7/19/21. LOC# 5018577548 rec'd 7/22/21. Shop Drawings 01 rec'd 7/26/21 & approved. Water & Sewer Calcs 02 rec'd 8/4/21 - "No futher comments" issued 8/11/21. A re-zoning application has been submitted to the County proposing re-zoning the property from PCD to R-4. Site/Dsgn 05 rec'd 10/29/21 Re-review fee rec'd 11/4/21. Site/Dsgn 05 comments issued to Planning 11/4/21 - comments can be addressed at pre-con and/or As-Built. Need 3 full size hard copies upon Planning approval. Planning appv'd Site Plan & requisite hard copies rec'd 12/10/21. C2C Issued 12/16/21. 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 #: 2020066.2	Job Type: Sewer	Service Area: Forest	Last updated on:
Job Name: FMS Pump Station Upgrades- Prepayment Request			12/7/2023
Description: Prepayment request to complete upgrades to Forest Middle School pump station to allow for current and future growth. Current growth related to Westin Village development.			Department Contact: R English
Status: Discussions held on 9/23/20 with R Orrison and D Cyrus of process and developer's responsibility for design. Prepayment request approved at October Board Meeting for \$100k less than total construction cost. 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.			

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.			
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 Fees & Re-review Fee for forthcoming 3rd submittal rec'd 11/17/20. Signed Developer Agmt rec'd 11/17/20. Review 02 comments issued 11/17/20. Fire Flow Test fee rec'd 1/26/21. Dsgn 03 rec'd 6/23/21. "DRAFT" comments e-mailed to Engineer 7/2/21 with option to address as slip sheets to current submittal. Water Calcs 01 comments issued 7/19/21. Water Calcs 02 Rec'd 9/25/21 & comments issued 10/5/21. Calc 03 Rec'd 10/10/21. Calc 03 Comments issued 10/18/21. Calc 04 comments issued 10/25/21 - approvable pending matching final Dsgn Plans and Plat. Water model cert rec'd from Engineer 11/14/21. Plat was app'v'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.			
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: Design 01 rec'd 9/28/20. Comments & Dev Pkg issued 10/26/20. Need \$400 Base Fee, Review Fees and Agmt w/ 2nd submittal. Base Review fee rec'd 11/5/20. Design 02 rec'd 10/6/21. Review fee & Signed Developer Agmt rec'd 10/7/21. Dsgn 02 and Water Calcs 02 Review Comments issued 10/15/21. Sewer FM Calcs 01 Comments issued 10/20/21. Re-review fee rec'd 11/22/21 (forthcoming 3rd submittal). Dsgn 03 rec'd 12/15/21. Plan review comments issued to Planning and Engineer notified 12/30/21. Water Calcs Submittal 03 Reviewed and comments issued 1/3/22. Sewer FM Calcs Submittal 02 review complete & comments issued. Dsgn 04 (need \$200.00 re-review fee & Water Calcs 04 rec'd 5/24/22. Re-review Fee rec'd 6/29/22.). Dsgn 05 rec'd 12/22/22. Comments sent 1/22/2023 Dsgn 06 rec'd 10/23/2023 (Need Extended Plan Review Fee). Extended Plan Review Fee rec'd 10/25/23. Comments sent to planning on 11/06/2023. 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: Sewer	Service Area: Smith Mountain Lake	Last updated on: 1/17/2024
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. Developer Agmt & Review Fees rec'd 1/10/24. Approval emailed to Planning 1/17/24, pending receipt of remaining Developer documents (Project Inspection Fees, name of Contractor, Construction Cost Estimate, Surety & Material Shop Drawing submittals).			
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: 1/11/2024
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). Extended Plan Review Fee rec'd 1/8/24. Comments 03 emailed to Planning & uploaded to Bluebeam 1/11/24.			
Job #: 2021102	Job Type: Sewer	Service Area: Bedford Central	Last updated on: 2/9/2024
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. 2/9/24: Still awaiting corrections to station prior to acceptance, as indicated previously by City of Bedford before Consolidation.			
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: 1/23/2024
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. AS-Built 01 rec'd 1/23/24.			
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 #: 2022071	Job Type: Site Plan w/Proposed Utilities	Service Area: Forest	Last updated on: 2/6/2024
Job Name: Sheetz Store Renovation - Site Plan			Department Contact: C Slusser
Description: Proposed store renovations.			
Status: TRC 8/9/22. Concept 01 rec'd 8/4/22. Review comments e-mailed to Planning & Engineer 8/8/22. Site Plan 01 rec'd 11/10/22. Comments 01 emailed to Planning 12/20/22. Site Plan 02 rec'd (full re-review due to length of time since last submittal) 1/31/24. Started reviewing 2/5/24 & notified another submittal with changes will be forthcoming; told Planning we can disregard this submittal & replace it with 02A submittal. Site Plan 2A rec'd 2/6/24.			
Job #: 2022075	Job Type: Water	Service Area: Town of Bedford	Last updated on: 2/12/2024
Job Name: Hardees at Harmony Town Center - Site/Design			Department Contact: T Hale
Description: Proposed Hardees Restaurant			
Status: Town TRC 8/16/22. Concept 01 rec'd 8/16/22. Comments issued 8/17/22. Town TRC 10/18/23. Concept 02 rec'd 10/10/23. Site/Dsgn -01 rec'd 2/8/24. Base Review Fee rec'd 2/12/24.			
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 Utilities	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			

