



# BOARD OF DIRECTORS

February 17<sup>th</sup>, 2026

**BEDFORD REGIONAL WATER AUTHORITY**

Providing quality service to everyone.



1723 Falling Creek Road, Bedford, VA 24523-3137



540.586.7679



540.586.5805



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

# MEETING NOTES

**To:** BRWA Board of Directors  
**From:** Brian M. Key, Executive Director  
**Date:** February 10, 2026  
**Re:** Notes for the February 17, 2026, Board of Directors Meeting

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Below are a few notes corresponding to the agenda numbers:

- 6.b. The presentation that will be made at the board meeting by Kyle Draper on rebranding is still being drafted; thus, there is nothing in the board packet concerning this agenda item.
- 8.a. A summary of the Policies and Projects Committee February 2, 2026 meeting is included in the board packet. Please note that their recommendation would require no board action, as it is simply following existing policies; this was possible due to their interpretation of what constitutes the beginning and ending point of a waterline.
- 8.b. **Resolution 2026-02.01** - Mandatory Connection Policy: The committee agreed with the changes that were shown in the January 2026 board packets; additionally, they requested some definition into the capacity waiver, which is shown on the enclosed policy markup.
- 8.c. **Resolution 2026-02.02** - Reservoir Property: As was discussed at the November 2025 board meeting, this resolution is to approve the "Deed of Confirmation and Release".
- 8.d. Montvale Water: The State Corporation Commission has responded with an "Order for Notice and Comment" for the transfer of the Water System; the order is in the packets. As you can see, there are considerable notices that are required and a schedule has been prescribed by them. It looks like May 15<sup>th</sup> might be the earliest transfer date that we can expect.

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 M. Key – Executive Director  
**Date:** February 10, 2026  
**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 17, 2026, 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 as follows:

- Join the Zoom meeting with **audio/video** by electronic device (computer, phone, tablet):  
<https://us02web.zoom.us/j/86437838631?pwd=aqUHUFOnHjYl2S8o9pF8nFCWmkKZVC.1>
  - Meeting ID: 864 3783 8631
  - Passcode: f8GrRi

The following Agenda is proposed for discussion:

1. Call to Order
  - a. Pledge of Allegiance
  - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: January 20, 2026 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
  - a. Financial Statements through month end January 2026
6. Administration Report: Presented by Megan Pittman
  - a. Public Relations Media
  - b. Rebranding presentation by Kyle Draper
7. Deputy Director Report: Presented by Rhonda English
  - a. Operations Report
  - b. Projects Report
8. Executive Report: Presented by Brian Key
  - a. Summary of Policies and Projects Committee Meeting
  - b. Resolution 2026-02.01: Mandatory Connection Policy
  - c. Resolution 2026-02.02: Reservoir Property
  - d. Montvale Water Update
9. Other business not covered on the above agenda
10. Motion to Adjourn



## MINUTES

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**Bedford Regional Water Authority – Board of Directors  
Regular Board Meeting – Minutes  
January 20, 2026**

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Bedford Water”) was held on Tuesday, January 20, 2026, 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.  
Kevin Mele  
Michael Moldenhauer  
Steve Rush  
John Sharp

Members Absent:..... none

Staff & Counsel Present: . Brian Key – Executive Director  
Rhonda English – Deputy Director  
Roger Blankenship – Director of Engineering  
Megan Pittman – Director of Administration (virtually)  
Jill Underwood – Director of Finance

**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 18, 2025 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
6. Administration Report: Presented by Megan Pittman
7. Operations Report: Presented by Rhonda English
8. Projects Report: Presented by Roger Blankenship
9. Executive Report: Presented by Brian Key
  - a. Request for mandatory connection waiver
  - b. **Resolution 2026-01.01** – Mandatory Connection Policy
10. Committee Assignments: Presented by Chairman Bob Flynn
11. Other business not covered on the above agenda
12. Motion to Adjourn

### **3. Public Comments**

Mr. Clay Chastain spoke; he owns a two-acre lot that is adjacent to public water and sewer lines; the water line in front of the property is 1-inch in diameter and it is at capacity. There is a waterline with adequate capacity that is located about 400 feet from the property that he could run a private line to, and it would cost \$10,000-\$12,000. Drilling a well costs \$13,000-\$18,000. Mr. Chastain suggested dividing the cost of running the new waterline between the BRWA, Mr. Chastain, the Town, and the County.

Mr. Flynn remanded this issue to the Policies and Projects Committee to discuss and bring further information and possible recommendations to the Board at a future board meeting.

### **4. Approval of Minutes: December 16, 2025 – Regular Board Meeting**

The regular Board Meeting Minutes from December 16, 2025, were reviewed.

Member Gray made a motion to approve the minutes.

Member Moldenhauer seconded the motion.

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

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

The Customer Service statistical report was included in the packet. The budget goal for December was 50%, with operating revenues at 54% and operating expenses for the month totaling 44%. Capital Recovery fees received this FY are 47% of the total budgeted amount; water is at 46%, and sewer is at 51%. The account series 4260 increased due to well and pump repairs at Mountain View Shores. A fraudulent \$80,000 check was caught by the bank's Positive Pay system. The last invoice for the Assumed Debt from the Town was received. The payment will be made before February 1<sup>st</sup>.

### **6. Administration Report: Presented by Megan Pittman**

Ms. Pittman reviewed the articles in the packet, which also included a social media lookback at the year. Ms. Pittman also reviewed training hours for 2025. There were 670 work-hours of safety training in 2025. This is an increase over the 562 work-hours of safety training completed in 2024. The organization implemented the Toolbox Safety Sessions in 2025, resulting in 197 sessions. Four training sessions for Directors and Managers on Emergency Action Plans were completed.

### **7. Operations Report: Presented by Rhonda English**

Ms. English said that the Montvale labor hours listed are for the Maintenance Department and are probably due to the power failure on New Year's Eve. These numbers may increase as Water Operations labor hours start getting added to this count. A contractor is working on pavement patches as they have time; Maintenance is using cold patch when they can. The Wastewater Department had two Notices of Violation, mainly due to overflows. This is the reason the Ivy Creek Sewer Project is essential.

The Ivy Creek Sewer Project had another complaint on the Johnston property, where a contractor entered the property after hours. If it happens again, the landowner might take legal action. The City of Lynchburg will request the purchase of capacity on the Ivy Creek Sewer line. The Thomas Builders project, which began in 2020, is moving forward on Everett Road; they are planning to request prepayment for oversizing the water line to their development.

### **8. Projects Report: Presented by Roger Blankenship**

The Central Water Electrical Phase 1 project received notice to proceed. The Smith Mountain Lake Granular Active Carbon building award was given in December, an agreement was signed in January, and a preconstruction meeting will be completed soon. The Ivy Creek Sewer Project is still slow due to rock. The Lead Service Line Inventory VDH grant has been extended to May. The Turkey Mountain Booster Station is still ongoing; there is an issue with the power. Sewer Pump Station #4 has been contributing to Notices of Violation; staff are working with engineers to develop a design proposal for its replacement. The Winoa Lift Station Replacement Project is ready to start; they are waiting on Bedford Electric. The Shady Knoll sewer project is complete, and restoration is underway.

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

a. Request for mandatory connection waiver

Chairman Flynn remanded the review of the request from Mr. Chastain to the Policies and Projects committee.

b. **Resolution 2026-01.01:** Mandatory Connection Policy

This item was also remanded to the Policies and Projects Committee.

**10. Committee Assignments: Presented by Chairman Bob Flynn**

Mr. Flynn has been in contact with all the members, and all have agreed to stay on the same Committees from calendar year 2025.

**11. Other Business not covered on the above agenda**

No other business was discussed.

**12. Motion to Adjourn:**

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

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

The meeting adjourned at approximately 8:03 pm.

Prepared by Megan Pittman – Director of Administration  
Approved: \_\_\_\_\_ 2026

# FINANCIAL REPORT

# MEMORANDUM

**To: BRWA Board of Directors**  
**From: Jill W. Underwood, Director of Finance**  
**Date: February 10, 2026**  
**Re: Financial Highlights for January 2026**

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**Customer Service Statistical Report:**

The report for January is included.

**Balance Sheet:**

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 53%.
- 2) Capital Recovery fees received this FY are 55% of the total budgeted amount, water is at 52% and sewer is 61%.
- 3) Account 3904-3317- there were two redemptions for both water and sewer capital recovery fees (totaling \$21,800) from the WHM Corporation's prepayment account. This last activity for this developer was in FY 2019.

**Cash Flow Summary:**

The summary is included in your packets.

**FY 2027 Budget:**

The budget schedule for FY2027 is included in the packet.



### Tracking Data for Customer Service Department

	Description	February '25	March '25	April '25	May '25	June '25	July '25	August '25	September '25	October '25	November '25	December '25	January '26	Running 12 Month Totals
1	Statements Generated	14,776	14,810	14,866	14,903	14,925	14,923	14,913	14,938	14,930	14,920	14,917	14,928	178,749
2	Total \$ Amount of Statements Generated	\$1,604,729.05	\$1,392,631.50	\$1,464,867.47	\$1,615,150.83	\$1,983,201.22	\$1,655,389.88	\$1,654,536.28	\$1,864,375.97	\$1,663,420.42	\$1,512,592.45	\$1,477,375.06	\$1,777,912.37	\$19,666,182.50
3	Total \$ Payments Received	\$1,495,171.84	\$1,597,506.18	\$1,440,198.22	\$1,567,555.02	\$1,634,476.51	\$1,557,454.76	\$1,777,449.77	\$1,855,545.11	\$1,924,067.62	\$1,488,471.20	\$1,756,974.93	\$1,566,147.15	\$19,661,018.31
4	Account Transfers	190	214	194	264	279	352	492	257	236	201	228	142	3,049
5	New Customers - Forest	7	6	5	6	10	1	7	10	18	7	3	8	88
6	New Customers - SML	2	4	4	1	9	2	1	4	5	-	-	4	36
7	Res Disconnected Customers/Still Off	30 / 5	53 / 5	52 / 14	53 / 15	36 / 6	57 / 13	33 / 10	49 / 11	42 / 9	35 / 27	50 / 10	21 / 3	N/A
8	Residential Disconnected Customers (\$)	\$15,244.47	\$16,530.57	\$11,027.63	\$8,412.35	\$7,479.65	\$19,901.14	\$8,976.25	\$9,963.02	\$8,499.27	\$9,732.76	\$10,228.90	\$5,508.40	N/A
9	Normal Readings	15,331	15,327	15,369	15,388	15,398	15,406	15,519	15,598	15,706	15,708	15,724	15,739	186,213
10	Tower Read Meters	-	1,151	4,090	-	-	2,300	4,178	3,989	4,091	3,845	4,601	4,550	32,795
11	New Meter Installs	5	28	10	12	8	18	11	19	15	12	8	12	158
12	Meters Changed - Program	67	75	73	48	47	34	9	15	15	5	6	10	404
13	Meters Changed - Montvale						23	96	46	75	-	-	-	240
14	Remaining Developer's Credits	\$534,778.34	\$534,778.34	\$534,753.25	\$534,753.25	\$534,753.25	\$534,753.25	\$534,753.25	\$534,753.25	\$534,753.25	\$534,753.25	\$534,753.25	\$512,953.25	N/A
15	Bulk Water Sales - New London (Gallons)	25,815	22,015	19,803	84,196	224,064	117,128	50,364	48,844	27,293	36,454	25,314	54,796	736,086
16	Bulk Water Sales - Moneta (Gallons)	10,005	7,305	34,680	62,820	98,543	74,965	23,118	63,022	56,404	21,105	13,451	16,554	481,972
17	Bulk Water Sales - Central Distr (Gallons)	5,300	400	66,700	124,520	118,800	226,200	70,200	25,550	14,600	1,900	2,700	13,100	669,970
18	Total Bulk Water Sales	\$493.44	\$356.64	\$1,454.20	\$3,258.43	\$5,296.88	\$5,019.52	\$1,724.18	\$1,648.99	\$1,179.56	\$713.51	\$497.58	\$1,013.40	\$21,145.36

Bedford Regional Water Auth.  
Balance Sheet  
For the Seven Months Ending Saturday, January 31, 2026

		<u><b>7/1/2025</b></u> <u><b>Beginning</b></u>	<u><b>Jan 2026</b></u> <u><b>Actual</b></u>
	ASSETS		
1000:1000	Cash	\$13,341,045.30	\$8,912,831.23
1001	Restricted Investments	11,776,685.97	12,699,540.02
1002:1002	Prepaid Expenses	445,881.20	549,710.98
1101:1101	Accounts Receivable	4,021,708.28	4,199,606.16
1102	Accounts Receivable Other	39,037.39	56,035.64
1200	Inventory	552,952.39	1,100,053.95
1202	Loan Related Assets	3,934.66	3,934.66
1250	Construction In Progress	18,133,934.68	21,088,540.68
1301	Tangible Assets- Office	5,859,682.12	5,859,682.12
1302	Tangible Assets - Vehicles	5,416,576.50	5,416,576.50
1400:1500	Tangible Assets - Water	108,819,909.35	108,819,909.35
1700	Tangible Assets - Sewer	75,860,276.83	75,860,276.83
1800	Intangible Assets	743,601.00	746,399.00
1801	Fixed Asset Clearing Account		292,997.53
1900	Depreciation	<u>(89,336,795.55)</u>	<u>(89,336,795.55)</u>
	Total assets	155,678,430.12	156,269,299.10
	LIABILITIES		
2000	Accounts Payable	(2,162,122.09)	(623,816.92)
2001	Customer Liabilities	(27,558.36)	(551.07)
2100	Employee Liabilities	(1,132,128.28)	(914,264.51)
2200	Notes Payable	(45,905,838.84)	(42,782,101.92)
2300	Developer Revenues and Inflows	(3,085,010.35)	(2,855,292.01)
2999	Retained Earnings	<u>(103,365,772.20)</u>	<u>(103,365,772.20)</u>
	Total liabilities	(155,678,430.12)	(150,541,798.63)
	Operating Surplus/ (Loss)		5,727,500.47

Bedford Regional Water Auth.  
Balance Sheet  
For the Seven Months Ending Saturday, January 31, 2026

		<u>7/1/2025</u> <u>Beginning</u>	<u>Jan 2026</u> <u>Actual</u>
<b>ASSETS</b>			
Cash:			
1000-0000	Change Box for CS	350.00	350.00
1000-0001	Petty Cash	16.57	16.57
1000-0002	Truist Checking Account	4,767,587.83	2,666,052.95
1000-0004	Cash Drawer	225.00	225.00
1000-0007	Due from Town of Bedford	392,204.10	
1000-0011	LGIP Operating Reserves Fund	376,421.82	383,691.22
1000-0012	Due from VRA- DEQ Ivy Creek Construction Fund	4,117,499.51	2,216,283.86
1000-0013	Due from VDH- Grant Proceeds	170,375.00	170,375.00
1000-1000	VA Investment Pool-Capital Projects Reserve	2,317,532.45	2,334,981.01
1000-2000	VA Investment Pool- Operating Reserves	1,198,833.02	1,207,859.01
1000-0005	Cash Suspense Account (for F.A.)		(67,003.39)
	<b>Total Cash</b>	<b>13,341,045.30</b>	<b>8,912,831.23</b>
Restricted Investments:			
1001-0001	Deposit Refund Program Fund	359,661.65	359,661.65
1001-0010	Debt Service Accumulation Fund	1,305,170.48	1,140,004.13
1001-0020	Reserve for future capital projects	881,467.79	952,903.48
1001-0021	County Funds for New Projects	250,506.21	288,115.69
1001-0022	SML WTF Depreciation Fund WVWA	1,202,944.25	1,212,001.15
1001-0023	BRWA Cell Tower Funds	335,913.55	335,913.55
1001-0024	SML WTF Depreciation Fund- BRWA portion	1,202,944.25	1,212,001.16
1001-0025	Vehicle and Equipment Replacement Fund	353,914.23	501,724.66
1001-0030	Information Systems Replacement Fund	328,771.82	346,271.82
1001-0035	Meter Replacement Fund	375,617.58	541,055.72
1001-0040	Sewerline Replacement Fund	1,283,765.20	1,479,765.20
1001-0045	Waterline Replacement Fund	643,796.06	874,796.06
1001-0050	Tank Rehab	567,003.76	613,672.76
1001-0060	Water Facilities Set Aside Fund	170,004.00	257,504.00
1001-0065	Sewer Facilities Set Asides	170,004.00	257,504.00
1001-1010	VA Investment Pool- Reserve Fund	480,590.61	484,346.36
1001-1020	LGIP Repairs & Maintenance Reserve	24,085.63	24,085.63
1001-1025	VRA Debt Service Reserve Fund	1,805,183.18	1,784,971.28
1001-1100	Escrow Account	35,341.72	33,241.72
	<b>Total Restricted Investments</b>	<b>11,776,685.97</b>	<b>12,699,540.02</b>
Prepaid Expenses:			
1002-1000	Prepaid Insurance	126,709.77	226,559.27
1002-1001	Prepaid Dues/Service Contracts	19,934.43	23,914.71
1002-1002	Deferred Outflows of Resources (Pensions)	355,859.00	355,859.00
1002-1003	VRS OPEB Deferred Outflow	73,524.00	73,524.00
1002-1004	VRS OPEB Deferred Outflow	(38,896.00)	(38,896.00)
1002-1005	Local OPEB Deferred Outflows	3,192.00	3,192.00
1002-1006	Local OPEB Deferred Inflows	(94,442.00)	(94,442.00)
	<b>Total Prepaid Expenses</b>	<b>445,881.20</b>	<b>549,710.98</b>
Accounts Receivable:			
1101-1000	Billings Receivable Water	1,163,814.66	1,001,947.07
1101-3000	Billings Receivable Sewer	1,191,518.17	1,539,976.12
1101-4000	Allowance for Doubtful Accounts	(252,468.34)	(252,468.34)
1101-4001	Water Penalties- A/R		3,377.64
1101-4003	Sewer Penalties A/R		91.52
1101-5001	Water Capital Recovery Fees A/R		20,000.00
1101-5002	Returned Check A/R	(30.28)	243.81
1101-5003	Sewer Capital Recovery Fees A/R		23,600.00
1101-5005	Reconnect Fee A/R		2,736.83
1101-6000	Water Account Charge A/R		82.06
1101-6003	Sewer Account Charges A/R		11,150.00

Bedford Regional Water Auth.  
Balance Sheet  
For the Seven Months Ending Saturday, January 31, 2026

		<u>7/1/2025</u> <u>Beginning</u>	<u>Jan 2026</u> <u>Actual</u>
1101-7001	Water Deposits A/R	0.01	(101,238.06)
1101-7500	Meter Base Installation Fee A/R		3,200.00
1101-7502	A/R- Sewer Clean-Out Insallation Fee		12,900.00
1101-7503	Sewer Extensions A/R		444.23
1101-7504	Sewer Pump Maintenance A/R	12,159.69	13,970.69
1101-7507	Meter Fee A/R		1,950.00
1101-7508	A/R- Industrial Pretreatment	(7,007.26)	(7,096.85)
1101-7510	SGP Review and Inpections A/R	(2,334.58)	(2,413.88)
1101-8006	Unauthorized Service A/R	6,000.00	8,500.00
1101-8008	Cellular Rental AR	1,910,056.21	1,910,056.21
1101-8009	Pending Electronic Payments		8,597.11
	Total Accounts Receivable	<u>4,021,708.28</u>	<u>4,199,606.16</u>
Accounts Receivable Other:			
1102-0001	Miscellaneous Accounts Receivable	39,037.39	56,035.64
	Total Accounts Receivable Other	<u>39,037.39</u>	<u>56,035.64</u>
Inventory:			
1200-0001	Maintenance Inventory	98,195.85	314,072.32
1200-0002	Meter Inventory	454,756.54	785,981.63
	Total Inventory	<u>552,952.39</u>	<u>1,100,053.95</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	54,658.81	54,752.31
1250-0300	CIP- Western Hills Sewer Replacement	54,750.00	54,750.00
1250-0301	CIP- Central PS Pump Replacements	6,500.00	6,500.00
1250-0302	CIP- Western Hills Water Replacement	40,200.00	40,200.00
1250-0303	CIP- Shady Knoll Sewer Replacement	137,978.98	222,031.90
1250-0304	CIP- Central PS 1&2 Replacements	636,853.21	664,057.21
1250-0305	CIP- Winoa Pump Station Repairs	30,081.46	156,092.46
1250-0306	CIP- SML Facility Capital Projects	563,201.26	833,993.03
1250-0307	CIP- Baltimore WATER project	13,272.54	39,635.66
1250-0310	CIP- Lead Service Line Inventory Project	177,905.00	193,655.00
1250-0317	CIP- Moneta Sewer Upgrades	1,500.00	1,500.00
1250-0318	Town & Country WATER Replacement	41,900.00	41,900.00
1250-0319	Montvale WWTP Biowheel	65,998.51	193,338.84
1250-0337	FY24-25 CIP Projects	53,644.05	57,644.05
1250-0355	CIP- Route 43 Sewer Replacement Project	153.75	153.75
1250-0378	Helm Street Tank Project (ARPA)	3,531,176.26	3,638,949.40
1250-0383	CIP- Ivy Creek Sewer	12,180,287.39	14,204,388.90
1250-0391	CIP- Turkey Mtn Booster Station	543,873.46	606,911.60
1250-0315	CIP- Central Water Electrical Study		6,022.00
1250-0327	CIP- FY2026 CIP Projects		22,917.60
1250-0335	CIP- Mariners Landing projects		12,760.01
1250-0381	CIP- Moneta WWTP/PS projects		35,186.96
1250-0382	CIP- Galax St Sewer Project		1,200.00
	Total Construction In Progress	<u>18,133,934.68</u>	<u>21,088,540.68</u>
Tangible Assets- Office:			
1301-0001	Office Facilities	3,818,136.02	3,818,136.02
1301-0002	Information Systems	2,041,546.10	2,041,546.10
	Total Tangible Assets- Office	<u>5,859,682.12</u>	<u>5,859,682.12</u>

Bedford Regional Water Auth.  
Balance Sheet  
For the Seven Months Ending Saturday, January 31, 2026

		<u>7/1/2025</u> <u>Beginning</u>	<u>Jan 2026</u> <u>Actual</u>
Tangible Assets - Vehicles:			
1302-0001	Vehicles and Equipment	5,416,576.50	5,416,576.50
	Total Tangible Assets - Vehicles	<u>5,416,576.50</u>	<u>5,416,576.50</u>
Tangible Assets - Water:			
1400-1000	SML Water Treatment Facility	16,694,001.18	16,694,001.18
1400-2000	Smith Mountain Lake Central	22,746,661.98	22,746,661.98
1400-3000	Stewartsville Water	2,735,076.84	2,735,076.84
1500-1000	Forest Water	38,917,905.09	38,917,905.09
1500-2000	Lakes Water	1,779,476.47	1,779,476.47
1500-3000	Central Water	25,946,787.79	25,946,787.79
	Total Tangible Assets - Water	<u>108,819,909.35</u>	<u>108,819,909.35</u>
Tangible Assets - Sewer:			
1700-0014	Central Sewer	31,413,948.56	31,413,948.56
1700-0015	Moneta Sewer	12,905,936.92	12,905,936.92
1700-0016	Forest Sewer	22,252,863.94	22,252,863.94
1700-0020	Mariners Landing Sewer	1,514,297.70	1,514,297.70
1700-1016	BRWA Share Lynchburg Sewer Upgrade	5,703,350.49	5,703,350.49
1700-8000	Montvale Sewer	2,069,879.22	2,069,879.22
	Total Tangible Assets - Sewer	<u>75,860,276.83</u>	<u>75,860,276.83</u>
Intangible Assets:			
1800-0000	Studies & Permits (Feasibility, master studies)	687,190.55	689,988.55
1800-0090	Capitalized Interest (Various projects)	56,410.45	56,410.45
	Total Intangible Assets	<u>743,601.00</u>	<u>746,399.00</u>
Fixed Asset Clearing Account:			
1801-0000	Fixed Asset Clearing Account		292,997.53
	Total Fixed Asset Clearing Account		<u>292,997.53</u>
Depreciation:			
1900-0000	Accumulated Depreciation	(89,336,795.55)	(89,336,795.55)
	Total Depreciation	<u>(89,336,795.55)</u>	<u>(89,336,795.55)</u>
	Total assets	155,678,430.12	156,269,299.10
LIABILITIES			
Accounts Payable:			
2000-1000	Accounts Payable	(1,484,491.33)	2,499.20
2000-1005	Retainage Payable	(677,630.76)	(626,316.12)
	Total Accounts Payable	<u>(2,162,122.09)</u>	<u>(623,816.92)</u>
Customer Liabilities:			
2001-0000	Customer Credit- Budget Billing accounts	3,009.22	3,009.22
2001-0003	Customer Refunds Payable		22,075.79
2001-0004	Liability for Sureties Held	(2,100.00)	
2001-0005	Liability for Easement Condemnations	(4,394.72)	(4,394.72)
2001-1000	Water Deposits	(4,513.25)	(1,681.75)
2001-1555	Fireline Assembly Deposits	(16,308.86)	(16,308.86)
2001-3000	Sewer Deposits	(3,250.75)	(3,250.75)
	Total Customer Liabilities	<u>(27,558.36)</u>	<u>(551.07)</u>
Employee Liabilities:			

Bedford Regional Water Auth.  
Balance Sheet  
For the Seven Months Ending Saturday, January 31, 2026

		<u>7/1/2025</u> <u>Beginning</u>	<u>Jan 2026</u> <u>Actual</u>
2100-0050	Compensated Absences Liability	(352,014.86)	(352,014.86)
2100-0060	Accrued Payroll	(262,590.43)	(0.01)
2100-0250	VRS Employee Contribution Payable	962.68	(18,375.17)
2100-0400	Net Pension Liability	(143,633.00)	(143,633.00)
2100-0450	Flexible Spending Account Payable	19.23	(1,600.32)
2100-0500	VRS OPEB Liability	(203,209.00)	(203,209.00)
2100-0510	Local OPEB Liability	(174,853.00)	(174,853.00)
2100-0550	Health Insurance Payable- Employee Share	870.71	(8,534.82)
2100-0600	VRS Mandatory Cash Match- Hybrid	1.34	(1,063.68)
2100-0625	Hybrid Voluntary Contributions	(0.01)	(1,708.72)
2100-0750	Optional Life Insurance Payable	767.81	370.86
2100-0800	AFLAC Withholding Payable	1,741.82	1,741.82
2100-0900	Outstanding Payables Checks	(49.83)	(49.83)
2100-0950	Employee Gym Memberships	(141.74)	(141.75)
2100-0200	State Withholding Payable		(9,527.07)
2100-0650	Deferred Compensation Payable		(665.00)
2100-0675	VRS Roth Contributions		(420.00)
2100-0850	Child Support Withholding Payable		(580.96)
	Total Employee Liabilities	<u>(1,132,128.28)</u>	<u>(914,264.51)</u>
Notes Payable:			
2200-0115	Current Maturities Long-Term Debt	0.40	3,123,737.32
2200-2001	Accrued Interest Payable	(292,775.21)	(292,775.21)
2200-2020	VRA 2015 Loan	(25,655,000.00)	(25,655,000.00)
2200-2021	VRA 2015 Premium	(220,531.69)	(220,531.69)
2200-2233	VRA Series 2014 Loan (2005 refunding)	(890,000.00)	(890,000.00)
2200-2240	VRA 2020 Loan (ESCO)	(2,970,000.00)	(2,970,000.00)
2200-2241	VRA 2020 Premium	(391,339.65)	(391,339.65)
2200-2250	2022 VA Water Facilities Revolving Fund	(14,051,975.00)	(14,051,975.00)
2200-2500	Assumed Debt from Town	(617,000.76)	(617,000.76)
2200-3000	Lynchburg Sewer System Loan Payable	(817,216.93)	(817,216.93)
	Total Notes Payable	<u>(45,905,838.84)</u>	<u>(42,782,101.92)</u>
Developer Revenues and Inflows:			
2300-0000	Deferred Revenue Liability	(534,753.25)	(512,953.25)
2300-0001	Deferred Revenue- Principal Forgiveness	(122,125.19)	(40,217.85)
2300-0003	Deferred Revenue- Capital Projects	(269,918.54)	(143,907.54)
2300-0004	Deferred Revenue- VDH	(73,695.00)	(73,695.00)
2300-1000	Deferred Inflows of Resources	(259,976.00)	(259,976.00)
2300-1001	Deferred Inflow of Resources- Leases	(1,824,542.37)	(1,824,542.37)
	Total Developer Revenues and Inflows	<u>(3,085,010.35)</u>	<u>(2,855,292.01)</u>
Retained Earnings:			
2999-0000	Retained Earnings	(103,365,772.20)	(103,365,772.20)
	Total Retained Earnings	<u>(103,365,772.20)</u>	<u>(103,365,772.20)</u>
	Total liabilities	<u>(155,678,430.12)</u>	<u>(150,541,798.63)</u>
	Operating Surplus/ (Loss)		5,727,500.47



Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Seven Months Ending Saturday, January 31, 2026

		<u>Month</u>	<u>FY -25-26</u> <u>YTD</u>	<u>FY 25-26</u> <u>Budget</u>	<u>Remaining</u> <u>On Budget</u>	<u>Goal:</u> <u>58%</u>
OPERATING REVENUE						
3000-3000	Water Sales	(\$947,291.14)	(\$7,024,641.71)	(\$11,415,256.00)	(\$4,390,614.29)	62%
3100-	Sewer Sales	(652,279.84)	(4,053,122.27)	(6,629,948.00)	(2,576,825.73)	61%
3902	Penalties	(15,485.35)	(117,085.64)	(100,000.00)	17,085.64	117%
3903-	Account Charges	(3,675.00)	(31,575.00)	(55,000.00)	(23,425.00)	57%
3903-	Review Fees	(10,094.85)	(91,052.15)	(55,500.00)	35,552.15	164%
3900-	Interest Earned		(112,606.55)	(100,000.00)	12,606.55	113%
3903-	Sewer Clean Outs			(7,000.00)	(7,000.00)	0%
3903-3250	Meter Installation Revenues	(11,300.00)	(88,120.00)	(120,000.00)	(31,880.00)	73%
3903-3255	Industrial Pretreatment Revenue	(1,168.79)	(8,848.23)	(20,000.00)	(11,151.77)	44%
3903-3261	Rent/Meter Charges	(2,963.15)	(12,667.15)	(15,000.00)	(2,332.85)	84%
3903-	Misc	(18,928.93)	(150,706.48)	(206,338.00)	(55,631.52)	73%
3903-	Fixed Asset Disposals		(6,460.00)		6,460.00	0%
3901-	Account Default Fees	(2,365.00)	(24,870.00)	(31,000.00)	(6,130.00)	80%
3201-3275	Contract Reimbursements		(49,211.86)	(100,000.00)	(50,788.14)	49%
	Revenue from BRWA Operations	<u>(1,665,552.05)</u>	<u>(11,770,967.04)</u>	<u>(18,855,042.00)</u>	<u>(7,084,074.96)</u>	<u>62%</u>
3000-3220	Capital Recovery Fees	(91,300.00)	(659,200.00)	(1,200,000.00)	(540,800.00)	55%
3903-3265	Cellular Antenna Site Rental-County portion	(4,593.64)	(39,143.32)	(64,692.00)	(25,548.68)	61%
3904-3310	BOS Capital Contributions		(909,706.25)	(1,000,000.00)	(90,293.75)	91%
3904-3315	Developer Line Contributions			(200,000.00)	(200,000.00)	0%
3904:3904-	ARPA Funding		(148,442.12)		148,442.12	0%
3904-3335	Contributions from Outside agencies	(26,930.56)	(343,120.18)		343,120.18	0%
3903-3330	SML WTF Revenue		(18,113.81)	(20,000.00)	(1,886.19)	91%
3904-3317	Developer Prepayments Redemption Revenue	(21,800.00)	(21,800.00)	(20,000.00)	1,800.00	109%
3903-3266	Cell Tower Inspection Revenue		(7,306.48)		7,306.48	0%
3903-3290	Insurance Proceeds		(620.00)		620.00	0%
	Revenue from Other Sources	<u>(144,624.20)</u>	<u>(2,147,452.16)</u>	<u>(2,504,692.00)</u>	<u>(357,239.84)</u>	<u>86%</u>
	Total Revenue	(1,810,176.25)	(13,918,419.20)	(21,359,734.00)	(7,441,314.80)	65%
OPERATING EXPENSES						
4000 + 4002	Salaries	648,852.10	3,256,091.56	6,392,949.97	3,136,858.41	51%
4010	General Office Expenses	27,971.71	183,645.17	323,844.00	140,198.83	57%
4100	Employee Benefit & Related Expenses	142,012.18	1,084,157.51	2,336,453.16	1,252,295.65	46%
4110	Billing Expenses	8,043.95	191,714.14	277,354.00	85,639.86	69%
4120	Information Systems Expenses	15,066.30	166,210.86	303,475.00	137,264.14	55%
4130	Adminstration Supplies	76.14	192.86	2,160.00	1,967.14	9%
4140	Customer Service Supplies	38.15	3,275.74	5,396.00	2,120.26	61%
4210	Engineering Expenses	5,885.55	26,980.52	115,551.00	88,570.48	23%
4220 + 4223	Operations Expenses	60.66	3,691.94	13,600.00	9,908.06	27%
4221	Compliance Program Supplies		2,756.25	6,000.00	3,243.75	46%
4222	Pretreatment Expenses	2,792.31	27,901.04	41,000.00	13,098.96	68%
4225-0100	Lab Supplies	825.05	5,287.13	18,000.00	12,712.87	29%
4230	Maintenance Expenses	3,389.78	19,557.07	69,612.00	50,054.93	28%
4240	Vehicles & Equipment Expenses	34,834.50	173,172.07	342,107.00	168,934.93	51%
4250	Forest Water Expenses	70,287.46	547,215.72	930,779.00	383,563.28	59%
4260	Well Systems Expenses	770.55	44,528.24	51,284.00	6,755.76	87%
4265	SML Central Distribution Water System Expenses	4,715.83	22,714.53	49,583.00	26,868.47	46%
4270	Highpoint Facility Expenses	1,045.99	17,073.69	51,059.00	33,985.31	33%
4330	SMLWTF Water Treatment Expenses	32,989.88	264,593.33	626,785.00	362,191.67	42%
4275	Central Water Distribution Expenses	32,028.44	132,007.98	203,761.00	71,753.02	65%
4276	Central Water Treatment Expenses	8,433.19	131,688.10	173,433.00	41,744.90	76%
4280	Stewartsville Water Expenses	916.37	11,450.75	55,088.00	43,637.25	21%
4285	Montvale Water Expenses	22,113.72	97,220.71		(97,220.71)	0%
4290	Forest Sewer Expenses	125,474.36	466,667.73	643,222.00	176,554.27	73%
4291	Central Sewer Collection System Expenses	18,790.55	176,332.52	203,300.00	26,967.48	87%
4293	Central Sewer Treatment Expenses	46,364.18	246,335.34	556,893.00	310,557.66	44%
4292	Moneta Sewer Collection System Expenses	1,690.18	42,780.84	85,900.00	43,119.16	50%
4294	Moneta Sewer Treatment Expenses	25,909.25	105,823.45	158,581.00	52,757.55	67%
4295	Montvale Sewer Expenses	2,736.94	31,596.73	29,261.00	(2,335.73)	108%
4296	Montvale Sewer Collection System Expenses		550.00	2,000.00	1,450.00	28%
4340	Mariners Landing Sewer Expenses	13,788.61	68,938.15	103,300.00	34,361.85	67%
4350	Cedar Rock Sewer Expenses	6,063.61	27,159.24	43,900.00	16,740.76	62%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Seven Months Ending Saturday, January 31, 2026

		<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4360	Paradise Point Water Expenses	556.12	4,001.68	27,025.00	23,023.32	15%
4300 + 4310	Schools Sewer Expenses	3,075.40	7,485.06	48,000.00	40,514.94	16%
	Total Operating Expenditures	<u>1,307,599.01</u>	<u>7,590,797.65</u>	<u>14,290,656.13</u>	<u>6,699,858.48</u>	<u>53%</u>
4400	Depreciation			4,587,600.00	4,587,600.00	0%
4500-0640	Lynchburg Debt Service Paid			1,482.00	1,482.00	0%
4500-0660	2014 VRA Interest		19,706.25	19,706.00	(0.25)	100%
4500-0665	2015 VRA Interest		459,403.13	897,281.00	437,877.87	51%
4500-0650	Assumed Debt from City	9,100.75	18,201.50	18,202.00	0.50	100%
4500-0675	VRA 2020 Interest (ESCO project)		54,434.38	103,359.00	48,924.62	53%
4500-0680	VA Water Facilities Revolving Loan Interest	26,549.33	48,375.82	69,585.00	21,209.18	70%
	Total Interest on Debt Service	<u>35,650.08</u>	<u>600,121.08</u>	<u>1,109,615.00</u>	<u>509,493.92</u>	<u>54%</u>
	Total Exp., Depr. and Interest	<u>1,343,249.09</u>	<u>8,190,918.73</u>	<u>19,987,871.13</u>	<u>11,796,952.40</u>	<u>41%</u>
	Total Revenues Less Oper Expense	<u>(466,927.16)</u>	<u>(5,727,500.47)</u>	<u>(1,371,862.87)</u>	<u>4,355,637.60</u>	<u>417%</u>
	Gross Cash Before Capital Exp	<u>(466,927.16)</u>	<u>(5,727,500.47)</u>	<u>(1,371,862.87)</u>	<u>4,355,637.60</u>	<u>417%</u>
	Less non-debt Capital Contributions	<u>(48,730.56)</u>	<u>(531,476.11)</u>	<u>(240,000.00)</u>	<u>291,476.11</u>	<u>221%</u>
	(Earnings)/loss before BRWA Capital Outlays	<u>(418,196.60)</u>	<u>(5,196,024.36)</u>	<u>(1,131,862.87)</u>	<u>4,064,161.49</u>	<u>459%</u>

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Seven Months Ending Saturday, January 31, 2026

		<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
OPERATING REVENUE						
Water Sales:						
3000-3000	Water Sales	(935,337.63)	(6,920,632.00)	(11,270,218.00)	(4,349,586.00)	61%
3000-3050	Contract Water Sales	(10,620.21)	(94,410.04)	(130,638.00)	(36,227.96)	72%
3000-3100	Paradise Point Water	(1,333.30)	(9,599.67)	(14,400.00)	(4,800.33)	67%
	Total Water Sales	(947,291.14)	(7,024,641.71)	(11,415,256.00)	(4,390,614.29)	62%
Sewer Sales:						
3100-3000	Sewer Sales	(635,631.36)	(3,936,013.95)	(6,451,248.00)	(2,515,234.05)	61%
3100-3025	Mariners Landing Sewer	(12,856.40)	(90,390.00)	(138,310.00)	(47,920.00)	65%
3100-3050	Cedar Rock Revenue	(3,792.08)	(26,718.32)	(40,390.00)	(13,671.68)	66%
	Total Sewer Sales	(652,279.84)	(4,053,122.27)	(6,629,948.00)	(2,576,825.73)	61%
Penalties:						
3902-3211	Water Penalty Revenue	(9,647.80)	(72,030.65)	(60,000.00)	12,030.65	120%
3902-3213	Sewer Penalty Revenue	(5,837.55)	(45,054.99)	(40,000.00)	5,054.99	113%
	Total Penalties	(15,485.35)	(117,085.64)	(100,000.00)	17,085.64	117%
Account Charges:						
3903-3231	Water Account Charge Revenue	(2,300.00)	(20,425.00)	(35,000.00)	(14,575.00)	58%
3903-3233	Sewer Account Charge Revenue	(1,375.00)	(11,150.00)	(20,000.00)	(8,850.00)	56%
	Total Account Charges	(3,675.00)	(31,575.00)	(55,000.00)	(23,425.00)	57%
Review Fees:						
3903-3240	Engineering Review Fees	(10,019.85)	(84,227.15)	(50,000.00)	34,227.15	168%
3903-3242	Engineering Fire Flow Testing	(75.00)	(225.00)	(1,500.00)	(1,275.00)	15%
3903-3243	SGP Review and Inspections		(6,600.00)	(4,000.00)	2,600.00	165%
	Total Review Fees	(10,094.85)	(91,052.15)	(55,500.00)	35,552.15	164%
Interest Earned:						
3900-3250	Bank Interest Earned		(112,606.55)	(100,000.00)	12,606.55	113%
	Total Interest Earned		(112,606.55)	(100,000.00)	12,606.55	113%
Sewer Clean Outs:						
3903-3245	Sewer Clean-Out Installation Fee			(7,000.00)	(7,000.00)	0%
	Total Sewer Clean Outs			(7,000.00)	(7,000.00)	0%
Meter Installation Revenues:						
3903-3250	Meter Fee Revenue	(3,300.00)	(23,720.00)	(50,000.00)	(26,280.00)	47%
3903-3260	Meter Base Installation Revenue	(8,000.00)	(64,400.00)	(70,000.00)	(5,600.00)	92%
	Total Meter Installation Revenues	(11,300.00)	(88,120.00)	(120,000.00)	(31,880.00)	73%
Industrial Pretreatment Revenue:						
3903-3255	Industrial Pretreatment Revenue	(1,168.79)	(8,848.23)	(20,000.00)	(11,151.77)	44%
	Total Industrial Pretreatment Revenue	(1,168.79)	(8,848.23)	(20,000.00)	(11,151.77)	44%
Rent/Meter Charges:						
3903-3261	Service Repairs & Equipment Rentals	(2,963.15)	(12,667.15)	(15,000.00)	(2,332.85)	84%
	Total Rent/Meter Charges	(2,963.15)	(12,667.15)	(15,000.00)	(2,332.85)	84%
Misc:						
3903-3262	Cellular Antenna Rental- BRWA portion	(6,890.46)	(61,952.48)	(80,298.00)	(18,345.52)	77%
3903-3263	Sewer Extension Revenue	(2,700.00)	(20,600.00)		20,600.00	0%
3903-3264	Sewer Pump Maintenance Revenue	(8,400.00)	(59,185.00)	(105,000.00)	(45,815.00)	56%
3903-3270	Miscellaneous Revenue		(3,393.38)	(10,000.00)	(6,606.62)	34%
3903-3275	Revenue from Communication Towers	(938.47)	(5,575.62)	(11,040.00)	(5,464.38)	51%
	Total Misc	(18,928.93)	(150,706.48)	(206,338.00)	(55,631.52)	73%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Seven Months Ending Saturday, January 31, 2026

	<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
<b>Fixed Asset Disposals:</b>					
3903-3280 Sales and Disposals		(6,460.00)		6,460.00	0%
Total Fixed Asset Disposals		(6,460.00)		6,460.00	0%
<b>Account Default Fees:</b>					
3901-3211 Reconnect Fee Revenue	(1,050.00)	(12,650.00)	(25,000.00)	(12,350.00)	51%
3901-3212 Return Check Revenue	(315.00)	(3,220.00)	(3,000.00)	220.00	107%
3901-3213 Unauthorized Service Revenue	(1,000.00)	(9,000.00)	(3,000.00)	6,000.00	300%
Total Account Default Fees	(2,365.00)	(24,870.00)	(31,000.00)	(6,130.00)	80%
<b>Contract Reimbursements:</b>					
3201-3275 School System Operations		(49,211.86)	(100,000.00)	(50,788.14)	49%
Total Contract Reimbursements		(49,211.86)	(100,000.00)	(50,788.14)	49%
Revenue from BRWA Operations	(1,665,552.05)	(11,770,967.04)	(18,855,042.00)	(7,084,074.96)	62%
<b>Capital Recovery Fees:</b>					
3000-3220 Water Capital Recovery Fees	(50,000.00)	(414,000.00)	(800,000.00)	(386,000.00)	52%
3100-3220 Sewer Capital Recovery Fees	(41,300.00)	(245,200.00)	(400,000.00)	(154,800.00)	61%
Total Capital Recovery Fees	(91,300.00)	(659,200.00)	(1,200,000.00)	(540,800.00)	55%
<b>Cellular Antenna Site Rental-County portion:</b>					
3903-3265 Cellular Antenna Revenue- Co. portion	(4,593.64)	(37,968.32)	(53,532.00)	(15,563.68)	71%
3903-3285 Bedford County Broadband Revenue		(1,175.00)	(11,160.00)	(9,985.00)	11%
Total Cellular Antenna Site Rental-County portion	(4,593.64)	(39,143.32)	(64,692.00)	(25,548.68)	61%
<b>BOS Capital Contributions:</b>					
3904-3310 Bedford County Debt Support		(909,706.25)	(1,000,000.00)	(90,293.75)	91%
Total BOS Capital Contributions		(909,706.25)	(1,000,000.00)	(90,293.75)	91%
<b>Developer Line Contributions:</b>					
3904-3315 Developer Contributions			(200,000.00)	(200,000.00)	0%
Total Developer Line Contributions			(200,000.00)	(200,000.00)	0%
<b>ARPA Funding:</b>					
3904-3325 Bedford ARPA Projects		(148,442.12)		148,442.12	0%
Total ARPA Funding		(148,442.12)		148,442.12	0%
<b>Contributions from Outside agencies:</b>					
3904-3335 Contributions from Outside Agencies		(261,212.84)		261,212.84	0%
3904-3350 VA Revolving Loan- Principal Forgiveness	(26,930.56)	(81,907.34)		81,907.34	0%
Total Contributions from Outside agencies	(26,930.56)	(343,120.18)		343,120.18	0%
<b>SML WTF Revenue:</b>					
3903-3330 SML WTF Revenue		(18,113.81)	(20,000.00)	(1,886.19)	91%
Total SML WTF Revenue		(18,113.81)	(20,000.00)	(1,886.19)	91%
<b>Developer Prepayments Redemption Revenue:</b>					
3904-3317 Developer Capital Recovery Fee Redemption Revenue	(21,800.00)	(21,800.00)	(20,000.00)	1,800.00	109%
Total Developer Prepayments Redemption Revenue	(21,800.00)	(21,800.00)	(20,000.00)	1,800.00	109%
<b>Cell Tower Inspection Revenue:</b>					
3903-3266 Cell Tower Inspection Revenue		(7,306.48)		7,306.48	0%
Total Cell Tower Inspection Revenue		(7,306.48)		7,306.48	0%
<b>Insurance Proceeds:</b>					

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
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		<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
3903-3290	Insurance Proceeds		(620.00)		620.00	0%
	Total Insurance Proceeds		(620.00)		620.00	0%
	Revenue from Other Sources	(144,624.20)	(2,147,452.16)	(2,504,692.00)	(357,239.84)	86%
	Total Revenue	(1,810,176.25)	(13,918,419.20)	(21,359,734.00)	(7,441,314.80)	65%
OPERATING EXPENSES						
Salaries:						
4000-0010	Administration Salaries	185,565.19	910,299.75	1,493,397.84	583,098.09	61%
4000-0019	IT Oncall Stipend	1,200.00	5,971.43	10,400.00	4,428.57	57%
4000-0020	Administration Overtime		2,353.81	15,342.63	12,988.82	15%
4002-0010	Customer Service Salaries	49,270.21	244,710.72	427,180.60	182,469.88	57%
4002-0020	Customer Service Overtime	645.31	3,157.19	5,377.99	2,220.80	59%
4003-0010	Engineering Department Salaries	86,090.40	443,663.45	922,947.28	479,283.83	48%
4003-0019	Engineering OnCall Stipend	1,200.00	5,971.43	10,400.00	4,428.57	57%
4003-0020	Engineering Department Overtime	2,054.52	24,840.18	64,312.81	39,472.63	39%
4004-0010	Maintenance Department Salaries	145,282.69	715,575.71	1,544,985.40	829,409.69	46%
4004-0019	Maintenance Oncall Stipend Expense	3,800.00	18,284.29	49,400.00	31,115.71	37%
4004-0020	Maintenance Department Overtime	20,702.68	85,576.16	224,044.43	138,468.27	38%
4005-0010	Operations Department Salaries	142,496.14	716,229.28	1,462,071.60	745,842.32	49%
4005-0019	Operations Oncall Stipend	1,200.00	6,971.43	10,400.00	3,428.57	67%
4005-0020	Operations Department Overtime	9,344.96	72,486.73	152,689.39	80,202.66	47%
	Total Salaries	648,852.10	3,256,091.56	6,392,949.97	3,136,858.41	51%
General Office Expenses:						
4010-0075	Board & Committee Meetings	85.68	428.81	1,000.00	571.19	43%
4010-0085	Long Range Planning	3,975.00	16,987.50	37,500.00	20,512.50	45%
4010-0100	Office Supplies	522.20	1,806.33	8,000.00	6,193.67	23%
4010-0103	Public Outreach Expenses	172.52	5,004.68	14,000.00	8,995.32	36%
4010-0110	Building Maintenance Expense	8,001.19	38,856.86	52,000.00	13,143.14	75%
4010-0130	Postage and Shipping Expense	225.00	2,611.01	8,500.00	5,888.99	31%
4010-0140	Commercial Phone Charges	7.69	7,074.44	14,400.00	7,325.56	49%
4010-0142	Cellular Phone Service	1,944.75	10,201.36	20,480.00	10,278.64	50%
4010-0150	Building Power and Utilities	2,755.41	15,488.52	24,000.00	8,511.48	65%
4010-0155	Building Fuel Costs		704.96	6,000.00	5,295.04	12%
4010-0170	Advertising	5,536.07	17,079.47	20,000.00	2,920.53	85%
4010-0175	Bank Service charges		2,977.48	16,800.00	13,822.52	18%
4010-0200	Accounting Services	505.00	41,985.00	50,000.00	8,015.00	84%
4010-0220	Legal Expenses	1,732.50	5,493.15	18,000.00	12,506.85	31%
4010-0400	Board of Directors Fees	2,375.00	16,625.00	28,500.00	11,875.00	58%
4010-0401	Board Mileage Reimbursements	133.70	320.60	588.00	267.40	55%
4010-0160	Employee Bond			748.00	748.00	0%
4010-0161	Building Insurance			3,328.00	3,328.00	0%
	Total General Office Expenses	27,971.71	183,645.17	323,844.00	140,198.83	57%
Employee Benefit & Related Expenses:						
4100-0030	Payroll Taxes	47,258.55	238,286.51	482,895.00	244,608.49	49%
4100-0040	VRS Retirement and Group Life	4,409.79	191,358.51	360,518.00	169,159.49	53%
4100-0041	VRS Hybrid Disability Program		7,672.28	16,273.00	8,600.72	47%
4100-0045	Unemployment Payments		738.50		(738.50)	0%
4100-0050	Health Insurance	75,984.66	537,935.24	1,088,505.00	550,569.76	49%
4100-0055	Flexible Spending Account		1,067.25	2,500.00	1,432.75	43%
4100-0065	Employee Testing	2,580.80	7,470.10	8,605.00	1,134.90	87%
4100-0075	Meetings	371.00	1,810.94	23,820.00	22,009.06	8%
4100-0080	Professional Dues	301.00	4,275.64	14,111.00	9,835.36	30%
4100-0085	Training and Education	1,800.00	36,697.28	102,493.00	65,795.72	36%
4100-0101	Admin Clothing and Uniforms		109.48	1,450.00	1,340.52	8%
4100-0102	Employee & Incentive Fund	1,986.01	18,290.50	34,750.00	16,459.50	53%
4100-0103	Safety	5,086.88	22,092.53	68,507.00	46,414.47	32%
4100-0104	Customer Service Clothing & Uniforms		300.00	2,175.00	1,875.00	14%
4100-0105	Engineering Clothing & Uniforms	124.98	1,177.48	7,095.00	5,917.52	17%
4100-0106	Wastewater Clothing & Uniforms	237.64	4,222.10	12,149.56	7,927.46	35%
4100-0107	Water Clothing & Uniforms	8.64	1,077.13	12,838.60	11,761.47	8%

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		<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4100-0108	Maintenance Clothing & Uniforms	1,862.23	9,576.04	41,590.00	32,013.96	23%
4100-0060	Worker's Compensation			55,178.00	55,178.00	0%
4100-0090	Whistle Blower Hotline			500.00	500.00	0%
4100-0095	Employee Referral Program			500.00	500.00	0%
	<b>Total Employee Benefit &amp; Related Expenses</b>	<b>142,012.18</b>	<b>1,084,157.51</b>	<b>2,336,453.16</b>	<b>1,252,295.65</b>	<b>46%</b>
<b>Billing Expenses:</b>						
4110-0110	Bill Processing Services	3,191.42	84,939.49	101,726.00	16,786.51	83%
4110-0112	Customer Notification Expenses	250.00	747.80	5,000.00	4,252.20	15%
4110-0120	Customer Service Software Maintenance		77,333.06	74,540.00	(2,793.06)	104%
4110-0125	Credit Card Processing Fees	4,270.45	26,762.85	56,550.00	29,787.15	47%
4110-0175	Courier Service	332.08	1,930.94	11,388.00	9,457.06	17%
4110-0091	Bad Debt Expense Water			10,000.00	10,000.00	0%
4110-0093	Bad Debt Expense Sewer			12,500.00	12,500.00	0%
4110-0094	Bad Debt Expense Penalties/Misc.			2,500.00	2,500.00	0%
4110-0097	Collection Agency Expense			3,000.00	3,000.00	0%
4110-0115	Meter Testing			150.00	150.00	0%
	<b>Total Billing Expenses</b>	<b>8,043.95</b>	<b>191,714.14</b>	<b>277,354.00</b>	<b>85,639.86</b>	<b>69%</b>
<b>Information Systems Expenses:</b>						
4120-0100	Information Systems Supplies	523.92	5,882.00	8,000.00	2,118.00	74%
4120-0110	Contracted Services (Network)	9,572.07	67,559.33	71,660.00	4,100.67	94%
4120-0115	Continuing Support (Software)	3,494.81	82,597.81	205,245.00	122,647.19	40%
4120-0145	Internet and WAN Communications	1,475.50	10,171.72	18,570.00	8,398.28	55%
	<b>Total Information Systems Expenses</b>	<b>15,066.30</b>	<b>166,210.86</b>	<b>303,475.00</b>	<b>137,264.14</b>	<b>55%</b>
<b>Administration Supplies:</b>						
4130-0100	Administration Supplies	76.14	192.86	2,160.00	1,967.14	9%
	<b>Total Administration Supplies</b>	<b>76.14</b>	<b>192.86</b>	<b>2,160.00</b>	<b>1,967.14</b>	<b>9%</b>
<b>Customer Service Supplies:</b>						
4140-0100	Customer Service Supplies	38.15	3,275.74	5,396.00	2,120.26	61%
	<b>Total Customer Service Supplies</b>	<b>38.15</b>	<b>3,275.74</b>	<b>5,396.00</b>	<b>2,120.26</b>	<b>61%</b>
<b>Engineering Expenses:</b>						
4210-0100	Engineering Supplies		10,799.12	35,111.00	24,311.88	31%
4210-0110	Engineering Reviews	5,004.75	8,781.30	61,800.00	53,018.70	14%
4210-0141	Locating Notification Tickets	880.80	6,045.60	14,400.00	8,354.40	42%
4210-0240	Construction testing		1,354.50	4,240.00	2,885.50	32%
	<b>Total Engineering Expenses</b>	<b>5,885.55</b>	<b>26,980.52</b>	<b>115,551.00</b>	<b>88,570.48</b>	<b>23%</b>
<b>Operations Expenses:</b>						
4220-0100	Wastewater Operations Supplies		692.81	1,600.00	907.19	43%
4223-0100	Water Operations Supplies	60.66	2,999.13	12,000.00	9,000.87	25%
	<b>Total Operations Expenses</b>	<b>60.66</b>	<b>3,691.94</b>	<b>13,600.00</b>	<b>9,908.06</b>	<b>27%</b>
<b>Compliance Program Supplies:</b>						
4221-0100	FROG Program Supplies		2,756.25	6,000.00	3,243.75	46%
	<b>Total Compliance Program Supplies</b>		<b>2,756.25</b>	<b>6,000.00</b>	<b>3,243.75</b>	<b>46%</b>
<b>Pretreatment Expenses:</b>						
4222-0100	Pretreatment Supplies/Expenses	2,792.31	16,046.90	31,000.00	14,953.10	52%
4222-0200	Backflow Supplies		11,854.14	10,000.00	(1,854.14)	119%
	<b>Total Pretreatment Expenses</b>	<b>2,792.31</b>	<b>27,901.04</b>	<b>41,000.00</b>	<b>13,098.96</b>	<b>68%</b>
<b>Lab Supplies:</b>						
4225-0100	Lab Supplies	825.05	5,287.13	18,000.00	12,712.87	29%
	<b>Total Lab Supplies</b>	<b>825.05</b>	<b>5,287.13</b>	<b>18,000.00</b>	<b>12,712.87</b>	<b>29%</b>



