

BOARD OF DIRECTORS

December 15th, 2020

BEDFORD REGIONAL WATER AUTHORITY

Providing quality service to everyone.



1723 Falling Creek Road, Bedford, VA 24523-3137



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MEETING NOTES

To: BRWA Board of Directors
From: Brian M. Key, PE; Executive Director
Date: December 9, 2020
Re: Notes for the December 15, 2020 Board of Directors Meeting

As is often the case, the agenda for the December meeting is a little lighter than normal. There are only two action items on the agenda for the board's consideration:

- 8.b. Resolution 2020-12.01 is to allow the Authority to contract with two utility contractors on an as needed basis.
- 10. Resolution 2020-12.02: Per the Authority's bylaws, the Election of Officers is to take place at the December meeting. Prior to the meeting, please consider who you like to serve in each of the positions and if you would be willing to serve if nominated.

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

AGENDA

NOTICE AND AGENDA

To: Board of Directors
From: Brian Key – Executive Director
Date: December 9, 2020
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, December 15, 2020 at 7:00 p.m.** in the **Board Meeting Room** of the Authority located in the **Annex** building at **1723 Falling Creek Road in Bedford County**. Due to COVID-19, the meeting room attendees will be limited to board members and staff; the public can provide input and/or join the meeting in the following ways:

- Join the Zoom meeting with **audio/video** by electronic device (computer, phone, tablet):
 - <https://us02web.zoom.us/j/88529619928?pwd=WUtmWkhHbjF5YVJySXJZWkJIYjdLQT09>
 - Meeting ID: 885 2961 9928
 - Password: B5a0j5
- Join the Zoom meeting with **audio only** by phone:
 - Phone Numbers:
 - 470-250-9358
 - 470-381-2552
 - 786 635 1003
 - 267 831 0333
 - Meeting ID: 885 2961 9928
 - Password: 480431
- Click on the link to the online meeting on our Facebook page or website
 - www.brwa.com (the meeting link is on one of the banner posts on the front page)
 - <https://www.facebook.com/bedfordwater>

The following Agenda is proposed for discussion:

1. Call to Order
 - a. Pledge of Allegiance
 - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: November 17, 2020 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
6. Operations Report: Presented by Nathan Carroll
7. Administration Report: Presented by Megan Pittman

To: Board of Directors
From: Brian Key – Executive Director
Date: December 9, 2020
Re: Notice of Board Meeting and Agenda



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8. Engineering Report: Presented by Rhonda English
 - a. Projects Summary
 - b. **Resolution 2020-12.01** – Construction Term Contractor
 9. Executive Report: Presented by Brian Key
 - a. Recognition of outgoing board members
 - b. Report on prospective (or appointed) new board members
 10. **Resolution 2020-12.02** – Election of Officers for Calendar Year 2021
 11. Other business not covered on the above agenda
 12. Motion to Adjourn

MINUTES

**Bedford Regional Water Authority – Board of Directors
Regular Board Meeting – Minutes
November 17, 2020**

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Bedford Water”) was held on Tuesday, November 17, 2020, in the Board Meeting Room in Bedford Water’s Annex building located at 1723 Falling Creek Road in Bedford County.

Members Present:..... Bob Flynn, Chair
Michael Moldenhauer, Vice Chair (Virtual)
Cynthia Gunnoe
Elmer Hodge (Virtual)
Thomas Segroves
Walter Siehien
Carl Wells

Members Absent:..... None

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

1. Call to Order

The meeting was called to order by the Chair at approximately 7:00 p.m. The Pledge of Allegiance and a moment of silence were conducted.

2. Review of Agenda

The following agenda was reviewed as shown.

1. Call to Order
 - a. Pledge of Allegiance
 - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: October 20, 2020 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
 - a. Financial Highlights for October 2020
 - b. Finance Committee Meeting Summary – November 10, 2020
 - i. **Resolution 2020-11.01:** Energy Services Contract
 - ii. **Resolution 2020-11.02:** Revise FY 2020-2021 Budget
 - iii. **Resolution 2020-11.03:** Adjustment Policy Revision
 - c. **Resolution 2020-11.04:** Reimburse Expenditures with Proceeds of a Borrowing
6. Operations Report: Presented by Nathan Carroll
 - a. Work Order Summary
7. Administration Report: Presented by Megan Pittman
 - a. Public Relations Information
8. Engineering Report: Presented by Rhonda English
 - a. Projects Summary

9. Executive Director's Report: Presented by Brian Key
10. Legal Counsel Report
11. Other business not covered on the above agenda
12. Motion to Adjourn

3. Public Comments

There were no public comments

4. Approval of Minutes: October 20, 2020 Regular Board Meeting

The regular Board Meeting Minutes from October 20, 2020, were reviewed.

Member Gunnoe made a motion to approve the minutes.

Member Wells seconded the motion.

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

5. Financial Report: Presented by Jill Underwood

a. Financial Highlights for month end October 2020

Due to the pending legislation regarding a utility moratorium, Customer Service will not begin disconnects in November as originally planned. Various municipal water and sewer organizations have sent a letter to the Governor for guidance and clarification on the proposed moratorium and repayment plans.

There are currently 170 customers that are past due, totaling \$50,725. This number has been steadily improving since July. As of October 30, the Authority has received \$20,347 in pledges from the County CARES funding. The Governor has allocated funding for municipal utility relief; additional details will be available in the coming weeks. To compare to September's financials, the amount of payments increased by 1.70%, water revenue decreased by 8.11% and sewer revenue decreased by 2.31%. In comparison to October 2019, water revenue decreased by 3.77% and sewer revenue increased by 4.48%. These variations are believed to be due to seasonal changes related to water usage.

Ms. Underwood reviewed some of the details about the financial reports for the period ending October 2020. The targeted budget goal for October was 33%; operating revenues were 39%, and operating expenditures were 27%. Capital recovery fees received are 70% of the total budgeted amount, with water at 54% and sewer at 122%. There were 19 new connections in Forest and one in Moneta in September.

For CIP, the Country Estates water line is 50% complete and the Mariners Landing Wastewater Treatment Plant upgrades and SCADA integration continues.

b. Finance Committee Meeting Summary – November 10, 2020

i. **Resolution 2020-11.01: Energy Services Contract**

The resolution for consideration is to enter into an Energy Services Contract with Schneider Electric for the Central Wastewater Treatment Plant project as a result of a successful conclusion to the Investment Grade Audit (IGA). The project proposed will be guaranteed to provide substantial energy and operation and maintenance costs savings while also addressing significant deficiencies that currently exist at the treatment facility.

Mr. Key stated that the project has expanded to include several major upgrades that are essential to keep the Central Wastewater Plant running although not all of the upgrades will increase energy savings. Mr. Key is asking to spend around \$5.2 million with \$3.8 million in savings due to these discoveries. The Finance

Committee recommended proceeding with the project's expanded scope. Ms. Gunnoe added that there are some cost savings to performing these upgrades now due to it being wrapped into this project.

Ms. Underwood said the bonds are closing tomorrow with a 1.67% rate and the funds will be in the Authority's account on Thursday. Ms. Underwood said that \$1 million was invested in the Virginia Investment Pool a few years ago; now this is at \$1.04 million and will just about cover the amount for the project that was not borrowed. The project is estimated to take about eight months. Mr. Hodge said that he is very careful and deliberate with the recommendations for the budget; the additional components could be pulled out, but the risk of failure is high and it makes more sense to do it as one project. The committee also discussed if this would have an impact on other projects that need to be done and decided that it would not negatively impact the other projects prioritized.

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 17th of November 2020, beginning at 7:00 p.m.

WHEREAS, the Board of Directors authorized the Executive Director, through Resolution 2020-01.01, to enter into agreement with Schneider Electric Buildings Americas, Inc. ("ESCO") to conduct an Investment Grade Audit ("IGA") of select Authority facilities on January 21, 2020; and,

WHEREAS, the IGA has identified the opportunity for the Authority to realize guaranteed energy and operation and maintenance costs through six Energy Conservation Measures ("ECM") to be implemented at the Central Wastewater Treatment Plant; and,

WHEREAS, an Energy Services Contract ("Contract") has been prepared by the ESCO to provide and perform the ECMs set forth in the Contract Documents; and,

WHEREAS, the Finance Committee discussed the scope of the proposed Contract on November 10, 2020 and are recommending approval of the agreement to the Board of Directors; now,

THEREFORE, BE IT RESOLVED, that the Bedford Regional Water Authority Board of Directors authorize the Executive Director to execute the Contract with Schneider Electric Buildings Americas, Inc. that is substantially similar to the attached Contract in the amount not to exceed \$5,316,745. The Executive Director will execute the Contract following the final review, editing, and approval from legal counsel.

On behalf of the Finance Committee, Member Gunnoe made a motion to approve this Resolution.

Being a motion from a committee, no second was needed.

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

ii. **Resolution 2020-11.02:** Revise FY 2020-2021 Budget

The budget that was approved at the May Board meeting was the most conservative approach, given the unknown impacts from COVID-19. The Finance Committee reviewed the current financials at a meeting on November 10, 2020. Since the budget's adoption in May the following is important to note: audited FY 2020 financials showed Operating Revenues at 101%, with both water and sewer revenues at 99% and Capital Recovery fees at 143%. As of October 2020, the budget goal is 33% and water and sewer revenues are both at 39%, Capital Recovery fees are at 70%. Past due balances have improved since the pandemic began 8 months ago and total past due accounts are \$50,725. Bedford County allocated a portion of their CARES funding for utility assistance and so far the BRWA has received \$20,347 from these funds.

The Authority maintains a strong cash position and given the current financial situation, the Committee is recommending revising the budget to allow for salary increases to employees and resuming the setasides for the economic development funding. The budget revision does not include an increase in

customer rates. The budget revisions for FY 2020-2021 were included in the packet.

Mr. Moldenhauer entered the meeting virtually at approximately 7:20 p.m.

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 17th day of November 2020, beginning at 7:00pm:

WHEREAS, the Board of Directors of the Authority approved with the FY 2020-2021 Budget, with a summary indicating Total Revenues in the amount of \$15,952,554 and Cash Operating Expenses in the amount of \$14,948,400 and Total Expenditures (including depreciation) in the amount of \$18,205,877 (the "Operating Budget Summary"); and,

WHEREAS, a review of the current financials shows an improvement in the financial position in light of the current global pandemic; and,

WHEREAS, the Finance Committee of the Board of Directors has thoroughly reviewed this information and recommends that the Authority revise the Operating Budget that was approved at the meeting held on May 19, 2020; and,

WHEREAS, the Board of Directors of the Authority have been presented with a revised FY 2020-2021 Budget, with a summary indicating Total Revenues in the amount of \$16,245,992 and Cash Operating Expenses in the amount of \$15,118,667 and Total Expenditures (including depreciation) in the amount of \$18,376,145 (the "Operating Budget Summary"); now,

THEREFORE, BE IT RESOLVED, that after careful consideration of the Authority's fiscal position, its anticipated revenues, its necessary expenses, as well as its bond covenants, the Board of Directors of the Bedford Regional Water Authority does hereby:

- 1) approve the Revised Fiscal Year 2020-2021 Line Item Budget, and thereby authorize and appropriate the Total Expenditures contained in the Operating Budget Summary subject to receipt of the Revenues estimated therein; and;
- 2) authorize the Executive Director to move items with discretion within the Operating Budget Summary Categories from line item to line item, consolidate or delete line items, and otherwise spend funds in the Operating Budget Summary categories without further action on the part of the Board; and,
- 3) require that the Executive Director ensure that a report of the Revenues and Expenditures be made to the Board at its regular meetings and more often if requested.

On behalf of the Finance Committee, Member Gunnoe made a motion to approve this Resolution.

Being a motion from a committee, no second was needed.

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

iii. **Resolution 2020-11.03:** Adjustment Policy Revision

This resolution is for minor revisions to the adjustment policy; staff brought these recommended changes to the Finance Committee for their review at the November 10, 2020 meeting, and the Committee agreed to recommend the changes to the Board.

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 17th of November 2020, 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**, the Finance Committee reviewed the proposed policy changes at their November 10, 2020 meeting, and recommend the Board approve the changes; now, **THEREFORE, BE IT RESOLVED** by the Board of Directors of the Bedford Regional Water Authority that the changes to the above noted policy, as shown on the attached policy with revisions shown, be hereby adopted by the Authority.

On behalf of the Finance Committee, Member Gunnoe made a motion to approve this Resolution.

Being a motion from a committee, no second was needed.

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

One item the Committee also discussed was whether or not to have customers pay setup and deposit fees during system acquisitions. The committee and staff recommended not charging customers these costs when new subdivisions are taken over by the Authority. The Board was in agreement with this recommendation.

c. **Resolution 2020-11.04:** Reimburse Expenditures with Proceeds of a Borrowing

This resolution was drafted by legal counsel for the upcoming funding of the Ivy Creek Sewer project. The funding will close no later than spring 2021 and this resolution allows the Authority to reimburse itself for project expenditures prior to the closing of the loan, from expenditures incurred after the date of this resolution.

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 17th of November 2020, beginning at 7:00 p.m.

WHEREAS, the Bedford Regional Water Authority (the "Authority"), 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 (the "Act"), has determined its intent to reimburse expenditures with proceeds of a borrowing; and,

WHEREAS, the Authority intends to acquire, construct and equip the items comprising the Project set forth herein and,

WHEREAS, plans for the Project have advanced and the Authority has been or contemplates advancing its own funds to pay expenditures and expects to continue advancing its own funds to pay expenditures related to the Project (the "Expenditures") prior to incurring indebtedness and to receive reimbursement for such Expenditures from proceeds of tax-exempt bonds or taxable debt, or both; now,

THEREFORE, BE IT RESOLVED by the Board of Directors of the Bedford Regional Water Authority that:

The Project is the construction of a gravity sewer line along Ivy Creek in Forest, VA and also a water booster pump station located on E. Crest Drive in Bedford, VA the total cost of which is estimated at \$12,530,000 (collectively, the "Project"); and, The Authority intends to utilize the proceeds of tax-exempt bonds or the Authority's taxable bond given in connection there with (the "Bonds") or to incur other debt, to pay some or all of the costs of the Project. This resolution constitutes an initial resolution authorizing the issuance of the Bonds as provided in the Act.

1. For a period of thirty (30) days after the date of the filing with the circuit court having jurisdiction over any of the political subdivisions, which are members of the authority, a certified copy of the initial resolution of the authority authorizing the issuance of bonds, any person in interest may contest the validity of the Bonds, the rates, fee and other charges for the services and facilities furnished by, for the use of, or in connection with, any water or waste system or, for authorities created under Article 6 (§ [15.2-5152](#) et seq.) of Chapter 51, such other facilities which may be provided by the authority under § 15.2-5158, the pledge of the revenues of any water or waste

system, or any combination or any thereof, for authorities created under Article 6 of Chapter 51, such other facilities which may be provided by the Authority under § 15.2-5158, any provisions which may be recited in any resolution, trust agreement, indenture or other instrument authorizing the issuance of bonds, or any matter contained in, provided for or done or to be done pursuant to the foregoing. If such contest is not given within the thirty-day period, the authority to issue the Bonds, the validity of the pledge of revenues necessary to pay the Bonds, the validity of any other provision contained in the resolution, trust agreement, indenture, or other instrument, and all proceedings in connection with the authorization and the issuance of the Bonds shall be conclusively presumed to have been legally taken and no court shall have authority to inquire into such matters and no such contest shall thereafter be instituted.

2. The Authority intends that some or all of the proceeds of the Bonds be used to reimburse the Authority for Expenditures with respect to the Project made on or after the date that is no more than sixty (60) days prior to the date of this Resolution, with the possible exception of preliminary expenses needed to evaluate the feasibility of the Project as permitted under applicable U.S. Treasury Regulations. The Authority reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds or other debt.
3. Each Expenditure was or will be, unless or otherwise, approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditures), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Authority so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount or for the benefit of the Authority.
4. The Authority intends to make a reimbursement allocation, which is a written allocation by the Authority that evidences the Authority's use of proceeds of the Bonds to reimburse an Expenditure, no later than eighteen (18) months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three (3) years after the date on which the Expenditure is paid. Periodic requisitions of funds will constitute the Authority's written allocation. The Authority recognizes that exceptions are available for certain "preliminary expenditures, "costs of issuance, certain de minimus amounts, expenditures by "small issuers" (based on the year of issuance and not the year of expenditure) and expenditures for construction for at least five (5) years.
5. The Authority intends that the adoption of this resolution confirms the "official intent" within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Code of 1986, as amended.

This resolution shall take effect immediately.

Member Gunnoe made a motion to approve this resolution.

Member Segroves seconded the motion.

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

6. Operations Report: Presented by Nathan Carroll

a. Work Order Summary

Mr. Carroll thanked the board for their support of the ESCO project. There is an 18" waterline repair in process on 122. There is a contingency plan in place if the Authority is not able to meet the Town's supply needs by Central Water Treatment Plant treatment. However, this has not been needed to date. Mr. Key added that this is a confirmation of how important redundancy is for the system.

7. Administration Report: Presented by Megan Pittman

a. Public Relations Information

Ms. Pittman discussed the grease campaign occurring during the holiday season.

8. Engineering Report: Presented by Rhonda English

a. Projects Summary

Ms. English stated that the Authority is still working with the design-build team on the agreement for the Ivy Creek project; the design-build team is working closely with DEQ to ensure requirements are met and included within the agreement. Paradise Point is reviewing the documents for the acquisition with intent to sign them by the end of the month. Mr. Key praised the amount of time and work that both Mr. Carroll and Ms. English have put in with the ESCO project and Paradise Point project.

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

Mr. Key stated that he did the substantial walkthrough at Wheats Valley this afternoon for the Broadband project; the site is not live and an electrical cabinet still needs to be installed. Mr. Key only identified a few small punch list items that need to be completed for the Authority before the project is completed. The New London site is still in progress; a coat of paint is needed and the magnets still need to be installed for the service antennas. The substantial walkthrough is scheduled for November 18th. Communication appears to be improving with the contractor for the project.

Mr. Key stated that staff has recommended the Authority revert to Phase I of the COVID plan starting on Monday through January 19, 2021; this is due to the Governor's new mandates released on Friday, and the likely increase of COVID cases due to the upcoming holidays. This would close the front desk to in-person transactions and shift to only electronic or over the phone transactions. This would also encourage staff to work remotely. Mr. Key said that his opinion was that this was a prudent step to take in ensuring the safety of staff and the continued operation of the Authority. Mr. Moldenhauer asked about the number of cases the Authority has had; Ms. Pittman responded that the Authority has had either 5 or 6 employees contract COVID.

Mr. Key also stated that due to COVID, staff thinks it would be more responsible to move the employee recognition Winter Luncheon to being a virtual event.