Job #: 2023030	Job Type: Water	Service Area: Forest	Last updated on: 1/18/2024
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. BOSQC rec'd 1/12/24. Warranty Letter rec'd 1/18/24.			
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 #: 2023066	Job Type: Water	Service Area: Forest	Last updated on: 2/5/2024
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 ,Review complete awaiting review fees 12/12/2023. Shop Dwg 01 rec'd 1/23/24. Extended Plan Review Fee rec'd 1/24/24. Approval Comments sent to Planning 1/24/2024. Dsgn 04 - Approval Recended - (need extended plan review fee) 1/26/24. Extended Plan Review Fee rec'd 2/2/24. Bond #S273605 rec'd 2/2/24. Comments sent to Planning 2/5/2024.			
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 #: 2023081	Job Type: Fire Flow Meter	Service Area: Forest	Last updated on: 2/2/2024
Job Name: Adult Care Center - Site/Design			Department Contact: C Slusser
Description: Harmony Day Support Building Addition. Proposed FFMV and FM sewer extension (2023-081.1).			
Status: TRC 9/12/23. Concept 01 rec'd 9/6/23. Comments emailed to Planning 9/11/23. FFT fee rec'd 16/16/23. Site/Dsgn 01 & Base Review fee rec'd 1/10/24. Comments emailed to Planning 2/1/24 & uploaded to Bluebeam 2/2/24; Developer Package issued 2/1/24.			
Job #: 2023083	Job Type: Water	Service Area: Forest	Last updated on: 2/6/2024
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. Dsgn 02 rec'd 1/8/24. Comments sent to Planning 1/11/2024. FFT Fee & Extended Plan Review Fee (for forthcoming 3rd submittal) rec'd 1/19/24. Signed Dev Agmt, Review & Inspection Fees rec'd 1/25/24. Dsgn 03 rec'd 1/26/24. Water Cals 01 rec'd 2/1/24. Comments sent to planning 2/1/24. Signed Revised Dev Agmt & Surety #66928428 rec'd 2/2/24. Dsgn 03 (slip sheets 01)			
Job #: 2023086	Job Type: Sewer	Service Area: Boonsboro	Last updated on: 1/25/2024
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/. Shop Dwg 02 rec'd 1/25/24. Developer Agreement Sent to Earl Dickerson 1/25/2024			

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: 2/2/2024
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. FFT Fee rec'd 1/18/24. Site Plan 02 rec'd 1/23/24. Comment sent to engineer on 1/25/2024. Plan Approved, comments and developer packet sent to Scott Reid on 2/2/2024, Comment sent to planning.			
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 #: 2024007	Job Type: Internal	Service Area: Central Sewer	Last updated on: 2/5/2024
Job Name: Peaks of Otter Sewer Flow Meter			Department Contact: W Quarles
Description: Sewer Flow Meter Installation - SMH-01228.			
Status: Flow metering equipment has been purchased. Equipment will be delivered to Fairwinds for integration to SCADA before being installed on site. AEP will install electric service drop once post for equipment has been set by Maintenance.			
Job #: 2024010	Job Type: Water	Service Area:	Last updated on: 1/10/2024
Job Name: VDOT Blackwater 460 - Design			Department Contact: T Hale
Description: Proposed road work.			
Status: Dsgn 01 rec'd 1/9/24. Waiting for VDOT Resubmittal on 1/10/24			
Job #: 2024012	Job Type: Preliminary Plan	Service Area: Forest	Last updated on: 1/11/2024
Job Name: Readmore Landing - Preliminary Plan			Department Contact: J Dean
Description: Proposed phased development of 217 single family homes.			
Status: TRC 2/13/24. Prelim01 rec'd 1/11/24.			
Job #: 2024016	Job Type: Water & Sewer	Service Area: Town of Bedford	Last updated on: 2/9/2024
Job Name: Eastyn Crossing Subdivision - Design			Department Contact: J Dean
Description: Proposed 124 lot subdivision.			
Status: Dsgn 01 rec'd 1/24/24 (Need base review fee), Review completed 2/7/2024. Base Review Fee rec'd 2/9/24. Comments sent to Town and Consultant on 2/9/2024.			
Job #: 2024017	Job Type: Site Plan w/ Existing Utilities	Service Area: Stewartsville	Last updated on: 1/30/2024
Job Name: Stewartsville Convenience Store - Site Plan			Department Contact: T Hale
Description: Renovations to expand two buildings into one.			
Status: Site Plan 01 rec'd 1/24/24. Comments sent to planning and posted in Bluebeam on 1/30/2024.			