Bedford Regional Water Auth.  
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	<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
<b>Maintenance Expenses:</b>					
4230-0100 Maintenance Supplies	3,389.78	19,557.07	69,612.00	50,054.93	28%
Total Maintenance Expenses	3,389.78	19,557.07	69,612.00	50,054.93	28%
<b>Vehicles &amp; Equipment Expenses:</b>					
4240-0100 Vehicles and Equipment Supplies	2,206.32	23,338.22	46,350.00	23,011.78	50%
4240-0110 Vehicles and Equipment Contracted Services	24,777.85	92,484.76	125,000.00	32,515.24	74%
4240-0155 Vehicles & Equipment Fuel Costs	7,850.33	57,349.09	125,000.00	67,650.91	46%
4240-0162 Vehicles and Equipment Insurance			45,757.00	45,757.00	0%
Total Vehicles & Equipment Expenses	34,834.50	173,172.07	342,107.00	168,934.93	51%
<b>Forest Water Expenses:</b>					
4250-0100 Forest Water Supplies	2,563.83	47,340.86	45,000.00	(2,340.86)	105%
4250-0110 Forest Water Contracted Services	2,105.26	11,649.84	35,000.00	23,350.16	33%
4250-0150 Forest Water Power	808.01	2,487.31	6,000.00	3,512.69	41%
4250-0240 Forest Water Sampling and Testing	87.00	4,570.51	10,000.00	5,429.49	46%
4250-0300 Forest Water Purchased	64,723.36	453,864.20	721,266.00	267,401.80	63%
4250-0410 Forest Water VDH Fees		27,303.00	28,385.00	1,082.00	96%
4250-0101 Forest Water Meter Installations			56,000.00	56,000.00	0%
4250-0115 Forest Water System Repairs & Improvements			3,500.00	3,500.00	0%
4250-0140 Forest Water Communications			1,320.00	1,320.00	0%
4250-0161 Forest Water Insurance			24,308.00	24,308.00	0%
Total Forest Water Expenses	70,287.46	547,215.72	930,779.00	383,563.28	59%
<b>Well Systems Expenses:</b>					
4260-0100 Well Systems Supplies		1,658.56	9,000.00	7,341.44	18%
4260-0105 Well Systems Chemicals	138.62	4,367.77	9,000.00	4,632.23	49%
4260-0110 Well Systems Contracted Services		31,640.17	15,000.00	(16,640.17)	211%
4260-0140 Wells Systems Communications	34.90	214.00	500.00	286.00	43%
4260-0150 Well Systems Power	597.03	3,113.14	7,000.00	3,886.86	44%
4260-0240 Well Systems Sampling and Testing		2,808.60	7,500.00	4,691.40	37%
4260-0410 Well Systems VDH Fees		726.00	737.00	11.00	99%
4260-0101 Well Systems Meter Installations			500.00	500.00	0%
4260-0115 Well Systems Repairs & Improvements			1,000.00	1,000.00	0%
4260-0161 Well Systems Insurance			1,047.00	1,047.00	0%
Total Well Systems Expenses	770.55	44,528.24	51,284.00	6,755.76	87%
<b>SML Central Distribution Water System Expenses:</b>					
4265-0100 SML Central Water Distribution Supplies	263.90	6,256.73	13,000.00	6,743.27	48%
4265-0110 SML Central Water Distribution Contracted Services	4,379.21	9,381.29	12,000.00	2,618.71	78%
4265-0150 SML Central Electric	72.72	535.51	840.00	304.49	64%
4265-0240 SML Central Water Distribution Sampling & Testing		1,492.00	5,000.00	3,508.00	30%
4265-0410 SML Central Water Distribution VDH Fees		5,049.00	5,153.00	104.00	98%
4265-0101 SML Central Water Distribution Meter Installations			12,000.00	12,000.00	0%
4265-0115 SML Central Water Distrib. Repairs & Improvements			1,000.00	1,000.00	0%
4265-0140 SML Communications			590.00	590.00	0%
Total SML Central Distribution Water System Expenses	4,715.83	22,714.53	49,583.00	26,868.47	46%
<b>Highpoint Facility Expenses:</b>					
4270-0100 Highpoint Facility Supplies		715.25	4,000.00	3,284.75	18%
4270-0105 Highpoint Facility Chemicals		3,899.04	7,500.00	3,600.96	52%
4270-0110 Highpoint Facility Contracted Services		4,730.83	14,000.00	9,269.17	34%
4270-0150 Highpoint Facility Power	777.52	7,047.67	14,500.00	7,452.33	49%
4270-0155 Highpoint Facility Fuel Costs	268.47	680.90	2,000.00	1,319.10	34%
4270-0161 Highpoint Facility Insurance			7,640.00	7,640.00	0%
4270-0371 Highpoint Facility Road Maintenance Fees			1,419.00	1,419.00	0%
Total Highpoint Facility Expenses	1,045.99	17,073.69	51,059.00	33,985.31	33%
<b>SMLWTF Water Treatment Expenses:</b>					
4330-0100 SMLWTF Water Treatment Supplies	4,392.95	28,894.33	70,000.00	41,105.67	41%
4330-0105 SMLWTF Water Treatment Chemicals	2,697.20	52,092.54	115,000.00	62,907.46	45%
4330-0110 SMLWTF Water Treatment Contracted Services	2,173.47	24,911.92	160,000.00	135,088.08	16%
4330-0140 SMLWTF Water Treatment Communications		373.83	1,640.00	1,266.17	23%

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	<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
4330-0150 SMLWTF Water Treatment Power	23,726.26	148,785.14	240,000.00	91,214.86	62%
4330-0155 SMLWTF Water Treatment Fuel Costs		684.77	2,500.00	1,815.23	27%
4330-0240 SMLWTF Water Treatment Sampling & Testing		1,350.80	10,000.00	8,649.20	14%
4330-0300 SML Water Quality Monitoring		7,500.00	7,500.00		100%
4330-0161 SMLWTF Water Treatment Property Insurance			11,345.00	11,345.00	0%
4330-0370 SMLWTF Water Treatment Raw Water Fee			8,800.00	8,800.00	0%
Total SMLWTF Water Treatment Expenses	32,989.88	264,593.33	626,785.00	362,191.67	42%
Central Water Distribution Expenses:					
4275-0100 Central Water Supplies	5,026.61	44,259.56	45,000.00	740.44	98%
4275-0101 Central Water Meter Installations	17,422.61	17,422.61	3,750.00	(13,672.61)	465%
4275-0110 Central Water Contracted Services	9,505.26	43,895.26	100,000.00	56,104.74	44%
4275-0115 Central Water Repairs & Improvements		11,473.97	30,000.00	18,526.03	38%
4275-0150 Central Water Power	73.96	402.39		(402.39)	0%
4275-0240 Central Water Sampling & Testing		3,061.19	12,750.00	9,688.81	24%
4275-0410 Central Water VDH Fees		11,493.00	11,761.00	268.00	98%
4275-0155 Central Water Fuel Purchases			500.00	500.00	0%
Total Central Water Distribution Expenses	32,028.44	132,007.98	203,761.00	71,753.02	65%
Central Water Treatment Expenses:					
4276-0100 Central Water Treatment Supplies	1,093.72	30,335.75	40,000.00	9,664.25	76%
4276-0105 Central Water Treatment Chemicals		33,999.74	45,000.00	11,000.26	76%
4276-0110 Central Water Treatment Contracted Services	539.05	31,115.39	20,000.00	(11,115.39)	156%
4276-0140 Central Water Treatment Communications	60.17	555.21	1,020.00	464.79	54%
4276-0150 Central Water Treatment Power	6,638.25	32,613.11	38,000.00	5,386.89	86%
4276-0240 Central Water Treatment Sampling & Testing	102.00	3,068.90	1,500.00	(1,568.90)	205%
4276-0155 Central Water Treatment Fuel			2,000.00	2,000.00	0%
4276-0161 Central Water Treatment Property Insurance			25,913.00	25,913.00	0%
Total Central Water Treatment Expenses	8,433.19	131,688.10	173,433.00	41,744.90	76%
Stewartsville Water Expenses:					
4280-0100 Stewartsville Water Supplies		444.57	3,000.00	2,555.43	15%
4280-0110 Stewartsville Water Contracted Services	25.27	2,865.27	2,700.00	(165.27)	106%
4280-0140 Stewartsville Water Communications	34.90	340.26	600.00	259.74	57%
4280-0150 Stewartsville Water Power	43.57	122.00	400.00	278.00	31%
4280-0240 Stewartsville Water Sampling and Testing	24.00	668.00	5,500.00	4,832.00	12%
4280-0300 Stewartsville Water Purchased	788.63	6,581.65	38,500.00	31,918.35	17%
4280-0410 Stewartsville Water VDH Fees		429.00	429.00		100%
4280-0101 Stewartsville Meter Installations			500.00	500.00	0%
4280-0115 Stewartsville Water Repairs & Improvements			2,500.00	2,500.00	0%
4280-0161 Stewartsville Water Insurance			959.00	959.00	0%
Total Stewartsville Water Expenses	916.37	11,450.75	55,088.00	43,637.25	21%
Montvale Water Expenses:					
4285-0100 Montvale Water Supplies	974.17	14,558.31		(14,558.31)	0%
4285-0101 Montvale Water Meter Installations		405.01		(405.01)	0%
4285-0110 Montvale Water Contracted Services	21,139.55	73,783.55		(73,783.55)	0%
4285-0115 Montvale Water Repairs & Improvements		7,309.45		(7,309.45)	0%
4285-0140 Montvale Water Communications		39.99		(39.99)	0%
4285-0240 Montvale Water Sampling & Testing		1,124.40		(1,124.40)	0%
Total Montvale Water Expenses	22,113.72	97,220.71		(97,220.71)	0%
Forest Sewer Expenses:					
4290-0100 Forest Sewer Supplies	7,646.49	13,315.31	65,000.00	51,684.69	20%
4290-0105 Forest Sewer Chemicals	7,937.88	38,003.60	64,000.00	25,996.40	59%
4290-0110 Forest Sewer Contracted Services	69,542.66	161,093.52	64,000.00	(97,093.52)	252%
4290-0115 Forest Sewer Repairs & Improvements		1,324.50	15,000.00	13,675.50	9%
4290-0140 Forest Sewer Communications	25.27	571.49	3,600.00	3,028.51	16%
4290-0150 Forest Sewer Power	2,971.62	11,909.68	37,200.00	25,290.32	32%
4290-0155 Forest Sewer Fuel Expense	5,350.44	48,449.63	3,000.00	(45,449.63)	1,615%
4290-0350 Forest Sewer Treatment Costs	32,000.00	192,000.00	384,000.00	192,000.00	50%
4290-0161 Forest Sewer Insurance			6,922.00	6,922.00	0%
4290-0240 Forest Sewer Testing			500.00	500.00	0%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Seven Months Ending Saturday, January 31, 2026

	<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Total Forest Sewer Expenses	125,474.36	466,667.73	643,222.00	176,554.27	73%
Central Sewer Collection System Expenses:					
4291-0100 Central Sewer Supplies	2,539.36	14,402.98	50,000.00	35,597.02	29%
4291-0110 Central Sewer Coll System Contracted Services	10,788.43	131,030.35	75,000.00	(56,030.35)	175%
4291-0150 Central Sewer Power	5,462.76	29,936.75	50,000.00	20,063.25	60%
4291-0155 Central Sewer Fuel Costs		962.44	3,000.00	2,037.56	32%
4291-0115 Central Sewer Repairs & Improvements			25,000.00	25,000.00	0%
4291-0240 Central Sewer Sampling & Testing			300.00	300.00	0%
Total Central Sewer Collection System Expenses	18,790.55	176,332.52	203,300.00	26,967.48	87%
Central Sewer Treatment Expenses:					
4293-0100 Center Sewer Treatment Supplies	725.05	17,929.87	85,000.00	67,070.13	21%
4293-0105 Center Sewer Treatment Chemicals	16,624.55	80,242.05	130,000.00	49,757.95	62%
4293-0110 Center Sewer Treatment Contracted Services	9,589.38	34,819.54	80,000.00	45,180.46	44%
4293-0115 Center Sewer Sludge Tipping Fees	4,522.00	18,099.00	35,000.00	16,901.00	52%
4293-0140 Center Sewer Treatment Communications	192.59	3,129.46	12,000.00	8,870.54	26%
4293-0150 Center Sewer Treatment Power	11,260.41	58,586.46	120,000.00	61,413.54	49%
4293-0240 Center Sewer Treatment Sampling & Testing	3,450.20	22,310.96	60,000.00	37,689.04	37%
4293-0411 Center Sewer DEQ Charges		11,218.00	11,000.00	(218.00)	102%
4293-0155 Central Sewer Fuel			2,000.00	2,000.00	0%
4293-0161 Center Sewer Treatment Property Insurance			21,893.00	21,893.00	0%
Total Central Sewer Treatment Expenses	46,364.18	246,335.34	556,893.00	310,557.66	44%
Moneta Sewer Collection System Expenses:					
4292-0100 Moneta Sewer Supplies	(160.08)	5,978.07	15,000.00	9,021.93	40%
4292-0110 Moneta Sewer Contracted Services		24,737.20	35,000.00	10,262.80	71%
4292-0140 Moneta Communications	34.90	457.84	400.00	(57.84)	114%
4292-0150 Moneta Sewer Power	1,815.36	11,607.73	18,500.00	6,892.27	63%
4292-0115 Moneta Sewer Repairs & Improvements			5,000.00	5,000.00	0%
4292-0155 Moneta Sewer Fuel Costs			10,000.00	10,000.00	0%
4292-0240 Moneta Sewer Sampling & Testing			2,000.00	2,000.00	0%
Total Moneta Sewer Collection System Expenses	1,690.18	42,780.84	85,900.00	43,119.16	50%
Moneta Sewer Treatment Expenses:					
4294-0100 Moneta Sewer Treatment Supplies	1,158.34	7,998.49	15,000.00	7,001.51	53%
4294-0105 Moneta Sewer Treatment Chemicals		4,544.93	10,000.00	5,455.07	45%
4294-0110 Moneta Sewer Contracted Services	16,447.13	46,275.86	25,000.00	(21,275.86)	185%
4294-0115 Moneta Sewer Sludge Tipping Fees	672.00	2,456.00	6,500.00	4,044.00	38%
4294-0140 Moneta Sewer Treatment Communications		492.00	1,800.00	1,308.00	27%
4294-0150 Moneta Sewer Treatment Power	4,291.96	24,443.21	60,000.00	35,556.79	41%
4294-0155 Moneta Sewer Fuel	755.32	1,038.76	1,200.00	161.24	87%
4294-0240 Moneta Sewer Treatment Sampling & Testing	2,584.50	15,051.20	27,000.00	11,948.80	56%
4294-0411 Moneta Sewer DEQ Charges		3,523.00	3,500.00	(23.00)	101%
4294-0161 Moneta Sewer Treatment Property Insurance			8,581.00	8,581.00	0%
Total Moneta Sewer Treatment Expenses	25,909.25	105,823.45	158,581.00	52,757.55	67%
Montvale Sewer Expenses:					
4295-0100 Montvale Sewer Supplies	315.48	3,446.25	7,000.00	3,553.75	49%
4295-0110 Montvale Sewer Contracted Services	425.27	8,833.08	8,000.00	(833.08)	110%
4295-0115 Montvale Sewer Repairs & Improvements		180.72		(180.72)	0%
4295-0140 Montvale Communications		126.26	300.00	173.74	42%
4295-0150 Montvale Sewer Power	1,251.39	10,779.25	500.00	(10,279.25)	2,156%
4295-0155 Montvale Sewer Fuel Costs		222.47	250.00	27.53	89%
4295-0240 Montvale Sewer Sampling & Testing	744.80	5,189.70	7,000.00	1,810.30	74%
4295-0411 Montvale Sewer DEQ charges		2,819.00	3,000.00	181.00	94%
4295-0105 Montvale Sewer Chemicals			2,000.00	2,000.00	0%
4295-0161 Montvale Sewer Insurance			1,211.00	1,211.00	0%
Total Montvale Sewer Expenses	2,736.94	31,596.73	29,261.00	(2,335.73)	108%
Montvale Sewer Collection System Expenses:					
4296-0110 Montvale Sewer Collection Contracted Services		550.00	1,000.00	450.00	55%
4296-0100 Montvale Sewer Collection Supplies			1,000.00	1,000.00	0%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Seven Months Ending Saturday, January 31, 2026

	<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Total Montvale Sewer Collection System Expenses		550.00	2,000.00	1,450.00	28%
Mariners Landing Sewer Expenses:					
4340-0100 Mariners Landing Sewer Supplies	573.39	9,422.83	22,000.00	12,577.17	43%
4340-0110 Mariners Landing Sewer Contracted Services	9,790.30	40,787.96	40,000.00	(787.96)	102%
4340-0140 Mariners Landing Sewer Communication		392.92	2,400.00	2,007.08	16%
4340-0150 Mariners Landing Sewer Power	2,499.22	15,735.74	28,000.00	12,264.26	56%
4340-0240 Mariners Landing Sewer Sampling & Testing	925.70	2,598.70	5,000.00	2,401.30	52%
4340-0105 Mariners Landing Sewer Chemicals			1,500.00	1,500.00	0%
4340-0155 Mariners Landing Sewer Fuel Costs			2,000.00	2,000.00	0%
4340-0161 Mariners Landing Sewer Property Insurance			2,400.00	2,400.00	0%
Total Mariners Landing Sewer Expenses	13,788.61	68,938.15	103,300.00	34,361.85	67%
Cedar Rock Sewer Expenses:					
4350-0100 Cedar Rock Sewer Supplies	22.68	1,274.87	10,000.00	8,725.13	13%
4350-0105 Cedar Rock Sewer Chemicals		132.75	1,000.00	867.25	13%
4350-0110 Cedar Rock Sewer Contracted Services	4,500.00	14,838.38	15,000.00	161.62	99%
4350-0140 Cedar Rock Sewer Communication	34.90	214.00	400.00	186.00	54%
4350-0150 Cedar Rock Sewer Power	1,128.03	5,502.94	9,500.00	3,997.06	58%
4350-0240 Cedar Rock Sewer Sampling & Testing	378.00	2,377.30	4,500.00	2,122.70	53%
4350-0411 Cedar Rock Sewer DEQ Permit Fees		2,819.00	2,900.00	81.00	97%
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	6,063.61	27,159.24	43,900.00	16,740.76	62%
Paradise Point Water Expenses:					
4360-0100 Paradise Point Supplies		1,123.12	5,000.00	3,876.88	22%
4360-0105 Paradise Point Chemicals		547.21	3,500.00	2,952.79	16%
4360-0110 Paradise Point Contracted Services	421.05	1,321.05	12,000.00	10,678.95	11%
4360-0150 Paradise Point electric	135.07	477.10	5,000.00	4,522.90	10%
4360-0240 Paradise Point Sampling and Testing		461.20	1,000.00	538.80	46%
4360-0410 Paradise Point VDH Fees		72.00	75.00	3.00	96%
4360-0140 Paradise Point Communications			350.00	350.00	0%
4360-0155 Paradise Point Fuel Costs			100.00	100.00	0%
Total Paradise Point Water Expenses	556.12	4,001.68	27,025.00	23,023.32	15%
Schools Sewer Expenses:					
4300-0100 Schools Operations Supplies	2,111.20	4,010.61	12,000.00	7,989.39	33%
4300-0105 Schools Chemicals		504.45	12,000.00	11,495.55	4%
4300-0240 Schools Sampling and Testing	964.20	2,970.00	9,000.00	6,030.00	33%
4300-0110 Schools Contracted Services			15,000.00	15,000.00	0%
Total Schools Sewer Expenses	3,075.40	7,485.06	48,000.00	40,514.94	16%
Total Operating Expenditures	1,307,599.01	7,590,797.65	14,290,656.13	6,699,858.48	53%
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%

Bedford Regional Water Auth.  
Summary of Revenue & Expenditures  
For the Seven Months Ending Saturday, January 31, 2026

	<u>Month</u>	<u>FY -25-26 YTD</u>	<u>FY 25-26 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 58%</u>
Lynchburg Debt Service Paid:					
4500-0640 Lynchburg Sewer Interest			1,482.00	1,482.00	0%
Total Lynchburg Debt Service Paid			1,482.00	1,482.00	0%
2014 VRA Interest:					
4500-0660 VRA 2014 Interest (2005 Refunding)		19,706.25	19,706.00	(0.25)	100%
Total 2014 VRA Interest		19,706.25	19,706.00	(0.25)	100%
2015 VRA Interest:					
4500-0665 VRA 2015 Interest		459,403.13	897,281.00	437,877.87	51%
Total 2015 VRA Interest		459,403.13	897,281.00	437,877.87	51%
Assumed Debt from City:					
4500-0650 Assumed Debt from Town- Interest	9,100.75	18,201.50	18,202.00	0.50	100%
Total Assumed Debt from City	9,100.75	18,201.50	18,202.00	0.50	100%
VRA 2020 Interest (ESCO project):					
4500-0675 VRA 2020 Interest (ESCO)		54,434.38	103,359.00	48,924.62	53%
Total VRA 2020 Interest (ESCO project)		54,434.38	103,359.00	48,924.62	53%
VA Water Facilities Revolving Loan Interest:					
4500-0680 VA Water Facilities Revolving Fund Interest	26,549.33	48,375.82	69,585.00	21,209.18	70%
Total VA Water Facilities Revolving Loan Interest	26,549.33	48,375.82	69,585.00	21,209.18	70%
Total Interest on Debt Service	35,650.08	600,121.08	1,109,615.00	509,493.92	54%
Total Exp., Depr. and Interest	1,343,249.09	8,190,918.73	19,987,871.13	11,796,952.40	41%
Total Revenues Less Oper Expense	(466,927.16)	(5,727,500.47)	(1,371,862.87)	4,355,637.60	417%
Gross Cash Before Capital Exp	(466,927.16)	(5,727,500.47)	(1,371,862.87)	4,355,637.60	417%
Less non-debt Capital Contributions	(48,730.56)	(531,476.11)	(240,000.00)	291,476.11	221%
(Earnings)/loss before BRWA Capital Outlays	(418,196.60)	(5,196,024.36)	(1,131,862.87)	4,064,161.49	459%

## BRWA Cash Flow Analysis- Truist Checking Account

Description	July-25	August-25	September-25	October-25	November-25	December-25	January-26	February-26	March-26	April-26	May-26	June-26	YTD Total
<b>Starting Balance</b>	\$ 4,776,517.33	\$ 3,863,566.51	\$ 2,925,378.48	\$ 2,712,505.22	\$ 3,547,022.81	\$ 3,384,785.44	\$ 2,963,646.14						
<b>DEBITS</b>													
<b>Debits from Operations</b>													
Capital Contributions/Asset Sales and Dispos	\$ 21,200.00	\$10,809.00	\$ -	\$ 11,300.00	\$ 135,201.84	\$ -	\$ -						\$ 178,510.84
Cash From Operations	\$ 1,862,244.70	\$ 1,732,633.51	\$1,755,114.12	\$1,848,105.90	\$1,475,268.58	\$2,045,419.17	\$ 1,439,924.97						\$ 12,158,710.95
<b>Total Cash from Operations:</b>	\$ 1,883,444.70	\$ 1,743,442.51	\$ 1,755,114.12	\$ 1,859,405.90	\$ 1,610,470.42	\$ 2,045,419.17	\$ 1,439,924.97	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,337,221.79
<b>Debits from Non-Operating Sources</b>													
County CIP & Debt Service	\$ -	\$ -	\$ 909,706.25	\$ -	\$ -	\$ -	\$ -						\$ 909,706.25
Transfers from Reserve Accounts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
Transfers from VRA Project Fund & Other age	\$ -	\$ -	\$ -	\$ 1,276,109.19	\$ -	\$ -	\$ 625,106.46						\$ 1,901,215.65
Transfers from Escrow Account	\$ -	\$ -	\$ -	\$ -	\$ 2,100.00	\$ -	\$ -						\$ 2,100.00
Transfers from Capital & Replacement Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,103.96						\$ 36,103.96
Transfers in Deposit Refund Program Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
Transfers from Economic Dev. Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						\$ -
Transfers In Debt Service Fund	\$ -	\$ -	\$ 1,368,837.51	\$ -	\$ -	\$ -	\$ -						\$ 1,368,837.51
<b>Total Cash from Non Operating:</b>	\$ -	\$ -	\$ 2,278,543.76	\$ 1,276,109.19	\$ 2,100.00	\$ -	\$ 661,210.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,217,963.37
<b>Total Debits (Oper. and Non-Oper.)</b>	\$ 1,883,444.70	\$ 1,743,442.51	\$ 4,033,657.88	\$ 3,135,515.09	\$ 1,612,570.42	\$ 2,045,419.17	\$ 2,101,135.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,555,185.16
<b>CREDITS</b>													
<b>Credits for Operating Expenditures</b>	\$ 1,302,104.12	\$ 1,412,801.59	\$ 1,025,680.84	\$1,333,075.16	\$1,213,827.05	\$ 1,417,105.49	\$ 1,222,731.07						\$ 8,927,325.32
<b>Credits for Non-Operating Expenditures</b>													
Payments on Capital Projects	\$ 824,474.39	\$ 904,068.31	\$ 564,480.76	\$ 967,922.34	\$ 189,808.46	\$ 673,103.95	\$38,428.75						\$ 4,162,286.96
Payments on Debt Service	\$ 305,056.37		\$ 2,478,543.76	\$ -	\$ -	\$ -	\$ 931,157.12						\$ 3,714,757.25
Transfers to Debt Service Account	\$ 200,000.00	\$ 200,000.00	\$ -		\$ 200,000.00	\$ 200,000.00	\$ 200,000.00						\$ 1,000,000.00
Transfers to Capital Account	\$ -		\$ 173,232.14	\$ -	\$ -	\$ 169,937.39							\$ 343,169.53
Transfers to Replacement Fund	\$ 160,167.00	\$ 160,167.00	\$ -		\$ 160,167.00	\$ -	\$ -						\$ 480,501.00
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	\$ 4,593.64	\$ 4,593.64	\$ 4,593.64	\$ -	\$ 11,005.28	\$ 6,411.64	\$ 6,411.64						\$ 37,609.48
<b>Total Non-Operating Expenditures:</b>	\$ 1,494,291.40	\$ 1,268,828.95	\$ 3,220,850.30	\$ 967,922.34	\$ 560,980.74	\$ 1,049,452.98	\$ 1,175,997.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,738,324.22
<b>Total Credits (Oper. and Non-Oper.)</b>	\$ 2,796,395.52	\$ 2,681,630.54	\$ 4,246,531.14	\$ 2,300,997.50	\$ 1,774,807.79	\$ 2,466,558.47	\$ 2,398,728.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,665,649.54
<b>Ending Cash Balance</b>	\$ 3,863,566.51	\$ 2,925,378.48	\$ 2,712,505.22	\$ 3,547,022.81	\$ 3,384,785.44	\$ 2,963,646.14	\$ 2,666,052.95	\$ -	\$ -	\$ -	\$ -	\$ -	



# MEMORANDUM

**To:** BRWA Finance Committee, BRWA Directors, and BRWA Managers  
**From:** Jill W. Underwood, Director of Finance  
**Date:** February 4, 2026  
**Re:** FY 26-27 Budget Schedule

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- **February 6, 2026:** by close of business: Finance will provide managers with expenditure data through December 2025 (6 months into the fiscal year). If detailed account information is needed please send Finance a request via email.
- **February 27, 2026:** All training and education requests are due to HR. If funds for continuing education are requested, a Continuing Education Request form must also be submitted.
- **March 6, 2026:** All operating budget requests are due to Finance, by 4:00 pm. ***Make sure strategic plan goals are included in requests, as well as performance measures and departmental goals and objectives***
- **March 6, 2026:** CIP requests are due- Rhonda will send out additional information.
- **March 25, 2026 at 2:00 pm:** Finance Committee meeting to discuss draft FY 26-27 Operating Budget and rates.
  - <https://us02web.zoom.us/j/84879779154?pwd=naloXsQhTCxt8rNIVjthkbbk6SlJpw7.1>
- **April 2, 2026:** at 2:00 pm: Finance Committee meeting, to discuss operating budget and CIP
  - <https://us02web.zoom.us/j/89891147037?pwd=582Ka8am0u1JjdFZsJtziWv2bVp8zf.1>
- **April 21, 2026:** Board meeting with resolution to advertise rates, preliminary budget review with Board
- **April 29, 2026:** at 2:00 pm: Finance Committee meeting.
  - <https://us02web.zoom.us/j/85984432594?pwd=n9hpgTEDaJAzRD87upEetwcj5B4GQj.1>
- **May 19, 2026:** Board Meeting: public hearing for rates, FY 26-27 Operating Budget and CIP presentation to Board, potential adoption of Operating Budget and CIP
- **June 16, 2026:** Board meeting

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

# ADMINISTRATION REPORT

FOR IMMEDIATE RELEASE

**February 6, 2026**

## **Griffith Announces \$750,000 Secured for Bedford Sewer Replacement in Signed Appropriations Bill**

### **The BRWA Will Use the Money for the Western Hills Sanitary Sewer Replacement Project**

BEDFORD, Va. — The Bedford Regional Water Authority will receive \$750,000 for the Western Hills Sanitary Sewer Replacement Project following the passage of the 2026 federal appropriations package, Rep. Morgan Griffith announced last week.