Mr. Key asked the board about how they wanted to proceed with the December board meeting; previously it had been decided that the meeting was to be in person at the Smith Mountain Lake Water Treatment Plant with a dinner to celebrate the three board members whose terms are ending. Mr. Hodge said that he would like to have the meeting in person but advised that the board should follow the same protocol that is being asked of staff. Mr. Moldenhauer agreed with Mr. Hodge's comments and suggested there be an honorary luncheon when it is safer to gather. Mr. Siehien agreed that it would be safer to not gather in person. The board decided that the December board meeting would be held in the board room in the Annex building and broadcast over Zoom; the social event would be postponed until it was determined that it would be safe to gather without the high risks associated with COVID.

10. Legal Counsel Report

Legal counsel was not present for the meeting, and thus there was no legal counsel report.

11. Other Business

Mr. Moldenhauer asked about who the new Authority Board members may be. Mr. Key said he had not heard any definitive plans from either the County or the Town. Ms. Gunnoe suggested that Mr. Key check-in with the County and the Town to determine what plans were being made to appoint the new Authority Board members.

12. Motion to Adjourn:

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

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

The meeting adjourned at approximately 8:07 p.m.

Prepared by Megan Pittman – Director of Administration

Approved: _____ 2020

FINANCIAL REPORT



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MEMORANDUM

To: BRWA Board of Directors
From: Jill W. Underwood, Director of Finance
Date: December 8, 2020
Re: Financial Highlights for November 2020

Customer Service Statistical Report:

Legislation was passed in November in regards to utilities. The disconnection moratorium is in place now until the Governor rescinds it or the budget expires on 6/30/2022. The repayment plan provisions are now in place and we are in the process of researching to inform our customers. The BRWA did not apply for state CARES funding, as Bedford County had already allocated a portion of their CARES funding several months ago and the state program would be identical to the existing program.

There are currently 263 customers that are past due, totaling \$63,479. As of November 30, we have received \$22,000 in pledges from the County CARES funding.

To compare to October's financials: the amount of payments decreased 15.85%, water revenue decreased 1.09% and sewer revenue decreased 0.92%. In comparison to November 2019, water revenue decreased 1.37% and sewer revenue increased 1.58%.

Summary of Revenues & Expenses:

- 1) Budget goal is 42% for the month of November. Revenues are at 48% and expenses are at 34%. These numbers are based on the original budget that was approved in May. The revised budget that was approved in November will be added to the financials and be reflected in the December financials (January Board packets).
- 2) Capital Recovery fees received so far this FY are 80% of the total budgeted amount, with water at 62% and sewer at 138%. There were 15 new connections; 12 in Forest and 3 in Moneta during September.

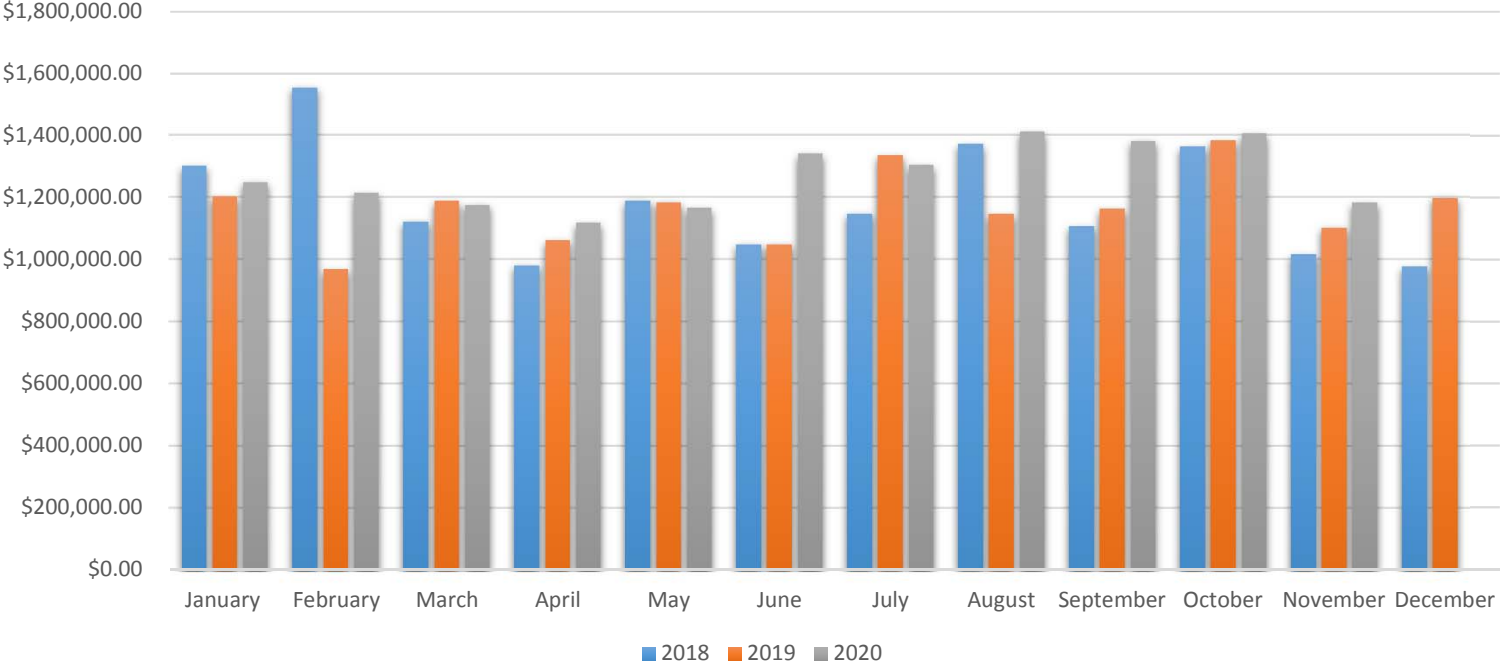
Cash Flow Summary

The summary is included in your packets.

Tracking Data for Customer Service Department

Description	December '19	January '20	February '20	March '20	April '20	May '20	June '20	July '20	August '20	September '20	October '20	November '20	Running 12 Month Totals
1 Statements Mailed	14,511	14,491	14,466	14,551	14,600	15,017	15,091	15,149	15,179	15,170	15,175	15,180	178,580
2 Statements Sent Electronically	1,422	1,427	1,479	1,518	1,552	1,613	1,675	1,712	1,743	1,781	1,821	1,860	19,603
3 Total of Payments Received	13,035	12,507	12,203	12,695	12,456	11,757	13,019	12,372	12,986	12,723	12,792	12,523	151,068
4	\$1,198,842.39	\$1,249,113.22	\$1,213,904.31	\$1,175,968.85	\$1,118,132.30	\$1,166,857.67	\$1,341,042.49	\$1,304,444.99	\$1,411,137.42	\$1,382,006.43	\$1,405,935.16	\$1,183,110.39	\$15,150,495.62
5	2,619	2,590	2,432	2,588	2,600	2,516	2,698	2,668	2,642	2,617	2,625	2,582	31,177
6 Bill Payer Payments	\$159,762.75	\$153,100.53	\$148,328.91	\$148,845.01	\$153,214.88	\$174,925.19	\$186,081.65	\$182,270.17	\$197,183.61	\$203,632.67	\$192,142.84	\$174,884.85	2,074,373
7	20.1%	20.7%	19.9%	20.4%	20.9%	21.4%	20.7%	21.6%	20.3%	20.6%	20.5%	20.6%	20.6%
8	2,098	2,248	2,214	2,049	2,216	1,982	2,150	2,189	2,209	2,356	2,481	2,253	26,445
9 Paymentus Payments	\$180,889.55	\$196,219.17	\$190,474.47	\$173,978.03	\$192,068.19	\$181,547.19	\$192,581.63	\$196,439.49	\$209,415.28	\$240,699.46	\$227,598.78	\$202,662.06	\$2,384,573.30
10	16.1%	18.0%	18.1%	16.1%	17.8%	16.9%	16.5%	17.7%	17.0%	18.5%	19.4%	18.0%	17.5%
11 Automatic Draft Payments (ACH)	1,571	1,577	1,592	1,603	1,620	1,629	1,692	1,701	1,705	1,736	1,746	1,749	19,921
12	\$99,730.46	\$92,277.41	\$96,016.58	\$92,411.16	\$91,204.25	\$93,358.28	\$110,038.96	\$111,667.16	\$118,811.43	\$136,682.95	\$126,465.30	\$115,978.27	\$1,284,642.21
13	12.1%	12.6%	13.0%	12.6%	13.0%	13.9%	13.0%	13.7%	13.1%	13.6%	13.6%	14.0%	13.2%
14 Account Transfers	135	113	127	130	134	136	167	205	174	149	158	140	1,768
15 New Customers	11	28	16	22	16	14	38	37	23	21	20	15	261
16 Disconnects for Non-payment	54	55	34	19	-	-	-	-	-	-	-	-	162
17 Customers Still Off for Non-Payment	12	5	7	-	-	-	-	-	-	-	-	-	24
18 Repeat Disconnected Customers	21	9	6	5	-	-	-	-	-	-	-	-	41
19 Meters Read - Normal and Transfer Readings	14,230	14,253	14,264	14,277	14,289	14,315	14,334	14,363	14,369	14,385	14,399	14,415	171,893
20 Radio Read Meters	11,863	11,935	12,103	12,341	12,515	12,595	12,727	12,771	12,781	12,798	12,843	12,874	150,146
21 Manually Read Meters	2,367	2,318	2,161	1,936	1,774	1,720	1,607	1,592	1,592	1,587	1,556	1,541	21,751
22 Tower Read Meters	1,019	1,086	910	1,054	1,071	1,283	1,037	1,002	950	1,037	1,085	1,115	12,649
23 New Meter Installs	1	21	6	9	11	7	22	22	11	4	18	15	147
24 Broken Meters Replaced	25	5	12	5	13	-	4	2	1	4	3	2	76
25 Meters Changed - Program	28	49	173	209	150	78	108	10	1	4	31	5	846
26 Connections paid for but not installed	280	287	289	290	286	281	291	300	303	311	309	308	N/A
27 Remaining Developer's Credits	\$368,484.01	\$368,484.01	\$368,480.01	\$368,484.01	\$368,484.01	\$368,484.01	\$368,484.01	\$368,484.01	\$368,484.01	\$350,484.01	\$350,484.01	\$341,484.01	N/A
28 Bulk Water Sales - New London (Gallons)	6,324	7,315	1,410	14,969	58,475	23,485	82,673	42,738	-	6,280	12,760	9,395	265,824
29 Bulk Water Sales - Moneta (Gallons)	-	4,250	600	2,700	8,610	12,200	40,480	6,000	-	20,128	-	-	94,968
30 Bulk Water Sales - Central Distr (Gallons)	-	8,800	3,000	-	-	400	-	28,700	3,900	17,800	3,500	17,500	83,600
31 Total Bulk Water Sales	\$34.15	\$109.97	\$27.05	\$95.41	\$362.26	\$194.86	\$665.03	\$418.17	\$21.06	\$238.72	\$87.80	\$145.23	\$2,399.72

2018-2020 Total Payments Received



Bedford Regional Water Auth.
Balance Sheet
For the Five Months Ending Monday, November 30, 2020

		<u>7/1/2020</u>	<u>Nov 2020</u>
		<u>Beginning</u>	<u>Actual</u>
ASSETS			
1000:1000	Cash	\$5,993,484.61	\$7,250,874.55
1001	Restricted Investments	8,150,166.66	8,139,809.71
1002:1002	Prepaid Expenses	828,812.19	799,988.81
1101:1101	Accounts Receivable	2,157,333.40	2,236,188.22
1102	Accounts Receivable Other	33,439.18	29,726.99
1200	Inventory	488,551.59	565,302.89
1202	Loan Related Assets	3,934.66	3,934.66
1250	Construction In Progress	297,742.21	474,605.92
1301	Tangible Assets- Office	4,385,424.94	4,385,424.94
1302	Tangible Assets - Vehicles	3,367,485.04	3,367,485.04
1400:1500	Tangible Assets - Water	100,146,345.04	100,146,345.04
1700	Tangible Assets - Sewer	62,476,091.92	62,476,091.92
1800	Intangible Assets	714,451.00	714,451.00
1801	Fixed Asset Clearing Account		30,971.04
1900	Depreciation	<u>(64,747,719.17)</u>	<u>(64,747,719.17)</u>
	Total assets	<u>124,295,543.27</u>	<u>125,873,481.56</u>
LIABILITIES			
2000	Accounts Payable	(419,653.13)	(202,458.06)
2001	Customer Liabilities	(515,437.37)	(504,778.19)
2100	Employee Liabilities	(1,264,686.26)	(1,171,988.12)
2200	Notes Payable	(42,062,594.55)	(39,610,937.05)
2300	Developer Credits	(452,440.01)	(425,440.01)
2900	Equity	(41,000.00)	(41,000.00)
2999	Retained Earnings	<u>(79,539,731.95)</u>	<u>(79,539,731.95)</u>
	Total liabilities	<u>(124,295,543.27)</u>	<u>(121,496,333.38)</u>
	Operating Surplus/ (Loss)		4,377,148.18

Bedford Regional Water Auth.
Balance Sheet
For the Five Months Ending Monday, November 30, 2020

		<u>7/1/2020</u>	<u>Nov 2020</u>
		<u>Beginning</u>	<u>Actual</u>
ASSETS			
Cash:			
1000-0000	Change Box for CS	350.00	350.00
1000-0001	Petty Cash	16.57	16.57
1000-0002	SunTrust Checking Account	2,136,501.19	3,395,721.86
1000-0004	Cash Drawer	225.00	225.00
1000-0011	LGIP Operating Reserves Fund	322,251.36	322,538.86
1000-1000	VA Investment Pool-Capital Projects Reserve	2,498,188.70	2,500,316.24
1000-2000	VA Investment Pool- Operating Reserves	1,035,951.79	1,036,834.02
1000-0005	Cash Suspense Account (for F.A.)		(5,128.00)
	Total Cash	<u>5,993,484.61</u>	<u>7,250,874.55</u>
Restricted Investments:			
1001-0001	Deposit Refund Program Fund	359,661.65	359,661.65
1001-0010	Debt Service Accumulation Fund	1,705,687.91	1,412,436.29
1001-0020	Reserve for future capital projects	662,705.67	662,864.16
1001-0021	County Funds for New Projects	229,925.42	179,451.10
1001-0022	SML WTF Depreciation Fund W/WWA	252,079.10	252,087.57
1001-0023	BRWA Cell Tower Funds	240,538.75	246,363.72
1001-0024	SML WTF Depreciation Fund- BRWA portion	252,065.18	252,073.65
1001-0025	Vehicle and Equipment Replacement Fund	295,493.54	392,276.54
1001-0030	Information Systems Replacement Fund	157,872.83	172,529.19
1001-0035	Meter Replacement Fund	318,719.33	442,894.33
1001-0040	Sewerline Replacement Fund	558,195.16	599,860.16
1001-0045	Waterline Replacement Fund	522,165.92	588,830.92
1001-0050	Tank Rehab	237,996.00	237,996.00
1001-1010	VA Investment Pool- Reserve Fund	450,171.30	450,908.63
1001-1020	LGIP Repairs & Maintenance Reserve	24,085.63	24,085.63
1001-1025	VRA Debt Service Reserve Fund- PNC Bank	1,771,570.44	1,771,570.44
1001-1030	VRA 2015 Debt Service Reserve Fund-SNAP	43,445.49	26,132.39
1001-1100	Escrow Account	67,787.34	67,787.34
	Total Restricted Investments	<u>8,150,166.66</u>	<u>8,139,809.71</u>
Prepaid Expenses:			
1002-1000	Prepaid Insurance	113,720.53	76,188.50
1002-1001	Prepaid Dues/Service Contracts	62,308.66	71,017.31
1002-1002	Deferred Outflows of Resources (Pensions)	595,511.00	595,511.00
1002-1003	VRS OPEB Deferred Outflow	76,188.00	76,188.00
1002-1004	VRS OPEB Deferred Outflow	(16,379.00)	(16,379.00)
1002-1005	Local OPEB Deferred Outflows	16,467.00	16,467.00
1002-1006	Local OPEB Deferred Inflows	(19,004.00)	(19,004.00)
	Total Prepaid Expenses	<u>828,812.19</u>	<u>799,988.81</u>
Accounts Receivable:			
1101-1000	Billings Receivable Water	1,411,415.24	1,445,785.93
1101-2000	Budget Billing Accounts Rec.	229.36	229.36
1101-2001	Monthly Statement A/R	(20.00)	(20.00)
1101-2002	Monthly Deferred A/R- holding account	553.47	553.47
1101-2003	AR Credits	(50.00)	(50.00)
1101-3000	Billings Receivable Sewer	908,202.39	952,467.20
1101-3210	Credit Card Convenience Fee AR	847.58	846.08
1101-4000	Allowance for Doubtful Accounts	(486,341.29)	(486,341.29)
1101-4001	Water Penalties- A/R	39,404.50	46,529.65
1101-4002	Payment Arrangement AR- Water	(154.96)	(154.96)
1101-4003	Sewer Penalties A/R	25,136.10	29,832.85
1101-4004	Payment Arrangement AR- Sewer	268.43	268.43
1101-4005	Payment Arrangement AR- Sewer Penalties	94.60	94.60
1101-4006	Payment Arrangement AR- Water Penalties	174.14	174.14
1101-5001	Water Facility Fees A/R	86,479.00	83,529.00

Bedford Regional Water Auth.
Balance Sheet
For the Five Months Ending Monday, November 30, 2020