Job #: 2024018	Job Type: Site Plan w/ Existing Utilities	Service Area: Forest	Last updated on: 2/5/2024
Job Name: Sterling Events - Site Plan			Department Contact: C Slusser
Description: Proposed events space.			
Status: Site Plan 01 rec'd 1/29/24. Comments emailed to Planning & uploaded to Bluebeam 2/5/24.			
Job #: 2024021	Job Type: Concept	Service Area: Forest	Last updated on: 2/8/2024
Job Name: Homestead Garden Reconfiguration - Concept			Department Contact: J Dean
Description: Proposed reconfiguration of lots 17H, 17L & 17K.			
Status: TRC 2/13/24. Concept 01 rec'd 2/8/24.			
Job #: 2024022	Job Type: Concept	Service Area: Huddleston	Last updated on: 2/8/2024
Job Name: Dollar General Huddleston - Concept			Department Contact: J Dean
Description: Proposed Dollar General.			
Status: TRC 2/13/24. Concept 01 rec'd 2/9/24.			
Job #: 2024023	Job Type: Concept	Service Area: Moneta	Last updated on: 2/9/2024
Job Name: Timberwood Lane Kennel - Concept			Department Contact: C Susser
Description: Proposed boarding kennel.			
Status: TRC 2/13/24. Concept 01 rec'd 2/8/24. Comments emailed to Planning 2/9/24.			

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
(540) 586-7679 (phone)
(540) 586-5805 (fax)
www.brwa.com

RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Brian Key, Executive Director
Date: February 13, 2024
Re: Resolution 2024-02.01 – 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 February 20, 2024, effective February 21, 2024:
 - a. The mission, vision, and values were changed as part of the 2024-2028 strategic planning process.



RESOLUTION

2023-02.01

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 20th day of February 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 **February 20, 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



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

RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Brian Key, Executive Director
Date: February 13, 2024
Re: Resolution 2024-02.02 – 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 in draft form at the December 19, 2023 board meeting.



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 Bedford Regional Water Authority (BRWA) Board of Directors is pleased to present this 2024-2028 Strategic Plan (SP). While celebrating its 10th Anniversary and past accomplishments, the BRWA recognizes what must be accomplished in the future.

In order to make this SP comprehensive and inclusive, the BRWA sought input from a variety of stakeholders.

To gather relevant input from stakeholders we invited our customers to complete a survey, organized a roundtable meeting with both elected and appointed officials, and solicited input from all BRWA employees.

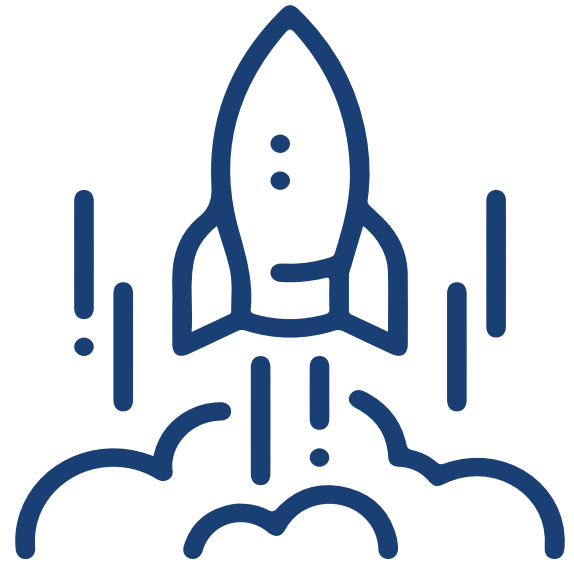
We engaged a consultant to ensure that we did everything possible to guarantee that communications during the development process of the SP were open, transparent, and easily accessible to the public. The result is a well-developed SP that provides the structure necessary to make informed decisions, determine strategic goals, develop actions needed to meet the established Vision and Mission statements, identify opportunities for improvement, and enhance the skills and talents that already make the Authority exceptional.