Representative Griffith was a speaker at an Earth Day event hosted by the BRWA at the Central Wastewater Treatment Plant last year. While there to celebrate the financial savings of improvements made with an energy savings project, he saw first-hand the needs of an aging infrastructure. His team instructed the BRWA leadership to resubmit the grant application for the WHSRP and pledged to do everything in their power to secure the needed funding.



*Rep. Morgan Griffith at last year's Earth Day Celebration hosted by the BRWA.*

Bedford County administrative staff worked in coordination with Congressman Griffith's Office to help facilitate this funding opportunity for the BRWA.

*"We were pleased to assist with the facilitation of this grant and remained actively involved in communicating with Congressional staff throughout the application process," said Bedford County Administrator Robert Hiss. "This project will provide a much-needed, long-term infrastructure upgrade for the Western Hills neighborhood, the Town of Bedford, and the BRWA."*

## A Look to the Future

The new sewer line will do the following:

- **Replace Capacity:** The existing line was not designed for commercial service like the Royal Farms convenience store or the new Hardees in Town.. The new line will be better suited to serve such ventures.
- **Make Way for Future Growth:** These improvements will not just benefit the Western Hills subdivision, but the entire western side of the Town of Bedford as businesses seek to locate near the Bedford Welcome Center and the National D-Day Memorial.
- **Lessen Customer Impact:** The existing sewerlines have a history of maintenance challenges that have led to service disruptions in the neighborhood. This project will replace failing pipes in the area, and will improve the level of service in the community.

Brian Key, Executive Director of the BRWA, reflected on last week's statement: *"We are very grateful to Representative Griffith and his team; not only did they participate in last year's event, but they really listened to our current and future needs. They not only heard our concerns, but they followed up in getting this funding package signed into law. We would like to thank Bedford County and the Town of Bedford for their assistance and continued partnership that make projects like this possible."*

## About the Bedford Regional Water Authority

The Bedford Regional Water Authority (BRWA) provides reliable, high-quality water and wastewater services to the residents and businesses of Bedford County and the Town of Bedford. With a commitment to collaboration, adaptability, results, enthusiasm, and safety we ensure that our community thrives through sustainable water management.

In partnership with the Western Virginia Water Authority, we also serve the Smith Mountain Lake area, including parts of Bedford and Franklin Counties.

At the BRWA, our vision is clear: *Clean Water. Healthy Environment. Thriving Community.*

For more information, visit [www.brwa.com](http://www.brwa.com).

For more information, please contact:

**Kyle Draper**

Communications Manager

Bedford Regional Water Authority

540-586-7679

[K.draper@brwa.com](mailto:K.draper@brwa.com)





**Bedford Regional Water Authority**  
4d · 🌐



We recently recognized the after hours on-call work performed by our Maintenance and Water Operations Teams. A lot of folks don't know that our Central Wastewater Plant is staffed 24 hours a day, 365 days a year. Thanks to our Wastewater Team for all they do to keep the water flowing!



📣 Boost this post to get more reach for **Bedford Regional Water Authority**.

Boost post

👍 47    💬 7    ➦ 7



Most relevant ▾



**TE Stan**  
That's what the definition of "dedication" is! Some familiar faces, and some new. Great job guys !!

3d Like Reply

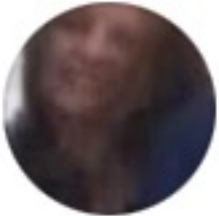
3 🍷 🍷



**Cindy Younghouse**  
Thank you!!!

4d Like Reply

2 🍷



**Heather Griffin Wray**  
Nice, I miss working with that team. Glad to see them get some recognition.

4d Like Reply

2 🍷



**James Jones**  
Kudos to Jennifer Mitchell for keeping those discharges clean!

3d Like Reply

1 🍷



**Sue Holdren**  
Thank you all ! 🙌🙌🙌

3d Like Reply



**John Mason**  
Lots of new faces ,at the plant.

3d Like Reply

2 🍷



**James Jones**



3d Like Reply

1 🍷

📷 Write a comment... 🗣️ GIF 😊



**Bedford Regional Water Authority**  
Public Utility Company  
1.6K likes

See page





Comments



**Bedford Regional Water Authority**  
Feb 1 · 🌐



UDPATE 9:40 PM, 2/1: Water service has been restored.

We've experienced a major line break in the Town of Bedford.  
Customers in the following areas are impacted:

- McGhee Street
- Poindexter Lane
- Little Otter Drive
- Woodside Avenue
- Broadway Avenue
- Dean Drive
- Ridgewood Drive
- Oliver Street
- Bellview Street
- Wilson Street
- Community Drive
- US221 / Forest Road from Independence Road heading to Forest
- Longwood Ave near Shell/Burger King in Bedford

We will update this post as things develop. Thanks so much for your patience.



**Bedford Regional Water Authority**  
Public Utility Company  
1.6K likes

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20   3   23



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**Scott Rector**  
Y'all did awesome at restoring water so quickly. 🙌🙌🙌

1w   Like   Reply



Write a comment...





Comments



**Bedford Regional Water Authority**

Jan 23 · 🌐

Recently, when a sensor malfunctioned after hours on our one running raw water intake pump at Smith Mountain Lake, the Water Operations Team sprang into action.

One of our operators determined another way to check to see if the pump was running and it appeared to be. However, the on-call operator was dispatched to verify this was the case. When he did, a shift schedule was prepared for the team to take turns monitoring the pump's status through the night until repairs could be made the following morning. Thanks to our Water Ops team for all they do to keep the water flowing!



📣 Boost this post to get more reach for **Bedford Regional Water Authority**.

**Boost post**

👍 16    💬 2    ➦



Most relevant ▾



**Phil Garbarini**  
Great job!

2w    Like    Reply



**Dena Amos**  
Excellent work Water Ops team! 💪

2w    Like    Reply



# DEPUTY DIRECTOR REPORT

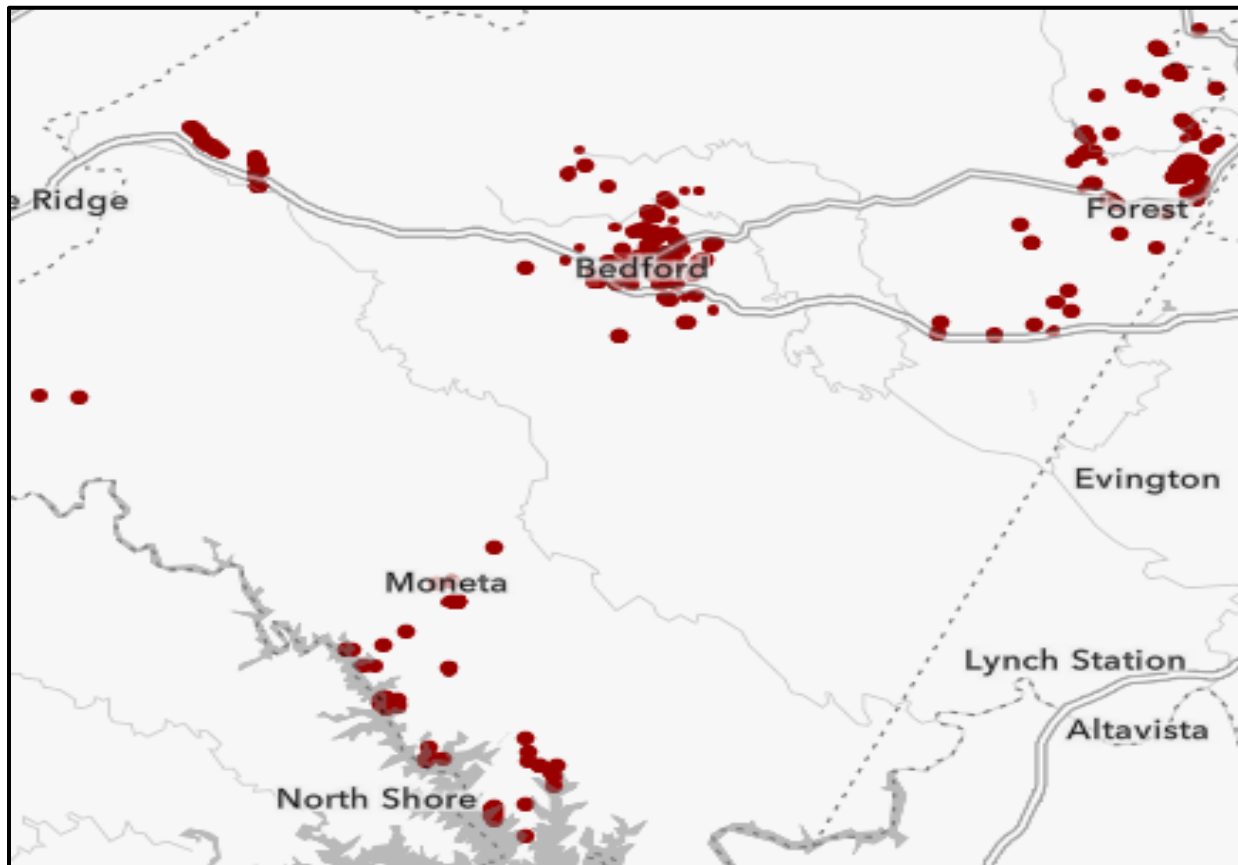
# MEMORANDUM

**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 3, 2026  
**Re:** January 2026 OpenGov Tasks Report

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## 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*

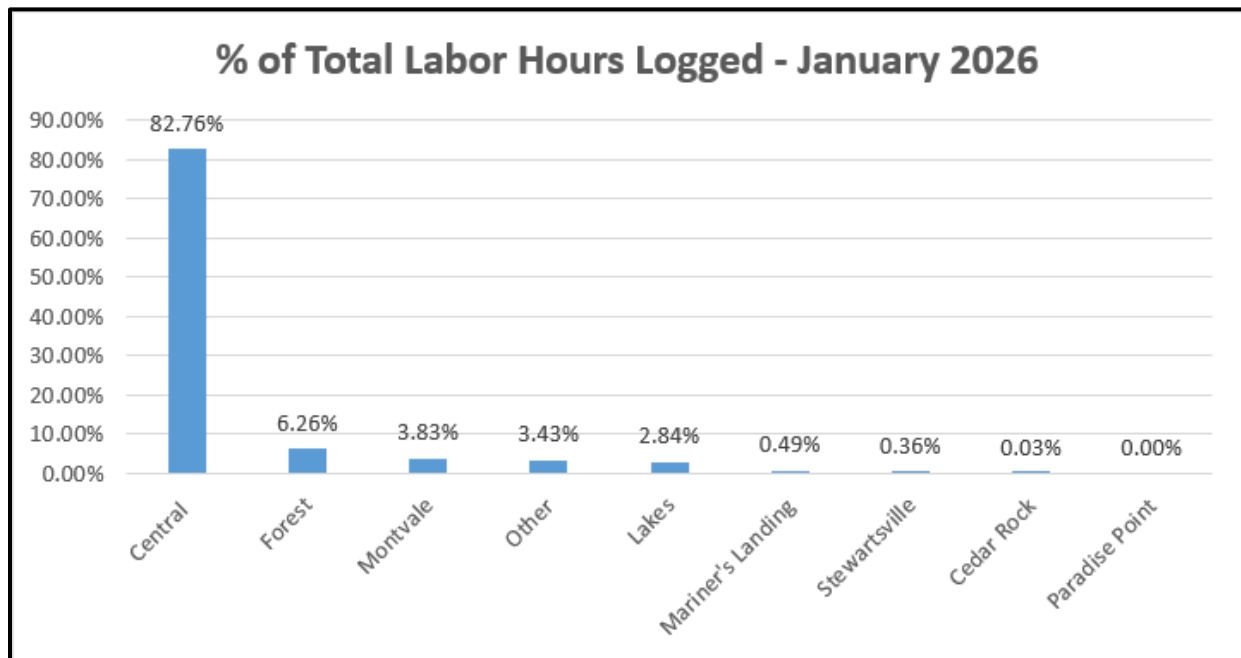
### Labor Hours Invested by General Service Area

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.

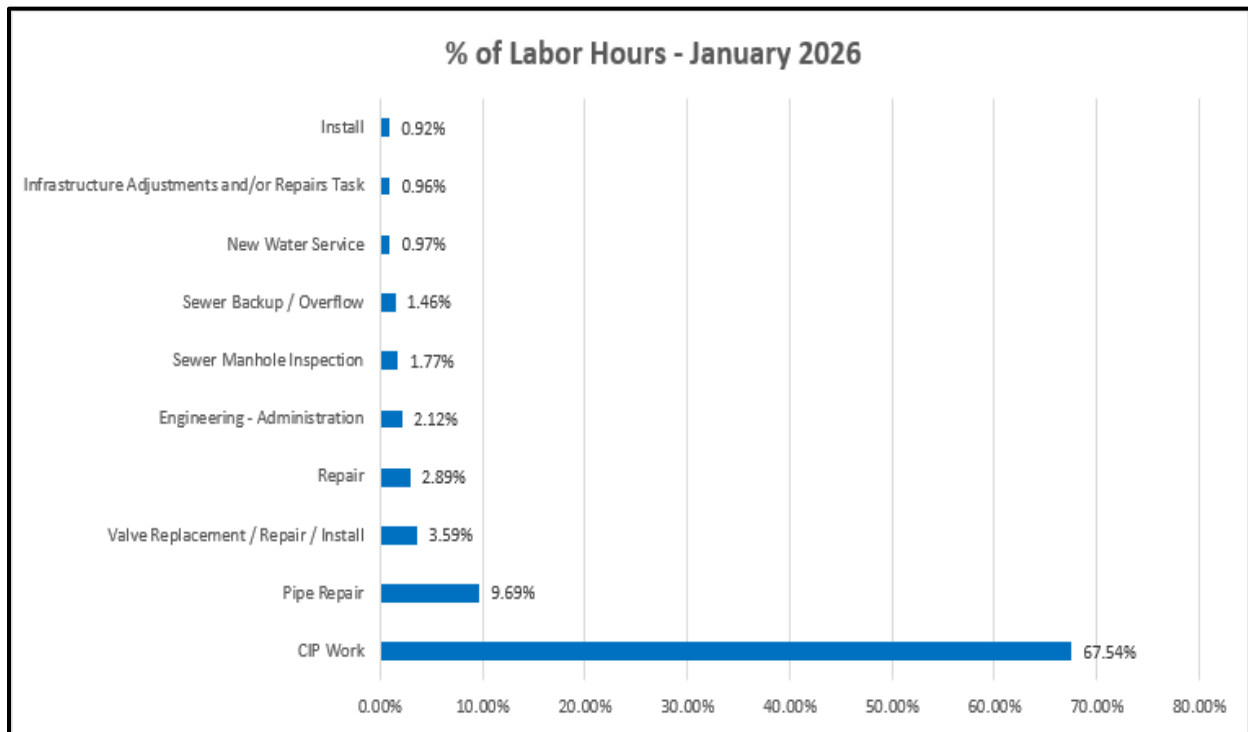
#### **General Service Areas:**

- **Cedar Rock:** Cedar Rock Sewer Treatment and Collection
- **Central:** Central Water and Sewer, including Treatment, Distribution, and Collection systems
- **Forest:** Forest Water, Forest Sewer
- **Lakes:** Well Systems, SML Treatment and Water Distribution, SMLWTF, Moneta Sewer Treatment and Collection, Mariner’s Landing Water
- **Mariner’s Landing:** Mariner’s Landing Sewer Treatment and Collection
- **Montvale:** Montvale Sewer Treatment and Collection and Montvale Water
- **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



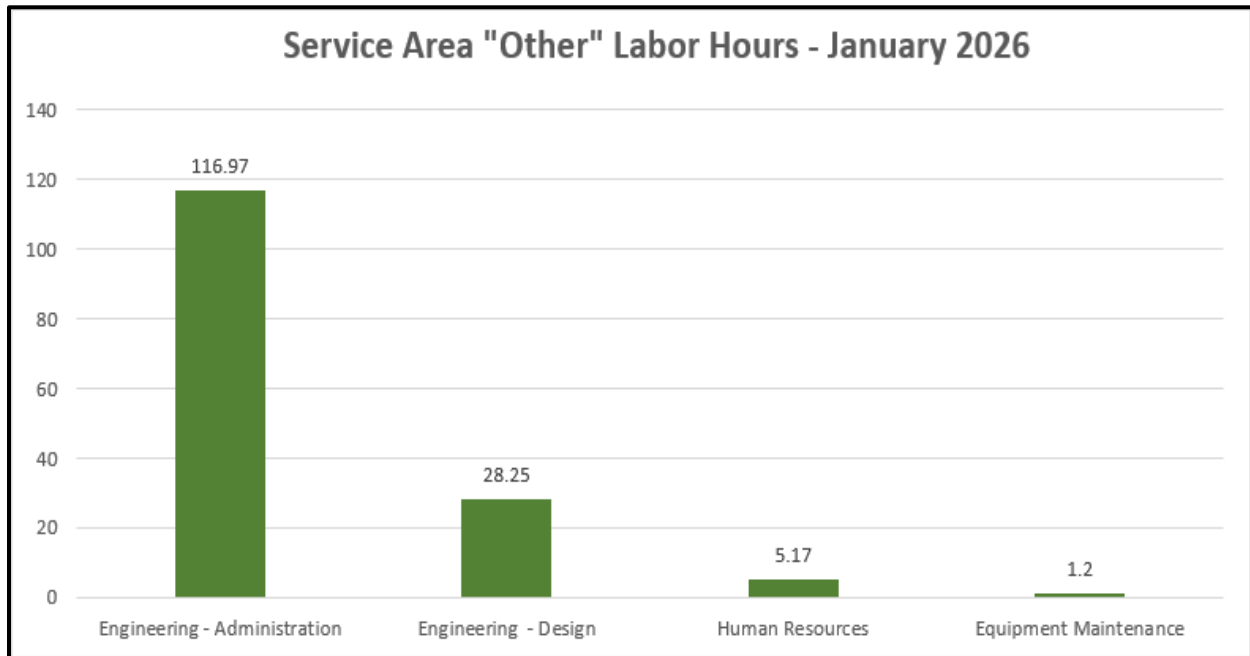
### Labor Hours by Task Type

Just under 92% of the total labor hours logged in January are represented in the chart below of the top ten types of tasks performed.



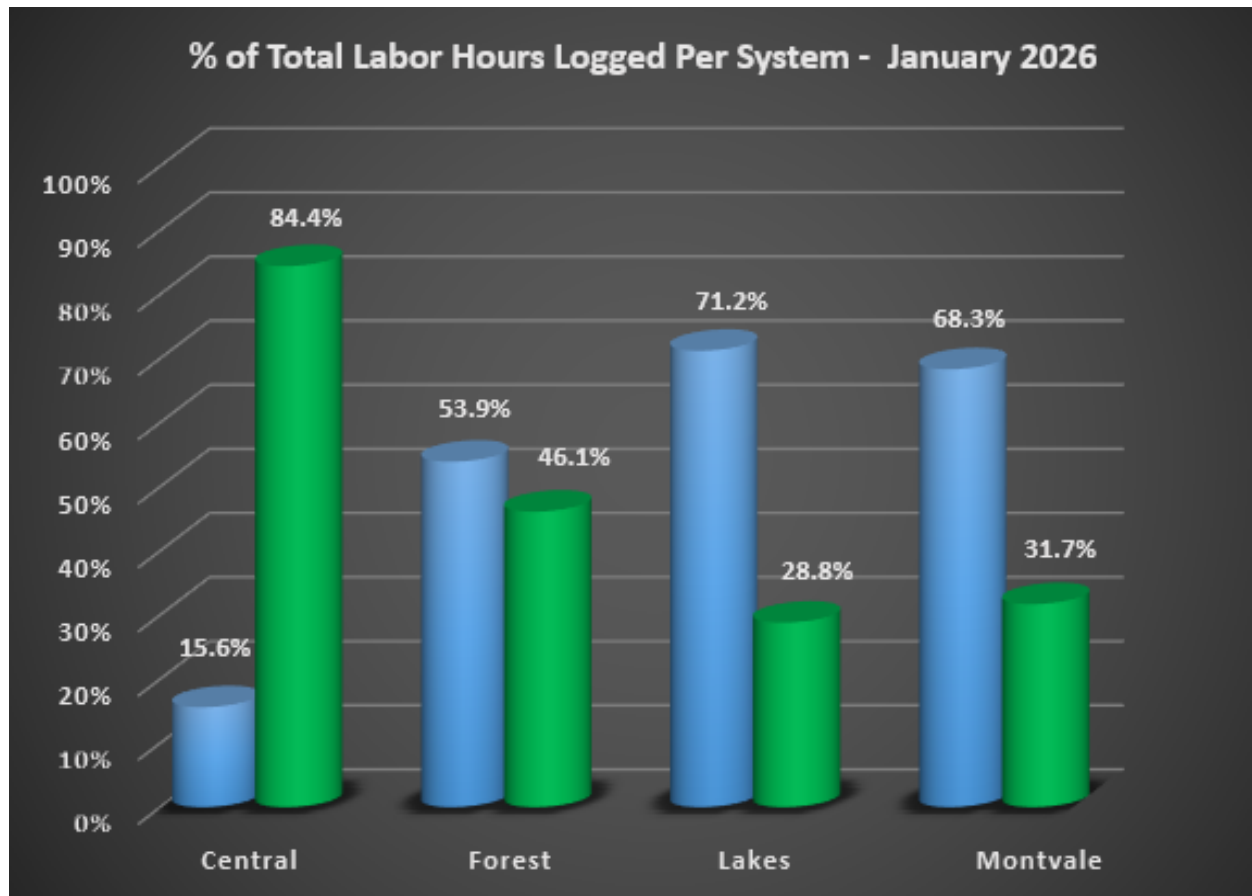
### **Labor Hours in “Other” Service Area**

Labor hours not assigned to a particular service area such as meetings, Engineering Administration, Equipment Maintenance and BRWA Offices. This chart is a breakdown of the hours that was defined in the Other service area for January 2026.



### Service Area with both Water and Wastewater

This graph displays the percentage of labor hours spent last month working on water and wastewater per service area.