		<u>7/1/2020</u> <u>Beginning</u>	<u>Nov 2020</u> <u>Actual</u>
1101-5002	Returned Check A/R	784.75	1,078.80
1101-5003	Sewer Facility Fees A/R	55,627.78	40,627.78
1101-5005	Reconnect Fee A/R	27,058.15	26,792.74
1101-6000	Water Account Charge A/R	10,552.03	9,503.53
1101-6003	Sewer Account Charges A/R	6,168.09	5,168.09
1101-7001	Water Deposits A/R	3,393.56	3,839.06
1101-7003	Sewer Deposits A/R	20,712.75	20,745.75
1101-7500	Meter Base Installation Fee A/R	14,244.02	14,244.02
1101-7504	Sewer Pump Maintenance A/R	4,284.79	4,666.39
1101-7505	Service Repairs & Rents A/R	2,504.94	2,504.94
1101-7506	A/R- Septage Dumping Fees	8,335.00	8,335.00
1101-7507	Meter Fee A/R	5,750.00	4,500.00
1101-7508	A/R- Industrial Pretreatment	1,541.66	1,749.98
1101-8000	Misc. Charges Receivable	(1.00)	(1.00)
1101-8002	NSF holding/clearing account	145.78	415.78
1101-8003	Consolidation holding account	(3,761.63)	(3,761.63)
1101-8006	Unauthorized Service A/R	7,845.08	7,810.26
1101-8009	Pending Electronic Payments	5,909.09	13,024.27
1101-7510	SGP Review and Inpections A/R		1,200.00
	Total Accounts Receivable	<u>2,157,333.40</u>	<u>2,236,188.22</u>
Accounts Receivable Other:			
1102-0001	Miscellaneous Accounts Receivable	33,439.18	29,726.99
	Total Accounts Receivable Other	<u>33,439.18</u>	<u>29,726.99</u>
Inventory:			
1200-0001	Maintenance Inventory	174,859.22	234,503.99
1200-0002	Meter Inventory	313,692.37	330,798.90
	Total Inventory	<u>488,551.59</u>	<u>565,302.89</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:			
1250-0363	BRWA Facility Master Plan & Building	44,400.11	68,400.11
1250-0381	CIP- Mariners Landing	112,595.11	160,699.74
1250-0383	CIP- Ivy Creek Sewer	45,700.00	50,454.09
1250-0389	CIP- Country Estates Waterline	77,044.49	88,713.10
1250-0391	CIP- Turkey Mtn Booster Station	18,002.50	36,852.50
1250-0386	CIP - Building Renovations		3,669.51
1250-0387	CIP- Rucker Rd. waterline project		104.99
1250-0390	CIP- SML Pump Station		7,160.00
1250-0392	Montvale Sewer (VDOT)		17,104.08
1250-0393	CIP- Bunker Hill Loop (DEQ)		7,425.00
1250-0394	Mariners Landing WWTP		34,022.80
	Total Construction In Progress	<u>297,742.21</u>	<u>474,605.92</u>
Tangible Assets- Office:			
1301-0001	Office Facilities	2,725,886.28	2,725,886.28
1301-0002	Information Systems	1,659,538.66	1,659,538.66
	Total Tangible Assets- Office	<u>4,385,424.94</u>	<u>4,385,424.94</u>
Tangible Assets - Vehicles:			
1302-0001	Vehicles and Equipment	3,367,485.04	3,367,485.04
	Total Tangible Assets - Vehicles	<u>3,367,485.04</u>	<u>3,367,485.04</u>

Bedford Regional Water Auth.
Balance Sheet
For the Five Months Ending Monday, November 30, 2020

	<i>7/1/2020</i> <i>Beginning</i>	<i>Nov 2020</i> <i>Actual</i>
Tangible Assets - Water:		
1400-1000 SML Water Treatment Facility	16,447,649.90	16,447,649.90
1400-2000 Smith Mountain Lake Central	21,339,066.84	21,339,066.84
1400-3000 Stewartsville Water	2,735,076.84	2,735,076.84
1500-1000 Forest Water	36,203,064.99	36,203,064.99
1500-2000 Lakes Water	1,625,458.78	1,625,458.78
1500-3000 Central Water	21,796,027.69	21,796,027.69
Total Tangible Assets - Water	100,146,345.04	100,146,345.04
Tangible Assets - Sewer:		
1700-0014 Central Sewer	22,535,093.64	22,535,093.64
1700-0015 Moneta Sewer	12,700,512.43	12,700,512.43
1700-0016 Forest Sewer	18,983,660.02	18,983,660.02
1700-0020 Mariners Landing Sewer	1,218,000.00	1,218,000.00
1700-1016 BRWA Share Lynchburg Sewer Upgrade	4,983,649.44	4,983,649.44
1700-8000 Montvale Sewer	2,055,176.39	2,055,176.39
Total Tangible Assets - Sewer	62,476,091.92	62,476,091.92
Intangible Assets:		
1800-0000 Studies & Permits (Feasibility, master studies)	658,040.55	658,040.55
1800-0090 Capitalized Interest (Various projects)	56,410.45	56,410.45
Total Intangible Assets	714,451.00	714,451.00
Fixed Asset Clearing Account:		
1801-0000 Fixed Asset Clearing Account		30,971.04
Total Fixed Asset Clearing Account		30,971.04
Depreciation:		
1900-0000 Accumulated Depreciation	(64,747,719.17)	(64,747,719.17)
Total Depreciation	(64,747,719.17)	(64,747,719.17)
Total assets	124,295,543.27	125,873,481.56
LIABILITIES		
Accounts Payable:		
2000-1000 Accounts Payable	(219,653.13)	(2,458.06)
2000-1005 Retainage Payable	(200,000.00)	(200,000.00)
Total Accounts Payable	(419,653.13)	(202,458.06)
Customer Liabilities:		
2001-0000 Customer Credit- Budget Billing accounts	5,068.88	5,068.88
2001-0001 Customer Credits	(234,769.82)	(224,374.18)
2001-0002 Misc. Misposting	(1,520.90)	(1,520.90)
2001-0003 Customer Refunds Payable	10,916.45	8,592.74
2001-1000 Water Deposits	(189,397.42)	(188,405.17)
2001-1555 Fireline Assembly Deposits	(16,308.86)	(16,308.86)
2001-2000 Interest on Deposits (Town accounts)	1,256.53	1,256.53
2001-3000 Sewer Deposits	(90,682.23)	(89,087.23)
Total Customer Liabilities	(515,437.37)	(504,778.19)
Employee Liabilities:		
2100-0050 Compensated Absences Liability	(149,518.68)	(149,518.68)
2100-0060 Accrued Payroll	(106,761.48)	(0.01)
2100-0250 VRS Employee Contribution Payable	300.36	440.20

Bedford Regional Water Auth.
Balance Sheet
For the Five Months Ending Monday, November 30, 2020

		<u>7/1/2020</u>	<u>Nov 2020</u>
		<u>Beginning</u>	<u>Actual</u>
2100-0400	Net Pension Liability	(501,911.00)	(501,911.00)
2100-0450	Flexible Spending Account Payable	1.63	(772.08)
2100-0500	VRS OPEB Liability	(257,271.00)	(257,271.00)
2100-0510	Local OPEB Liability	(226,966.00)	(226,966.00)
2100-0550	Health Insurance Payable- Employee Share	(24,551.55)	(7,737.95)
2100-0600	VRS Mandatory Cash Match- Hybrid	1.25	1.25
2100-0750	Optional Life Insurance Payable	342.81	440.35
2100-0800	AFLAC Withholding Payable	1,697.23	1,714.35
2100-0900	Outstanding Payables Checks	(49.83)	(49.83)
2100-0200	State Withholding Payable		(30,007.72)
2100-1000	Garnishments Payable		(350.00)
	Total Employee Liabilities	<u>(1,264,686.26)</u>	<u>(1,171,988.12)</u>
Notes Payable:			
2200-0115	Current Maturities Long-Term Debt	0.40	2,451,657.90
2200-2001	Accrued Interest Payable	(393,431.42)	(393,431.42)
2200-2020	VRA 2015 Loan	(29,600,000.00)	(29,600,000.00)
2200-2021	VRA 2015 Premium	(274,983.94)	(274,983.94)
2200-2026	VRA Series 2005 Premium	(2,107.00)	(2,107.00)
2200-2029	VRA 2009 Series Deferred amount of Refunding	137,400.52	137,400.52
2200-2230	Series 2012 Loan (2005 Refunding)	(3,075,000.00)	(3,075,000.00)
2200-2231	Series 2012 Premium (2005 Refunding)	(360,271.80)	(360,271.80)
2200-2232	VRA 2012 Deferred Amount on refunding	195,351.94	195,351.94
2200-2233	VRA Series 2014 Loan (2005 refunding)	(1,745,000.00)	(1,745,000.00)
2200-2234	VRA Series 2014 Premium (2005)	(154,413.52)	(154,413.52)
2200-2235	VRA 2014 Deferred Amt on Refunding	50,678.07	50,678.07
2200-2236	VRA 2019 Refunding Premium	(165,654.33)	(165,654.33)
2200-2237	VRA Series 2019 Refunding	(2,725,000.00)	(2,725,000.00)
2200-2238	VRA Series 2019 Deferred Amt on Refunding	(87,268.87)	(87,268.87)
2200-2500	Assumed Debt from Town	(3,246,382.17)	(3,246,382.17)
2200-3000	Lynchburg Sewer System Loan Payable	(616,512.43)	(616,512.43)
	Total Notes Payable	<u>(42,062,594.55)</u>	<u>(39,610,937.05)</u>
Developer Credits:			
2300-0000	Deferred Revenue Liability	(368,484.01)	(341,484.01)
2300-1000	Deferred Inflows of Resources	(83,956.00)	(83,956.00)
	Total Developer Credits	<u>(452,440.01)</u>	<u>(425,440.01)</u>
Equity:			
2900-0150	Customer Contributions for Line Extensions	(41,000.00)	(41,000.00)
	Total Equity	<u>(41,000.00)</u>	<u>(41,000.00)</u>
Retained Earnings:			
2999-0000	Retained Earnings	(79,539,731.95)	(79,539,731.95)
	Total Retained Earnings	<u>(79,539,731.95)</u>	<u>(79,539,731.95)</u>
	Total liabilities	<u>(124,295,543.27)</u>	<u>(121,496,333.38)</u>
	Operating Surplus/ (Loss)		4,377,148.18

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Five Months Ending Monday, November 30, 2020

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>	
OPERATING REVENUE						
3000-3000 +...	Water Sales	(\$724,686.86)	(\$3,878,531.94)	(\$8,004,138.00)	(\$4,125,606.06)	48%
3100-3000:3...	Sewer Sales	(379,590.47)	(1,963,680.18)	(4,089,024.00)	(2,125,343.82)	48%
3902	Penalties	(12,180.57)	(13,361.41)	(70,000.00)	(56,638.59)	19%
3903-3231:3...	Account Charges	(4,500.00)	(28,575.00)	(60,000.00)	(31,425.00)	48%
3903-3240:3...	Review Fees	(10,976.60)	(20,261.24)	(53,500.00)	(33,238.76)	38%
3900-3250:3...	Interest Earned	(41.84)	(4,260.22)	(60,000.00)	(55,739.78)	7%
3903-3245:3...	Sewer Clean Outs		(3,850.00)	(7,000.00)	(3,150.00)	55%
3903-3250 +...	Meter Installation Revenues	(8,000.00)	(98,194.95)	(95,000.00)	3,194.95	103%
3903-3255	Industrial Pretreatment Revenue	(1,520.82)	(7,604.10)	(18,000.00)	(10,395.90)	42%
3903-3261	Rent/Meter Charges	(156.47)	(927.04)	(5,000.00)	(4,072.96)	19%
3903-3262:3...	Misc	(9,413.57)	(51,497.44)	(112,729.00)	(61,231.56)	46%
3903-3280:3...	Fixed Asset Disposals	(54.00)	(1,744.00)		1,744.00	0%
3901-3211:3...	Account Default Fees	(280.00)	(1,330.00)	(23,000.00)	(21,670.00)	6%
3201-3275 +...	Contract Reimbursements		(96,231.57)	(151,000.00)	(54,768.43)	64%
	Revenue from BRWA Operations	(1,151,401.20)	(6,170,049.09)	(12,748,391.00)	(6,578,341.91)	48%
3000-3220 +...	Capital Recovery Fees	(91,000.00)	(747,500.00)	(939,010.00)	(191,510.00)	80%
3903-3265 +...	Cellular Antenna Site Rental-County...	(4,204.51)	(26,857.76)	(45,153.00)	(18,295.24)	59%
3904-3310	BOS Capital Contributions		(1,762,265.64)	(2,000,000.00)	(237,734.36)	88%
3904-3315	Developer Line Contributions			(200,000.00)	(200,000.00)	0%
3904-3316 +...	Contributions from WVWA		(1,948.19)		1,948.19	0%
3904-3335	Contributions for DEQ Projects		(42,913.00)		42,913.00	0%
3903-3330	SML WTF Revenue		(16.94)		16.94	0%
3904-3317	Developer Prepayments Redemptio...			(20,000.00)	(20,000.00)	0%
	Revenue from Other Sources	(95,204.51)	(2,581,501.53)	(3,204,163.00)	(622,661.47)	81%
	Total Revenue	(1,246,605.71)	(8,751,550.62)	(15,952,554.00)	(7,201,003.38)	55%
OPERATING EXPENSES						
4000 + 4002...	Salaries	306,639.89	1,516,208.15	4,029,628.90	2,513,420.75	38%
4010	General Office Expenses	10,168.00	74,167.11	268,467.00	194,299.89	28%
4100	Employee Benefit & Related Expens...	115,461.45	612,345.59	1,694,076.00	1,081,730.41	36%
4110	Billing Expenses	20,099.04	89,634.31	211,404.00	121,769.69	42%
4120	Information Systems Expenses	9,333.04	29,523.27	158,194.00	128,670.73	19%
4130	Adminstration Supplies		2,362.75	500.00	(1,862.75)	473%
4140	Customer Service Supplies		112.81	3,368.00	3,255.19	3%
4210	Engineering Expenses	13,031.31	27,585.54	81,353.00	53,767.46	34%
4220 + 4223	Operations Expenses	27.64	70.00	2,400.00	2,330.00	3%
4221	Compliance Program Supplies			8,000.00	8,000.00	0%
4222	Pretreatment Expenses	1,159.66	8,026.84	19,600.00	11,573.16	41%
4225-0100	Lab Supplies	301.24	2,889.08	24,000.00	21,110.92	12%
4230	Maintenance Expenses	1,604.02	6,213.96	46,402.00	40,188.04	13%
4240	Vehicles & Equipment Expenses	17,108.16	77,647.76	239,624.00	161,976.24	32%
4250	Forest Water Expenses	83,135.87	376,811.92	840,247.00	463,435.08	45%
4260	Well Systems Expenses	3,531.00	11,240.91	45,678.00	34,437.09	25%
4265	SML Central Distribution System Ex...	288.59	17,739.41	33,845.00	16,105.59	52%
4270	SML Treatment Expenses	680.00	14,829.44	33,238.00	18,408.56	45%
4330	SML WTF Expenses	15,417.39	118,609.33	501,266.00	382,656.67	24%
4275	Central Water Distribution Expenses	5,972.30	48,678.11	225,692.00	177,013.89	22%
4276	Central Water Treatment Expenses	6,535.38	44,804.08	135,189.00	90,384.92	33%
4280	Stewartsville Water Expenses	3,664.36	14,926.65	38,532.00	23,605.35	39%
4290	Forest Sewer Expenses	29,243.01	158,473.49	609,825.00	451,351.51	26%
4291	Central Sewer Collection System Ex...	7,955.34	41,456.85	318,750.00	277,293.15	13%
4293	Central Sewer Treatment Expenses	35,524.34	169,760.99	626,550.00	456,789.01	27%
4292	Moneta Sewer Collection System E...	2,381.90	13,994.88	31,800.00	17,805.12	44%
4294	Moneta Sewer Treatment Expenses	8,434.00	30,887.90	150,447.00	119,559.10	21%
4295	Montvale Sewer Expenses	7,427.72	16,917.64	29,380.00	12,462.36	58%
4340	Mariners Landing Sewer Expenses	7,487.00	40,095.56	86,770.00	46,674.44	46%
4350	Cedar Rock Sewer Expenses	1,079.76	20,440.39	26,070.00	5,629.61	78%
4300 + 4310	Schools Sewer Expenses	550.64	4,665.78	35,000.00	30,334.22	13%
4315	Mariners Landing Expenses	640.64	6,128.66	28,655.00	22,526.34	21%

Bedford Regional Water Auth.
 Summary of Revenue & Expenditures
 For the Five Months Ending Monday, November 30, 2020

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>
4320 Franklin County Operations	645.35	16,533.74	36,000.00	19,466.26	46%
Total Operating Expenditures	<u>715,528.04</u>	<u>3,613,782.90</u>	<u>10,619,950.90</u>	<u>7,006,168.00</u>	<u>34%</u>
4400 Depreciation			3,231,425.16	3,231,425.16	0%
4500-0640 Lynchburg Debt Service Paid			262.00	262.00	0%
4500-0645 2012 VRA Interest		78,796.88	139,400.00	60,603.12	57%
4500-0660 2014 VRA Interest		38,640.63	77,281.00	38,640.37	50%
4500-0665 2015 VRA Interest		533,318.75	1,058,563.00	525,244.25	50%
4500-0650 Assumed Debt from City		40,035.15	80,070.00	40,034.85	50%
4500-0670 VRA 2019 Interest		69,828.13	117,491.00	47,662.87	59%
Total Interest and Debt Service		<u>760,619.54</u>	<u>1,473,067.00</u>	<u>712,447.46</u>	<u>52%</u>
Total Exp., Depr. and Debt Servi...	715,528.04	4,374,402.44	15,324,443.06	10,950,040.62	29%
Total Revenues Less Oper Expense	(531,077.67)	(4,377,148.18)	(628,110.94)	3,749,037.24	697%
Gross Cash Before Capital Exp	(531,077.67)	(4,377,148.18)	(628,110.94)	3,749,037.24	697%
Less non-debt Capital Contributions		(44,878.13)	(220,000.00)	(175,121.87)	20%
Earnings/(loss) before BRWA Capit...	<u>(531,077.67)</u>	<u>(4,332,270.05)</u>	<u>(408,110.94)</u>	<u>3,924,159.11</u>	<u>1,062%</u>

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Five Months Ending Monday, November 30, 2020