We invite all stakeholders to reflect on this SP and share any thoughts they may have with the board or BRWA staff. We invite any community member to our monthly meetings, usually held on the third Tuesday.

By: Bob Flynn, Chairman

About BRWA

BRWA 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 the needs of water and wastewater customers in both the Town of Bedford and Bedford County. Some communities served by the BRWA include Boonsboro, Forest, New London, Montvale, Stewartsville, and communities surrounding Smith Mountain Lake.



- 1.** BRWA serves approximately 15,000 customers in different geographical areas. Each community has a different percentage of customers served. Currently, 60% of our customers are located in the Forest area, 25% in the Town of Bedford, 14% from communities near Smith Mountain Lake, and 1% from the Stewartsville area.
- 2.** BRWA has approximately 431 miles of water pipe and 130 miles of sewer pipe.
- 3.** There is a projected revenue and expenditure of \$19.4 million in the balanced budget for Fiscal Year 2023-2024.
- 4.** BRWA has a Board of Directors comprised of seven members: five appointed by the Bedford County Board of Supervisors and two appointed by the Bedford Town Council.
- 5.** BRWA consists of several departments and currently offers approximately 92 employee positions.





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 our organization exists, a practical picture of the future we want to create during the next five years.

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 built a SP to define how we intend to achieve our vision for the future and to identify the goals and objectives we believe are necessary to ensure that we meet the water and sewage needs of the communities we serve.

To do that, we must understand the people of the communities we serve, their needs and wishes, and all elements – internal and external – that support or challenge 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 SP is one where all stakeholders not only understand, but work with us to ensure its completion. To that end, we:

Built understanding through surveys, focus groups, and roundtables;

Built alignment through common creation of vision, mission, and values;

Built direction by bringing our vision to life and creating measurable goals;

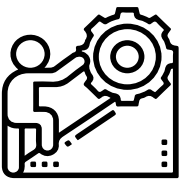
Built action through thoughtful, immersive, and milestone-driven plans; and

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



The Big Picture

It all comes back
to water.



According to the data collected from our surveys, roundtables, and employee input, our stakeholders agree - water is the most valuable resource:

- to our economy;
- to our health; and
- to our sense of community.

With that, this SP is designed to support community and economic growth by preserving and conserving a safe and adequate water supply, including the infrastructure necessary to distribute this valuable resource.



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 wastewater treatment. We are committed to providing excellent care of water resources, ensuring we never let up on our commitment to zero pollutants. Ensuring this resource remains available and viable for future generations requires deliberate planning and intentional support from our community.



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 of receiving inadequate attention. The two essential areas of infrastructure focus for this SP 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 essential to our work. Connecting more meaningfully with our community – including our partners, neighbors, customers, future employees, and the general public – will ensure a broader understanding, respect, and care of our water resources.

►► Workforce

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

Infrastructure

Pipe systems



The Reality

In Bedford County and the Town of Bedford, there is an urgent need to replace outdated pipes. Traditional funding methods cannot accomplish this alone. In addition to impacting customers, this funding gap has implications for our region's economic development. Therefore, several entities must cooperate and collaborate with BRWA. The importance of this issue is widely acknowledged, but the challenges of establishing and implementing a plan require a dedicated team of stakeholders.



Goal 1

Ensure that the pipe system in our service area meets current standards.

Strategies/Objectives

1. Establish a team of stakeholders to support BRWA as it addresses challenges and implements plans for current and future endeavors.
2. BRWA will create a workgroup that includes individuals from the Town of Bedford and Bedford County. This workgroup will address project funding and financing for current and future projects.
 - a. The workgroup will develop a plan to prioritize current and future sub-projects regarding the development and maintenance of the infrastructure.





Technology



The Reality

BRWA has the hardware to support its work in the field and in the office. However, fully accessing, utilizing, and integrating data across departments is challenging.



Goal 2

Leverage technology to automate processes, increase data access, and strengthen data integration across departments.

Strategies/Objectives

1. Develop phased data visualisation program by conducting a proof-of-concept study.
2. Ensure that BRWA is prepared to implement and utilize dashboards.
3. Establish a system to link customer service and finance data.
4. Build a system to layer GIS and asset management data to automate regulatory compliance reporting.

Community



The Reality

The community, specifically customers, rate their experience with the BRWA positively. Partnering with our community to care for water resources can enhance this relationship. Public interest and the lack of awareness concerning water and water resources are obstacles.