CAPITAL IMPROVEMENT PROGRAM																	
Projects Listing																	
Line ID	Project Map / JN	Service Area	Water or Sewer	Project	Funding Source	Funding Year	Project Costs	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	2020-043.4	Central	Water	Forest to Lakes Booster Station & SCADA	Other	SML Residual	\$2,300,000	\$2,217,403	\$ 2,217,403	\$ 82,597	Water	William	In Progress	2/6/26	Cummins technical support was contacted to obtain the generator's weight and dimensions. DGO Concrete & Construction was also contacted to schedule a site visit at 460 PS to assess the concrete pad for the generator on 2/11.	12/18/20	3/12/24
2	2020-043.3	Forest	Sewer	Ivy Creek 5 & 6 Design, Construction & Capacity	Other	Debt Service / County	\$16,184,610	\$16,184,610	\$ 13,787,960	\$ 2,396,650	Engineering	Rhonda	In Progress	2/6/26	Change Order issued for time extension. Pipe installation beginning on Johnston property 2/9/26.	12/18/20	6/14/26
3	2021-111	Central	Water	Helm Street Tank Replacement	Other	ARPA / Escrow/ Cash Reserves	\$3,850,000	\$3,678,214	\$ 3,643,479	\$ 206,521	Engineering	Rhonda	In Progress	2/6/26	WRA has been asked to provide as-built survey and drawings, which is all that remains for the project.	3/2/22	10/1/25
4	2024-087	Central	Sewer	Winoa Lift Station Replacement	Other	Town/EDA/ Winoa/ Ascent	\$300,000	\$318,953	\$ 155,327	\$ 144,673	Wastewater Information Systems	Rhonda	In Progress	2/6/26	WGK beginning construction 2/9/26. Final electric installation has not been scheduled by Bedford Electric.	6/5/24	3/31/26
7		Central	Sewer	Pump Stations 1, 2, 3 - Security Cameras	CIP	2022	\$5,000			\$ 5,000		Therron	In Progress	2/6/26	Reviewing single PTZ camera options for each site to allow security view normally, with the ability to pan and check other areas of the site as needed.	7/1/25	5/30/26
9		Central WTP	Water	Central WTP - Basin Valves replacement Phase 1	CIP	2026	\$75,000			\$ 75,000	Water	William	In Progress	2/5/26	WGK confirmed pricing, and bid quote and associated paperwork was submitted for approval on 1/22/2026. Project is \$1,505.00 over budget but will cover 7 valves instead of 4.	8/1/25	3/31/26
10	2020-008	Central WTP	Water	Central WTP - Booster station for customers directly served (Construction)	CIP	2025	\$473,353	\$461,963	\$436,797	\$ 36,555	Engineering	Roger	In Progress	2/6/26	Contractors are still troubleshooting the electrical issues; weather conditions have hindered access to the site.	7/1/24	2/28/26
11		Central WTP	Water	Central WTP - Inside filter system valves replacement Phase 1	CIP	2025	\$170,000			\$ 170,000	Water	William	In Progress	2/5/26	Quotes have been verified, and bid quote and associated paperwork was submitted for approval on 2/5/2026. Phase I will include replacement of 2 Filter Influent Valves, which are the most critical due to age and condition. Anderson Construction was lowest bidder.	10/4/24	5/30/26
12	2023-025.1	Central WTP	Water	Central WTP - Phase 1 Electrical Upgrades	CIP	2025	\$375,000	\$421,055	\$7,027	\$ 367,973	Water	Roger	In Progress	1/9/26	Preconstruction meeting is scheduled for 02/12/26.	2/16/26	6/16/26
13		Central WTP	Water	Central WTP - Relocation of Hypochlorite Design	CIP	2025	\$75,000			\$ 75,000	Water	Roger	In Progress	12/5/25	Pending - This project will follow the Phase 1 Electrical Upgrades.	7/16/26	9/16/26
14		Central WTP	Water	Central WTP - Upgrade Chemical Feeders (PaCl)	CIP	2022	\$17,000	\$16,985		\$ 17,000	Water	William	In Progress	2/5/26	Skid system is due to be completed and shipped the week of February 24th. Tentative install date is March 9, 2026.	3/17/25	12/5/25
15		Central WTP	Water	Central WTP - Re-piping Domestic Pump to Hydropneumatic Tank	CIP	2024	\$60,000			\$ 60,000	Water	William	In Progress	2/6/26	Bid quote form and associated paperwork are being prepared for submission.	3/21/25	5/30/26
17		Central WWTP	Sewer	Central WWTP - Filter feed pump	CIP	2026	\$15,000	\$11,323	\$ 11,323	\$ 3,677	Wastewater	Jennifer	In Progress	1/5/26	Pump arrived on 11/4/25. Facilities maintenance can install.	1/26/26	4/30/26
18		Central WWTP	Sewer	Central WWTP - Install new raw grinder	CIP	2026	\$15,000	\$10,484		\$ 15,000	Wastewater	Jennifer	In Progress	1/5/26	Will be installed once work begins on the Monster Auger and Grit Collectors.	1/26/26	1/31/26
19	2025-071	Central WWTP	Sewer	Central WWTP - Repair Primary Clarifier #2	CIP	2026	\$50,000			\$ 50,000	Wastewater	Jennifer	In Progress	1/7/26	Received parts list on 1/7/2026 from Motion Industries.	1/26/26	4/30/26
20	2025-071	Central WWTP	Sewer	Central WWTP - Replace grit collector #1	CIP	2026	\$130,000	\$146,121		\$ 130,000	Wastewater	Jennifer	In Progress	1/16/26	WGK just received the shop drawings for the grit augers in January; delivery is anticipated to be another 3 months.	4/16/26	1/31/26
21	2025-071	Central WWTP	Sewer	Central WWTP - Replace grit collector #2	CIP	2025	\$147,000	\$146,121		\$ 147,000	Wastewater	Jennifer	In Progress	1/16/26	WGK just received the shop drawings for the grit augers in January; delivery is anticipated to be another 3 months.	4/16/26	1/31/26
22	2025-071	Central WWTP	Sewer	Central WWTP - Replace Monster Auger	CIP	2025	\$151,000	\$157,719		\$ 151,000	Wastewater	Jennifer	In Progress	1/5/26	Still awaiting equipment arrival. Will be installed at the same time as grit collectors and grinder.	1/26/26	1/31/26
23		Central WWTP	Sewer	Central WWTP - Secondary clarifier 1 repair.	CIP	2026	\$60,000			\$ 60,000	Wastewater	Jennifer	In Progress	1/8/26	Operators began pumping the secondary clarifier down. Due to weather conditions it has been delayed.	1/20/26	2/28/26
24		Mariners WWTP	Sewer	Mariners WWTP - Replace chains and sprockets on both Bio-wheels	CIP	2026	\$40,000	\$12,386	\$ 12,760	\$ 27,240	Wastewater	Jennifer	In Progress	1/5/26	Part of this chain had to be used to get train A running at Moneta. This will be replaced with part of the Moneta chain that is still due to arrive. Facilities maintenance can install.	3/2/26	3/31/26
25		Moneta	Sewer	Moneta LS #1 - Wet Well Wizard / Blower System	CIP	2026	\$40,000	\$34,797	\$ 35,187	\$ 4,813	Wastewater	Jennifer	In Progress	1/5/26	Facilities maintenance can install.	3/2/26	2/28/26
26		Moneta WWTP	Sewer	Moneta WWTP - Replace chains and sprockets on Train A Biowheels	CIP	2026	\$60,000	\$21,702		\$ 60,000	Wastewater	Jennifer	In Progress	1/5/26	Still awaiting chains and sprockets, but due to an emergency on Train B, Train A is up and running using chains from Train B and part of Mariners chain.	1/26/26	1/31/26
28		MVS	Water	Generators for Mountain View Shores	CIP	2026	\$75,000			\$ 75,000	Water	William	In Progress	2/6/26	Follow-up emails have been sent to Witt Mechanical, but have not received any replies. WaterOps will work with Facilities Maintenance to complete this project.	10/15/25	6/30/26
29		MVS	Water	Mountain View Shores Filter Replacement Ph. 1	CIP	2022	\$100,000		\$ 31,222	\$ 68,778	Water	William	In Progress	2/6/26	Anderson expressed that rehab may not be prudent due to cost and useful life of rehab versus a new replacement. WaterOps may consult with Engineering for additional guidance with this project.	6/27/25	5/30/26
30		Paradise Point	Water	Generator for Paradise Point	CIP	2026	\$15,000			\$ 15,000	Water	William	In Progress	2/6/26	Follow-up emails have been sent to Witt Mechanical, but have not received any replies. WaterOps will work with Facilities Maintenance to complete this project.	10/1/25	6/30/26
31		Paradise Point	Water	Paradise Point - Pipe and pressure pump replacements	CIP	2026	\$22,000			\$ 22,000	Water	William	In Progress	2/6/26	Work order/task has been submitted to Facilities Maintenance. A site visit with Rorrer has been scheduled for 2/12/26 or 2/13/26.	8/1/25	1/31/26
33	2023-015	Purchases SML	Other	Phase 1 of Data Visualization	CIP	2025	\$60,000	\$60,000	\$23,000	\$ 37,000	Administration	Brian	In Progress	9/5/25	Draft report is under review, comments being sent to consultant. Need to review the status of accountability dashboard.	8/1/24	8/31/25
34	2025-063	(w/ WVWA)	Water	*GAC Heated Building	CIP	2024	\$400,000	\$356,078	\$ 160,577	\$ 239,423	Water	Roger	In Progress	1/9/26	Signed construction agreement with G&H Contracting, and hosted an onsite preconstruction meeting 02/03/26.	2/9/26	5/2/26
36		SML (w/ WVWA)	Water	*Raw Water intake valves	CIP	2025	\$28,000	\$13,516		\$ 28,000	Water	William	In Progress	2/6/26	Received quote for battery back-up system. Cost is well over budget- approximately \$22K+. Due to lack of funding, the battery backup system is not viable at this time. Security locks have been received by Perkinson Company and will be installed after the Raw Intake Pumps have been re-installed. Pending installation of locks, project is complete.	10/4/24	12/1/25

CAPITAL IMPROVEMENT PROGRAM																	
Projects Listing																	
Line ID	Project Map / JN	Service Area	Water or Sewer	Project	Funding Source	Funding Year	Project Costs	Project Costs (Committed / Expected)	Spent to Date	Remaining to Spend	Department	Responsible Manager	Current Status	Current Status Date	Status Notes	Start Date	Completion Date
37		SML (w/ WVWA)	Water	*Sodium hypochlorite day tank & pipe wall	CIP	2025	\$50,000	\$47,962		\$ 50,000	Water	William	In Progress	2/6/26	Skid system plans were sent over for approval on 2/1/26. Plans have been reviewed by Water Ops and Engineering There were no anomalies noted except a questionable area of air bleed off lines for each individual pump. Clearwater was notified, and they are investigating locations of said air bleed off valves and will verify next week. Once this matter is cleared, plans will be approved and a more defined delivery date will be established.	3/28/25	12/31/25
38		Valley Mills	Water	Generator for Valley Mills	CIP	2026	\$15,000			\$ 15,000	Water	William	In Progress	2/6/26	Follow-up emails have been sent to Witt Mecahanical, but have not received any replies. WaterOps will work with Facilities maintenance to complete this project.	10/15/25	6/30/26
39		Valley Mills	Water	Valley Mills - SCADA	CIP	2026	\$30,000			\$ 30,000	Water	William	In Progress	2/6/26	Received a quote from Mission SCADA; however, this quote does not include integration with Ignition, and the cost of the electrical hookups of a level transducer from the tank to the well house. ValleyAutomation has been given a list of items to add to the SCADA system for pricing.	7/22/25	2/28/26
5	2023-022	Central Cedar Rock WWTP	Sewer	Central Pump Stations 1 & 2 Upgrades	Other	2024 CIP / Town / County	\$690,000	\$663,157	\$ 663,157	\$ -	Wastewater	Jennifer	Complete	10/2/25	Remaining improvements at PS #2 outside of project scope and being addressed through operating budget.	12/10/24	9/30/25
6			Sewer	Cedar Rock WWTP - Restructure influent valve	CIP	2026	\$10,000	\$1,135	\$ 1,135	\$ -	Wastewater	Jennifer	Complete	10/9/25	Falwell completed this work on 10/9/2025	1/1/26	5/30/26
8	2023-106	Central	Sewer	Sewer Flow Meter - Bedford Weaving	CIP	2024	\$25,000	\$10,698	\$ 10,698	\$ -	Engineering	Rhonda	Complete	10/31/25	Fairwinds completed the installation and integration on 10/30/25.	12/2/24	12/1/25
16		Central WWTP	Sewer	Central WWTP - Electric Pallet Lift	CIP	2026	\$10,000	\$9,600	\$9,600	\$ -	Wastewater	Jennifer	Complete	10/6/25	Purchased on 9/05/25 and received on 9/11/25.	9/4/25	10/31/25
27	2025-024	Montvale WWTP	Sewer	Montvale WWTP Biowheel & plant repairs	CIP	2025	\$187,000	\$195,464	\$194,339	\$ -	Wastewater	Jennifer	Complete	10/6/25	Project is completed. Falwell completed biowheel installation on 9/19; needed to install new VFD (not in project scope, but needed). Final invoices received and coded.	3/18/25	10/31/25
32		Purchases	Other	I/I sewer flow meters	CIP	2025	\$30,000	\$29,456	\$29,456	\$ -	Maintenance	Phil	Complete	7/18/26	Four units purchased and in use.	10/4/24	1/30/26
35	2025-062	SML (w/ WVWA)	Water	*Moneta Pump Station 4 Upgrades Ph 1 (EQ)	CIP	2023	\$40,000	\$9,548	\$ 11,963	\$ -	Wastewater	Jennifer	Complete	11/18/25	Maintenance completed the work to upgrade discharge line to lift station from 6" to 8".	3/20/23	10/30/25
Total							\$26,379,963	\$25,236,449	\$21,442,411	\$4,865,899							



# Current Capital and Internal Projects Report

# Bedford Regional Water Authority

<b>Job #:</b> 2013037.2	<b>Job Type:</b> Internal	<b>Service Area:</b> Town	<b>Last Updated:</b> 1/12/2026
<b>Job Name:</b> Route 43 Sewer Phase 2		<b>Funding/Budget:</b>	
		<b>Funding Source:</b>	<b>Department Contact:</b> J Dean
<b>Engineer:</b>		<b>Design Contract Amt:</b>	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Sewer line replacement from Nichols Road to Forestview Circle.			
<b>Status:</b> Construction anticipated to begin in 2026 by CIP crew. Working with consultant on negotiating proposal cost 1/12/26.			
<b>Job #:</b> 2019098	<b>Job Type:</b> Water	<b>Service Area:</b> Town of Bedford	<b>Last Updated:</b> 1/16/2026
<b>Job Name:</b> Baltimore Ave. & Walnut St. Waterline Replacement		<b>Funding/Budget:</b>	
		<b>Funding Source:</b>	<b>Department Contact:</b> T Hale
<b>Engineer:</b> BRWA		<b>Design Contract Amt:</b>	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Waterline replacment for Baltimore Ave from Park to Walnut St and waterline replacement for Walnut St from Longwood Ave to Baltimore.			
<b>Status:</b> Research and design 10/2/2019. Design put on hold for higher priority internal projects. Project will resume after design approval of 2020-086 & 2020-048 projects 4/6/2020. Shop Dwg 01 rec'd 4/29/25. CIP Crew to move to this project around 10/2025. Shop Dwg 02 rec'd 12/4/25. Construction notification letters mailed 1/16/26.			
<b>Job #:</b> 2020008	<b>Job Type:</b> Water	<b>Service Area:</b> Bedford Central	<b>Last Updated:</b> 1/9/2026
<b>Job Name:</b> Turkey Mountain Booster Station - Design		<b>Funding/Budget:</b> \$460,000.00	
		<b>Funding Source:</b> CIP	<b>Department Contact:</b> English / Ward / Cherro / Cox
<b>Engineer:</b> Hurt & Proffitt		<b>Design Contract Amt:</b> \$68,545.00	
<b>Contractor:</b> F&B		<b>Construction Contract Amt:</b> \$465,040.54	
<b>Description:</b> Booster station and distribution lines to serve customers currently directly connected to WTP and dependent upon the plant being in operation. Part of FY 19-20 CIP			
<b>Status:</b> Site reviewed with H&P on 1/21/20; proposal received 2/6. VDH to require full review and approval. Survey to begin week of 3/9/20. In design with H&P. WR&A provided min/max pressures utilizing water model - sent to H&P on 4/21. First draft of Design Report rec'd from H&P on 6/3 and was distributed internally for review/comments. Comments were provided to H&P on 6/10. H&P submitted the second submittal of the design report on 6/29 and 30% drawings on 6/30. BRWA comments were sent to H&P on 7/7. Public Hearing for Special Review Project on 9/15/2020. SRP approved. Reviewing third plan submittal. Plans finalized and sent to VDH for review as of 12/2020. Approval letter from VDH received on 4/30/2021. Funding not available for construction by Annual Contractor. CIP Shop Drawings rec'd 4/23/24. The CIP Crew is preparing for installation of the 4-inch distribution system beginning in September 2024. A construction cost proposal has been requested from F&B Contractors and work may begin as early as July 1, 2024 pending funding approval. CIP began laying pipe 8/9/24. F&B began construction 8/28/24 Shop Dwg 01 rec'd 9/20/24. Applied for RLD and foundation permits on 11/7/24. Dsng 05 rec'd from County routed to other agencies 11/14/24. BRWA comments sent to Planning 11/15/2024. LDP approval received 1/10/25. Foundation inspections completed and approved 1/28/25. Foundation poured and finished 1/29/25. Building set. JB Moore working on electrical installation. Doors installed 7/15, with adjustments at end of July. SCADA panel to be delivered 8/8 for installation. Flushing and sampling week of 8/11. The door was installed 7/16/2025. The PLC panel and 2 soft start panels arrived 9/4/2025. The PLC panels are scheduled to be installed the week of 9/8/2025. Building Certificate of Occupancy (CO) received 10/3/25. Station startup attempted twice during week of 10/6 with faults due to soft starts and wiring. Soft starts to be replaced. Final punchlist sent to F&B. Asbuilts, O&M, and Engineers Certificate requested from H&P. BRWA rep, BRWA Director met with Contractor about wiring not shown on Hurt & Proffitt plans and ongoing issue with soft start. Dorsett (SCADA) is reaching out to other resources to assist w/resolution. CO issued 11/6 for additional wiring not included in plans. 1/9/26: Heater replaced and JB Moore confirmed wiring is correct. Dorsett continuing troubleshooting.			

<b>Job #:</b> 2020043.3	<b>Job Type:</b> Sewer	<b>Service Area:</b> Forest	<b>Last Updated:</b>
<b>Job Name:</b> Ivy Creek Divisions 5 & 6 Interceptors		<b>Funding/Budget:</b> \$16,184,609.71	2/6/2026
		<b>Funding Source:</b> DEQ - VCWRLF	<b>Department Contact:</b>
<b>Engineer:</b> CHA / E.C. Pace		<b>Design Contract Amt:</b> \$1,042,711.99	English \ Dade \ Cox
<b>Contractor:</b> E.C. Pace		<b>Construction Contract Amt:</b> \$14,635,659.42	
<b>Description:</b> Design and construction of Ivy Creek sewer extension from Lake Vista to Lynchburg; includes temporary capacity measures at Lake Vista Pump Station until project completion.			
<b>Status:</b> Meeting held 1/11/21 at LVPS to review station for temporary capacity measures needed. SRP application submitted in May for 6/15/21 Planning Commission meeting. DB Team working on plans for temporary capacity increase at LVPS. Comments returned on 30% drawings on 5/24 and reviewed with DB on 5/27. Reviewed temporary LVPS solutions with DB on 8/11/21. Esmts #210012980 & 210012981 recorded 9/8/21. 10/5: Pipe materials difficult to find, significant cost increase. Esmts #210015229, #210015230, #210015231 & #210015232 recorded 10/26/21. 60% drawings rec'd 11/4/21 - Review completed by SWF 11/16/21, with final review by RBE and comments returned on 12/2/21. Esmt #210016351 recorded 11/17/21. Esmt #210016549, #210016550 & 210016569 recorded 11/22/21. Esmt #210018045 recorded 12/22/21. Public hearing to be scheduled to review Environmental Assessment per DEQ. ESMT's #220000674 & 220000675 recorded 1/14/22. #220000834 & #220000835 recorded 1/20/22. Working with Lynchburg on special requirements needed for easements providing benefit to Lynchburg; Lynchburg requiring deed with title search and plats. Continued discussions with 2 property owners for sewer line easements (Green, Johnston). VMRC permit advertised. Dsgn 03 rec'd 2/10/22. Reviewed to Sheet C-316. Stopped review & issued comments thus far on 2/24/22. Outstanding sewer line easements presented to the Board in March; sewer meter access easements to be addressed at a later date if needed. ESMT's #220002973 & 220002974 recorded 3/14/22. ESMT's #220003144 & 220003145 recorded 3/17/22. ESMT #220003779 recorded 3/31/22. All linework easements obtained; access easements pending. 2 line easements to be corrected with Lynchburg as Grantee. Updated construction cost estimate received 5/3/22 reflecting significant price escalations; Dsgn 04 rec'd 6/10/22. Draft construction contract amendment rec'd 7/6/22 and reviewed by legal counsel; presented for approval at August Board meeting. Design plans being finalized. Access easements being obtained, as well as updated and/or widened easements where applicable. Construction Amendment signed 8/19/22. Dsgn 05 rec'd 8/23/22. Dsgn 05 review completed 9/8/22. Awaiting review comments from Lynchburg for final plan updates. 10/20: approximately 4000 LF of pipe is on site; due to environmental restrictions for endangered bat species, tree removal not permitted until 11/15. Due to delay in Lynchburg approvals, clearing to begin around week of 12/12 on Bedford County side. Lynchburg not permitting work until plans have final approvals. 1/6: Clearing underway and several temporary stream crossings installed on Bedford County side. Pay App 1 with stored materials rec'd 1/6/23. ESMT #230000186; 230000187; & 230000188 recorded 1/10/23. ESMT 23000546 recorded 1/26/23. Preconstruction meeting with DEQ on 2/3/23. Surface blasting for easement clearing began late January. Agreement executed 2/8 to allow use of City easements. Meter access easements mailed to Lynchburg for execution on 2/17/23. Preconstruction with Lynchburg held on 2/23/23. RLD permits received from both County and City. Blasting underway. Shop Dwg 01 rec'd 3/21/23. ESMT #230002218 recorded 3/21/23. Shop Dwg 02 rec'd 3/23/23. ESMT #230000188 recorded 4/10/23. Bypass Pumping tested 5/22/23 Blasting caused damage to COL Chemical Storage building. Contractor to repair roof. H2S was found in bedrock; considering smaller blasts with relief holes (5/26/2023). 7/7: City line to be replaced to existing alignment, costs shared between EC Pace, BRWA, and COL. New alignment in design for interceptor. Change Order 1 executed 7/28/2023 for time and reallocation of Ph 1 funds related to delayed DEQ closing and Lynchburg sewer replacement. Sewer replacement to begin 8/14. Sanitary sewer installation began at manhole 121. 30-inch sewer installation has been completed to manhole 128. Manhole 129 (metering manhole) is still being fabricated and due to arrive onsite the middle to end of January 2024. The crew set manhole 130 11/9/2023. ESMT #230010277 recorded 12/12/23. ESMT #240000817 & #240000820 recorded 2/5/24. ESMT #240001400 recorded 2/28/24. Dsgn 10 rec'd 5/6/24. Dsgn 10 Review Completed by JD 5/16/2024. Change Order 2 executed to shift funding to lower portion of project; Change Order 3 for \$713k pending Board approval for funding. DEQ finalizing loan terms for additional funding, which will include \$3500 closing costs. Esmt #24000013537 recorded 8/6/24. Esmt #240004884 recorded 8/13/24. Change Order 3 approved at 9/2024 Board meeting and executed 9/23/24 for \$713k; additional funding approved through DEQ; Board approved DEQ funding at 10/2024 Board meeting. Sanitary sewer installation is completed from manhole 121 - 155. DEQ completed an onsite inspection 1/8/25, no major issues cited. ESMT #250000561 recorded 1/24/25. ESMT #250000878 recorded 2/4/25. Completion date to be extended to 11/2025 due to delays caused by rock, H2S, and extreme winter temperatures affecting creek crossings. 5/9/25: Connection to City line complete with cleanup of City property underway. Cottontown Road bore to begin late May / June. Easement complaints being addressed for Judy (rocks), Warner (seeding), Green (pump fumes), Boling (meter access, manhole vent), and Wade (stormwater runoff). FOIA request responded to 7/29 for Johnston property. Revised Johnston easement remains outstanding. Johnston esmt recorded #250008186 9/23/25. 11/7: Bat restrictions ended 11/1. LVPS operating solely on bypass pump; ECP assisted with pump failure 10/31 and involved with ongoing coordination of station operation. 12/1: Johnston approved tree clearing 11/13, work began 11/17. Substantial completion delayed to 5/14/26 due to easement delays and extensive rock. Second backup pump installed for LVPS on 12/11/25 to ensure continued operation at station. CO #5 issued 1/7 to extend substantial completion to May 14, 2026. Pipe installation to begin on Johnston property 2/9/26.			

<b>Job #:</b> 2021093	<b>Job Type:</b> Sewer	<b>Service Area:</b> Forest Central	<b>Last Updated:</b>
<b>Job Name:</b> Lake Vista Sewer Line Rehabilitation Study		<b>Funding/Budget:</b>	1/12/2026
		<b>Funding Source:</b> Operating	<b>Department Contact:</b>
<b>Engineer:</b> BRWA Preventative Maintenance		<b>Design Contract Amt:</b>	P Alexander
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Analysis of 24" and 18" sewer line flowing into LVPS to identify any large sources of I&I and plan for rehabilitation as appropriate to limit peak flows into LVPS.			
<b>Status:</b> PM Crew to perform condition assessment, CCTV survey, and easement clearing. All manholes and cleanouts have been located. PM will work on clearing easements beginning February 2025 upon bat restrictions being lifted. 1/13/25: PM purchased new camera and will check 18" and 24" lines and manholes prior to May 2025. 6/6/25: PM working with contractor for select manhole rehab; delays due to contractor availability. Field research has begun to address I&I. Forest & Lake Vista area, 60 Manholes have been identified with I&I with rehabilitation and sealing underway. Approximately 30-40% of SL RAT investigation is complete as of 1/12/26.			

<b>Job #:</b> 2021111	<b>Job Type:</b> Water	<b>Service Area:</b> Town	<b>Last Updated:</b>
<b>Job Name:</b> Helm Street Tank Replacement		<b>Funding/Budget:</b> \$3,850,000.00	2/6/2026
		<b>Funding Source:</b> ARPA-Town, Escrow, Ca	<b>Department Contact:</b>
<b>Engineer:</b> Whitman, Requardt & Associates (WRA)		<b>Design Contract Amt:</b> \$218,203	English / Dade / Cox
<b>Contractor:</b> WGK		<b>Construction Contract Amt:</b> \$3,360,000	
<b>Description:</b> Replacement of existing deteriorated round tank at Helm Street with a new tank to serve the system.			
<b>Status:</b> Scoping meeting held with WRA and BRWA on 11/9 to review design options prior to design proposal. On-site meeting held 12/9 with WRA to review field conditions prior to preparing proposal. Proposal received 12/20 and under review to reduce scope where feasible. Scope revisions requested to reduce level of analysis. Revised proposal received 2/14/22 and executed 3/2/2022. Preliminary budget estimate from WRA indicates total project cost of approx. \$3.5M. Kickoff meeting held 4/12. Survey began 5/4; and is complete; soil borings completed 5/9. Meeting held 6/22 to review waterline functions and connectivity on site. Preliminary Design Report and geotech report rec'd 7/26, 2 weeks behind schedule. Comments returned 8/17; revisions rec'd 9/20. Preliminary engineering conference held with VDH and PER approved on 11/1. 60% plans and estimate rec'd 12/21/22 and submitted to VDH (12/21/22) and Town (12/22/22). Current cost estimate of \$3.6M including \$573k contingency. 60% plan comments sent on 2/9/23. BRWA verified pipe depths at 3 locations. ARPA funding redistributed between Town & Country and Helm Street tank. 90% plans & specs received 5/22/23. Design reviewed with Water Ops on 7/13/23. Comments returned 7/20. Final documents to be submitted for permitting at end of August. Working with Schools to relocate communication equipment. 100% drawings rec'd 8/22; reviewed with Town TRC on 9/6 and submitted to County E&S for LDP review. VDH Waterworks Construction Permit rec'd 10/4; awaiting SWM and building permit approvals prior to bidding. IFB was advertised on 11/5. Bid Opening date is December 19, 2023. 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. One bid was received totaling \$3.885M submitted by WGK Construction. Contractor provided value engineered proposal for \$3.36M; contract awarded 3/20/24. Water Ops and Maintenance testing impact of 10" line being temporarily down during construction; bypass materials ordered to limit impact. Demolition began 7/26/2024. WGK beginning foundation construction 10/7/24. Tank walls complete. as of the week of 1/6/25; the roof to the tank is being constructed. Fisher Tank has demobilized 2/8/25. Tank painting complete with inspection scheduled 5/14/25. Vaults delivered 5/12. Ribbon cutting ceremony held July 16. Substantial completion inspection completed by WRA and BRWA. Hydro seeding completed 9/5/2025. Disinfection of tank scheduled for week of 9/8/2025. Filling and leak testing scheduled for week of 9/8/2025. Punch list issued 9/23/25 and Substantial Completion issued 9/30. Tank filling and disinfection complete. Asbuilts, O&M, and Engineers Certification requested from WRA. As-built 01 rec'd 10/14/25. Final payment requested 10/28, pending remaining punch list items. Will contract with H&P for asbuilts as WRA does not have local surveyors. LDP completion notice received 12/1/25. VDH Completion certificate issued by BRWA on 11/17/25. Proposal requested of H&P in 11/2025 and on 1/9/26 for preparing asbuilts. 2/6/26: H&P willing to perform survey, not drawings. WRA will complete as-builts.			

<b>Job #:</b> 2022018	<b>Job Type:</b> Internal	<b>Service Area:</b> Countywide	<b>Last Updated:</b>
<b>Job Name:</b> Lead Compliance Planning & Implementation		<b>Funding/Budget:</b> \$250,000.00	1/9/2026
		<b>Funding Source:</b> VDH Grant	<b>Department Contact:</b>
<b>Engineer:</b> CHA (120 Water as subconsultant)		<b>Design Contract Amt:</b>	Fogus\English\Taylor\Draper
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Lead Compliance Regulations (LCR) requires Lead Service Line (LSL) inventory, replacement, and other details for a compliance plan.			
<b>Status:</b> Requested information from consultants on scope of assistance they could provide along with anticipated budget. Preliminary information and budgets received from various consultants ranging from \$50k to \$265k for consultant assistance. \$50k proposed in FY22-23 CIP. CHA assisting with grant funding application through DWSRF, LEAP funding application was submitted to VDH on 5/5 for \$60k assistance towards Town LSL Inventory. BRWA listed as a grant recipient; DEQ offer letter received 11/9/22. Preliminary proposal rec'd and scoping meeting held with CHA and 120Water on 12/21/22. Revised proposal rec'd 1/11; comments returned 1/24 & request sent to VDH to use grant toward both County & Town. Awaiting final grant award from VDH. BRWA requested additional funding through existing grant per VDH communication to CHA regarding additional 2022 funding available; awaiting response. VDH initial meeting on 4/11/23 with all funding recipients. Kickoff meeting with CHA held on 4/27/23. GIS data provided to consultant. 7/7. Notice of revised grant award of \$250k rec'd 8/14/23. Inventory methods and schedule submitted to VDH on 10/3; VDH approval received 10/25 and funding agreement executed with VRS on 10/31. Amended proposal approved 12/4/23. 1/12: 57% identified as non-lead; still reviewing asbuilt records. Progress meeting scheduled 2/22/24. Inventory is 75% complete. Accounts were created for employees to access 120water's GIS platform to view inventory updates. Public outreach is underway. 9/6/24: 9220 public services verified as non-lead and 10,480 private services verified as non-lead; physical verification to be performed on 1% representative sample from select building timeframes. Mailings were sent to all customers with unknown or lead lines on 11/15/24 to meet EPA requirements. 120Water no longer working with CHA as of October 2024. BRWA Communications sent out electronic LSL e-mail to unknown customers in March 2025 upon email program issues being addressed. VDH approved statistical methods for determining lead/non-lead for Stewartsville, MVS, Lakes, and Forest service areas. BRWA Maintenance to perform potholing for Stewartsville, MVS, Lakes, and Paradise Point. Applications submitted for additional VDH LEAP funding and EPA GLO (Get the Lead Out) assistance. EPA GLO consultant contacted BRWA and will assist with written communication planning and coordinated meeting with SERCAP. Feedback and outreach examples received from EPA consultant 8/7. Email blast sent to 1200 customers 8/5. Approval received for statistical method in Central with exception of downtown. CHA began door-to-door efforts in town of Bedford 10/20; Communications printed door hangers and maintaining updates on social media. Annual mailings sent in December 2025 to all customers noting private lead service lines, or with unknown service materials for the public or customer portion. Maintenance potholing is complete for MVS, and underway for the Lakes and Stewartsville areas.			