		<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>
OPERATING REVENUE						
Water Sales:						
3000-3000	Water Sales	(701,787.99)	(3,805,910.13)	(7,930,668.00)	(4,124,757.87)	48%
3000-3050	Contract Water Sales	(22,898.87)	(72,621.81)	(73,470.00)	(848.19)	99%
	Total Water Sales	<u>(724,686.86)</u>	<u>(3,878,531.94)</u>	<u>(8,004,138.00)</u>	<u>(4,125,606.06)</u>	<u>48%</u>
Sewer Sales:						
3100-3000	Sewer Sales	(376,979.97)	(1,950,383.14)	(4,057,824.00)	(2,107,440.86)	48%
3100-3050	Cedar Rock Revenue	(2,610.50)	(13,297.04)	(31,200.00)	(17,902.96)	43%
	Total Sewer Sales	<u>(379,590.47)</u>	<u>(1,963,680.18)</u>	<u>(4,089,024.00)</u>	<u>(2,125,343.82)</u>	<u>48%</u>
Penalties:						
3902-3211	Water Penalty Revenue	(7,381.89)	(8,093.93)	(45,000.00)	(36,906.07)	18%
3902-3213	Sewer Penalty Revenue	(4,798.68)	(5,267.48)	(25,000.00)	(19,732.52)	21%
	Total Penalties	<u>(12,180.57)</u>	<u>(13,361.41)</u>	<u>(70,000.00)</u>	<u>(56,638.59)</u>	<u>19%</u>
Account Charges:						
3903-3231	Water Account Charge Revenue	(3,075.00)	(19,400.00)	(40,000.00)	(20,600.00)	49%
3903-3233	Sewer Account Charge Revenue	(1,425.00)	(9,175.00)	(20,000.00)	(10,825.00)	46%
	Total Account Charges	<u>(4,500.00)</u>	<u>(28,575.00)</u>	<u>(60,000.00)</u>	<u>(31,425.00)</u>	<u>48%</u>
Review Fees:						
3903-3240	Engineering Review Fees	(9,176.60)	(15,461.24)	(50,000.00)	(34,538.76)	31%
3903-3243	SGP Review and Inspections	(1,800.00)	(4,800.00)	(2,000.00)	2,800.00	240%
3903-3242	Engineering Fire Flow Testing			(1,500.00)	(1,500.00)	0%
	Total Review Fees	<u>(10,976.60)</u>	<u>(20,261.24)</u>	<u>(53,500.00)</u>	<u>(33,238.76)</u>	<u>38%</u>
Interest Earned:						
3900-3250	Bank Interest Earned	(41.84)	(4,260.22)	(60,000.00)	(55,739.78)	7%
	Total Interest Earned	<u>(41.84)</u>	<u>(4,260.22)</u>	<u>(60,000.00)</u>	<u>(55,739.78)</u>	<u>7%</u>
Sewer Clean Outs:						
3903-3245	Sewer Clean-Out Installation Fee		(3,850.00)	(7,000.00)	(3,150.00)	55%
	Total Sewer Clean Outs		<u>(3,850.00)</u>	<u>(7,000.00)</u>	<u>(3,150.00)</u>	<u>55%</u>
Meter Installation Revenues:						
3903-3250	Meter Fee Revenue	(3,500.00)	(25,725.00)	(35,000.00)	(9,275.00)	74%
3903-3260	Meter Base Installation Revenue	(4,500.00)	(72,469.95)	(60,000.00)	12,469.95	121%
	Total Meter Installation Revenues	<u>(8,000.00)</u>	<u>(98,194.95)</u>	<u>(95,000.00)</u>	<u>3,194.95</u>	<u>103%</u>
Industrial Pretreatment Revenue:						
3903-3255	Industrial Pretreatment Revenue	(1,520.82)	(7,604.10)	(18,000.00)	(10,395.90)	42%
	Total Industrial Pretreatment Reve...	<u>(1,520.82)</u>	<u>(7,604.10)</u>	<u>(18,000.00)</u>	<u>(10,395.90)</u>	<u>42%</u>
Rent/Meter Charges:						
3903-3261	Service Repairs & Equipment Ren...	(156.47)	(927.04)	(5,000.00)	(4,072.96)	19%
	Total Rent/Meter Charges	<u>(156.47)</u>	<u>(927.04)</u>	<u>(5,000.00)</u>	<u>(4,072.96)</u>	<u>19%</u>
Misc:						
3903-3262	Cellular Antenna Rental- BRWA p...	(4,131.77)	(25,586.65)	(67,729.00)	(42,142.35)	38%
3903-3264	Sewer Pump Maintenance Reven...	(5,040.00)	(25,410.00)	(40,000.00)	(14,590.00)	64%
3903-3270	Miscellaneous Revenue	(241.80)	(500.79)	(5,000.00)	(4,499.21)	10%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Five Months Ending Monday, November 30, 2020

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>
Total Misc	(9,413.57)	(51,497.44)	(112,729.00)	(61,231.56)	46%
Fixed Asset Disposals:					
3903-3280 Sales and Disposals	(54.00)	(1,744.00)		1,744.00	0%
Total Fixed Asset Disposals	(54.00)	(1,744.00)		1,744.00	0%
Account Default Fees:					
3901-3212 Return Check Revenue	(280.00)	(1,330.00)	(2,000.00)	(670.00)	67%
3901-3211 Reconnect Fee Revenue			(20,000.00)	(20,000.00)	0%
3901-3213 Unauthorized Service Revenue			(1,000.00)	(1,000.00)	0%
Total Account Default Fees	(280.00)	(1,330.00)	(23,000.00)	(21,670.00)	6%
Contract Reimbursements:					
3201-3275 School System Operations		(10,707.38)	(51,000.00)	(40,292.62)	21%
3904-3318 Franklin County Contract Operatio...		(85,524.19)	(100,000.00)	(14,475.81)	86%
Total Contract Reimbursements		(96,231.57)	(151,000.00)	(54,768.43)	64%
Revenue from BRWA Operations	(1,151,401.20)	(6,170,049.09)	(12,748,391.00)	(6,578,341.91)	48%
Capital Recovery Fees:					
3000-3220 Water Capital Recovery Fees	(56,000.00)	(445,500.00)	(719,710.00)	(274,210.00)	62%
3100-3220 Sewer Capital Recovery Fees	(35,000.00)	(302,000.00)	(219,300.00)	82,700.00	138%
Total Capital Recovery Fees	(91,000.00)	(747,500.00)	(939,010.00)	(191,510.00)	80%
Cellular Antenna Site Rental-County portion:					
3903-3265 Cellular Antenna Revenue- Co. po...	(2,754.51)	(17,057.76)	(45,153.00)	(28,095.24)	38%
3903-3285 Bedford County Broadband Reven...	(1,450.00)	(9,800.00)		9,800.00	0%
Total Cellular Antenna Site Rental...	(4,204.51)	(26,857.76)	(45,153.00)	(18,295.24)	59%
BOS Capital Contributions:					
3904-3310 Bedford County Debt Support		(1,762,265.64)	(2,000,000.00)	(237,734.36)	88%
Total BOS Capital Contributions		(1,762,265.64)	(2,000,000.00)	(237,734.36)	88%
Developer Line Contributions:					
3904-3315 Developer Contributions			(200,000.00)	(200,000.00)	0%
Total Developer Line Contributions			(200,000.00)	(200,000.00)	0%
Contributions from WVWA:					
3904-3316 Contributions from WVWA		(1,948.19)		1,948.19	0%
Total Contributions from WVWA		(1,948.19)		1,948.19	0%
Contributions for DEQ Projects:					
3904-3335 DEQ Contributions for Projects		(42,913.00)		42,913.00	0%
Total Contributions for DEQ Proje...		(42,913.00)		42,913.00	0%
SML WTF Revenue:					
3903-3330 SML WTF Revenue		(16.94)		16.94	0%
Total SML WTF Revenue		(16.94)		16.94	0%
Developer Prepayments Redemption Revenue:					
3904-3317 Developer Capital Recovery Fee...			(20,000.00)	(20,000.00)	0%
Total Developer Prepayments Red...			(20,000.00)	(20,000.00)	0%
Revenue from Other Sources	(95,204.51)	(2,581,501.53)	(3,204,163.00)	(622,661.47)	81%

Bedford Regional Water Auth.
Summary of Revenue & Expenditures
For the Five Months Ending Monday, November 30, 2020

	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>
Total Revenue	(1,246,605.71)	(8,751,550.62)	(15,952,554.00)	(7,201,003.38)	55%
OPERATING EXPENSES					
Salaries:					
4000-0010 Administration Salaries	57,220.70	293,966.43	777,305.88	483,339.45	38%
4000-0019 IT Oncall Stipend	450.00	3,000.00	7,800.00	4,800.00	38%
4000-0020 Administration Overtime		129.51	1,734.00	1,604.49	7%
4002-0010 Customer Service Salaries	25,105.43	125,804.46	325,996.80	200,192.34	39%
4002-0020 Customer Service Overtime	544.71	3,791.28	16,760.85	12,969.57	23%
4003-0010 Engineering Department Salaries	49,002.40	248,940.49	600,353.60	351,413.11	41%
4003-0019 Engineering OnCall Stipend	600.00	3,150.00	7,800.00	4,650.00	40%
4003-0020 Engineering Department Overtime	3,292.35	11,121.88	30,570.08	19,448.20	36%
4004-0010 Maintenance Department Salaries	63,455.92	303,674.80	829,099.20	525,424.40	37%
4004-0019 Maintenance Oncall Stipend Expe...	1,200.00	6,450.00	18,720.00	12,270.00	34%
4004-0020 Maintenance Department Overtime	3,383.62	30,467.98	135,247.13	104,779.15	23%
4005-0010 Operations Department Salaries	94,651.50	467,011.16	1,184,543.20	717,532.04	39%
4005-0020 Operations Department Overtime	7,733.26	18,700.16	93,698.16	74,998.00	20%
Total Salaries	306,639.89	1,516,208.15	4,029,628.90	2,513,420.75	38%
General Office Expenses:					
4010-0075 Board & Committee Meetings	683.17	683.17	600.00	(83.17)	114%
4010-0100 Office Supplies	243.95	2,404.27	10,000.00	7,595.73	24%
4010-0103 Public Outreach Expenses	70.00	964.55	16,415.00	15,450.45	6%
4010-0110 Building Maintenance Expense	1,499.76	7,506.45	21,000.00	13,493.55	36%
4010-0130 Postage and Shipping Expense	316.08	1,842.91	8,000.00	6,157.09	23%
4010-0140 Commercial Phone Charges	1,118.47	4,422.22	12,600.00	8,177.78	35%
4010-0142 Cellular Phone Service		4,558.60	19,220.00	14,661.40	24%
4010-0150 Building Power and Utilities	1,362.97	6,288.34	20,500.00	14,211.66	31%
4010-0155 Building Fuel Costs		239.41	8,000.00	7,760.59	3%
4010-0160 Employee Bond			669.00	669.00	0%
4010-0161 Building Insurance			3,863.00	3,863.00	0%
4010-0170 Advertising	968.32	1,068.32	18,000.00	16,931.68	6%
4010-0175 Bank Service charges	1,298.96	6,230.43	15,600.00	9,369.57	40%
4010-0200 Accounting Services		22,925.00	30,000.00	7,075.00	76%
4010-0220 Legal Expenses	856.32	6,283.44	18,000.00	11,716.56	35%
4010-0400 Board of Directors Fees	1,750.00	8,750.00	21,000.00	12,250.00	42%
4010-0085 Long Range Planning			45,000.00	45,000.00	0%
Total General Office Expenses	10,168.00	74,167.11	268,467.00	194,299.89	28%
Employee Benefit & Related Expenses:					
4100-0030 Payroll Taxes	22,300.23	117,725.95	305,641.00	187,915.05	39%
4100-0040 VRS Retirement and Group Life	23,989.53	119,096.46	345,852.00	226,755.54	34%
4100-0041 VRS Hybrid Disability Program	529.55	2,062.62	10,051.00	7,988.38	21%
4100-0045 Unemployment Payments	342.05	701.87	6,000.00	5,298.13	12%
4100-0050 Health Insurance	57,246.54	341,528.45	724,311.00	382,782.55	47%
4100-0055 Flexible Spending Account	(3,211.18)	(2,129.98)	2,500.00	4,629.98	(85%)
4100-0060 Worker's Compensation		(1,691.00)	105,397.00	107,088.00	(2%)
4100-0065 Employee Testing	400.00	1,255.00	4,785.00	3,530.00	26%
4100-0070 Mileage Reimbursements	225.00	225.00	460.00	235.00	49%
4100-0075 Meetings	96.97	199.10	6,140.00	5,940.90	3%
4100-0080 Professional Dues	474.00	2,562.00	23,150.00	20,588.00	11%
4100-0085 Training and Education	611.38	4,911.32	54,117.00	49,205.68	9%
4100-0101 Clothing and Uniforms	3,351.14	7,859.50	31,248.00	23,388.50	25%
4100-0102 Employee & Incentive Fund	577.84	2,265.55	27,500.00	25,234.45	8%
4100-0103 Safety	8,528.40	15,773.75	41,174.00	25,400.25	38%
4100-0086 Continuing Education			5,250.00	5,250.00	0%
4100-0090 Whistle Blower Hotline			500.00	500.00	0%

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	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>
Total Employee Benefit & Related...	115,461.45	612,345.59	1,694,076.00	1,081,730.41	36%
Billing Expenses:					
4110-0091 Bad Debt Expense Water	600.76	942.80	15,000.00	14,057.20	6%
4110-0093 Bad Debt Expense Sewer	915.88	1,369.21	7,500.00	6,130.79	18%
4110-0097 Collection Agency Expense			1,200.00	1,200.00	0%
4110-0110 Bill Processing Services	3,661.54	47,231.40	103,978.00	56,746.60	45%
4110-0120 Customer Service Software Maint...	12,656.05	33,411.05	52,596.00	19,184.95	64%
4110-0125 Credit Card Processing Fees	1,936.20	5,361.00	18,900.00	13,539.00	28%
4110-0175 Courier Service	328.61	1,318.85	4,230.00	2,911.15	31%
4110-0094 Bad Debt Expense Penalties/Misc.			4,000.00	4,000.00	0%
4110-0112 Customer Notification Expenses			3,000.00	3,000.00	0%
4110-0115 Meter Testing			1,000.00	1,000.00	0%
Total Billing Expenses	20,099.04	89,634.31	211,404.00	121,769.69	42%
Information Systems Expenses:					
4120-0100 Information Systems Supplies	105.86	1,853.60	8,500.00	6,646.40	22%
4120-0110 Contracted Services (Network)	1,510.06	13,784.68	22,000.00	8,215.32	63%
4120-0115 Continuing Support (Software)	7,717.12	12,419.99	123,314.00	110,894.01	10%
4120-0145 Internet and WAN Communications		1,465.00	4,380.00	2,915.00	33%
Total Information Systems Expens...	9,333.04	29,523.27	158,194.00	128,670.73	19%
Adminstration Supplies:					
4130-0100 Administration Supplies		2,362.75	500.00	(1,862.75)	473%
Total Adminstration Supplies		2,362.75	500.00	(1,862.75)	473%
Customer Service Supplies:					
4140-0100 Customer Service Supplies		112.81	3,368.00	3,255.19	3%
Total Customer Service Supplies		112.81	3,368.00	3,255.19	3%
Engineering Expenses:					
4210-0100 Engineering Supplies	2,469.06	4,137.02	18,413.00	14,275.98	22%
4210-0110 Engineering Reviews	9,753.75	19,880.17	51,800.00	31,919.83	38%
4210-0141 Locating Notification Tickets	808.50	3,388.35	8,320.00	4,931.65	41%
4210-0240 Construction testing		180.00	2,820.00	2,640.00	6%
Total Engineering Expenses	13,031.31	27,585.54	81,353.00	53,767.46	34%
Operations Expenses:					
4220-0100 Wastewater Operations Supplies	27.64	70.00	1,900.00	1,830.00	4%
4223-0100 Water Operations Supplies			500.00	500.00	0%
Total Operations Expenses	27.64	70.00	2,400.00	2,330.00	3%
Compliance Program Supplies:					
4221-0100 FROG Program Supplies			8,000.00	8,000.00	0%
Total Compliance Program Suppli...			8,000.00	8,000.00	0%
Pretreatment Expenses:					
4222-0100 Pretreatment Supplies/Expenses	1,159.66	8,026.84	19,600.00	11,573.16	41%
Total Pretreatment Expenses	1,159.66	8,026.84	19,600.00	11,573.16	41%
Lab Supplies:					
4225-0100 Lab Supplies	301.24	2,889.08	24,000.00	21,110.92	12%
Total Lab Supplies	301.24	2,889.08	24,000.00	21,110.92	12%
Maintenance Expenses:					

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	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>	
4230-0100	Maintenance Supplies	1,604.02	6,213.96	46,402.00	40,188.04	13%
	Total Maintenance Expenses	1,604.02	6,213.96	46,402.00	40,188.04	13%
Vehicles & Equipment Expenses:						
4240-0100	Vehicles and Equipment Supplies	621.00	7,673.79	32,350.00	24,676.21	24%
4240-0110	Vehicles and Equipment Contract...	10,269.88	45,688.20	81,600.00	35,911.80	56%
4240-0155	Vehicles & Equipment Fuel Costs	6,217.28	24,285.77	95,000.00	70,714.23	26%
4240-0162	Vehicles and Equipment Insurance			30,674.00	30,674.00	0%
	Total Vehicles & Equipment Expe...	17,108.16	77,647.76	239,624.00	161,976.24	32%
Forest Water Expenses:						
4250-0100	Forest Water Supplies	30.07	6,415.47	35,000.00	28,584.53	18%
4250-0110	Forest Water Contracted Services	4,743.00	18,278.75	19,400.00	1,121.25	94%
4250-0140	Forest Water Communications		134.25	300.00	165.75	45%
4250-0150	Forest Water Power	378.64	1,867.09	3,000.00	1,132.91	62%
4250-0161	Forest Water Insurance			16,851.00	16,851.00	0%
4250-0240	Forest Water Sampling and Testing	172.91	495.91	15,000.00	14,504.09	3%
4250-0300	Forest Water Purchased	77,811.25	324,690.00	666,440.00	341,750.00	49%
4250-0410	Forest Water VDH Fees		24,930.45	24,756.00	(174.45)	101%
4250-0101	Forest Water Meter Installations			56,000.00	56,000.00	0%
4250-0115	Forest Water System Repairs & I...			3,500.00	3,500.00	0%
	Total Forest Water Expenses	83,135.87	376,811.92	840,247.00	463,435.08	45%
Well Systems Expenses:						
4260-0100	Well Systems Supplies		1,420.10	15,000.00	13,579.90	9%
4260-0105	Well Systems Chemicals		1,834.73	3,000.00	1,165.27	61%
4260-0110	Well Systems Contracted Services	3,500.00	4,550.00	13,100.00	8,550.00	35%
4260-0150	Well Systems Power		2,088.25	5,500.00	3,411.75	38%
4260-0161	Well Systems Insurance			899.00	899.00	0%
4260-0240	Well Systems Sampling and Testi...	31.00	669.33	5,000.00	4,330.67	13%
4260-0410	Well Systems VDH Fees		678.50	679.00	0.50	100%
4260-0101	Well Systems Meter Installations			500.00	500.00	0%
4260-0115	Well Systems Repairs & Improv...			2,000.00	2,000.00	0%
	Total Well Systems Expenses	3,531.00	11,240.91	45,678.00	34,437.09	25%
SML Central Distribution System Expenses:						
4265-0100	SML Central Supplies	242.09	13,179.31	10,000.00	(3,179.31)	132%
4265-0110	SML Central Contracted Services		893.54	3,000.00	2,106.46	30%
4265-0240	SML Central Sampling & Testing	46.50	312.41	10,000.00	9,687.59	3%
4265-0410	SML Central VDH Fees		3,354.15	3,345.00	(9.15)	100%
4265-0101	SML Central Meter Installations			6,500.00	6,500.00	0%
4265-0115	SML Central Repairs & Improvem...			1,000.00	1,000.00	0%
	Total SML Central Distribution Sys...	288.59	17,739.41	33,845.00	16,105.59	52%
SML Treatment Expenses:						
4270-0100	SML Treatment Supplies			2,000.00	2,000.00	0%
4270-0110	SML Treatment Contracted Services	680.00	3,060.00	3,550.00	490.00	86%
4270-0150	SML Treatment Water Power		4,241.75	16,800.00	12,558.25	25%
4270-0155	SML Treatment Fuel Costs		27.69	2,000.00	1,972.31	1%
4270-0161	SML Treatment Insurance			7,038.00	7,038.00	0%
4270-0300	SML Quality Monitoring		7,500.00		(7,500.00)	0%
4270-0105	SML Treatment Chemicals			1,000.00	1,000.00	0%
4270-0371	SML Treatment Road Maintenanc...			850.00	850.00	0%
	Total SML Treatment Expenses	680.00	14,829.44	33,238.00	18,408.56	45%
SML WTF Expenses:						
4330-0100	SML WTF Supplies	5,117.10	11,062.37	30,000.00	18,937.63	37%
4330-0105	SML WTF Chemicals	5,194.44	20,830.81	45,000.00	24,169.19	46%
4330-0110	SML WTF Contracted Services	4,966.00	12,586.66	125,000.00	112,413.34	10%