Goal 3

Educate and engage community members about the conservation, preservation, and use of Bedford County's water resources.

Strategies/Objectives

1. Provide information on the BRWA website that describes the current water resources in Bedford County and how the community can support BRWA's work.
2. Use workgroups and stakeholder teams proposed in Goal 1 to foster community connections.
3. Provide an annual summary of the community's current and future challenges concerning the adequate distribution of water and infrastructure maintenance.
4. Provide an annual SP update, specifically, goal completion and current BRWA projects.
5. Link SP updates to a public webpage.
6. Provide an opportunity for the public to attend an informal informational meeting to discuss concerns or suggestions with board members or BRWA staff.



Workforce



The Reality

BRWA takes pride in its employees' engagement and dedication. Contributing to the environment and community gives employees a sense of belonging. However, current needs exceed resources for staffing and training. While collaboration and communication have improved, opportunities exist to fine-tune a culture of connection between departments to ensure a seamless customer experience.



Goal 4

Align staffing with the future needs of the communities served by BRWA and provide adequate training to ensure sustainable employee recruitment and retention.

Strategies/Objectives

1. All departments will generate a professional development plan to ensure that all employees are adequately trained.
2. Create interdepartmental workgroup to access team decision-making and current practices, set priorities, and develop departmental goals.



Conclusion & Acknowledgements

One of the most significant insights the BRWA gained while developing this SP was that we are building this strategy plan from a place of great strength. One substantial and recurring theme gleaned from administering surveys, organizing focus groups, and attending roundtables was that we do what we set out to do daily: provide quality service to everyone.

Creating something new

Fortunately, we have already built strong relationships among our staff and community. These relationships have helped us craft a plan about making something new, pushing ourselves further, and creatively adapting to local needs. This plan is not about significant shifts in direction but about building upon our current strengths. 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 our customers who filled out the strategic planning survey; this feedback helped us tremendously and helped shape the external opportunities of this plan.

Staff

Many of our staff members participated in focus group meetings to provide input on the BRWA's internal workings. We appreciate our staff's dedication, professionalism, and constructive input throughout the planning process.

Leadership

The stakeholders roundtable meeting allowed us to learn about the external challenges ("threats") the BRWA must focus on to prepare for the future. We are thankful for the elected officials, appointed officials, and executive staff from the County, Town, and BRWA 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
Bedford, VA 24523



**Bedford
Regional
Water Authority**



RESOLUTION
2024-02.02
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 20th of February 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 February 20, 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

CHAIRMAN REPORT

Bedford Regional Water Authority - Board of Directors

1723 Falling Creek Drive
Bedford, Virginia 24523-3137

Phone: 540-586-7679 Fax: 540-586-5805

Member	Term	Committee Assignment	Mailing/Shipping Address	Telephone	Email Address
Mr. Robert "Bob" Flynn Chair	01/01/2024-12/31/2027	Chairman	1350 Morgans Church Road Bedford, Virginia 24523	Mobile: 540-588-0396	bobf.royal1@gmail.com
Mr. Anthony "Jay" Gray Vice Chair	01/01/2021-12/31/2024	Finance	305 Meadows Drive Forest, Virginia 24551	Home: 434-534-8228 Mobile: 434-534-1568	j.gray@brwa.com
Mr. Donald "Donnie" Barger	01/01/2023-12/31/2026	Policies & Projects	1155 Quail Drive Goodview, Virginia 24095	Mobile: 434-841-7627	d.barger@brwa.com
Mr. Henry "Rusty" Mansel	01/01/2021-12/31/2024	Policies & Projects	705 Grove St Bedford, Virginia 24523	Mobile: 540-816-5750	cheezwiz1234@gmail.com
Mr. Kevin Mele	01/01/2021-12/31/2024	Finance	117 Seagull Way Goodview, Virginia 24095	Home: 540-797-4423	k.mele@brwa.com
Mr. Michael "Mike" Moldenhauer	01/01/2024-12/31/2027	Personnel	109 Woodcreek Road Bedford, Virginia 24523	Mobile: 540-354-3294	mcmrolls@gmail.com
Mr. John Sharp	01/01/2023-12/31/2026	Personnel	105 Oakdale Terrace Forest, Virginia 24551	Mobile: 434-426-0912	j.sharp@brwa.com
Brian M. Key, PE Executive Director Secretary/Treasurer	N/A	N/A	1723 Falling Creek Road Bedford, Virginia 24523	Work: 540-586-6095 Fax: 540-586-5805 Mobile: 540-874-4255	b.key@brwa.com

Regular Meeting Date: Third Tuesday of each month at 7:00 p.m. in the Authority's Board Room