<b>Job #:</b> 2023015	<b>Job Type:</b> Internal	<b>Service Area:</b> Countywide	<b>Last Updated:</b> 5/7/2025
<b>Job Name:</b> Integrated Billing and Asset Dashboard		<b>Funding/Budget:</b>	
		<b>Funding Source:</b>	<b>Department Contact:</b> Brian Key
<b>Engineer:</b> Phase 1: Burns & McDonnell		<b>Design Contract Amt:</b> \$60,000	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b> Integration of billing data, asset management data, operational spreadsheets and other data to streamline access to information.			
<b>Status:</b> Proposal received from Streams Tech 1/2022. Directors met with Burns-McDonnell for presentation on 2/1/23. Project proposed for future CIP; unable to fund in 2023-2024. Met with Burns-McDonnell 5/30/23 to review more specific dashboard needs. 7/7: Instructions prepared for Accountability report with references of data sources needed; data sources will be reviewed for possible consolidation. 12/7: Working on an initial phase to utilize Customer Service information. 2/9: identified as a goal in Strategic Planning. Added to CIP list in 4 phases. Phase 1 agreement with BurnsMac executed on 5/31/24. Met with B&M on 10/29/24 to review the project status, and to start developing the scope for phase 2. Developing master plan scope for current and future budgeting. 5/5/25: Two dashboards complete; CIP and Customer Service. Draft report received for review.			
<b>Job #:</b> 2023025.1	<b>Job Type:</b> Other	<b>Service Area:</b> Central	<b>Last Updated:</b> 2/9/2026
<b>Job Name:</b> Central WTP Electrical - Phase 1		<b>Funding/Budget:</b> \$375,000.00	
		<b>Funding Source:</b> CIP	<b>Department Contact:</b> Cherro/Dean/R Blankenship
<b>Engineer:</b> Wiley Wilson		<b>Design Contract Amt:</b>	
<b>Contractor:</b> A & L Electrical		<b>Construction Contract Amt:</b> \$278,025	
<b>Description:</b> Relocation of generator to exterior of building with a new generator and automatic transfer switch.			
<b>Status:</b> Single quote received when quotes were solicited that exceeded \$200k. Bid documents to be published 10/12 for bid opening 10/30. 11/7: Only 1 bid received for \$305k, with \$220k available budget for installation; negotiating cost reductions. Proposal accepted and preconstruction meeting to be held 2/12/26.			
<b>Job #:</b> 2023051	<b>Job Type:</b> Internal	<b>Service Area:</b>	<b>Last Updated:</b> 1/12/2026
<b>Job Name:</b> Shady Knoll Sewer Replacement		<b>Funding/Budget:</b>	
		<b>Funding Source:</b> Setasides - Sewer	<b>Department Contact:</b> S Taylor / J Dean
<b>Engineer:</b>		<b>Design Contract Amt:</b>	
<b>Contractor:</b>		<b>Construction Contract Amt:</b>	
<b>Description:</b>			
<b>Status:</b> Dsgn 01 rec'd 8/5/24.Design comments routed 08/12/2024. Dsgn 02 rec'd 9/19/24.Design 02 approved for CIP use 09/23/2024. ESMT #240008353 10/21/24. Construction Notification Letters mailed 1/17/25. Construction has started. 6 manholes and 900' ft of pipe installed 6/9/25.Waiting for bypass pump from PS 1 & 2. By-Pass pump onsite; planning to start back week of 9/8/25. 11/7: Anticipated completion mid-December, with 664' and 3 MH's remaining. Sewer installed complete with restoration underway.			
<b>Job #:</b> 2024087	<b>Job Type:</b> Internal	<b>Service Area:</b> Bedford Central	<b>Last Updated:</b> 2/6/2026
<b>Job Name:</b> Winoa Lift Station Replacement		<b>Funding/Budget:</b> \$300,000.00	
		<b>Funding Source:</b> CIP	<b>Department Contact:</b> R English \ T Cherro
<b>Engineer:</b> AH Environmental Consultants, Inc.		<b>Design Contract Amt:</b> \$20,529	
<b>Contractor:</b> WGK		<b>Construction Contract Amt:</b> \$298,424	
<b>Description:</b>			
<b>Status:</b> Proposal with AH Environmental accepted 6/27/24. Design meeting held 8/15/24 to review station options. Pump specification package received and will be used for procuring the pump station equipment. Equipment ordered 10/22/24 with 7-9 months lead time. Will wait until 2 months out from delivery prior to procuring installation quotes. Material submittals received in 1/2025; AH approved submittals ~1/17/25 and creating bid package for installation. Lead time for manufacture began at time of submittal approval. CIP crew installed bypass system in March. S&L updated pump lead time to late September 2025. 6/6: Draft installation specs received with comments noted; submitted to Dorsett for any additional comments before returning to AH. 8/8: Comments returned to AH at end of July. Procurement scope sent to contractors with bids due 9/12. Addendum 1 issued 9/5. Installation project awarded to WGK as low bidder at \$158k. Total construction amount of \$298,424 with equipment and SCADA, excluding bypass pumping. 12/1: S&L pump package delivered 11/17. WGK to begin installation mid-January. Bedford Electric anticipates 3rd electric phase installation by 12/9; this was delayed due to inclement weather with revised expectation of January. S&L installation, O&M manuals received November 2025. WGK beginning work 2/9/26; no schedule for Bedford Electric work. Requested Bedford Electric to perform transfer to new transformer if power not ready when installation is complete.			

<b>Job #:</b> 2024121	<b>Job Type:</b> Internal	<b>Service Area:</b>	<b>Last Updated:</b>
<b>Job Name:</b> BRWA Solar Farm at SMLWTF		<b>Funding/Budget:</b>	10/10/2025
<b>Engineer:</b> Schnieder Electric		<b>Funding Source:</b>	<b>Department Contact:</b>
<b>Contractor:</b>		<b>Design Contract Amt:</b>	Brian Key
<b>Description:</b>		<b>Construction Contract Amt:</b>	
<b>Status:</b> Discussed with Schneider Electric during a meeting on 10/29/2024. Requested a proposal to evaluate this as an ESCO project. Grant funding is being requested through FEMA related to power loss during Helene storm. Benefit Cost Analysis (BCA) received 10/9/25 indicating project to be cost-effective.			
<b>Job #:</b> 2025018	<b>Job Type:</b> Internal	<b>Service Area:</b> Town	<b>Last Updated:</b>
<b>Job Name:</b> Bedford Area Fire Training Center - FFMV		<b>Funding/Budget:</b>	2/6/2026
<b>Engineer:</b>		<b>Funding Source:</b>	<b>Department Contact:</b>
<b>Contractor:</b>		<b>Design Contract Amt:</b>	
<b>Description:</b> Proposed FFMV for the training facility.		<b>Construction Contract Amt:</b>	
<b>Status:</b> Engineering to work with CIP crew to establish easement needed for proposed meter vault. Performing further field research. Materials being supplied by Fortiline. Shops 01 rec'd 9/30/25. 1/9/26: Materials on site with work scheduled 1/16 - 2/2. 2/6/26: Line in service with few items remaining to complete.			
<b>Job #:</b> 2025063	<b>Job Type:</b> Other	<b>Service Area:</b> Lakes	<b>Last Updated:</b>
<b>Job Name:</b> SMLWTF GAC Building		<b>Funding/Budget:</b> \$400,000.00	2/4/2026
<b>Engineer:</b>		<b>Funding Source:</b> CIP	<b>Department Contact:</b>
<b>Contractor:</b> G&H Contracting		<b>Design Contract Amt:</b>	T Cherro \ R Blankenship
<b>Description:</b>		<b>Construction Contract Amt:</b> 119,427	
<b>Status:</b> Preconsturtion meeting held 2/4/26.			

## Current Engineering Projects

## Bedford Regional Water Authority

<b>Job #:</b> 2020107	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b>
<b>Job Name:</b> Boonsboro Meadows Section 5 Roadway & Water - Design			12/30/2025
<b>Description:</b> Proposed Section 5 (Proposed 16 Lots). Consisting of Water and LPFM. Wild Doe Drive			<b>Department Contact:</b> T Hale
<b>Status:</b> Dsgn 01 rec'd 9/28/20. Comments & Dev Pkg issued 10/26/20. Need \$400 Base Fee, Review Fees and Agmnt w/ 2nd submittal. Base Review fee rec'd 11/5/20. 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. Dsgn 07 rec'd 3/25/24. Extended Plan Review Fee rec'd 3/27/24. Comments 07 sent to planning 4/5/2024. Dsgn 08 rec'd 5/5/25. Extended Review Fee rec'd 5/12/25. Comments 08 sent to planning 5/16/2025. Dsgn 09 rec'd 8/18/25. Extended Review Fee rec'd 8/29/25. Comments 09 sent to planning 09/04/2025. Design 10 rec'd 12/18/25. Extended Review Fee rec'd 12/22/25. Comments 10 sent to planning 12/30/25.			
<b>Job #:</b> 2021018	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Smith Mountain Lake	<b>Last updated on:</b>
<b>Job Name:</b> Eastlake Community Church Sport - Site Plan			7/31/2024
<b>Description:</b> Proposed construction of 2 baseball fields and one track and field with associated grading, utilities, landscaping & stormwater management.			<b>Department Contact:</b> J Dean
<b>Status:</b> TRC 2/23/21. Concept 01 rec'd 2/17/21. Comments 01 emailed to Planning & Surveyor 2/22/21. Site Plan 01 rec'd 6/21/21. Comments 01 emailed to Planning 6/25/21. Site Plan 02 rec'd 9/14/21. Comments 02 emailed to Planning 9/21/21. Site Plan 03 rec'd 12/29/22. Comments 03 emailed to Planning 3/21/23. Site Plan 04 rec'd 5/22/23 (need \$200.00 re-review fee). Approval emailed to Planning 6/14/23. Extended re-review fee rec'd 6/14/23. Approval rec'd Site Plan 05 rec'd (Need Extended Review Fee) 7/22/24. Comments Completed, waiting on fees 7/31/2024.			
<b>Job #:</b> 2021024	<b>Job Type:</b> Internal	<b>Service Area:</b> Central	<b>Last updated on:</b>
<b>Job Name:</b> Big Otter Well Abandonments			5/9/2025
<b>Description:</b> Abandonment of wells formerly used as part of the Central water system, located behind sewer pump station 6 and within the property boundaries of 4920 Peaks Road.			<b>Department Contact:</b> J Dean \ R English
<b>Status:</b> Bob met with property owner of 4920 Peaks Rd, Rita Ragland, who requested consideration be made to abandon or maintain the well sites within her property. Information gathered on existing easements for the wells and raw waterlines. 5/9/25: Per Consolidation Agreement, unused property is to be returned to the Town of Bedford for their use or disposal.			
<b>Job #:</b> 2021067	<b>Job Type:</b> Site Plan w/Proposed Utilities	<b>Service Area:</b> Town	<b>Last updated on:</b>
<b>Job Name:</b> D-Day Memorial Amphitheater - Site Plan			2/3/2026
<b>Description:</b> Proposed Amphitheater at the D-Day Memorial.			<b>Department Contact:</b> T Hale
<b>Status:</b> Concept meeting 7/15. Concept 01 rec'd 7/2/21. Site Plan 01 rec'd 2/3/26.			
<b>Job #:</b> 2021114	<b>Job Type:</b> Internal	<b>Service Area:</b> Countywide	<b>Last updated on:</b>
<b>Job Name:</b> Program for Low Water Pressure Customers			
<b>Description:</b> Establishing program or policy for addressing customers with pressures at the water meter that are regularly or intermittently less than 20 psi.			<b>Department Contact:</b> R English
<b>Status:</b>			
<b>Job #:</b> 2022095	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forset	<b>Last updated on:</b>
<b>Job Name:</b> Corporate Park Drive Townhomes - Design			1/22/2026
<b>Description:</b> Proposed 40 unit townhome development.			<b>Department Contact:</b> J Dean
<b>Status:</b> TRC 11/9/22. Concept 01 rec'd 11/2/22. Comments issued 11/9/22. Dsgn 01 rec'd 11/3/23 (Need Base Review Fee), Base Review Fee rec'd 11/6/23. Comments sent to Planning 11/17/2023. Dsgn 02, Water & Sewer Calculations 01 rec'd 3/19/24. Comments sent to Planning 4/2/2024. Dsgn 03 rec'd 4/8/25. Extended Review fee rec'd 4/8/2025. Comments sent to Planning 4/21/2025. Dsgn 04 rec'd 8/1/25. Extended Review Fee rec'd 8/4/25. Awaiting Constructibility Review 8/13/2025. Sent Comments to CP 8/21/2025. Dsgn 05 rec'd 1/22/26 (Need Extended Review Fee).			

<b>Job #:</b> 2023102	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b> 2/6/2026
<b>Job Name:</b> 17605 Forest Road Multi-Family - Site/Design			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed Townhomes (54 Units).			
<b>Status:</b> TRC 12/5/23. Concept 01 rec'd 12/1/23. Comments to sent to planning and addressed at TRC. Site/Dsgn 01 & Base Fee rec'd 7/23/25. Comments 01 sent to planning 8/18/2025. Site/Dsgn 02 rec'd 1/23/26. Comments 02 sent to planning 2/6/2026.			
<b>Job #:</b> 2023106.1	<b>Job Type:</b> Sewer	<b>Service Area:</b> Bedford Central	<b>Last updated on:</b> 12/1/2025
<b>Job Name:</b> Bedford Weaving Sewer Replacement			<b>Department Contact:</b> T Hale, J Dean
<b>Description:</b> Replacement of approximately 800 feet of 8" gravity sewer.			
<b>Status:</b> Sewer replacement through Bedford Weaving parking lot to be completed during July 4th shutdown week. Research needed for work through railroad property.			
<b>Job #:</b> 2024010	<b>Job Type:</b> Water	<b>Service Area:</b>	<b>Last updated on:</b> 1/15/2026
<b>Job Name:</b> VDOT Blackwater 460 - Design			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed road work.			
<b>Status:</b> Dsgn 01 rec'd 1/9/24. Waiting for VDOT Resubmittal on 1/10/24 Dsgn 02 rec'd 2/13/24. Comments sent to Richard Sealey Prior to meeting 2/28/2024. Design plan submittal rec'd 12/30/2024. Design comments sent to Brad Craig on 1/13/2025. Dsgn 03 rec'd 5/9/25. Comments 03 sent to engineer 5/12/2025. Dsgn 04 rec'd 5/14/25. Approval Comment sent to VDOT 5/14/2025. Shop Dwg 01 rec'd 12/18/25. Shop Dwg 02 rec'd 1/15/16.			
<b>Job #:</b> 2024016.2	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Town	<b>Last updated on:</b> 9/8/2025
<b>Job Name:</b> Eastyn Crossing Phase 2 - Design			<b>Department Contact:</b> S Dade & L Cox
<b>Description:</b> Proposed 124 lot subdivision.			
Project is phased - referecned 2024-016.1 for Phase 1 and 2024-016.2 for Phase 2.			
<b>Status:</b> Review & inspection Fees rec'd 9/3/24. Dsgn 01 rec'd 6/17/25. Base fee rec'd 6/20/25. Signed Dev Agmt rec'd 6/24/25. Comments sent to Dev 6/27/2025. Bond #41K237862 rec'd & C2C Issued 7/29/25. C2C issued. Sanitary sewer testing complete.			
<b>Job #:</b> 2024027	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Town of Bedford	<b>Last updated on:</b> 2/2/2026
<b>Job Name:</b> Harmony Phase 1 Mixed Use Residential - Design			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed mixed residential development; single family homes, townhomes & patio homes.			
Project has been phased. This is Phase 1.			
<b>Status:</b> Dsgn 01 rec'd 2/20/24 (Need Base Review Fee). Base Review Fee rec'd 2/21/24. Comments sent to engineering and planning on 2/28/2024. Dsgn 02 rec'd 6/13/24. Comments sent to planning and engineer 6/26/2024. Extended Review Fee rec'd for forthcoming 3rd submittel (recinded). Dsgn 03 rec'd 11/6/24. Dsgn 03 rec'd 12/17/24. Comments sent to Enginner 12/31/2024. Dsgn 04 rec'd 1/28/25 Extended Review Fee 1/30/25. Comments 04 sent to Norm and planning on 2/1/2025. Meeting held with developer and engineer on the projects design 4/9/25. Dsgn 05 rec'd 7/30/25. Extended Review Fee rec'd 8/4/25. Comments sent to planning on 8/13/2025. Dsgn 06. Comments 06 sent to planning and on 9/22/2025. Comments sent to planning 11/24/2025. Shop Dwg 01 rec'd 12/1/25. Slip Sheet rec'd 1/19/26. Slip Sheet Comments sent to Engineer and planning 2/2/26.			
<b>Job #:</b> 2024045	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Forest	<b>Last updated on:</b> 10/23/2025
<b>Job Name:</b> Parkland Direct Rear Expansion - Site Plan			<b>Department Contact:</b> J Dean
<b>Description:</b> Proposed 36,750 sqft building addition.			
<b>Status:</b> Site Plan 01 rec'd 4/9/24. Comments sent 4/10/24. Site Plan 02 rec'd 6/4/24. Comments sent to Planning 6/5/2024. Site Plan 03 & Extended Review Fee rec'd 6/20/2024. Comments sent to Planning 6/26/2024. Extended Review Fee rec'd for forthcoming 4th submittal 8/14/24. Site Plan 04 rec'd 8/20/24. Approval Comment sent to Planning 8/23/2024. FFT fee rec'd 9/25/24. Site Plan 05 (Need Extended Review Fee) 11/1/2024. Extended Review Fee rec'd 11/4/24. Comments sent to Planning 11/12/2024. Site Plan 06 rec'd 12/2/24 (Extended Review Fee Needed). Extended Review Fee rec'd 12/6/24. Slip Sheet rec'd 12/17/24. Site Plan Approved 12/19/2024. Approval recinded, Site Plan 07 rec'd 5/7/25 Extended Review Fee rec'd 9/8/25. Site Plan 08 rec'd 9/8/25. Extended Review Fee rec'd 10/16/25.. Site Plan 09 rec'd 10/8/25 Extended Review Fee rec'd 10/15/25. Comments sent to Planning 10/23/2025.			

<b>Job #:</b> 2024058	<b>Job Type:</b> Fire Flow Meter	<b>Service Area:</b> Town	<b>Last updated on:</b> 1/13/2026
<b>Job Name:</b> D-Day Hotel - Design			<b>Department Contact:</b> S Dade & L Cox
<b>Description:</b> Proposed Hampton Inn Hotel.			
<b>Status:</b> FFT fee rec'd 4/29/24. Town TRC 5/9/24. Concept 01 rec'd 5/2/24. Delivered and discussed comments at TRC on 5/9/2024. FFT Fee rec'd 5/14/24. Dsgn 01 rec'd 6/13/24; Need Base Fee. Base Fee & Partial Review/Inspection fee rec'd 6/25/24. Comments and Developer Packet sent to Engineer and Developer 6/25/2024. Dsgn 02 rec'd 7/31/24. Comments sent to Engineer and Planning 8/2/2024. Dsgn 03 rec'd. Slip sheet received 8/20/24. Plan is ready for approval, waiting on signed developer agreement and project review fee to release approval. Review & Inspection Fees rec'd 9/16/24. Signed Developer Agmt rec'd 9/26/24. Hard copies of approved plans received 2/6/24. Awaiting revised design plans for changed vault location. Dsgn 05 rec'd 5/20/25. Extended Review Fee rec'd 5/21/25. Comments 05 sent to planning and engineer 5/28/2025. Dsgn 06 rec'd 7/21/25. Comments sent to Engineer 7/23/2025. Dsgn 07 rec'd 7/23/25. Extended Review Fee rec'd 7/29/25. ESMT #250006319 recorded 7/30/25. Comments 07 sent to engineer and developer 2025/07/31. Shop Dwg 01 rec'd 9/12/25. Shop Dwg 02 rec'd 9/19/25. Bond #3002272 rec'd 9/19/25. Shop Dwg 03 rec'd 9/24/25. Shop Dwg 04 rec'd 10/7/25. Shop Dwg approved 10/9/25. C2C issued 10/14/25. Work postponed until a date that the elementary school will not be disrupted. Work may need to be completed on a weekend. FFT rec'd 1/13/26.			
<b>Job #:</b> 2024075	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Central	<b>Last updated on:</b> 2/9/2026
<b>Job Name:</b> Governor's Hill Section 3 Section 1 - Design			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed 178 single family lot subdivision. *Project has been phased, this now is section 1.*			
<b>Status:</b> Town TRC 7/17/24. Concept 01 rec'd 7/10/24. Comments presented at Town Meeting 7/17/2024. TRC 1/15/25. Concept 02 rec'd 1/14/25. Attended TRC on 1/15/2025. Emailed comments to planning and presented comments to engineer at TRC on 1/15/2025. Base Fee rec'd 10/10/25. Dsgn 01 rec'd 10/14/25. Comments routed to consultant 10/23/2025. Dsgn 02 rec'd 2/9/26.			
<b>Job #:</b> 2024092	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> New London	<b>Last updated on:</b> 1/12/2026
<b>Job Name:</b> The Links at New London Phase 1 - Site/Design			<b>Department Contact:</b> S Dade
<b>Description:</b> Proposed 58 townhome development.			
<b>Status:</b> Site/Dsgn 01 rec'd 8/27/24 (Need Base Fee), Base Fee rec'd 9/26/24. Comments sent to Planning 9/27/2024. Site/Dsgn 02 rec'd 1/23/25. Comments sent to Planning 2/6/2025. Dsgn 03 rec'd 4/24/25. Extended Review Fee rec'd 4/28/25. Dsgn 04 comments routed to CP 05/01/2025. Review & Inspection Fees rec'd 5/9/25. Shop Dwg 01 rec'd 6/18/25. Signed Dev Agmt rec'd 6/24/25. Dsgn 04 rec'd 6/26/25. Extended Review Fee & Bond #CIC1963513 rec'd 6/27/25. Dsgn 04 comments routed to CP 07/08/2025. Shop Dwg 03 rec'd 7/15/25. Shop Dwg approved 7/21/25. Dsgn 05 rec'd 7/25/25. C2C Issued (sewer only) 7/30/25. C2C Issued (water only) 9/8/25. Sewer installation complete; testing 80% complete. Waterline installation continue. Water is being hauled to the site for waterline testing of completed main. Waterline testing complete 1/12/26.			
<b>Job #:</b> 2024098	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b> 2/2/2026
<b>Job Name:</b> Terry Volkswagen Dealership - Site/Design			<b>Department Contact:</b> S Dade & L Cox
<b>Description:</b> Proposed Terry VW Dealership.			
<b>Status:</b> TRC 9/10/24. Concept 01 rec'd 9/6/24. Met with county planning, routed comments to appropriate channels 09/10/2024. Site/Dsgn 01 rec'd 11/14/24. Base Fee rec'd 11/15/24. Review Comments routed 12/2/24. Dev Packet Issued 1/23/25. Developer Agreement, Review & Inspection Fees rec'd 1/29/25. Site/Dsgn 02 rec'd 2/14/25. Site/design comments 02 routed to CP 02/27/2025. Site/Dsgn 03 rec'd and approved 4/8/25. Signed DEQ CTC rec'd 4/10/25. Bond #S342780 rec'd 4/14/25. VDOT LUP #216-128179 rec'd 4/25/25. Awaiting shop drawings and hard copy plans 05/05/2025. Shop Dwg 01 rec'd 5/6/25. Shop Dwg 02 rec'd 6/24/25. Shop Dwg 03 rec'd 7/15/25. Shop Dwg Approved 7/23/25. C2C Issued 7/29/25. Preconstruction meeting held 9/2/2025. Two inch meter installed as designed. Verizon utility being relocated due to conflict with sewer design. Sanitary sewer installation to begin the week of 11/10/2025. As-built 01 rec'd 1/7/26. Comments issued 1/8/26. As-Built 02 rec'd and approved 1/9/25 BOSQC & DEQ CTO rec'd 2/2/26.			
<b>Job #:</b> 2024104	<b>Job Type:</b> Water	<b>Service Area:</b> Forest	<b>Last updated on:</b> 2/9/2026
<b>Job Name:</b> Talbots Crossing Phase 1 - Design			<b>Department Contact:</b> S Dade & L Cox
<b>Description:</b> Proposed waterline extension.			
<b>Status:</b> Dsgn 01 & Base Review Fee rec'd 9/19/24. Comments sent to Engineer on 10/26/2024. Dsgn 02 rec'd 12/2/24. Comments routed to base engineer 12/10/2024. Dsgn 03 rec'd 12/20/24. Extended Review Fee rec'd 1/2/25. Calculations reviewed and approved, design plan comments 03 sent to CP 01/02/2025. Dev Packet Issued 01/09/2025. Dsgn 04 rec'd 1/14/25. Waterline design submittal 04 comments routed to engineers & CP 01/16/2024. Dsgn 05 rec'd 2/20/25. Extended Review Fee rec'd 2/26/25. Review 05 approved, waiting for plat. Review comments routed to consultant 02/26/2025. Shop Dwg 01 rec'd 4/8/25. Shop Dwg rec'd 4/17/25. Shop Dwg approved 4/18/25. Review & Inspection Fees, Developer Agmt & Bond #101447453 rec'd 5/28/25. C2C Issued 6/25/25. Work began in August, but due to rock work stopped and a blasting crew was hired to blast rock. Stop work order placed on jobsite by Bedford Natural Resources. Construction to resume in February per contractor.			