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	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>	
4330-0140	SML WTF Communications	45.60	136.44	516.00	379.56	26%
4330-0150	SML WTF Power	11.30	70,830.92	228,000.00	157,169.08	31%
4330-0155	SML WTF Fuel Costs		15.40	2,000.00	1,984.60	1%
4330-0161	SML WTF Property Insurance			14,450.00	14,450.00	0%
4330-0240	SML WTF Sampling & Testing	82.95	3,146.73	40,000.00	36,853.27	8%
4330-0300	SML Water Quality Monitoring			7,500.00	7,500.00	0%
4330-0370	SML WTF Raw Water Fee			8,800.00	8,800.00	0%
	Total SML WTF Expenses	15,417.39	118,609.33	501,266.00	382,656.67	24%
Central Water Distribution Expenses:						
4275-0100	Central Water Supplies	1,632.35	6,531.78	37,500.00	30,968.22	17%
4275-0110	Central Water Contracted Services	3,300.00	23,593.76	108,700.00	85,106.24	22%
4275-0140	Central Water Communications		62.00		(62.00)	0%
4275-0240	Central Water Sampling & Testing	1,039.95	7,463.47	20,000.00	12,536.53	37%
4275-0410	Central Water VDH Fees		11,027.10	10,992.00	(35.10)	100%
4275-0101	Central Water Meter Installations			3,750.00	3,750.00	0%
4275-0115	Central Water Repairs & Improve...			44,500.00	44,500.00	0%
4275-0155	Central Water Fuel Purchases			250.00	250.00	0%
	Total Central Water Distribution E...	5,972.30	48,678.11	225,692.00	177,013.89	22%
Central Water Treatment Expenses:						
4276-0100	Central Water Treatment Supplies	1,233.13	22,614.46	20,000.00	(2,614.46)	113%
4276-0105	Central Water Treatment Chemica...	1,131.18	7,760.11	50,000.00	42,239.89	16%
4276-0110	Central Water Treatment Contract...	1,585.09	3,755.27	10,000.00	6,244.73	38%
4276-0140	Central Water Treatment Commun...	34.85	236.24	1,020.00	783.76	23%
4276-0150	Central Water Treatment Power	2,551.13	10,438.00	33,600.00	23,162.00	31%
4276-0161	Central Water Treatment Property...			18,569.00	18,569.00	0%
4276-0155	Central Water Treatment Fuel			2,000.00	2,000.00	0%
	Total Central Water Treatment Ex...	6,535.38	44,804.08	135,189.00	90,384.92	33%
Stewartsville Water Expenses:						
4280-0100	Stewartsville Water Supplies		363.63	2,000.00	1,636.37	18%
4280-0110	Stewartsville Water Contracted Se...	160.00	720.00	2,700.00	1,980.00	27%
4280-0140	Stewartsville Water Communicatio...		72.88	300.00	227.12	24%
4280-0150	Stewartsville Water Power	22.04	80.24	300.00	219.76	27%
4280-0161	Stewartsville Water Insurance			666.00	666.00	0%
4280-0240	Stewartsville Water Sampling and...	15.50	468.93	1,500.00	1,031.07	31%
4280-0300	Stewartsville Water Purchased	3,466.82	12,805.02	27,650.00	14,844.98	46%
4280-0410	Stewartsville Water VDH Fees		415.95	416.00	0.05	100%
4280-0101	Stewartsville Meter Installations			500.00	500.00	0%
4280-0115	Stewartsville Water Repairs & Imp...			2,500.00	2,500.00	0%
	Total Stewartsville Water Expenses	3,664.36	14,926.65	38,532.00	23,605.35	39%
Forest Sewer Expenses:						
4290-0100	Forest Sewer Supplies	396.64	13,412.42	65,000.00	51,587.58	21%
4290-0105	Forest Sewer Chemicals		16,875.90	87,000.00	70,124.10	19%
4290-0110	Forest Sewer Contracted Services	550.00	12,118.06	104,500.00	92,381.94	12%
4290-0140	Forest Sewer Communications	66.38	564.04	3,600.00	3,035.96	16%
4290-0150	Forest Sewer Power	3,229.99	15,503.07	37,200.00	21,696.93	42%
4290-0161	Forest Sewer Insurance			5,025.00	5,025.00	0%
4290-0350	Forest Sewer Treatment Costs	25,000.00	100,000.00	300,000.00	200,000.00	33%
4290-0115	Forest Sewer Repairs & Improvem...			2,000.00	2,000.00	0%
4290-0155	Forest Sewer Fuel Expense			5,000.00	5,000.00	0%
4290-0240	Forest Sewer Testing			500.00	500.00	0%
	Total Forest Sewer Expenses	29,243.01	158,473.49	609,825.00	451,351.51	26%
Central Sewer Collection System Expenses:						
4291-0100	Central Sewer Supplies	5,802.65	25,851.05	70,000.00	44,148.95	37%
4291-0110	Central Sewer Coll System Contra...	1,656.31	13,256.71	84,500.00	71,243.29	16%
4291-0150	Central Sewer Power	496.38	2,349.09	55,000.00	52,650.91	4%

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	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>	
4291-0115	Central Sewer Repairs & Improve...		104,000.00	104,000.00	0%	
4291-0155	Central Sewer Fuel Costs		5,000.00	5,000.00	0%	
4291-0240	Central Sewer Sampling & Testing		250.00	250.00	0%	
	Total Central Sewer Collection Sy...	7,955.34	41,456.85	318,750.00	277,293.15	13%
Central Sewer Treatment Expenses:						
4293-0100	Center Sewer Treatment Supplies	2,106.85	30,704.47	73,000.00	42,295.53	42%
4293-0105	Center Sewer Treatment Chemicals	8,807.95	27,601.15	127,000.00	99,398.85	22%
4293-0110	Center Sewer Treatment Contract...		7,674.65	95,000.00	87,325.35	8%
4293-0115	Center Sewer Sludge Tipping Fees	1,454.68	4,668.88	45,000.00	40,331.12	10%
4293-0140	Center Sewer Treatment Commun...	574.87	2,486.85	7,200.00	4,713.15	35%
4293-0150	Center Sewer Treatment Power	20,296.77	78,893.39	228,000.00	149,106.61	35%
4293-0161	Center Sewer Treatment Property...			15,450.00	15,450.00	0%
4293-0240	Center Sewer Treatment Samplin...	2,283.22	8,352.60	25,000.00	16,647.40	33%
4293-0411	Center Sewer DEQ Charges		9,379.00	9,400.00	21.00	100%
4293-0155	Central Sewer Fuel			1,500.00	1,500.00	0%
	Total Central Sewer Treatment Ex...	35,524.34	169,760.99	626,550.00	456,789.01	27%
Moneta Sewer Collection System Expenses:						
4292-0100	Moneta Sewer Supplies	1,162.00	4,964.09	10,250.00	5,285.91	48%
4292-0105	Moneta Sewer Chemicals		1,392.54	2,000.00	607.46	70%
4292-0110	Moneta Sewer Contracted Services	290.00	3,118.62	3,050.00	(68.62)	102%
4292-0150	Moneta Sewer Power	929.90	4,519.63	12,000.00	7,480.37	38%
4292-0115	Moneta Sewer Repairs & Improve...			400.00	400.00	0%
4292-0155	Moneta Sewer Fuel Costs			3,500.00	3,500.00	0%
4292-0240	Moneta Sewer Sampling & Testing			600.00	600.00	0%
	Total Moneta Sewer Collection Sy...	2,381.90	13,994.88	31,800.00	17,805.12	44%
Moneta Sewer Treatment Expenses:						
4294-0100	Moneta Sewer Treatment Supplies	1,277.54	1,774.82	30,000.00	28,225.18	6%
4294-0105	Moneta Sewer Treatment Chemic...	1,464.90	4,686.67	9,000.00	4,313.33	52%
4294-0110	Moneta Sewer Contracted Servi...	700.00	1,700.00	21,500.00	19,800.00	8%
4294-0115	Moneta Sewer Sludge Tipping Fees	221.40	1,792.42	15,000.00	13,207.58	12%
4294-0140	Moneta Sewer Treatment Commu...	132.60	530.40	1,980.00	1,449.60	27%
4294-0150	Moneta Sewer Treatment Power	3,615.94	13,763.89	43,200.00	29,436.11	32%
4294-0161	Moneta Sewer Treatment Property...			6,417.00	6,417.00	0%
4294-0240	Moneta Sewer Treatment Samplin...	1,021.62	3,750.70	20,000.00	16,249.30	19%
4294-0411	Moneta Sewer DEQ Charges		2,889.00	3,000.00	111.00	96%
4294-0155	Moneta Sewer Fuel			350.00	350.00	0%
	Total Moneta Sewer Treatment Ex...	8,434.00	30,887.90	150,447.00	119,559.10	21%
Montvale Sewer Expenses:						
4295-0100	Montvale Sewer Supplies	695.72	3,990.00	6,000.00	2,010.00	67%
4295-0105	Montvale Sewer Chemicals		291.97	1,500.00	1,208.03	19%
4295-0110	Montvale Sewer Contracted Servi...	6,732.00	8,812.00	10,000.00	1,188.00	88%
4295-0140	Montvale Communications		72.88	300.00	227.12	24%
4295-0150	Montvale Sewer Power		118.60	360.00	241.40	33%
4295-0161	Montvale Sewer Insurance			1,570.00	1,570.00	0%
4295-0240	Montvale Sewer Sampling & Testi...		1,321.19	7,000.00	5,678.81	19%
4295-0411	Montvale Sewer DEQ charges		2,311.00	2,400.00	89.00	96%
4295-0155	Montvale Sewer Fuel Costs			250.00	250.00	0%
	Total Montvale Sewer Expenses	7,427.72	16,917.64	29,380.00	12,462.36	58%
Mariners Landing Sewer Expenses:						
4340-0100	Mariners Landing Sewer Supplies	7,281.27	9,753.27	16,000.00	6,246.73	61%
4340-0110	Mariners Landing Sewer Contract...	205.73	21,934.73	28,400.00	6,465.27	77%
4340-0150	Mariners Landing Sewer Power		8,407.56	27,000.00	18,592.44	31%
4340-0105	Mariners Landing Sewer Chemicals			4,500.00	4,500.00	0%
4340-0140	Mariners Landing Sewer Commun...			300.00	300.00	0%
4340-0155	Mariners Landing Sewer Fuel Costs			4,200.00	4,200.00	0%

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	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>	
4340-0161	Mariners Landing Sewer Property...		1,570.00	1,570.00	0%	
4340-0240	Mariners Landing Sewer Sampling...		2,400.00	2,400.00	0%	
4340-0411	Mariners Landing Sewer DEQ Per...		2,400.00	2,400.00	0%	
	Total Mariners Landing Sewer Exp...	7,487.00	40,095.56	86,770.00	46,674.44	46%
Cedar Rock Sewer Expenses:						
4350-0100	Cedar Rock Sewer Supplies	580.90	4,622.81	5,000.00	377.19	92%
4350-0105	Cedar Rock Sewer Chemicals		145.98	700.00	554.02	21%
4350-0110	Cedar Rock Sewer Contracted Ser...		10,975.00	8,000.00	(2,975.00)	137%
4350-0140	Cedar Rock Sewer Communication	29.59	314.96	300.00	(14.96)	105%
4350-0150	Cedar Rock Sewer Power	469.27	1,862.89	5,100.00	3,237.11	37%
4350-0240	Cedar Rock Sewer Sampling & Te...		207.75	2,400.00	2,192.25	9%
4350-0411	Cedar Rock Sewer DEQ Permit F...		2,311.00	2,400.00	89.00	96%
4350-0155	Cedar Rock Sewer Fuel Costs			600.00	600.00	0%
4350-0161	Cedar Rock Sewer Property Insur...			1,570.00	1,570.00	0%
	Total Cedar Rock Sewer Expenses	1,079.76	20,440.39	26,070.00	5,629.61	78%
Schools Sewer Expenses:						
4300-0100	Schools Operations Supplies	57.18	1,928.58	10,000.00	8,071.42	19%
4300-0105	Schools Chemicals		354.73	10,000.00	9,645.27	4%
4300-0240	Schools Sampling and Testing	493.46	2,382.47		(2,382.47)	0%
4300-0110	Schools Contracted Services			15,000.00	15,000.00	0%
	Total Schools Sewer Expenses	550.64	4,665.78	35,000.00	30,334.22	13%
Mariners Landing Expenses:						
4315-0100	Mariners Landing Water Expenses	161.00	738.76	6,868.00	6,129.24	11%
4315-0140	Mariners Landing Water Communi...	71.55	378.12	300.00	(78.12)	126%
4315-0150	Mariners Landing Water Power	392.59	3,257.00	11,925.00	8,668.00	27%
4315-0240	Mariners Landing Sampling Expen...	15.50	695.73	2,400.00	1,704.27	29%
4315-0410	Mariners Landing Water VDH Fees		1,059.05	1,162.00	102.95	91%
4315-0110	Mariners Landing Water Contracte...			2,000.00	2,000.00	0%
4315-0155	Mariners Landing Water Fuel Costs			2,800.00	2,800.00	0%
4315-0161	Mariners Landing Water Insurance			1,200.00	1,200.00	0%
	Total Mariners Landing Expenses	640.64	6,128.66	28,655.00	22,526.34	21%
Franklin County Operations:						
4320-0100	Franklin County Supplies	521.35	7,994.81	7,000.00	(994.81)	114%
4320-0105	Franklin County Chemicals		5,437.34	9,000.00	3,562.66	60%
4320-0240	Franklin County Sampling & Testi...	124.00	3,101.59	20,000.00	16,898.41	16%
	Total Franklin County Operations	645.35	16,533.74	36,000.00	19,466.26	46%
	Total Operating Expenditures	715,528.04	3,613,782.90	10,619,950.90	7,006,168.00	34%
Depreciation:						
4400-0810	Office Depreciation			151,840.00	151,840.00	0%
4400-0811	Information Systems Depreciation			48,933.00	48,933.00	0%
4400-0812	Vehicles and Equipment Depreciat...			147,568.00	147,568.00	0%
4400-0813	Forest Water Depreciation			573,566.00	573,566.00	0%
4400-0814	Lakes Water Depreciation			263.16	263.16	0%
4400-0815	SML Central Depreciation			329,609.00	329,609.00	0%
4400-0816	Stewartsville Water Depreciation			48,895.00	48,895.00	0%
4400-0817	Forest Sewer Depreciation			511,568.00	511,568.00	0%
4400-0818	Montvale Sewer Depreciation			80,336.00	80,336.00	0%
4400-0819	Amortization Expense			1,000.00	1,000.00	0%
4400-0820	Studies Depreciation Expense			35,410.00	35,410.00	0%
4400-0821	Moneta Sewer Depreciation			444,330.00	444,330.00	0%
4400-0822	Central Sewer Depreciation			415,564.00	415,564.00	0%
4400-0823	Center Water Depreciation			438,551.00	438,551.00	0%
4400-0824	SML Water Treatment Facility Dep...			3,992.00	3,992.00	0%

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	<u>Month</u>	<u>FY 20-21 YTD</u>	<u>FY 20-21 Budget</u>	<u>Remaining On Budget</u>	<u>Goal: 42%</u>
Total Depreciation			3,231,425.16	3,231,425.16	0%
Lynchburg Debt Service Paid:					
4500-0640 Lynchburg Sewer Interest			262.00	262.00	0%
Total Lynchburg Debt Service Paid			262.00	262.00	0%
2012 VRA Interest:					
4500-0645 VRA 2012 Interest (2005 refunding)		78,796.88	139,400.00	60,603.12	57%
Total 2012 VRA Interest		78,796.88	139,400.00	60,603.12	57%
2014 VRA Interest:					
4500-0660 VRA 2014 Interest (2005 Refundin...		38,640.63	77,281.00	38,640.37	50%
Total 2014 VRA Interest		38,640.63	77,281.00	38,640.37	50%
2015 VRA Interest:					
4500-0665 VRA 2015 Interest		533,318.75	1,058,563.00	525,244.25	50%
Total 2015 VRA Interest		533,318.75	1,058,563.00	525,244.25	50%
Assumed Debt from City:					
4500-0650 Assumed Debt from Town- Interest		40,035.15	80,070.00	40,034.85	50%
Total Assumed Debt from City		40,035.15	80,070.00	40,034.85	50%
VRA 2019 Interest:					
4500-0670 VRA 2019 Refunding Interest		69,828.13	117,491.00	47,662.87	59%
Total VRA 2019 Interest		69,828.13	117,491.00	47,662.87	59%
Total Interest and Debt Service		760,619.54	1,473,067.00	712,447.46	52%
Total Exp., Depr. and Debt Servi...	715,528.04	4,374,402.44	15,324,443.06	10,950,040.62	29%
Total Revenues Less Oper Expense	(531,077.67)	(4,377,148.18)	(628,110.94)	3,749,037.24	697%
Gross Cash Before Capital Exp	(531,077.67)	(4,377,148.18)	(628,110.94)	3,749,037.24	697%
Less non-debt Capital Contributions		(44,878.13)	(220,000.00)	(175,121.87)	20%
Earnings/(loss) before BRWA Capit...	(531,077.67)	(4,332,270.05)	(408,110.94)	3,924,159.11	1,062%

BRWA Cash Flow Analysis- SunTrust Checking Account

Description	July-20	August-20	September-20	October-20	November-20	December-20	January-21	February-21	March-21	April-21	May-21	June-21	YTD Total
Starting Balance	\$ 2,136,501.19	\$ 2,471,838.17	\$ 2,766,224.08	\$ 2,800,962.02	\$ 3,148,563.62								
DEBITS													
Debits from Operations													
Capital Contributions/Asset Sales and Dispos	\$ 5,118.00	\$ 25,675.00	\$ -	\$ 15.00	\$ 64.00								\$ 30,872.00
Cash From Operations	\$ 1,339,885.55	\$ 1,431,050.59	\$ 1,394,976.43	\$ 1,415,075.47	\$ 1,274,873.85								\$ 6,855,861.89
Total Cash from Operations:	\$ 1,345,003.55	\$ 1,456,725.59	\$ 1,394,976.43	\$ 1,415,090.47	\$ 1,274,937.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,886,733.89
Debits from Non-Operating Sources													
County CIP Debt Service	\$ -	\$ -	\$ 1,762,265.64	\$ -	\$ -								\$ 1,762,265.64
Transfers from Reserve Accounts	\$ -	\$ -	\$ -	\$ -	\$ 0.00								\$ -
Transfers from SNAP Project Fund	\$ -	\$ -	\$ -	\$ 17,313.10	\$ -								\$ 17,313.10
Transfers from Escrow Account	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Transfers from Capital & Replacement Fund	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Transfers in Deposit Refund Program Fund	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Transfers from Economic Dev. Fund	\$ -	\$ -	\$ 50,000.00	\$ 16,104.08	\$ -								\$ 66,104.08
Transfers In Debt Service Fund	\$ -	\$ -	\$ 1,293,318.75	\$ -	\$ -								\$ 1,293,318.75
Total Cash from Non Operating:	\$ -	\$ -	\$ 3,105,584.39	\$ 33,417.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,139,001.57
Total Debits (Oper. and Non-Oper.)	\$ 1,345,003.55	\$ 1,456,725.59	\$ 4,500,560.82	\$ 1,448,507.65	\$ 1,274,937.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,025,735.46
CREDITS													
Credits for Operating Expenditures	\$ 729,149.57	\$ 704,205.16	\$ 1,130,343.01	\$ 813,227.83	\$ 739,691.40								\$ 4,116,616.97
Credits for Non-Operating Expenditures													
Payments on Capital Projects	\$ 5,900.00	\$ 60,594.74	\$ 8,240.00	\$ 19,325.04	\$ 18,197.06								\$ 112,256.84
Payments on Debt Service	\$ -	\$ 116,657.50	\$ 3,055,584.39	\$ -	\$ -								\$ 3,172,241.89
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	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Transfers to Replacement Fund	\$ 74,617.00	\$ 71,174.00	\$ 63,860.34	\$ 68,353.18	\$ 65,939.84								\$ 343,944.36
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	\$ -	\$ 9,708.28	\$ 7,795.14	\$ -	\$ 3,951.31								\$ 21,454.73
Total Non-Operating Expenditures:	\$ 280,517.00	\$ 458,134.52	\$ 3,335,479.87	\$ 287,678.22	\$ 288,088.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,649,897.82
Total Credits (Oper. and Non-Oper.)	\$ 1,009,666.57	\$ 1,162,339.68	\$ 4,465,822.88	\$ 1,100,906.05	\$ 1,027,779.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,766,514.79
Ending Cash Balance	\$ 2,471,838.17	\$ 2,766,224.08	\$ 2,800,962.02	\$ 3,148,563.62	\$ 3,395,721.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement Projects (CIP) Tracking

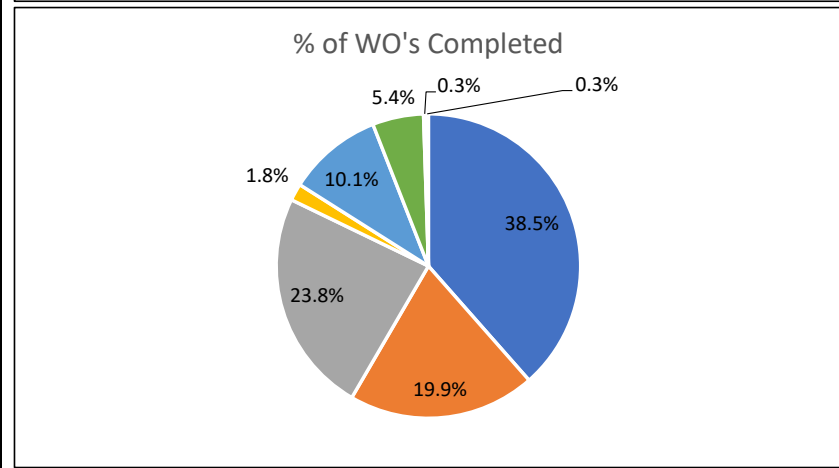
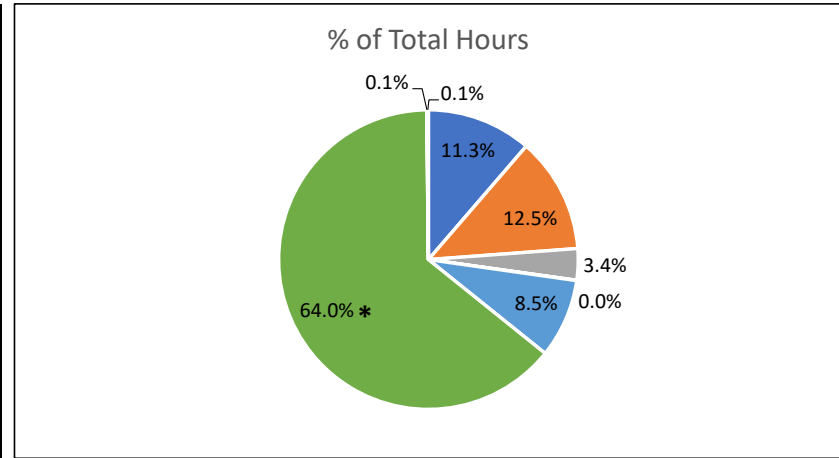
ID	Task Name	Duration	Start	Finish	Budget	Spent	Remaining	% Done	Notes	Manager	2020				2021			
											Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
0	Total Active CIP Projects				\$3,309,000.00	\$912,383.94	\$2,396,616.06	59%										
1	FY 2018-2019 CIP																	
2	Mariners Waterline Connection- Design	16 wks	Mon 7/2/18	Fri 10/19/18	\$45,000.00	\$22,700.00	\$22,300.00	100%	Design Complete. Construction is #34 below.	English								
3	Country Estates Neighborhood Line Extension	41.5 wks	Mon 12/24/18	Tue 6/30/20	\$108,000.00	\$89,009.00	\$18,991.00	50%	Crew is wrapping up this project. Hope to be done in the next month.	English,Ch								
4	Office Improvements- Parking Lot Design	91 wks	Mon 7/2/18	Fri 3/27/20	\$50,000.00	\$41,108.00	\$8,892.00	70%	Waiting on approval from VDOT. See #5 & #16 below.	English								
5	Office Improvements- Parking Lot Construction and Storm water Facilities. Funding increased with #21 below.	30 wks	Mon 3/30/20	Fri 10/23/20	\$200,000.00	\$0.00	\$200,000.00	0%	VDOT entrance waiver under review.	English								
6	Lake Vista Sewer Line Extension- Preliminary Engineering Report (PER)	20 wks	Mon 12/3/18	Fri 4/19/19	\$60,000.00	\$45,700.00	\$14,300.00	100%	Final report received. Project complete.	English								
7	Office Improvements- Admin Building- Flooring and Painting	26.8 wks	Mon 1/28/19	Thu 8/1/19	\$70,000.00	\$114,259.00	(\$44,259.00)	100%	Includes cost of moving and setting up new mobile units from Forest Middle School. Also added security cameras, and office furniture..	Key								
8	Purchase Track Skid Steer Loader	8.6 wks	Wed 7/17/19	Fri 9/13/19	\$70,000.00	\$75,502.00	(\$5,502.00)	100%	Purchase complete.	Cherro								
9	FY 2019-2020 CIP		Sat 7/1/17		\$2,706,000.00	\$524,105.94	\$2,181,894.06	55%										
10	Supplies and Tools		Sat 7/1/17		\$45,000.00	\$32,118.00	\$12,882.00	93%										
11	Customer Service Gateway antennae's	2 wks	Tue 8/13/19	Mon 8/26/19	\$15,000.00	\$9,515.00	\$5,485.00	50%	Work order pending for Facility Maintenance Crew.	Mclvor								
12	Vehicle for Water Operations	12 wks	Wed 4/1/20	Tue 6/23/20	\$30,000.00	\$22,603.00	\$7,397.00	100%	Vehicle is in use in the fleet	Cherro								
13	Site Upgrades				\$658,000.00	\$113,206.31	\$544,793.69	57%										
14	Main Office	63.8 wks	Tue 8/13/19	Fri 10/30/20	\$181,000.00	\$37,694.31	\$143,305.69	83%										
15	Engineering Assistant Manager desk	37.2 wks	Mon 9/2/19	Mon 5/18/20	\$6,000.00	\$0.00	\$6,000.00	100%	Paid for under #17 (same invoice)	English								
16	Additional funding for Parking Lot Construction (in addition to item #10 above)	16 wks	Mon 7/13/20	Fri 10/30/20	\$100,000.00	\$0.00	\$100,000.00	0%	Comments issued on site plan, waiting for revisions.	English								
17	Annex Cubicles and chairs	40 wks	Tue 8/13/19	Mon 5/18/20	\$75,000.00	\$37,694.31	\$37,305.69	100%	Installed/delivered and invoice received for payment	English								
18	Central Water Treatment Plant	2 wks	Tue 8/13/19	Mon 8/26/19	\$140,000.00	\$36,853.00	\$103,147.00	17%										
19	Central Water Control Valve replacements	12 wks	Mon 11/4/19	Fri 1/24/20	\$80,000.00	\$0.00	\$80,000.00	0%		Deitrich								
20	Design for booster station & finished line for customers served by Central WTP	23.4 wks	Mon 1/20/20	Tue 6/30/20	\$60,000.00	\$36,853.00	\$23,147.00	25%	Special Project Review approved by County; reviewing final plans and specs.	Deitrich								
21	Central Wastewater Treatment Plant	2 wks	Tue 8/13/19	Mon 8/26/19	\$217,000.00	\$38,659.00	\$178,341.00	62%										
22	Patch and Seam asphalt	14 wks	Mon 3/16/20	Fri 6/19/20	\$30,000.00	\$0.00	\$30,000.00	0%	On hold due to COVID-19.	Ramsey								
23	PLC Controls- sand filter	10.6 wks	Mon 2/24/20	Wed 5/6/20	\$34,000.00	\$0.00	\$34,000.00	0%	On hold due to COVID-19.	Ramsey								
24	Central WWTP VFD's for EQ	31.8 wks	Tue 8/20/19	Fri 3/27/20	\$16,000.00	\$6,919.00	\$9,081.00	100%	Complete	Ramsey								
25	Replace roof in Control room & lab	9.8 wks	Tue 8/20/19	Fri 10/25/19	\$25,000.00	\$19,140.00	\$5,860.00	100%	Installation complete	Ramsey								
26	Heat and AC for Office in Shop	9 wks	Fri 8/30/19	Thu 10/31/19	\$6,000.00	\$7,800.00	(\$1,800.00)	100%	Installation complete	Ramsey								
27	HVAC for Control Room	9 wks	Fri 8/30/19	Thu 10/31/19	\$6,000.00	\$4,800.00	\$1,200.00	100%	Installation complete	Ramsey								
28	200 HP blower with VFH control	12 wks	Wed 4/1/20	Tue 6/23/20	\$100,000.00	\$0.00	\$100,000.00	0%	May become part of the Energy Audit	Ramsey								
29	Central Sewer Lift Stations	2 wks	Tue 8/13/19	Mon 8/26/19	\$120,000.00	\$0.00	\$120,000.00	0%										
30	Central Sewer PS 1- soft starts and control panel	12 wks	Wed 4/1/20	Tue 6/23/20	\$50,000.00	\$0.00	\$50,000.00	0%	May become part of the Energy Audit	Ramsey								
31	Central Sewer Pump Stations Upgrades- Planning	12 wks	Wed 4/1/20	Tue 6/23/20	\$70,000.00	\$0.00	\$70,000.00	0%	May become part of the Energy Audit	Ramsey								
32	Residual 2015 Bond Funding				\$2,003,000.00	\$378,781.63	\$1,624,218.37	49%										
33	Control Valves	38.8 wks	Mon 2/4/19	Thu 10/31/19	\$180,000.00	\$167,432.00	\$12,568.00	100%	Complete	Carroll								
34	Mariners Landing Waterline Connection	26 wks	Mon 9/30/19	Fri 3/27/20	\$180,000.00	\$160,435.00	\$19,565.00	100%	Project Complete. Mariners is now on SMLWTF Water.	Cherro								
35	SML WTF Pump Station	42 wks	Mon 2/10/20	Fri 11/27/20	\$1,200,000.00	\$1,835.00	\$1,198,165.00	3%	To be included in PPEA design-build project with CHA/E.C.Pace	Carroll								
36	SML WTF Projects	12 wks	Tue 10/1/19	Mon 12/23/19	\$300,000.00	\$1,000.00	\$299,000.00	5%	Issued IFB for second GAC contactor; bids due 10/15	Deitrich								
37	Mariners Landing WWTP upgrades	26.2 wks	Wed 4/1/20	Wed 9/30/20	\$103,000.00	\$40,079.63	\$62,920.37	30%	Received trunnions, rods, stub axles, and end plates. Waiting on sprocket and chain.	Ramsey								
38	Mariners Landing Pump Stations 1&2 SCADA connection	17.2 wks	Wed 4/1/20	Wed 7/29/20	\$40,000.00	\$8,000.00	\$32,000.00	30%	Contractor currently installing SCADA at PS#2.	Ramsey								

OPERATIONS REPORT



November 2020 Work Orders
(excluding Meter Replacement Program)

Service Area	Hours	% of Total Hours	Completed Work Orders	% of WO's Completed
Central Sewer Collection	115.7	4.5%	28	7.2%
Central Sewer Treatment	54.4	2.1%	76	19.6%
Central Water Distribution	92.2	3.6%	16	4.1%
Central Water Treatment	26.3	1.0%	29	7.5%
Central Total:	288.6	11.3%	149.0	38.5%
Forest Sewer	102.1	4.0%	18	4.7%
Forest Water	216.0	8.5%	59	15.2%
Forest Total:	318.1	12.5%	77.0	19.9%
Moneta Sewer Collection	3.5	0.1%	5	1.3%
Moneta Sewer Treatment	82.8	3.3%	87	22.5%
Moneta Sewer Total:	86.3	3.4%	92.0	23.8%
Montvale Sewer Collection	0.0	0.0%	1	0.3%
Montvale Sewer Treatment	1.0	0.0%	6	1.6%
Montvale Sewer Total:	1.0	0.0%	7.0	1.8%
Office - Admin Building	0.0	0.0%	3	0.8%
Office - Annex Building	0.0	0.0%	1	0.3%
Other	217.2	8.5%	35	9.0%
Offices/Other Total:	217.2	8.5%	39.0	10.1%
SML Central Distribution	1605.0	63.0%	7	1.8%
SML Treatment (SMLWTF)	26.2	1.0%	14	3.6%
SML Total:	1631.2	64.0%	21.0	5.4%
Stewartsville Water Total:	1.5	0.1%	1	0.3%
BRWA Well Systems Total:	3.3	0.1%	1	0.3%
Grand Totals:	2547.2	100.0%	387	100.0%



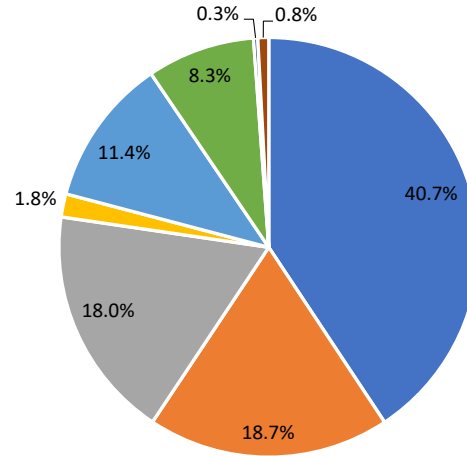
*The work order hours are counted once a work order is complete; the Mariner's Landing waterline work order was completed in November, which is why the total hours for SML Central



Work Order Summary All Departments Running Totals Tracking Sheet

Service Area	December '19	January '20	February '20	March '20	April '20	May '20	June '20	July '20	August '20	September '20	October '20	November '20	Running Total	Running Total %
Central	253	168	193	211	192	167	204	186	173	157	182	149	2235	40.7%
Forest	83	70	80	93	85	77	99	127	69	95	66	81	1025	18.7%
Moneta	71	76	105	80	65	61	83	93	83	86	92	92	987	18.0%
Montvale	4	9	14	8	9	11	6	4	9	5	12	7	98	1.8%
Offices/Other	35	39	57	68	48	52	47	64	55	50	73	39	627	11.4%
SML	33	49	52	43	34	38	36	39	35	34	43	21	457	8.3%
Stewartsville	1	1	2	3	3	1	0	0	1	4	1	1	18	0.3%
BRWA Well Systems	7	4	4	5	7	1	2	2	2	6	5	1	46	0.8%
Monthly Totals:	487	416	507	511	443	408	477	515	427	437	474	391	5493	100.0%

% of Work Orders Completed - Running Total



ADMINISTRATION REPORT

https://newsadvance.com/lifestyles/community-notes-for-nov-15-2020/article_015fb420-7451-51a5-8802-cc765d21c9e9.html

Community notes for Nov. 15, 2020

From staff reports
Nov 15, 2020

Water utilities urge proper grease disposal

With the holiday season coming up, Lynchburg Water Resources and the Bedford Regional Water Authority are reminding people to properly dispose of grease and cooking oils.

Pouring grease and oil down the drain can clog pipes, block sewer lines and cause unsafe overflows into yards, forests and streams, according to a news release.

Free grease disposal kits are available at select dates and times at the Lynchburg Community Market, the city's Parks and Recreation neighborhood centers, the BRWA Administration Building and other locations.

For more information, including a complete list of pickup locations, visit:
www.lynchburgva.gov/enjoy-feast-recycle-grease.

Free grease disposal kits offered

Nov 16, 2020

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

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

"A big gift that citizens can give themselves, the community and the environment this holiday season is to properly dispose of fats, rags, oil and grease," said BRWA Executive Director Brian Key. "By keeping those items out of the pipes, customers will end up saving money by not having costly sewer backups, and also this help save the environment from untreated wastewater spilling out of backed-up pipes."