<b>Job #:</b> 2024110	<b>Job Type:</b> Site Plan w/Proposed Utilities	<b>Service Area:</b> Huddleston	<b>Last updated on:</b>
<b>Job Name:</b> Mariners Landing Residential Development - Design			2/4/2026
<b>Description:</b> Proposed 19 lot residential subdivision.			<b>Department Contact:</b> J Dean
<b>Status:</b> TRC 10/8/24. Concept 01 rec'd 10/2/24. Review completed, meeting notes routed to County CP 10/08/2024.Site/Dsgn 01 Rec'd 04/10/2025. Base Fee Req'd 04/10/2025. Base Fee rec'd 4/21/25. Comments 01 routed to CP. Site/Dsgn 02 , Water & Sewer Calcs ec'd 8/4/25. Dsgn 02, calc, plat 02 comments routed to CP 08/13/2025. Dsgn 03 rec'd 10/20/25 . Extended Review Fee rec'd 10/29/25. Comments 03 routed to CP 10/31/2025. Slip sheet & Water & Sewer Calcs 03 rec'd 11/19/25. Dsgn 04 (Slip Sheets) & Cacs 04 rec'd 1/15/26. Comments sent to consultant 1/30/26. Dsgn 05 (slip sheets) rec'd 2/4/26.			
<b>Job #:</b> 2024129	<b>Job Type:</b> Internal	<b>Service Area:</b> Bedford Central	<b>Last updated on:</b>
<b>Job Name:</b> Town of Bedford Performance Bond Policy			1/9/2026
<b>Description:</b> Bonding policy for the Town of Bedford related to developments.			<b>Department Contact:</b> R English
<b>Status:</b> Bonding policy received through legal counsel on 12/3/24 that incorporates the Authority and County into the Town's development bonding process and agreements. Process provides greater restrictions on developers than BRWA's current processes. Meeting held with Mary Zirkle & Jordan Mitchell to discuss. BRWA does not have surety authority under subdivision infrastructure bonding, but does have authority for the developer agreement surety processes in place. 1/13/25: Per legal counsel discussion, Town will designate BRWA as an agent for bonds in their bonding policy. Awaiting final policy. Legal counsel followed up 1/9/26 to obtain final copy of policy.			
<b>Job #:</b> 2025004	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b>
<b>Job Name:</b> Boonsboro Meadows Section 6 - Design			2/9/2026
<b>Description:</b>			<b>Department Contact:</b> T Hale
<b>Status:</b> Design 01 rec'd 12/31/2024. Base Review fee rec'd 1/8/25. Comments 01 sent to planning 1/29/2025. Section 6 & 7 voided; project has been phased. Dsgn 01 rec'd 10/6/25. Comments 01 sent to planning 10/8/25. Dsgn 02 rec'd 2/9/26.			
<b>Job #:</b> 2025007.1	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b>
<b>Job Name:</b> Readmore Landing Phase 1 Section 1 - Design			2/2/2026
<b>Description:</b> Project has been phased.  Proposed water and sewer extension.			<b>Department Contact:</b> J Dean
<b>Status:</b> Dsgn 01 rec'd 1/15/24. Base Fee rec'd 1/21/25.Comments sent to Planning 2/13/2025. Dsgn 02 rec'd 6/25/25. Comments sent to Planning 7/8/2025. Dev Agmt, Review & Inspection Fees, Extended review fee for forthcoming submittal rec'd 8/14/25. Dsgn 03 rec'd 9/29/25. Comments sent to planning 10/22/25. Shop Dwg 01 rec'd 11/20/25.Dsgn 04 rec'd 12/30/25. Extended Review Fee rec'd 1/5/26. Signed Dev Agmt, Review & Inspection Fees rec'd 1/20/26.Dsgn 05 rec'd 2/2/26.			
<b>Job #:</b> 2025009	<b>Job Type:</b> Sewer	<b>Service Area:</b> Forest	<b>Last updated on:</b>
<b>Job Name:</b> Sundance Design Townhomes - Site/Design			1/30/2026
<b>Description:</b> Proposed 7 townhomes and public sewer extension.			<b>Department Contact:</b> T Hale
<b>Status:</b> Site/Dsgn 01 rec'd 1/16/25. Base Fee rec'd 1/31/25.Comments routed to CP 02/03/2025. Site/Dsgn 02 rec'd 3/24/25. Dsgn/site/calc comments to CP 03/28/2025. Site/Dsgn 03 rec'd. Extended Review Fee rec'd for forthcoming 3rd submittal. Dsgn 03 rec'd 8/26/25. Dsgn 03 comments routed to CP 08/28/2025. Bond #S342784 rec'd 10/7/25. Dsgn 03 rec'd 10/23/25.Dsgn 03 rec'd 10/23/2025. Dsgn 03 apprd 10/28/2025.Dsgn 04 rec'd 11/24/2025. Comments 04 sent to planning 12/1/25. Dsgn 05 rec'd 12/2/25. Approval comment sent to planning. Reached out to developer on outstanding items for C2C 12/2/25. Review & Inspection Fees rec'd 1/9/26. Shop Dwg 01 rec'd 1/13/26. Shop Dwg 02 rec'd 1/30/26.			
<b>Job #:</b> 2025043	<b>Job Type:</b> Fire Flow Meter	<b>Service Area:</b> Moneta	<b>Last updated on:</b>
<b>Job Name:</b> Moneta Tractor Supply - Site/Design			2/6/2026
<b>Description:</b> Proposed Tractor Supply with public sewer extension and FFMV. Reference 2025-043.1 for sewer COC purposes.			<b>Department Contact:</b> T Hale
<b>Status:</b> TRC 5/13/25. Concept 01 rec'd 5/7/25. TRC attended, possible sewer extension, FFMV 05/13/2025. Site/Dsgn 01 rec'd 9/12/25. Base Fee rec'd 9/19/25. Comments 02 routed to CP 10/07/2025 Site/Dsgn 02 rec'd 1/7/26.(Recinded per county 1/8/26).Site/Dsgn 02 rec'd 1/26/26.Comments 02 sent to planning 2/6/2026.			

<b>Job #:</b> 2025054	<b>Job Type:</b> Water	<b>Service Area:</b> Montvale	<b>Last updated on:</b> 1/9/2026
<b>Job Name:</b> Montvale Water Company Transfer			<b>Department Contact:</b> B Key
<b>Description:</b> Ownership transfer from the Montvale Water Company to the BRWA			
<b>Status:</b> Bob Karnes and Betty visited the BRWA's office on 6/26/25 to start the process of ownership transfer. Letter of Intent to transfer executed on 7/3/25. VDH funding approval received 7/23 for up to \$200k reimbursement for work during the transition. Repairs, well operation, and locating services being performed and isolation valves added to reduce outage areas during repairs. Materials of poor quality, with some non-pressure materials found (Sch 30). Information sent to USDA 7/29 regarding transfer of debt service. Public meeting held 12/4/25. Documents signed by MWC in December and submitted to SCC in January.			
<b>Job #:</b> 2025067	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Goode	<b>Last updated on:</b> 2/5/2026
<b>Job Name:</b> Design Center Commercial Building - Site Plan			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed new commercial building and parking lot improvements,			
<b>Status:</b> TRC 8/12/25. Concept 01 rec'd 8/11/25. Concept comments presented are TRC and sent to planning 8/12/2025. Site Plan 01 rec'd 9/12/25. Comments 01 sent to planning 9/23/2025 Site Plan 02 rec'd 11/19/25. Comments 02 sent to planning 12/3/25. Site Plan 03 rec'd 1/23/26. Comments 03 sent to planning 2/5/2026.			
<b>Job #:</b> 2025083	<b>Job Type:</b> Water	<b>Service Area:</b> Forest	<b>Last updated on:</b> 1/12/2026
<b>Job Name:</b> EDA New London Meade Road Waterline Extension - Design			<b>Department Contact:</b> S Dade & L Cox
<b>Description:</b> Proposed waterline extension.			
<b>Status:</b> Dsgn 01 rec'd 9/15/25. Base Fee rec'd 9/18/25. Comments 01 routed to CP 09/18/2025. Shop Dwg 02 rec'd 8/19/25. FFT rec'd 9/25/25. Shop Dwg approved 9/25/25. Signed Dev Agmt rec'd 9/26/25. Dsgn 02 rec'd 9/26/25. Dsgn comments 02 routed and exhibit appr'd & Esmt #250008452 recorded 10/01/25. Slip sheets approved 10/06/2025. Review & Inspection Fees rec'd 10/6/25. C2C Issued 10/14/2025. Construction began and 140 feet into construction the Contractor pulled an unmarked electrical line in front of substation. Southside Electric to make repairs. The crew began installing the 12" waterline installation 100 feet from damaged utility and has completed the waterline installation to the end of the project. The crew will return to the area of the damaged utility the week of 11/10/2025. Waterline installation and testing complete; with punchlist being generated 1/12/26.			
<b>Job #:</b> 2025090	<b>Job Type:</b> Water & Sewer	<b>Service Area:</b> Town	<b>Last updated on:</b> 12/22/2025
<b>Job Name:</b> Harvest at Bedford Subdivision - Design			<b>Department Contact:</b> J Dean
<b>Description:</b> Proposed residential subdivision.			
<b>Status:</b> Dsgn 01 rec'd 9/25/25. Base Fee rec'd 9/26/25. Comments sent to Town & Consultant 10/8/2025 Dsgn 02 rec'd 12/22/25.			
<b>Job #:</b> 2025092	<b>Job Type:</b> Fire Flow Meter	<b>Service Area:</b> Forest	<b>Last updated on:</b> 2/4/2026
<b>Job Name:</b> Ivy Hills Golf Club - FFMV			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed FFMV.			
<b>Status:</b> Dsgn 01 rec'd 9/29/25. Base Fee rec'd 9/30/25. Comments 01 sent to engineer 10/10/2025. ESMT exhibit under review. Dsgn 02 rec'd 2/4/26.			
<b>Job #:</b> 2025096	<b>Job Type:</b> Site Plan w/Proposed Utilities	<b>Service Area:</b> Forest	<b>Last updated on:</b> 1/28/2026
<b>Job Name:</b> Blaze Construction - Site Plan			<b>Department Contact:</b> T Hale
<b>Description:</b> Proposed contractor yard and storage.			
<b>Status:</b> TRC 11/6/25. Concept 01 rec'd 10/27/25. Comments presented at TRC and sent to town planning on 11/6/2025. Site Plan 01 rec'd 1/28/26.			
<b>Job #:</b> 2025104	<b>Job Type:</b> Internal	<b>Service Area:</b> Bedford Central	<b>Last updated on:</b> 2/6/2026
<b>Job Name:</b> Central WWTP PCB Pollutant Minimization Plan (PMP)			<b>Department Contact:</b> J Mitchell
<b>Description:</b> Pollutant Minimization Plan due 11/28/2025.			
<b>Status:</b> Plan submitted to DEQ on 11/24/25. Revisions to plan submitted 12/31/25. Annual update submitted 2/5/26. Assistance from Engineering will be needed to identify possible PCB sources.			

<b>Job #:</b> 2025105	<b>Job Type:</b> Other	<b>Service Area:</b>	<b>Last updated on:</b> 12/2/2025
<b>Job Name:</b> Falling Creek Lift Station - Design			
<b>Description:</b> Private lift station to service the existing animal shelter, sheriff's office, maintenance building and future social services building.			<b>Department Contact:</b> R Blankenship
<b>Status:</b> Dsgn 01 rec'd 12/2/25			
<b>Job #:</b> 2025106	<b>Job Type:</b> Other	<b>Service Area:</b> Bedford Central	<b>Last updated on:</b> 12/2/2025
<b>Job Name:</b> Town Comprehensive Plan Update			
<b>Description:</b>			<b>Department Contact:</b> R English
<b>Status:</b> Town's consultant held stakeholder meeting 2/7/25 including BRWA. Draft report sections related to water and sewer received for review on 12/2/2025.			
<b>Job #:</b> 2026015	<b>Job Type:</b> Site Plan w/ Existing Utilities	<b>Service Area:</b> Forest	<b>Last updated on:</b> 2/4/2026
<b>Job Name:</b> Lake Manor Road Stub Out - Site Plan			
<b>Description:</b> Proposed road stub out ot serve forthcoming development.			<b>Department Contact:</b> J Dean
<b>Status:</b> Site Plan 01 rec'd 2/4/25.			

# Developer Dedications Fiscal Year 2025-2026

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	
2024071 BRAAC Sewer Extension - Design Sewer		St. Vincents Home 416 Campbell Ave SW STE 103 Roanoke, VA 24016	\$0.00	0 lf	\$59,985.00	119 lf	11/20/2025
2024016.1 Eastyn Crossing Phase 1 - Design Water & Sewer		DBI Capital Group, LLC 828 Main Street, 15th floor Lynchburg, VA 24504	\$363,214.97	2837 lf	\$370,050.85	2830 lf	9/29/2025
2019069 Impact Church Rezoning - Site/Design	Water & Sewer	Impact Church Forest, Inc Attn: Brad Bell 14803 Forest Road #325 Forest, VA 24551	\$10,000.00	0 lf	\$60,000.00	183 lf	11/5/2025
2012015 Jefferson Commons Commercial Lot 1	Fire Flow Meter	Maddox & Son Construction, Inc Andy Maddox	\$92,149.00	0 lf	\$0.00	0 lf	11/12/2025
Total Value Waterline Dedications:					\$465,363.97		
Total Length Water Pipe:					2837 lf		
Total Value Sewer Line Dedications:					\$490,035.85		
Total Length Sewer Pipe:					3132 lf		
Total Value of Dedications:					\$955,399.82		

# **EXECUTIVE DIRECTOR'S REPORT**

## MEETING SUMMARY

**To:** Policies and Projects Committee  
**From:** Brian M. Key – Executive Director  
**Date:** February 4, 2026  
**Re:** Summary of February 2, 2026 Committee Meeting

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A called meeting of the Policies and Projects Committee from the Board of Directors of the Bedford Regional Water Authority (“Authority”) was held on Monday, February 2, 2026, at 11:45 a.m. in the Board Meeting Room of the Authority located in the Annex building at 1723 Falling Creek Road in Bedford County.

Members Present:..... Donald Barger, Jr.  
Steve Rush

Staff & Counsel Present: Brian Key – Executive Director  
Rhonda English – Deputy Director  
Roger Blankenship – Director of Engineering

Guests: ..... Clay Chastain (entered at 12:00pm)

The following Agenda was discussed:

1. Call to Order
2. 11:45pm Committee and Staff Lunch
3. 12:00pm Discussion of Clay Chastain Requests: Six options were presented to the committee:

- #1: Drill a well(s)
- #2: Owner extends a private service line(s) to existing 8-inch line
- #3: Cost Sharing of service line(s) to existing 8-inch waterline
- #4: Replace waterline along Ridge Street
- #5: Replace 2-inch waterline from 8-inch waterline to Ridge Street
- #6: Allow connection to 2-inch waterline at southeast corner of parcel

After considerable discussion of all the options, the committee recommended that the Authority proceed with the sixth option; this would follow existing policies and procedures, and would not require any board action. It would allow Mr. Chastain access to public water service at the Authority’s standard rates, with minimal easement work needed by Mr. Chastain.

4. Mandatory Connection Policy: The committee agreed with the changes made to the policy as they were presented in the January board packets; prior to the policy going back to the board for approval, they requested more information be put into the description of what classifies as capacity limitations.
5. Other business not covered on the above agenda: None
6. Adjourn: The meeting adjourned at approximately 12:50pm.



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

# RESOLUTION MEMORANDUM

**To:** BRWA Board of Directors  
**From:** Brian Key, PE; Executive Director  
**Date:** February 10, 2026  
**Re:** Resolution 2026-02.01 – Mandatory Connection Policy

---

Attached is the above-stated resolution for your consideration.

The Policies and Projects Committee reviewed the changes recommended to the policy, and they are in agreement to recommend approval to the board.

The Mandatory Connection Policy 3.10 is attached to the resolution, with the revisions shown as markups.

**MANDATORY CONNECTION****Section 1. PURPOSE**

In order to meet bond covenants, to ensure that debt service can be covered, and to provide revenue for repair and replacement funding, the Bedford Regional Water Authority (“Authority”) shall utilize the rights granted to the Authority by the State of Virginia and by Bedford County. The applicable Code of Virginia is listed herein.

**Section 2. POLICY**

- A. The owner, tenant, or occupant of each lot or parcel of land where any new residential, commercial, or industrial construction abuts upon or adjoins a public or private street or other public way or easement containing a waterline and/or a sewer line shall be compelled to connect to said utility and pay all appropriate fees.

**Section 3. EXEMPTIONS**

- A. Exemptions for Private Facilities: Parcels subdivided from parent tracts are not subject to the exemptions contained herein, unless the subdivision a) contains no internal road right of ways, b) has internal road right of way(s) with a width of twenty feet (20') or less, c) does not include the construction of public roads.
1. Existing sources and disposals:
    - a. Water: When new waterlines are installed by the Authority, all adjacent properties that have a proper and adequate existing private water source are not required to connect to the Authority's water system, nor will the property owner, tenant, or occupant be required to pay any connection or user fees. If that private source should fail, the property must then be connected to the Authority's water system and cannot develop or utilize an alternate source.
    - b. Sewer: When new sewer lines are installed by the Authority, all properties that have a proper and adequate method for private sewage disposal will not be required to connect to the Authority's sewer system, nor will the property owner, tenant, or occupant be required to pay any connection or user fees. Should those private sewer facilities fail, the property must then be connected to the Authority's sewer system and an alternative method for disposal cannot be developed or utilized.
  2. Proposed sources and disposals: All exemptions related to developing new water sources or new sewer disposal facilities under the terms of this policy shall be approved by the Executive Director of the Authority. Exemptions that may be approved include, but are not limited to, the following:
    - a. Water: A private water source may be developed on property that is adjacent to the Authority's water system in the following situations:
      - i. When the water use is for agricultural purposes
      - ii. Properties where the nearest structure requiring water service is greater than five hundred feet (500') from the point where the water meter would be located by the Authority.





iii. For potential customers that can document that they have a specific water characteristic need that makes the use of the private source preferable over public service from the Authority's system.

- Authority master specifications
- Regional Agreements
- Calculations and/or Hydraulic Models
- Regulations

- ## Section 4. CODE OF VIRGINIA: WATER AND SEWER CONNECTIONS

1. Upon or after the acquisition or construction of any water system or sewer system under the provisions of this chapter, the owner, tenant, or occupant of each lot or parcel of land (i) which abuts a street or other public right of way which contains, or is adjacent to an easement containing, a water main or a water system, or a sanitary sewer which is a part of or which is or may be served by such sewer system and (ii) upon which a building has been constructed for residential, commercial, or industrial use, shall, if so required by the rules and regulations or a resolution of the Authority, with concurrence of the locality in which the land is located, connect the building with the water main or sanitary sewer, and shall cease to use any other source of water supply for domestic use or any other method for the disposal of sewage, sewage waste, or other polluting matter. All such connections shall be made in accordance with rules and regulations adopted by the Authority, which may provide for a reasonable charge for making such a connection. A private water company which purchases water from a regional Authority for sale or delivery to or within a municipality may impose a charge for

### MANDATORY CONNECTION

- connection to the water company's system in the same manner, and subject to the same restrictions, as an Authority may impose for connection to its water system, subject to the approval of the State Corporation Commission.
2. Notwithstanding any other provision of this chapter, those persons having a domestic supply or source of potable water shall not be required to discontinue the use of such water. However, persons not served by a water supply system, as defined in § 15.2-2149, producing potable water meeting the standards established by the Virginia Department of Health may be required to pay a Connection Fee, a Front Footage Fee, and a Monthly Nonuser Service Charge, which charge shall not be more than that proportion of the minimum Monthly User Charge, imposed by the Authority, as debt service bears to the total operating and debt service costs, or any combination of such fees and charges. In York County and James City County, the Monthly Nonuser Fee may be as provided by general law or not more than 85 percent of the minimum Monthly User Charge imposed by the Authority, whichever is greater.
  3. Notwithstanding any other provision of this chapter, those persons having a private septic system or domestic sewage system meeting applicable standards established by the Virginia Department of Health shall not be required under this chapter to discontinue the use of such system. However, such persons may be required to pay a Connection Fee, a Front Footage Fee, and a Monthly Nonuser Service Charge, which charge shall not be more than that proportion of the minimum Monthly User Charge, imposed by the Authority, as debt service bears to the total operating and debt service costs, or any combination of such fees and charges.
  4. Persons who have obtained exemption from or deferral of taxation pursuant to an ordinance authorized by § 58.1-3210 may be exempted or deferred by the Authority from paying any charges and fees authorized by Section 1.A.3, to the same extent as the exemption from or deferral of taxation pursuant to such ordinance.
  5. Water and sewer connection fees established by any Authority shall be fair and reasonable. Such fees shall be reviewed by the Authority periodically and shall be adjusted, if necessary, to assure that they continue to be fair and reasonable. Nothing herein shall affect existing contracts with bondholders which are in conflict with any of the foregoing provisions.

### Section 5. CONCURRENCE

- A. As detailed in the Articles of Incorporation, the Authority was created by the City of Bedford ("City") and Bedford County ("County"). For this reason, the Authority requested that both entities adopt resolutions supporting this policy.

### Section 6. REVISIONS

- A. This policy was approved and adopted by the Authority's Board of Directors on March 26, 2013, effective July 1, 2013.
- B. This policy was modified as follows:
  1. Approved March 18, 2014, effective March 19, 2014:
    - a. The exemptions were moved to a new Section 3.

Chapter: Connections  
Document Number: 3.10  
Page 4 of 4

Issue (Effective) Date: ~~May 20, 2020~~ February 18, 2026  
Approval Date: ~~May 19, 2020~~ February 17, 2026  
Approved By: Board of Directors

#### MANDATORY CONNECTION

- b. A third exemption was added to allow private water sources to be developed for users that have specific water characteristic needs.
- ~~c. This policy was modified as follows:~~
  - 2. Approved May 19, 2020, effective May 20, 2020:
    - a. An exemption was added for sewer connections under Section 3.
  - 3. Approved February 17, 2026, effective February 18, 2026:
    - a. Exemptions were added for water and/or sewer services when the Authority does not have the capacity to provide adequate service.

DRAFT



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## RESOLUTION

2026-02.01

### Mandatory Connection 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 17<sup>th</sup> day of February 2026, 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**, staff are recommending minor changes to the Mandatory Connection Policy 3.10; and,

**WHEREAS**, the Policies and Projects Committee met on February 2, 2026 where they discussed the policy changes and they are in agreement with recommending approval of the changes to Policy 3.10; now,

**THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Bedford Regional Water Authority does hereby approve of the changes and additions presented to the Board for the policy listed above.

Policies and Projects Committee Member / Board Member \_\_\_\_\_ made a motion to approve this resolution.

Being a motion from a Committee, no second was required.

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 17, 2026** 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)

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Brian M. Key, Secretary,  
Bedford Regional Water Authority

# RESOLUTION MEMORANDUM

**To:** BRWA Board of Directors  
**From:** Brian Key, PE; Executive Director  
**Date:** February 10, 2026  
**Re:** Resolution 2026-02.02 - Reservoir Property

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The above referenced resolution is attached for the Board's consideration.

As discussed at the November 18, 2025 Board meeting, attached is the Deed of Confirmation and Release ("Deed") referenced in the resolution.

<u>Map Nos.</u>	<u>Assessed Value:</u>
55-1-A	\$141,400
55-2-6	\$19,900
55-A-16	\$160,800
55-A-16A	\$91,900
55-A-17	\$172,800
55-A-19	\$11,200
55-A-22	\$7,300
55-A-23	\$414,800
55-A-24	\$6,000
55-A-30	\$69,000
55-A-32	\$271,300
<b>Total:</b>	<b>\$1,355,200</b>

Prepared by:  
Michael W.S. Lockaby, VSB No. 74136  
Bedford Town Attorney  
Spilman, Thomas & Battle, PLLC  
P.O. Box 90  
Roanoke, Virginia 24002-0090

Return to:  
Brian Key, Executive Director  
Bedford Regional Water Authority  
1723 Falling Creek Road  
Bedford, Virginia 24523

Consideration: None  
Title Ins.: None

### **DEED OF CONFIRMATION AND RELEASE**

*This instrument partially exempt from taxation and fees pursuant to Sections 58.1-811(C)(4), 17.1-266, and 17.2-279(E) of the Code of Virginia of 1950, as amended.*

THIS DEED OF CONFIRMATION AND RELEASE is dated as of this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between **Town of Bedford, Virginia**, a Virginia municipal corporation having a principal address of 215 East Main Street, Bedford, Virginia 24523 (the “Town”), a “Grantor” and “Grantee” for indexing purposes, and the **Bedford Regional Water Authority**, a political subdivision of the Commonwealth of Virginia under the Virginia Water and Waste Authorities Act having its principal address at 1723 Falling Creek Road, Bedford, Virginia 24523 (the “Authority”), a “Grantor” and a “Grantee” for indexing purposes.

### **Recitals**

WHEREAS, the Town reverted from city status effective on July 1, 2013, and on that date became the successor to the City of Bedford, Virginia (the “City”); and,

WHEREAS, the Authority was formed by the City of Bedford and Bedford County (the “County”) under that certain Consolidation Agreement between the City, the County, and the Bedford County Public Service Authority dated October 31, 2012 and amended November 14, 2012 (the “Consolidation Agreement”), under which the City and the Bedford County Public Service Authority agreed to convey their water and sewer systems to the Authority effective July 1, 2013; and,

WHEREAS, the original text of the Consolidation Agreement called for portions of the Stoney Creek Reservoir/Wheats Valley Road Property, which had been the City's principal water supply and was located in Bedford County outside City limits, to be conveyed to the Authority, specifically Bedford County Tax Map Parcels 55-1-A, 55-2-6, 55-A-24, 55-A-22, 55-A-19 and portions of 55-A-16 (becoming 55-A-16A) and 55-A-23, with the City retaining Parcels 55-A-32, 55-A-30, 55-A-17, and portions of 55-A-16 and 55-A-23; and,

WHEREAS, the amendment to the Consolidation Agreement dated November 14, 2012 amended the original text by stating that the parcels to be conveyed to the Authority by the City included the entirety of Parcels 55-A-23, 55-A-30 and 55-A-32; and,

WHEREAS, the Council of the City held a public hearing and adopted an ordinance providing for conveyance of the Reservoir on June 25, 2013, as required by Section 15.2-1800(B) of the Code of Virginia of 1950, as amended (the "Code") and the public hearing and ordinance only included the parcels referenced in the original, unamended Consolidation Agreement; and,

WHEREAS, the deed by which the City conveyed the Reservoir to the Authority, dated June 28, 2013 and of record in the Office of the Clerk of the Circuit Court for Bedford County as Instrument No. 130007555 (the "2013 Deed"), recited that the reservoir parcels were "Tax Parcels 55-1-A, 55-2-6, 55-A-24, 55-A-22, 55-A-19, 55-A-23 and a portion of 55-A-16," and created Tax Parcel 55-A-16A, all of which were conveyed to the Authority; and,

WHEREAS, the 2013 Deed also imposed on the remainder of Parcel 55-A-16 and on Parcel 55-A-17 retained by the Town a restrictive covenant that it "shall be used only for agricultural, horticultural, and silvicultural purposes and shall not be developed for residential or commercial purposes" (the "Restrictive Covenant"); and,

WHEREAS, the Town and the Authority wish to establish, confirm and clarify the Authority's ownership of Parcels 55-1-A, 55-2-6, 55-A-16A, 55-A-19, 55-A-22, 55-A-23, 55-A-24, 55-A-30 and 55-A-32; and,

WHEREAS, the Town and the Authority wish to establish, confirm and clarify the Town's ownership of and remove the Restrictive Covenant from Parcels 55-A-16 and 55-A-17; and,

WHEREAS, on \_\_\_\_\_, 2026, the Council of the Town duly held a public hearing on conveyance of Parcels 55-A-30 and 55-A-32, and voted by a three-fourths majority to convey such Property to the Authority; and,

WHEREAS, on February 17, 2026, the Board of Directors of the Authority adopted a resolution providing for release of the Restrictive Covenant to the Town for Parcels 55-A-16 and 55-A-17.

**Witnesseth**

**THAT FOR AND IN** consideration of the mutual confirmations, releases and conveyances set forth hereinafter and other good and valuable consideration, the receipt and sufficiency of which are acknowledged:

The Town hereby CONFIRMS, with respect to the intent of and CONVEYS, with Special Warranty of title, the parcels of land described in **Exhibit A** to this instrument unto the Authority, its successors and assigns, forever.

The Authority and the Town, each to the other hereby RELEASE and QUITCLAIM that certain covenant on the parcels of land described in **Exhibit B** to this instrument, reading “the portion of the Stoney Creek Reservoir real estate being retained by the City on the west side of Wheats Valley Road shall be used only for agricultural, horticultural, and silvicultural purposes and shall not be developed for residential or commercial purposes,” as stated on Page 4 of that certain 2013 Deed of record in the Clerk’s Office of the Circuit Court of Bedford County, Virginia as Instrument No. 130007555.

THIS CONVEYANCE is made subject to all recorded easements, restrictions, and conditions of record or which would be revealed by a current field survey or a careful inspection.

*[SIGNATURE AND NOTARY ACKNOWLEDGMENT ON FOLLOWING PAGE]*

*[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]*



TOWN OF BEDFORD, VIRGINIA

By: \_\_\_\_\_  
C.G. Stanley, Mayor

COMMONWEALTH OF VIRGINIA     )  
  ) to wit  
COUNTY OF BEDFORD            )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ of \_\_\_\_\_,  
2026, by C.G. Stanley, Mayor, on behalf of the Town of Bedford, Virginia.

\_\_\_\_\_  
Notary Public

Commission Expires: \_\_\_\_\_

Registration Number: \_\_\_\_\_

BEDFORD REGIONAL WATER AUTHORITY,

By: \_\_\_\_\_  
Brian Key, Executive Director

COMMONWEALTH OF VIRGINIA     )  
  ) to wit  
COUNTY OF BEDFORD            )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ of \_\_\_\_\_,  
2026, by Brian Key, Executive Director, on behalf of the Bedford Regional Water Authority.

\_\_\_\_\_  
Notary Public

Commission Expires: \_\_\_\_\_

Registration Number: \_\_\_\_\_

## **EXHIBIT A**

### Parcel I (TMP 55-A-30):

All that certain tract or parcel of land situate in the Central Magisterial District of Bedford County, Virginia on the west side of Suck Mountain containing 34.48 acres as shown by a plat of survey of the same entitled "Plat of the Orvie Blake tract on Suck Mountain and water of Stony Creek, Bedford County – Va." made by S.S. Lynn, S.C.S., 20 April 1955 and of record at Plat Book 8, page 168 in the Office of the Clerk of the Circuit Court of Bedford County, Virginia, and being the same real estate conveyed to Orvie Blake by Ballard N. Overacre and Helen M. Overacre, husband and wife respectively, by deed dated 20 July 1946 and of record at Deed Book 213, page 108 in the Clerk's Office aforesaid.

And being the same property conveyed to the Town of Bedford, Virginia, from Orvie Blake and Lillian L. Blake, his wife, by deed dated April 26, 1955 and of record at Deed Book 255, page 212 in the Clerk's Office aforesaid.

### Parcel II (TMP 55-A-32):

All that certain tract or parcel of land situate in the Central Magisterial District of Bedford County, Virginia on Suck Mountain and containing 108 ½ acres, more or less, as shown by a plat of survey entitled "Plat of Roy Israel's 'Maston Ross' Tract on Suck Mountain, in Bedford County – Virginia, near the New Water Impounding System of the Town of Bedford" made by S.S. Lynn, S.C.L.S., 5 May 1955 and of record at Plat Book 8, page 176 in the Office of the Clerk of the Circuit Court of Bedford County, Virginia, and being the same real estate conveyed to E. Roy Israel as containing 90 acres, more or less, by John B. Oliver, Special Commissioner, by deed dated 10 March 1952 of record in the Clerk's Office aforesaid at Deed Book 239, page 302.

And being the same property conveyed to the Town of Bedford, Virginia, from E. Roy Israel by deed dated May 9, 1955 and of record at Deed Book 255, page 339 in the Clerk's Office aforesaid.

## **EXHIBIT B**

### **Parcel A (TMP 55-A-16):**

All that certain tract or parcel of land, together with the buildings and improvements thereon and appurtenances thereunto belonging, situate in the Central Magisterial District in Bedford County, Virginia, on Stony Creek about three miles north of Peaksville and on the Wheats Valley Road near the Town of Bedford water supply dam and containing 65.80 acres as shown on a plat of survey of the same entitled "Plat of the H.M. Agee Tract, Bedford County – Va." made by S.S. Lynn, S.C.S. October 1950 and of record in the Office of the Clerk of the Circuit Court of Bedford County, Virginia at Plat Book 6, page 88. And being the same real estate conveyed to the said Hubert M. Agee therein designated as H.M. Agee by G.W. Wilkerson by deed dated November 28, 1922 of record at Deed Book 136, page 309 in the Clerk's Office aforesaid.

And being the same property conveyed to the Town of Bedford, Virginia from Hubert M. Agee and Jessie C. Agee, his wife, by deed dated October 9, 1950 and of record at Deed Book 232, page 516 in the Clerk's Office aforesaid.

Less and except:

That certain piece of property for the relocation of Wheats Valley Road, Virginia State Route 640, by deed from Elmer S. Wilkerson, et al., to the Commonwealth of Virginia be deed dated June 30, 1950, and of record in the Clerk's Office aforesaid at Deed Book 252, page 585, to which deed and plat attached thereto reference is made for a more particular description thereof.

That certain piece of property, being 6.634 acres, more or less, conveyed to the Bedford Regional Water Authority by the Town of Bedford, Virginia by deed dated June 28, 2013 and of record in the Clerk's Office aforesaid as Instrument No. 130007555, as more particularly described by that certain plat of record at Plat Book 55, page 237.

### **Parcel B (TMP 55-A-17):**

All that certain tract or parcel of land containing 86 acres, more or less, but being conveyed in gross and not by the acre, adjoining other property of the party of the second part, being the residue of certain real property conveyed to one Kate Jennings by deed dated September 22, 1908, of record in the Clerk's Office of the Circuit Court for Bedford County, Virginia, in Deed Book 97 at page 394 after the conveyance off therefrom of 55.06 acres by deed of record in said Clerk's Office in Deed Book 115 at page 216, and being all of a certain tract conveyed to said Kate Jennings by another deed dated May 3, 1909, of record in said Clerk's Office in Deed Book 99 at page 191.

Attached to the deed hereinabove described as a part thereof is a plat of a survey of the said property, which plat was made by S.S. Lynn, S.C. Sur., dated June 1958,

on which said parcel of land is shown as containing 86.48 acres. Reference is made to the foregoing instrument for a more particular description thereof.

And being the same property conveyed to the Town of Bedford, Virginia from A.J. Cauthorn and A.A. Rucker, Special Commissioners, by deed dated September 4, 1957, and of record at Deed Book 271, page 42, in the Clerk's Office aforesaid.



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**RESOLUTION**  
2026-02.02  
**Reservoir Property**

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 17<sup>th</sup> of February 2026, 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**, when the Authority was formed on July 1, 2013, the consolidation agreement included the transfer of real property from the City of Bedford to the Authority related to the Stony Creek reservoir located adjacent to east side of Wheats Valley Road (the "Reservoir Property"); and,

**WHEREAS**, in order to provide clarity of which parcels are included in the Reservoir Property owned by the Authority, and to release the restrictive covenants on the adjacent parcels owned by the Town of Bedford ("Town"), a Deed of Confirmation and Release ("Deed") has been prepared for consideration of approval by the Town and Authority; and,

**WHEREAS**, the Authority Board of Directors has reviewed the attached Deed as drafted; now,

**THEREFORE, BE IT RESOLVED** by the Board of Directors of the Bedford Regional Water Authority that the Executive Director is authorized to execute the Deed of Confirmation and Release in a form substantially similar to the attached draft Deed.

This resolution shall take effect immediately.

Member \_\_\_\_\_ made a motion to approve this Resolution.

Member \_\_\_\_\_ made a Second to approve.

Board Member Votes: \_\_\_\_ Aye \_\_\_\_ Nay \_\_\_\_ Abstain



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### 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 17, 2026** 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)

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Brian M. Key, Secretary,  
Bedford Regional Water Authority

JOINT PETITION OF

BEDFORD REGIONAL WATER AUTHORITY

CASE NO. PUR-2025-00231

and

MONTVALE WATER INCORPORATED

For Approval of a Transfer of Utility Assets

ORDER FOR NOTICE AND COMMENT

On December 30, 2025, pursuant to Chapter 5 of Title 56<sup>1</sup> of the Code of Virginia (“Code”), Bedford Regional Water Authority (“BRWA” or the “Authority”) and Montvale Water Incorporated (“Montvale”) (collectively, the “Petitioners”) completed the filing of a joint petition (“Petition”) with the State Corporation Commission (“Commission”) requesting authorization for Montvale to transfer to BRWA utility assets located in Bedford County, Virginia (“Proposed Transfer”), which are used to provide water treatment and distribution service to a residential community in Montvale, Virginia.<sup>2</sup>

In support of the Petition, the Petitioners state that the Authority proposes to acquire Montvale’s water system, PWSID 5019675 (the “System”),<sup>3</sup> which generally includes a water supply from two wells, a well house with chemical feed systems, a 500,000-gallon, bolted steel

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<sup>1</sup> Code § 56-88 *et seq.* (Utility Transfers Act).

<sup>2</sup> Petition at 1.

<sup>3</sup> For more detailed System information, *see* Ex. A to the Petition (Utility Asset Purchase Agreement) and the ensuing exhibits and schedules thereto.



ground storage tank, water mains, service lines, meter boxes, meters, and appurtenances.<sup>4</sup> The Authority would operate the System as part of its system. The Authority asserts it has already installed water meters for measuring customers' usage after the acquisition. The Authority seeks to integrate the Montvale customers into its rate structure for other Authority customers in Bedford.<sup>5</sup>

According to the Petition, the principals of Montvale wish to exit and retire from the water utility business. Petitioners represent that Montvale's existence as a corporate entity terminated in 2013, for failure to file Annual Reports with the Commission.<sup>6</sup> Montvale represents continued operation as a non-compliant entity.

Petitioners assert that Code § 13.1-752 (C) applies, and Montvale's property and assets have passed automatically to its directors as trustees in liquidation.<sup>7</sup> Petitioners also assert that Code § 13.1-752 (C) further requires that the trustees proceed to: (i) collect the assets of the corporation; (ii) sell, convey, and dispose of those of its properties that are not to be distributed in kind to its shareholders; (iii) pay, satisfy, and discharge its liabilities and obligations; and (iv) do all other acts required to liquidate its business and affairs.<sup>8</sup>

Based on their understanding of the foregoing, the Petitioners state they have entered into an Agreement for the sale of the System, which would assure the continuation and improvement

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<sup>4</sup> Petition at 1-2.

<sup>5</sup> *Id.* at 2.

<sup>6</sup> *Id.*

<sup>7</sup> *Id.*

<sup>8</sup> *Id.*

of service to Montvale’s customers.<sup>9</sup> Petitioners further assert that BRWA is the only entity in the area capable and willing to take on this task. Petitioners aver that being part of the Authority’s system would increase reliability and service to Montvale’s customers and would permit Montvale to wind up its affairs as required by the Code and withdraw from the water utility business in Virginia. According to Petitioners, the Proposed Transfer would also extend the benefits of BRWA’s expertise and economies of scale to Montvale customers, and would restore reliable service as intended by the original design of the System.<sup>10</sup> Per Petitioners, Montvale owns, maintains, and operates the System, which currently serves approximately 285 residential customers, all of whom would be transferred to and join BRWA’s customers, which number approximately 16,000 as of November 2025.<sup>11</sup>

Petitioners aver that, as a courtesy to Montvale’s customers, the Authority has been providing maintenance to the System as needed. Petitioners propose that BRWA would fully and formally operate the System as soon as the Proposed Transfer is completed and would thenceforth serve the customers on the System, with Montvale<sup>12</sup> no longer providing any regulated water utility services in Virginia.

According to Petitioners, BRWA would acquire the assets for a base purchase price in an amount equal to Montvale’s debt obligation to the United States Department of Agriculture (“USDA”) under a loan from USDA, to Montvale, which would be paid off at closing.<sup>13</sup>

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<sup>9</sup> Petition at 2.

<sup>10</sup> *Id.*

<sup>11</sup> *Id.* at 2-3.

<sup>12</sup> *Id.* at 4.

<sup>13</sup> *Id.*

Petitioners note that the debt payoff calculation provided by USDA, based on a December 5 pay-off date, was Four Hundred Ninety-Five Thousand One Hundred Forty-Three and 40/100 Dollars (\$495,143.40), and that the actual, final, base purchase price would be determined based upon an updated payoff quote to be provided by USDA and paid in full as of the closing date.<sup>14</sup>

Finally, Petitioners submit that no rate changes are proposed as part of the Proposed Transfer.<sup>15</sup> Petitioners propose that after Commission approval of the Proposed Transfer and after closing, customers would be charged the rates as are duly advertised and adopted by the board of directors following a public hearing. Subject to all satisfactory regulatory approvals for closing the transaction and metering the system, BRWA intends to initially bill the Montvale customers using its existing, standard County residential metered rates.<sup>16</sup> After gaining at least one year of billing history experience, Petitioners propose that the board of directors would determine the adequacy of the standard County rate to cover the operational expenses for the Montvale service area.<sup>17</sup>

NOW THE COMMISSION, upon consideration of this matter, is of the opinion and finds that the Petitioners should provide notice of their Petition; interested persons should have an opportunity to file comments on the Petition, file notices of participation as respondents, and request that a hearing be convened; the Staff of the Commission (“Staff”) should be directed to investigate the Petition and present its findings and recommendations in a report (“Staff

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<sup>14</sup> Petition at 4.

<sup>15</sup> *Id.* at 5-6. Per Petitioners, Montvale’s current residential rates authorized for the System are a base charge of \$31.00 per month and a volume usage rate of \$6.75 per thousand gallons. *Id.* at 5.

<sup>16</sup> *Id.* at 6.

<sup>17</sup> *Id.*

Report”); and a Hearing Examiner should be assigned to conduct further proceedings in this matter related to discovery and any motions *pro hac vice* on behalf of the Commission.

To promote administrative efficiency and timely service of filings upon participants, the Commission will, among other things, direct the electronic filing of all documents unless they contain confidential information, and require electronic service on parties to this proceeding.

Accordingly, IT IS ORDERED THAT:

(1) This matter is docketed and assigned Case No. PUR-2025-00231.

(2) All pleadings, briefs or other documents required to be served in this matter shall be submitted electronically to the extent authorized by 5 VAC 5-20-150, *Copies and format*, of the Commission’s Rules of Practice and Procedure (“Rules of Practice”).<sup>18</sup> Confidential and Extraordinarily Sensitive Information shall not be submitted electronically and should comply with 5 VAC 5-20-170, *Confidential information*, of the Rules of Practice. Any person seeking to hand deliver and physically file or submit any pleading or other document shall contact the Clerk’s Office Document Control Center at (804) 371-9838 to arrange the delivery.

(3) Pursuant to 5 VAC 5-20-140, *Filing and service*, of the Rules of Practice, the Commission directs that service on parties and Staff in this matter shall be accomplished by electronic means. Concerning Confidential or Extraordinarily Sensitive Information, all parties and Staff are instructed to work together to agree upon the manner in which documents containing such information shall be served upon one another, to the extent practicable, in an electronically protected manner, even if such information is unable to be filed in the Office of the Clerk, so that no party or Staff is impeded from preparing its case.

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<sup>18</sup> 5 VAC 5-20-10 *et seq.*



(4) As provided by Code § 12.1-31 and 5 VAC 5-20-120, *Procedure before hearing examiners*, of the Rules of Practice, a Hearing Examiner is appointed to rule on any discovery matters and motions *pro hac vice* that arise during the course of this proceeding. A copy of each such filing made with the Commission's Clerk's Office in this matter shall also be sent electronically to the Office of the Hearing Examiners.<sup>19</sup>

(5) An electronic copy of the Petition may be obtained by submitting a written request to counsel for BRWA: John K. Byrum, Jr. and W. Watts Burks IV, Woods Rogers Vandeventer Black PLC, 10 S. Jefferson Street, Suite 1800, Roanoke, Virginia 24015, [john.byrum@woodsrogers.com](mailto:john.byrum@woodsrogers.com) or [watts.burks@woodsrogers.com](mailto:watts.burks@woodsrogers.com); or the contact for Montvale: Robert L. Karnes, 11421 W. Lynchburg Salem Turnpike, Montvale, Virginia 24122, [montvalewater@gmail.com](mailto:montvalewater@gmail.com). Interested persons may also download unofficial copies from the Commission's website: [scc.virginia.gov/case-information](http://scc.virginia.gov/case-information).

(6) On or before February 25, 2026, the Petitioners shall cause a copy of the following notice to be published as display advertising (not classified) on one (1) occasion, in newspapers of general circulation throughout the Authority's and Montvale's service territories within Bedford County, Virginia:

NOTICE TO THE PUBLIC OF A JOINT PETITION BY  
BEDFORD REGIONAL WATER AUTHORITY AND  
MONTVALE WATER INCORPORATED  
FOR APPROVAL OF A TRANSFER OF UTILITY ASSETS  
PURSUANT TO CHAPTER 5 OF TITLE 56  
OF THE CODE OF VIRGINIA  
CASE NO. PUR-2025-00231

On December 30, 2025, pursuant to Chapter 5 of Title 56  
of the Code of Virginia ("Code"), Bedford Regional Water

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<sup>19</sup> Such electronic copies shall be sent to: [OHEParalegals@scc.virginia.gov](mailto:OHEParalegals@scc.virginia.gov).

Authority (“BRWA” or the “Authority”) and Montvale Water Incorporated (“Montvale”) (collectively, the “Petitioners”) completed the filing of a joint petition (“Petition”) with the State Corporation Commission (“Commission”) requesting authorization for Montvale to transfer to BRWA utility assets located in Bedford County, Virginia (“Proposed Transfer”), which are used to provide water treatment and distribution service to a residential community in Montvale, Virginia.

In support of the Petition, the Petitioners state that the Authority proposes to acquire Montvale’s water system, PWSID 5019675 (the “System”), which generally includes a water supply from two wells, a well house with chemical feed systems, a 500,000-gallon, bolted steel ground storage tank, water mains, service lines, meter boxes, meters, and appurtenances. The Authority would operate the System as part of its system. The Authority asserts it has already installed water meters for measuring customers’ usage after the acquisition. The Authority seeks to integrate the Montvale customers into its rate structure for other Authority customers in Bedford.

According to the Petition, the principals of Montvale wish to exit and retire from the water utility business. Petitioners represent that Montvale’s existence as a corporate entity terminated in 2013, for failure to file Annual Reports with the Commission. Montvale represents continued operation as a non-compliant entity.

Petitioners assert that Code § 13.1-752 (C) applies, and Montvale’s property and assets have passed automatically to its directors as trustees in liquidation. Petitioners also assert that Code § 13.1-752 (C) further requires that the trustees proceed to: (i) collect the assets of the corporation; (ii) sell, convey, and dispose of those of its properties that are not to be distributed in kind to its shareholders; (iii) pay, satisfy, and discharge its liabilities and obligations; and (iv) do all other acts required to liquidate its business and affairs.

Based on their understanding of the foregoing, the Petitioners state they have entered into an Agreement for the sale of the System, which would assure the continuation and improvement of service to Montvale’s customers. Petitioners further assert that BRWA is the only entity in the area capable and willing to take on this task. Petitioners aver that being part of the Authority’s system would increase reliability and service to Montvale’s customers and would permit Montvale to wind up its

affairs as required by the Code and withdraw from the water utility business in Virginia. According to Petitioners, the Proposed Transfer would also extend the benefits of BRWA's expertise and economies of scale to Montvale customers and would restore reliable service as intended by the original design of the System. Per Petitioners, Montvale owns, maintains, and operates the System, which currently serves approximately 285 residential customers, all of whom would be transferred to and join BRWA's customers, which number approximately 16,000 as of November 2025.

Petitioners aver that, as a courtesy to Montvale's customers, the Authority has been providing maintenance to the System as needed. Petitioners propose that BRWA would fully and formally operate the System as soon as the Proposed Transfer is completed and would thenceforth serve the customers on the System, with Montvale no longer providing any regulated water utility services in Virginia.

According to Petitioners, BRWA would acquire the assets for a base purchase price in an amount equal to Montvale's debt obligation to the United States Department of Agriculture ("USDA") under a loan from USDA to Montvale, which would be paid off at closing. Petitioners note that the debt payoff calculation provided by USDA, based on a December 5 pay-off date, was Four Hundred Ninety-Five Thousand One Hundred Forty-Three and 40/100 Dollars (\$495,143.40), and that the actual, final, base purchase price would be determined based upon an updated payoff quote to be provided by USDA, and paid in full as of the closing date.

Finally, Petitioners submit that no rate changes are proposed as part of the Proposed Transfer. Petitioners propose that after Commission approval of the Proposed Transfer and after closing, customers would be charged the rates as are duly advertised and adopted by the board of directors following a public hearing. Subject to all satisfactory regulatory approvals for closing the transaction and metering the system, BRWA intends to initially bill the Montvale customers using its existing, standard County residential metered rates. After gaining at least one year of billing history experience, Petitioners propose that the board of directors would determine the adequacy of the standard County rate to cover the operational expenses for the Montvale service area.

Additional details are set forth in the Petition and supporting exhibits. Interested persons are encouraged to review these documents.

TAKE NOTICE that the Commission may adopt rates, findings and recommendations that differ from those appearing in the Petition and supporting documents.

The Commission entered an Order for Notice and Comment that, among other things, directed Petitioners to provide notice to the public and provided interested persons an opportunity to comment on the Petition.

To promote administrative efficiency and timely service of filings upon participants, the Commission has directed the electronic filing of pleadings, unless they contain confidential information, and required electronic service on parties to this proceeding.

An electronic copy of the Petition may be obtained by submitting a written request to counsel for BRWA: John K. Byrum, Jr. and W. Watts Burks IV, Woods Rogers Vandeventer Black PLC, 10 S. Jefferson Street, Suite 1800, Roanoke, Virginia 24015, [john.byrum@woodsrogers.com](mailto:john.byrum@woodsrogers.com) or [watts.burks@woodsrogers.com](mailto:watts.burks@woodsrogers.com); or the contact for Montvale: Robert L. Karnes, 11421 W. Lynchburg Salem Turnpike, Montvale, Virginia 24122, [montvalewater@gmail.com](mailto:montvalewater@gmail.com). Interested persons also may download unofficial copies from the Commission's website: [scc.virginia.gov/case-information](http://scc.virginia.gov/case-information).

On or before March 31, 2026, any interested person may submit comments on the Petition by following the instructions on the Commission's website: [scc.virginia.gov/case-information/submit-public-comments](http://scc.virginia.gov/case-information/submit-public-comments). Those unable, as a practical matter, to submit comments electronically may file such comments by U.S. mail to the Clerk of the State Corporation Commission, c/o Document Control Center, P.O. Box 2118, Richmond, Virginia 23218-2118. All comments shall refer to Case No. PUR-2025-00231.

On or before March 31, 2026, any person or entity wishing to participate as a respondent in this proceeding may do so by filing a notice of participation with the Clerk of the Commission at [scc.virginia.gov/clk/efiling](http://scc.virginia.gov/clk/efiling). Those unable, as a practical matter, to



file a notice of participation electronically may file such notice by U.S. mail to the Clerk of the Commission at the address listed above. Such notice of participation shall include the email addresses of such parties or their counsel. Pursuant to 5 VAC 5-20-80 B, *Participation as a respondent*, of the Commission's Rules of Practice and Procedure, 5 VAC 5-20-10 *et seq.* ("Rules of Practice"), any notice of participation shall set forth: (i) a precise statement of the interest of the respondent; (ii) a statement of the specific action sought to the extent then known; and (iii) the factual and legal basis for the action. Any organization, corporation, or government body participating as a respondent must be represented by counsel as required by 5 VAC 5-20-30, *Counsel*, of the Rules of Practice. All filings shall refer to Case No. PUR-2025-00231.

On or before March 31, 2026, any interested person or entity may file with the Clerk of the Commission at [scc.virginia.gov/clk/efiling](https://scc.virginia.gov/clk/efiling) a request that the Commission convene a hearing on the Petition. Those unable, as a practical matter, to file the hearing request electronically may file such hearing request by U.S. mail to the Clerk of the Commission at the address listed above. Requests for a hearing shall include: (i) a precise statement of the filing party's interest in the proceeding; (ii) a statement of the specific action sought to the extent then known; (iii) a statement of the legal basis for such action; and (iv) a precise statement why a hearing should be conducted in this matter. All requests for a hearing shall refer to Case No. PUR-2025-00231.

A copy of any notices of participation and requests for hearing shall be served electronically on counsel for Petitioners, Commission Staff, and any respondents.

Any documents filed in paper form with the Office of the Clerk of the Commission in this docket may use both sides of the paper. In all other respects, except as modified by the Commission's Order for Notice and Comment, all filings shall comply fully with the requirements of 5 VAC 5-20-150, *Copies and format*, of the Rules of Practice.

The Petition and other documents filed in this case, the Commission's Rules of Practice, and the Commission's Order for Notice and Comment may be viewed on the Commission's website at: [scc.virginia.gov/case-information](https://scc.virginia.gov/case-information).

BEDFORD REGIONAL WATER AUTHORITY  
AND MONTVALE WATER INCORPORATED

(7) On or before February 25, 2026, the Petitioners shall serve a copy of this Order for Notice and Comment on the following local officials in Bedford County, Virginia, to the extent the position exists: the city or town manager, the chairman of the board of supervisors of the county, and the city and county attorneys. Service shall be made electronically where possible; if electronic service is not possible, service shall be made by either personal delivery or first-class mail to the customary place of business or residence of the person served.

(8) On or before March 18, 2026, the Petitioners shall file proof of the service and notice by publication required by Ordering Paragraphs (6) and (7), including the name, title, and address of each official and/or other persons served, with the Clerk of the Commission by filing electronically at [scc.virginia.gov/clk/efiling](http://scc.virginia.gov/clk/efiling).

(9) On or before March 31, 2026, any interested person may submit comments on the Petition by following the instructions on the Commission's website: [scc.virginia.gov/case-information/submit-public-comments](http://scc.virginia.gov/case-information/submit-public-comments). Those unable, as a practical matter, to submit comments electronically may file such comments by U.S. mail to the Clerk of the State Corporation Commission, c/o Document Control Center, P.O. Box 2118, Richmond, Virginia 23218-2118. All comments shall refer to Case No. PUR-2025-00231.

(10) On or before March 31, 2026, any person or entity wishing to participate as a respondent in this proceeding may do so by filing a notice of participation at [scc.virginia.gov/clk/efiling](http://scc.virginia.gov/clk/efiling). Those unable, as a practical matter, to file a notice of participation electronically may file such notice by U.S. mail to the Clerk of the Commission at the address listed in Ordering Paragraph (9). Such notice of participation shall include the email addresses of such parties or their counsel. Pursuant to 5 VAC 5-20-80 B, *Participation as a respondent*, of

the Rules of Practice, any notice of participation shall set forth: (i) a precise statement of the interest of the respondent; (ii) a statement of the specific action sought to the extent then known; and (iii) the factual and legal basis for the action. A copy of such notice of participation shall be served electronically on counsel to the Petitioners, Staff, and any other respondents. Any organization, corporation, or government body participating as a respondent must be represented by counsel as required by 5 VAC 5-20-30, *Counsel*, of the Rules of Practice. All filings shall refer to Case No. PUR-2025-00231.

(11) On or before March 31, 2026, any interested person or entity may file with the Clerk of the Commission at [scc.virginia.gov/clk/efiling](https://scc.virginia.gov/clk/efiling) a request that the Commission convene a hearing on the Petition. Those unable, as a practical matter, to file a request for hearing electronically may file such request for hearing by U.S. mail to the Clerk of the Commission at the address in Ordering Paragraph (9). Such request for hearing shall include the email address of the filer or its counsel, if available. Requests for hearing must include: (i) a precise statement of the filing party's interest in the proceeding; (ii) a statement of the specific action sought to the extent then known; (iii) a statement of the legal basis for such action; and (iv) a precise statement why a hearing should be conducted in this matter. A copy of such hearing request shall simultaneously be served on counsel to the Petitioners, Staff, and any respondents. All requests for a hearing shall refer to Case No. PUR-2025-00231.

(12) Within three (3) business days of receipt of a notice of participation as a respondent, the Petitioners shall serve upon the respondent a copy of the Petition and supporting materials, unless these materials already have been provided to the respondent.

(13) On or before April 7, 2026, Petitioners shall file in this docket a written response to any requests for hearing. The Petitioners shall promptly serve a copy of the same, electronically, on Staff, any respondents, and any persons who requested a hearing.

(14) On or before April 24, 2026, Staff shall investigate this matter and file with the Clerk of the Commission a Staff Report containing its findings and recommendations thereon. Staff shall promptly serve a copy of the Staff Report, electronically, on counsel to the Petitioners and any respondents.

(15) On or before May 1, 2026, Petitioners shall file with the Clerk of the Commission any response to the Staff Report, and any response to comments filed by interested persons or entities in this proceeding. The Petitioners shall promptly serve a copy their response electronically on Staff, any respondents, and any persons who requested a hearing.

(16) Any documents filed in paper form with the Office of the Clerk of the Commission in this docket may use both sides of the paper. In all other respects, except as modified herein, all filings shall comply fully with the requirements of 5 VAC 5-20-150, *Copies and format*, of the Rules of Practice.

(17) Rule 5 VAC 5-20-260, *Interrogatories or requests for production of documents and things*, of the Rules of Practice shall be modified for this proceeding as follows: responses and objections to written interrogatories and requests for production of documents shall be served within three (3) days after receipt of the same. In addition to the service requirements of 5 VAC 5-20-260 of the Rules of Practice, on the day that copies are filed with the Clerk of the Commission, a copy of the interrogatory or request for production shall be served electronically on the party to whom the interrogatory or request for production is directed or the assigned Staff

attorney, if the interrogatory or request for production is directed to Staff.<sup>20</sup> Except as modified herein, discovery shall be in accordance with Part IV of the Rules of Practice, 5 VAC 5-20-240 *et seq.*

(18) This matter is continued.

A COPY hereof shall be sent electronically by the Clerk of the Commission to all persons on the official Service List in this matter. The Service List is available from the Clerk of the Commission.

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<sup>20</sup> The assigned Staff attorney is identified on the Commission's website, [scc.virginia.gov/case-information](http://scc.virginia.gov/case-information), by clicking "Docket Search," then clicking "Search by Case Information," and entering case number PUR-2025-00231 in the appropriate box.