To help keep community pipes clean and our environment safe, Lynchburg Water Resources and the Bedford Regional Water Authority are partnering to hand out free at-home grease collection kits. The collected grease will then be recycled into an environmentally-friendly biofuel or be donated to a local farmer for livestock feed.

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

The free grease collection kits include a funnel, can lid, sponge, dish scraper and informational handouts on how to use the items and how to properly dispose of the grease. The kits will be available at a variety of locations due to a partnership with Lynchburg Parks and Recreation and the Lynchburg Community Market.

Individuals can pick up a kit at the following locations:

- BRWA Smith Mountain Lake Water Treatment Facility Table will be set up for grab and go outside of the main entrance until Nov. 30, Monday through Friday from 8:30 a.m. to 5 p.m.
- BRWA Administration Building Table will be set up for grab and go within the front lobby until Nov. 30, Monday through Friday from 8:30 a.m. to 5 p.m.
- Lynchburg Community Market Table will be set up for grab and go until Monday, Nov. 30. Kit handout events will occur at the market on Saturday, Nov. 21, from 8 a.m. to 2 p.m. and Wednesday, Nov. 25, from 10 a.m. to 2 p.m.
- Lynchburg Parks and Recreation Neighborhood Centers (College Hill, Diamond Hill, Daniel's Hill and Jefferson Park), available during open hours until Nov. 30.
- Templeton Senior Center, available during open hours until Nov. 30.
- Lynchburg College Hill Water Treatment Plant Administration Building Table will be set up for grab and go within the front administration building lobby Monday through Friday from 8:30 a.m. to 5 p.m.
- Lynchburg Wastewater Treatment Plant Kits are located on the top shelf of the grease recycling container. Plant is open 24/7 for grease recycling or kit pick up.

To recycle holiday cooking oil and grease, drop off sealed containers at any of the above locations in designated drop-off boxes during open hours. Citizens may also drop off used cooking oil and grease year-round at the Lynchburg Wastewater Treatment Plant's grease recycling center located at 2301 Concord Turnpike in Lynchburg or at the Bedford Regional Water Authority's Administration Building located at 1723 Falling Creek Road in Bedford.

For more information about "Enjoy the Feast, Recycle the Grease," visit: www.lynchburgva.gov/enjoy-feast-recycle-grease or www.brwa.com/publicinformation/SitePages/Enjoy%20the%20Feast%20Recycle%20the%20Grease.aspx

Read more stories in the current issue of the Smith Mountain Eagle newspaper. Pick up a copy or subscribe at www.smithmountaineagle.com/subscriber_services to view articles in the print and/or e-edition version.

Enjoy the Feast, Recycle the Grease

Nov. 17, 2020



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

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

To help keep our community pipes clean and our environment safe, Lynchburg Water Resources and the Bedford Regional Water Authority are partnering to hand out free at-home grease collection kits. The collected grease will then be recycled into an environmentally-friendly biofuel or be donated to a local farmer for livestock feed!

The kits include a funnel, can lid, sponge, dish scraper and informational hand-outs. Please visit: www.lynchburgva.gov/enjoy-feast-recycle-grease for kit pickup and dropoff locations.

**A fatberg is a rock-like mass of waste matter in a sewer system formed by the combination of flushed non-biodegradable solids, such as wet wipes, and congealed grease or cooking fat.*

Enjoy the feast; get rid of the grease properly

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“A big gift that citizens can give themselves, the community, and the environment this holiday season is to properly dispose of fats, rags, oil, and grease. By keeping those items out of the pipes, customers will end up saving money by not having costly sewer backups and also this help save the environment from untreated wastewater spilling out of

backed-up pipes,” said Brian Key, BRWA Executive Director.

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The free grease collection kits include a funnel, can lid, sponge, dish scraper, and informational hand-outs on how to use the items and how to properly dispose of the grease.

Individuals can pick up a kit at the following locations:

- BRWA Administration Building Table will be set up for grab and go within the front lobby from November 9 - November 30, Monday through Friday from 8:30 am - 5 pm.

- BRWA Smith Mountain Lake Water Treatment Facility Table will be set up for grab and go outside of the main entrance November 9 - November 30, Monday through Friday from 8:30 am - 5 pm.

https://smithmountainlake.com/news/local/brwa-continues-holiday-grease-collection-program/article_225325f6-2444-11eb-a8ef-83a2d8a9de3f.html

BRWA continues holiday grease collection program

Laker Weekly
Nov 25, 2020

The Bedford Regional Water Authority and Lynchburg Water Resources have partnered to encourage citizens to properly dispose of and recycle their cooking oils and grease this holiday season. The departments are giving away free grease disposal kits that can be filled with the drippings from meals and returned to the water providers for sustainable disposal.

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

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The collection kits include a funnel, can lid, sponge, dish scraper and informational hand-outs on how to use the items and how to properly dispose of the grease. The kits will be available at the BRWA Smith Mountain Lake Water Treatment Facility until Nov. 30.

Visitors can grab a kit from the main entrance Monday through Friday from 8:30 a.m. to 5 p.m.

To recycle cooking oil and grease, drop off sealed containers at designated drop-off boxes located at the facility.

Used cooking oil and grease can be dropped off anytime at the Bedford Regional Water Authority’s Administration Building at 1723 Falling Creek Road in Bedford.

ENGINEERING REPORT

Current Projects

Bedford Regional Water Authority

Job #	2012001	Job Type:	Water & Sewer	Location	Central County/Bedford City	Last updated on:	
Job Name	Harmony in Bedford Site 1					Last updated on:	9/3/2020
Description	49.47 AC in County & 9.61 AC in City. Concept for proposed subdivision for 58 single family lots, 181 TH's & 5 commercial lots (EXCLUDING the US Army Corps of Eng Site).					Department Contact:	S Foster
Status	TRC 1/12/12. Design Plan 01 & \$350 Review Fee rec'd 8/30/12. Courtesy comments issued 10/12/12. 2nd submittal rec'd 12/11/12 - not to PSA stds. Courtesy comments 02 issued 12/12/12. SWF/RBE met w/ Norm Walton 12/13/12. As-built 01 rec'd 11/13/13. 7/5/17 - Steve called George Aznavorian for 'annual' check on status. George was of the opinion all is done and he is willing to sign BOSQC & to contact Tom Hall with questions; stated that Tom Hall or P&O could provide as-builts if still outstanding. George also disclosed plans for a hotel coming in Fall 2017 (60-65 units). 7/17/17 - Shannell & Steve walked Phase 1 & went through project files to determine outstanding items & will compile comprehensive list w/in next three weeks as requested by RBE. "Annual" letter to be sent to Developer with comprehensive list of outstanding items in early August 2017. As-Built 02 rec'd 11/9/17. Esmnt Exhibit 01 Comments issued 12/6/17. As-Built 03 rec'd 1/17/18. 9/24/18 reached out to developer via email with outstanding project close out items. Annual project close out requirements letter mailed 9/3/20.						
Job #	2013086.2	Job Type:	Other	Location	Central - Bedford	Last updated on:	
Job Name	Route 43 - Stoney Creek Bridge VDOT Improvement					Last updated on:	7/10/2020
Description	VDOT improvements to bridge over Stoney Creek. VDOT project 0043-009-738. VDOT Structure 1010. Near Pump Station 6 and Big Otter River Intake. Affects wells for Central system. See 2013086.1 for Big Otter crossing at Pump Station 6					Department Contact:	S Dade
Status	Plans received 3/10/17. Relocation of sewer lines as part of the project. Easement documents executed and returned 7/31/17. Plan revision 2 returned for comments on 8/29/17. Final Easement drawing rec'd 10/2/17. Final plans received for review 1/3/18. Executed Agmts mailed to VDOT 2/26/18. Project advertised Spring 2018. Sewer line relocation began 10/18/2018. Construction halted due to stream crossing permit requirements (fish study results). Construction planned to resume June 2019. Construction and testing complete. Working to gather close-out documents						
Job #	2015058	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Corporate Park Drive Extension - Design					Last updated on:	11/9/2020
Description	Proposed extension of Corporate Park Drive to connect to Route 221 (Forest Rd) at Elkton Farm Road intersection. Reference Forest Square Offsite Sewer 2003122, and Forest Square Sewerage Facilities plans dated 1-1994					Department Contact:	S Dade
Status	Rhonda met with County and H&P on 7/8/15 to discuss impacts to existing sewer lines affected by the proposed roadway and grading. Dsgn 01 rec'd 11/15/16. Meeting held 11/20/17 to discuss comments and rerouting of sewer for maintenance ability under proposed VDOT roadway. Dsgn 02 rec'd 4/5/18. Comments emailed to engineer 4/20/18. Dsgn 03 rec'd 8/28/2018. Comments emailed to Engineer 9/18/2018. Dsgn 04 rec'd 10/15/2018. Plans ready for approval and Developers Agreement sent to Bedford County 10/31/2018. Dsgn 05 rec'd 11/27/18. Shop Drawings 01 rec'd 2/13/19. Shop Drawings 02 rec'd 3/28/19. Developers Agreement Executed 4/24/19. Met with County, VDOT & H&P 5/24/19 to discuss rock issues and sewer redesign; redesign rec'd 5/24 and comments issued 6/3. Redesign approved 7/2/19 pending easement and limited access acknowledgement if casing not used at driveway entrance. Esmts recorded 8/22/19. Construction complete. Completed testing of the 12" sanitary sewermain from manhole "E", "I", "J", and "H". Manhole J03 removed 10/15/219 and existing sanitary sewer is now connected to new sanitary sewer alignment. Testing complete; puchlist mailed 2/10/20. Punchlist mailed 7/24/20. Gathering close out documents 11/9/20.						
Job #	2016062	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	Kitsmont Subdivision - Design					Last updated on:	11/9/2020
Description	New construction of approximately 4,100 LF of WL and appurtenances for 52 lots.					Department Contact:	S Dade
Status	TRC 8/11/16; rec'd 8/4/16. TRC 5/11/17; rec'd 5/5/17. FF Test Fee rec'd 5/15/17. Design 01 rec'd 6/21/17. Base Review Fee rec'd 6/22/17. Design 01 comments & Dev Pkg issued 7/5/17. Dsgn 02 rec'd 10/2/17. Dev Agmt & Review Fees rec'd 11/29/17. Dsgn 02 comments issued 11/30/17. Dsgn 03 rec'd 3/2/18. Re-Review Fee rec'd 3/23/18. Review 03 comments issued 3/27/18. Dsgn 04 rec'd 6/12/18; Re-Review Fee rec'd 6/19/18. Comments issued 7/23/18. Dsgn 05 rec'd 3/4/19. Awaiting \$200.00 Re-review fee 3/4/19. Dsgn 05 formally withdrawn, next submittal will be treated as Dsgn 05. Re-Review fee for submittal 5 received 3/15/19. Revised Design submittal 05 rec'd 3/18/15. Design 05 & Calc 03 submittal review comments issued 5/10/19. Design & Calc submittal 06 rec'd 10/3/19. \$200.00 Re-review fee rec'd 10/4/19. Comments issued 10/16/19. Met w/ Surveyor & Engineer to go over comments 10/21/19. Re-review fee rec'd 1/29/20. Dsgn 07 rec'd 1/30/20. Dsgn 07 approvable as of 2/26/20; email sent 2/27/20. Construction Cost Estimate rec'd 2/25/20; Calc 06 comments issued 3/2/20; Surety Rqmnt sent 3/2/20. Calc 07 approved 3/5/20. Surety LOC# 353 rec'd 3/18/20. Inspection fee rec'd 3/30/20. Shop Dwgs appv'd 3/24/20; Plans Approved and C2C issued to Inspector 3/30/20. C2C issued 3/31/2020. VDH Water Cert completed 4/23/20 (See 2020-003). Waterline complete, testing complete and punchlist mailed 11/9/20.						
Job #	2017058	Job Type:	Fire Flow Meter	Location	Forest	Last updated on:	
Job Name	Forest Enterprises LLC - Site Plan					Last updated on:	10/20/2020
Description	Develop a 30,000 SF commercial warehouse building with parking.					Department Contact:	S Dade
Status	TRC 7/27/17. Site Plan 01 rec'd 2/8/18. Comments issued 3/2/18. Site Plan 02 rec'd 4/4/18. Comments & Dev Pkg issued 5/3/18. Re-Review & FF Test Fees rec'd 5/14/18. Site Plan 03 rec'd 7/10/18. Review complete - no further comments. Need 3 additional copies for C2C purposes. Approval pending receipt of Agmt & Fees. 3 additional copies rec'd 7/22/19. Signed Agmt & Fees rec'd 7/29/19. Comments released 7/30/19 & status e-mail issued 7/30/19. Contractor to be CL Garbee, Cost Estimate rec'd, Surety Amount required sent to Developer 8/30/19. Surety rec'd 9/23/19 - LOC# 19-192. C2C issued 10/31/19. Developers Agrmt executed 10/31/19. Notice to proceed not issued to contactor due to grading. Fire flow meter vault installed. Sewer connection to be installed at a later date. Punchlist mailed 10/20/20.						

Job #	2017060	Job Type:	Sewer	Location	Forest	Last updated on:	11/20/2020
Job Name	Burnbridge Sewer Extension - Design					Department Contact:	C Ward
Description	Discussions of sewer extension along Burnbridge Road to serve commercial lots and allow for development of the area and expansion of existing development.						
Status	Meetings held with County, Doyle Allen and Tom Scott to discuss gaining interest and financial support from property owners, and the EDA. Desire to have prepayment credit to offer property owners for their contribution. Public meeting held by County on 8/29/17 to discuss with adjoining property owners. Most interested in contributing if gravity available. Met with Doyle & Tom 10/18/17 to discuss alignment & funding assistance options; Tom & Doyle preparing requests for Board review. Sent info on 3/27/18, 5/22/18, & 7/2/18 regarding next steps & what to include in prepayment & funding assistance request. Rec'd draft request on 9/24/18 and returned comments; Board reviewed draft request at October 2018 meeting and remanded to committee to review once final request is received. Final request rec'd 11/27/18, to P&P Committee on 12/13/18. Board approved prepayment 1/2019; D. Allen informed on 1/24/19. Meetings held 4/12, 4/24, and 5/1 to discuss administering of project; T. Scott to manage with EDA collecting funds through Escrow Agreements and reimbursing costs through the project. Dsgn Plan 01 rec'd 5/7/19. Comments emailed 5/23/2019. Dsgn Plan 02 rec'd 5/31/19. Comments emailed 6/13/2019. Developers Agrmt rec'd 6/17/19. Dsgn 03 & Calcs rec'd 7/24/19. Comments emailed 8/6/19. Dsgn 04 & Calcs rec'd 9/12/2019. Comments emailed 9/18/2019. Public meeting held 11/6 to discuss status & funding; escrow payments & easements due 12/6. EDA received \$91k from property owners. Prepayment approval expired 1/15/20; resolution passed by Board in Jan for re-approval. H&P working with Aldridge consultant on alignment through property; prepayment agreements will be issued upon easement being received from Aldridge. County, EDA, and H&P giving Aldridge 3 months to provide easement to T Scott property in desired location. Aldridge refused easements; 4/3/2020 H&P reviewing alternate pressure sewer alignment along roadways. 6/22/2020. Preliminary FM Dsgn 01 rec'd 10/06/20. Plans intended for VDOT's review. Full set of plans to be sent in at a later date. Dsgn 01 rec'd 11/20/20.						
Job #	2017075	Job Type:	Water	Location	Forest	Last updated on:	7/10/2020
Job Name	Country Estates 2017 NLE					Department Contact:	C Ward
Description	Request to extend water along Country Estates Drive.						
Status	David Oneil of 1350 Country Estates Dr requested an NLE Package on 9/7/17 for his property along with 5 other houses. NLE package mailed 9/8/17. Petition received in 1/2018 from all property owners. Project was reviewed with Policies & Projects Committee in 2/2018. Proposed rates and CIP funds for project to be reviewed by Board in April/May 2018. Separate rates not established - 5/3/18. CIP funding approved for 2018-19; will work with legal counsel to prepare property owner agreements necessary for project commitment & liens. EMLed Sam for AOI revisions 8/17/18; revisions rec'd 8/31/18. Verified portion for additional property owner funding to be the remaining amount after consideration of Capital Recovery Fees; rough monthly cost given to S. Hodge on 11/30/18 of \$30/month for 11 property owners. EMLed additional AOI revisions to Sam on 2/1/19; last revisions sent to Sam on 3/18/19. Draft documents reviewed by S. Hodge; to be updated and sent to property owners to execute. AOI & Lien documents mailed 9/4/19. Rec'd 9 agreements (90%) & 7 payments (70%) as of 11/6/19 with only 10 participating lots; Rec'd 10 agreements (100%) & 7 payments (70%) as of 11/19/19 with only 10 participating lots. Project Go letters mailed 12/3/19 to property owners. H&P completed survey. Internal walk-through scheduled 2/12/20 in preparation of design. Rec'd Hodge signed esmt on 4/1/20. Review Package sent to WVWA for Local Program Review on 4/6/2020. Comments are due 4/17/2020. WVWA approved plan on 4/20. Plans were sent to the CIP to order materials on 4/21. Still waiting on County/VDOT approval. Esmts #200004979, #200004975, #200004976 & 200004977 recorded 5/18/20. Esmts #200005538, #200005537, #200005533, #200005534 & #20005536 recorded 6/1/20. Esmt #200006067 recorded 6/11/20. Letters to sign up for service emailed & mailed 6/17/20. Wet tap installed 6/30/2020						
Job #	2018023.1	Job Type:	Water	Location	Lakes / Huddleston	Last updated on:	9/4/2020
Job Name	Mariners Landing System Transfer - Waterline Extension					Department Contact:	S Dade
Description	Waterline extension along SML Parkway to connect Mariners Landing water system to public system.						
Status	Proposal approved 8/9/18 for survey and design of waterline extension. Preliminary alignment reviewed 10/10/18 with H&P. Plans rec'd 2/13/19, comments returned 6/19. Will not require County SRP submission. Plans rec'd 8/13/2019. Plans emailed to VDOT & Natrual Resources 8/20/19. Natrual Resources LDP Application form & approval rec'd 8/28/19 Comments emailed 8/29/19. Comments received from VDOT. Dsgn 03 rec'd 10/28/19. 12" Waterline installation and pressure testing complete on SML Parkway. Bac-t samples and PRV vault to be installed at a later date. Water Analysis samples rec'd 8/21/20. Water Analysis sample rec'd 8/31/20. ESMT #200009947 recorded 8/31/20. Water Analysis sample rec'd 9/4/20.						
Job #	2018034	Job Type:	Other	Location	Forest / Goode	Last updated on:	11/12/2020
Job Name	VDOT Everett Rd Bridge Replacement					Department Contact:	
Description	Replacement of railroad bridge past Canary Street, involving grading work over existing waterline (from JN 2001-151). Additional fill over parts of waterline as well as a ditchline cut over a portion. 12" waterline & a service line present in work area.						
Status	VDOT emailed preliminary drawings identifying potential grading concerns. BRWA to verify depth of waterline in areas of concern. Minor Site Plan SP# 20-0106 for a temp job trailer for bridge replacement rec'd 11/12/20 no impact on BRWA.						
Job #	2018055	Job Type:	Preliminary Plan	Location	Forest	Last updated on:	8/5/2020
Job Name	Cambridge Manor Estates - Preliminary Plan					Department Contact:	S Foster
Description	Preliminary layout for Country Club Meadows subdivision. 156 single family lots on public water & private septic. Roads Connecting to Everett Road and 221. Currently planned for 2 phases. Previously known as "Country Club Meadows - Prelim Plan".						
Status	Preliminary Plan 01 rec'd 5/9/18. TRC 5/22/18. Preliminary Plan 02 rec'd 12/07/18. Comments issued 1/16/19. Preliminary Plan 03 rec'd 2/19/20. Comments sent to Planning 3/4/20. Preliminary Plan 04 rec'd 6/29/20. Items noted are outside BRWA purview - therefore no BRWA comments on 4th submittal & BRWA ok for approval. Preliminary Plan 05 rec'd 11/30/20.						

Job #	2018062.2	Job Type:	Internal	Location	Bedford Central	Last updated on:	
Job Name	BRWA Administration Parking Lot - North						8/7/2020
Description	Addition of a parking lot at the north side of the BRWA administration facilities.					Department Contact:	R English
Status	Concept drawing received from W W 7/19/2019; awaiting approval of additional land from County. Design proposal received 7/24/19, revised 8/16, executed 8/26. Survey completed week of 8/26/19. Design concept rec'd 11/14/19, comments sent 12/3. County approved transfer of land, including a revised 150' strip where 115' previously added to lease. Additional revisions sent to W W 1/10 in reference to additional land and parking. Area graded for mobile unit was surveyed by W W on 2/20 to incorporate into final design. Plans submitted to County late April for review. Contract executed for additional costs due to changes requested. Received E&S approvals and comments from County on 1st plan submittal; VDOT comments rec'd 7/9/20 indicating waiver request for new entrance would require review by regional office and possibly another 3 month's review time. Revised plans were submitted for VDOT review on 8/4/20. Nutrient purchase agreement and invoice were received 8/3.						
Job #	2018086	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Sewer Force Main for TM# 118-A-6A - Design						10/9/2020
Description	Sanitary Force Main Plan and Profile for TM# 118-A-6A. Waterline Relocation added to project in 8th submittal (See 2018-086.1 for Waterline C2C/COC purposes)					Department Contact:	S Dade
Status	Dsgn01 rec'd 7/19/18 - Withdrawn 7/20/18 per Engineer. Treat next submittal as Dsgn01. Dsgn01 rec'd 8/13/18. Base Review Fee rec'd 8/16/18. Comments issued 8/27/18. Current design does not meet BRWA criteria for being public. Dsgn02 rec'd 10/30/18. 11/8/18 SWF Met w/ Norm and Tommy to discuss submittal. No formal review comments being issued for submittal 02. P&O will revise and resubmit per meeting discussion. Dsgn03 rec'd 11/15/18 with hard copies of calculations. When plans were opened on 11/29/18 they were exactly the same as previous submittal. Dsgn 03 was voided and an e-mail sent to Engineer requesting revised submittal. Dsgn 04 rec'd 11/29/18. Dsgn 04 comments issued 12/5/18; Calc 02 comments issued 12/6/18. Dev Pkg issued 12/6/18. Met w/ Engineer & Developer 12/6/18. BRWA soliciting necessary Easements. Dsgn 05 rec'd 5/6/19. Comments emailed to engineer 5/28/2019. Dsgn 06 & Re-review fee rec'd 6/5/19. Slip sheets rec'd 6/10/19. Dsgn 06 Comments issued 6/13/19. Signed Developers Agrmt & Review & Inspection fees rec'd 7/3/19. Dsgn 07 & Re-Review Fee rec'd 8/19/19. Plans approvable. VDOT LUP App submitted to VDOT. Finalizing calcs w/ P&O and Liberty. Cost Est received from P&O 11/20/19 in review. Cost Est comments issued 12/9/19. FM Calcs approved 12/9/19. Unforseen site conditions require a section of existing 12' waterline to be relocated. Plans forthcoming. Dsgn 08 rec'd 3/10/20; Comments issued 4/7/20. Additional Dev Fee rqmnts being sent to Developer for addition of Waterline Relocation to project Scope (See 2018-086.1) Dsgn 09 rec'd 4/14/20. Dsgn 09 approvable. Lis of outstanding items for C2C included in formal Dsgn 09 comments e-mailed to Engineer & Developer 4/21/20. Additional req'd review & inspection fees for waterline relocation rec'd 5/8/20 (reference 2018-086.1), Surety reviewed & revised surety forthcoming. Bond #22BSBII2206 rec'd 5/15/20. 7/30/20 - Called Tommy & responded to e-mail of 7/29 requesting guidance for what is needed to move forward. Per Developer - Falwell Corp to construct water & Vision Directional Drilling proposed to construct FM. Rec'd Contractor Qualification Statement and app'vd Vision Directional Drilling for the FM construction. FM Shop Dwg submittal 1 rec'd & review comments issued. Still awaiting issuance of VDOT permit. VDOT Land Use Permit #216-28329 rec'd 10/6/20. Shop Dwgs app'd 10/8/20 for sewer only. C2C for Sewer Only issued to Inspector 10/9/20.						
Job #	2018086.1	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	221 Car Wash Waterline Relocation - Design						10/5/2020
Description	For C2C & COC purposes only. Reference 2018-086.					Department Contact:	S Dade
Status	2018-086 Design 08 received 3/9/20 added Waterline Relocation to scope of project. Additional Dev Fee rqmnts being sent 4/7/20 to Developer for addition of Waterline Relocation to project scope. Additional req'd review & inspection fees for waterline relocation rec'd 5/8/20 (reference 2018-086), Surety reviewed & revised surety forthcoming. Bond #22BSBII2206 rec'd 5/15/20. Per Developer 7/30/20 - Falwell Corp to construct water. Shop Dwgs app'd 10/1/20 for water only. C2C for Water Only issued to Inspector 10/5/20.						
Job #	2018092	Job Type:	Internal	Location	Boonsboro	Last updated on:	
Job Name	Blackburn Subdivision Water System Inquiry						4/8/2019
Description	Private water system serving 6 lots with master meter and booster pump station at the end of Fox Hollow Road. Property owners inquiring about BRWA taking over system, including aged and failing booster station.					Department Contact:	R English
Status	Met with Dunstan & Riley on 6/5/18 to view system in field. Contacted Falwell on 8/3/18 to get plans for the system. Can offer submetering now; can discuss possible contract operation only upon rebuild of booster pump station & waterline information received. 1/4/19: meeting scheduled for 3/4/19 with BRWA and Falwell to review system again for upgrades needed. Falwell did not attend; property owners requesting list of upgrades needed for BRWA to consider contract operation or acceptance.						
Job #	2018106	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	NLBTC Lot 7 EDA Shell Building - Site/Design Plan						12/3/2020
Description	Subdiving for a Shell building proposed industrial facility.					Department Contact:	S Dade
Status	Concept plan rec'd 9/19/18. Site/Design Plan 01 rec'd 12/17/18. Comments posted 1/17/19. Developer Package issued 1/30/19. Dev Agrmt and Review & Inspection Fees rec'd 3/21/19. Site/Design Plan 02 & Sanitary Sewer Calcs rec'd 4/10/19. Site/Design Plan 02 comments posted 4/15/2019. Shop Dwgs 01 rec'd 5/29/19. Shop Dwgs 02 rec'd 8/7/19. C2C issued 8/15/2019. Construction and testing complete. Substantial walk-thru scheduled for week of 11/11/2019. Punchlist mailed 11/18/19. Awaiting close out documents (i.e. as-builts, bill of sale, etc.) As-built 01 rec'd 12/3/20.						

Job #	2018125	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Forest Middle School Improvements - Site/Design					Last updated on:	7/10/2020
Description	Proposed expansion and upgrades to the existing Forest Middle School. Project will include relocating portion of existing public sewer and addressing unmetered fire line.					Department Contact:	S Dade
Status	TRC 12/13/18. Concept plan 01 rec'd 12/13/18. Site/Design Plan 01 rec'd 02/01/19 & waiting on \$400 Base Review Fee. Met w/ Engineer, BCPS, Planning & VDOT 2/8/19. Per the meeting, BRWA is deferring review & comment until 2nd submittal - posted comment to that effect for 1st submittal. Base Review Fee rec'd 3/8/19. Fire Flow Test Fee rec'd 4/12/19. Site Plan 02 rec'd 4/23/19. Meeting held 5/16/19. Several revised conceptual SS alignments sent via e-mail. Dsgn 02 comments issued 5/20/19. Dsgn 03 rec'd 5/24/19. Comments posted 5/29/19. Dev Agmt -Signed- rec'd 5/30/19. Dsgn 04 rec'd 6/10/19 - comments issued 6/18/19; Rev & Insp Fee reqmts issued 6/18/19; Esmt Exhibit 01 review comments issued 6/18/19. Dsgn 05 (Slip Sheets) rec'd 6/25/19. Site Plan app'd by BRWA 6/26/19. Requested 4 copies for C2C purposes & e-mailed BCPS status update of outstanding items needed for C2C on 6/26/19. Shop Dwgs 01 rec'd 7/10/19. Review Fees, Inspection Fees & Re-Review Fees Rec'd 7/15/19. Construction Cost Estimate of \$197,500 rec'd/agreedupon 7/16/19. Shop Dwgs 02 rec'd 7/16/19; Shop Dwgs & Plans app'd 7/19/19; C2C prepared for Pre-Con on 7/22/19; Easement Agmnts prepared to execute. Pre-Con meeting & C2C issued 7/22/19. Private waterlines have been disconnected from the public main and rerouted behind the existing vault. The sanitary sewerline has been constructed and tested. Punchlist mailed to BCPS and Contractor 5/20/2020						
Job #	2019034	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Westyn Village Townhomes 2019 - Site/Design					Last updated on:	7/16/2020
Description	Proposed (8) 9 unit residential townhomes and (3) 8 unit Townhomes with private road					Department Contact:	S Dade
Status	Site/Dsgn rec'd 3/12/19. Awaiting \$400 review fee. Comments & Dev Pkg issued 4/8/19. Met w/ Russ Orrison to discuss review & PS analysis 4/12/19. Requested flow data from CS 4/29/19; Site/Dsgn Plan 02 rec'd 8/29/19. CS water consumption data sent to Russ Orrison 8/29/19. Updated Plans rec'd 9/9/19 prior to review of the set rec'd 8/29. Replaced as Submittal 02 rec'd 9/9/19. Review & Inspection Fees rec'd 9/10/19. Review 02 comments issued 9/17/19. Re-review fee rec'd 11/06/19. Site/Design 03 rec'd 11/7/19. Signed Dev Agmt rec'd 11/22/19. Site Plan 03 approved pending matching plat submittal and approval. Requested 3 additional copies for construction purposes. Calcs approved 12/2/19. 3 copies of revised Plans Design 04 rec'd 12/20/19; Comments issued 1/21/20. Design 05 rec'd 1/27/20. Signed Dev agmt rec'd 2/6/20. Re-review fee rec'd 2/7/20. Comments issued 2/12/20 - Approvable. Shop Drawings approved 2/27/20. Awaiting Surety & Contractor confirmation. Revised Cost Est rec'd & revised Surety Rqmnt sent. Surety rec'd 7/7/20 with inaccuracies - returned to Developer 7/8/20 with notification of needed corrections. On-Site Contractor will be Thomas Builders of VA; Contractor for public connections to existing will be JL Crawford per e-mail from Developer 6/26/20. C2C pending receipt of corrected Surety. Awaiting Contractor & Surety Information. Surety LOC# 582 rec'd 7/15/20. Dev agmt executed 7/16/20. Water Cert completed 7/16/20. C2C issued 7/16/20.						
Job #	2019037	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Boonsboro Meadows Section 2 Roadway, Water & Sanitary - Design					Last updated on:	11/9/2020
Description	Roadway, Water & Sanitary Design for Boonsboro Meadow Section 2.					Department Contact:	S Dade
Status	Dsgn 01 & Water Calculations rec'd 3/13/19. Base Review Fee rec'd 3/19/19. Dev Pkg not issued yet due to number of review comments. Dsgn 01 and water & sewer calcs 01 comments issued 4/19/19. Road, Water & Sewer Design 02 rec'd 7/23/19. Comments & Dev Pkg issued 8/28/19. Signed Developer Agmt & Review fees rec'd 10/29/19. Design 03 rec'd 11/20/19 (Re-review fee not rec'd). Plan review comments issued 12/30/19 & Calc Comments to be issued separately - need 2 re-review fees prior to accepting further submittals. 1 Re-review Fee rec'd 1/8/20. Re-review fee rec'd 1/22/20 for awaited 04 submittal. Design 04 rec'd 1/27/20 - comments issued 2/4/20 (Plans approvable) Water Calcs app'd 3/13/20. FM Calcs app'd 3/30/20,. Inspection fees rec'd 4/3/20. Bond #2020-053 rec'd 4/24/20. Plans stamped 'app'd for construction', Water Cert completed and C2C signed & given to Insp 5/4/20. Developer Agmt execute 5/5/20. COC issued 5/6/20. VDH water cert. completed 5/4/20 (see 2020-003). Waterline construction completed the week of 7/6/2020. Forcemain sewer to begin the week of 7/13/2020. Construction complete and crew working on punchlist 11/9/20.						
Job #	2019049	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	NLBTC Lot 7 EDA Meade Road Extension - Design Plan					Last updated on:	12/1/2020
Description	Proposed waterline extension down Meade Road.					Department Contact:	S Dade
Status	Dsgn 01 rec'd 3/29/19. Base Review Fee rec'd 4/1/19. Comments posted 4/3/2019. Inspection Fees rec'd 4/18/19. Review Fees rec'd 5/10/19. Dsgn 02 rec'd 7/2/19. Comments emailed to the engineer 7/12/19. FF Test Fee & signed developers agreement rec'd 7/22/19. Dsgn 03 rec'd 9/25/2019. Comments emailed to the engineer 10/1/2019. Dsgn 04 rec'd 11/21/19. Plans Approved, waiting on Shop Drawings 11/26/2019. Shop Drawings apvd 3/19/20. C2C issued 4/13/20. Construction completed and testing complete. Punchlist issued to Contractor 5/13/2020. As-built 01 rec'd 12/1/20.						
Job #	2019061	Job Type:	Internal	Location	Central, Lakes	Last updated on:	
Job Name	Energy Performance Study and Improvements					Last updated on:	12/2/2020
Description	Evaluation of existing facilities and upgrades that can be made that reduce energy costs to create savings greater than or equal to the cost of upgrade.					Department Contact:	N Carroll
Status	A meeting was held 5/13/19 with Scheider Electric to discuss their basic review of improvements to the Central WWTP that could be made. DMME presented the public process on 5/14/19 and provided template documents for the initial process. Schneider will review the proposed project with the Finance Committee on 9/12/19. Project included in financial study. Board resolution passed in Jan to execute IGA upon verification of procurement processes. Virtual walk-through of Central WWTP on 4/15. Design Intent Document (DID) was reviewed with proposed Energy Control Measures (ECMs). VRA funding application submitted. Final DID prepared. Bond paperwork signed 11/5. Board approved contract at 11/2020 Board meeting.						

Job #	2019081	Job Type: Internal	Location Lakes	Last updated on:
Job Name	Paradise Point Water System Transfer Request			12/2/2020
Description	Owner is requesting BRWA take ownership of water system. Water system serves 24 customers. Treatment includes orthophosphate, soda ash, and chlorine.			Department Contact: R English
Status	Met with system operator, J. Hughes, to review plant and system on 7/31/19. Financial analysis reviewed with Jean Maas on 9/16/19. Additional info received from Maas on 9/26, and financial analysis updated and sent on 9/27. Maas approached WVWA 10/2019. Rec'd financial comments from Maas on 11/12 & responded 11/15. Inquiry rec'd 2/4/20 regarding contract repairs. Inquiry rec'd on 2/21 for presentation to be given to subdivision. FOIA request received 3/8/20 regarding capital funding; response sent 3/12 with additional questions received afterwards. Owners made presentation to Board at 4/21 Rate Hearing; rate concerns to be further discussed with Finance Committee. Finance Committee recommended and Board approved \$37 rate with no further reductions based on 5/28/20 review and discussion of revised calculations. Request received on 7/28/20 from owners for system transfer. Information given to legal counsel for document preparation, with information being received from Paradise Point. Goals planned for draft documents by end of October, SCC submission by end of November, and transfer by 5/31/2021. Draft Petition, Summary and Transfer Agreement reviewed by BRWA on 11/5 and sent to Paradise Point for review. Final documents were sent to J Maas on 11/17 for review.			
Job #	2019085	Job Type: Sewer	Location Smith Mountain Lake	Last updated on:
Job Name	Moneta Storage Units Lot 6 - Site Plan			4/20/2020
Description	New construction of a mini warehouse complex. Includes relocation of 40-ft of existing FM, installation of 1 FM valve, 1 sewer connection & 1 water connection - Requires a Developer Project			Department Contact: S Foster
Status	Site Plan 01 rec'd 8/13/19. Comments issued 9/4/19. Site Plan 02 rec'd 10/29/19. Comments issued 11/12/19. Site Plan 03 rec'd 1/28/2020. Comments & Dev Pkg issued 2/13/20 - requested 3 additional copies of Plans; Site Plan approved by Planning 4/14/20; 4/20/20 - Warning layer posted to GIS not to accept new signup fees until C2C is issued (have not rec'd signed Dev Agmt or Fees).			
Job #	2019088	Job Type: Water	Location Forest	Last updated on:
Job Name	The Stables On Coffee Subdivision - Design			9/11/2020
Description	Proposed 15 lot residential subdivision with public roadway & water line. Comments Emailed to County 12/31/19.			Department Contact: J Dean
Status	TRC 8/27/19. Dsgn 01 rec'd 12/10/19. Review Comments submitted to County & Engineer 12/31/19. Base Review Fee, Review Fee & Signed Developers Agmt rec'd 1/7/20. FFTR sent to Engineer on 1/21/2020. Dsgn 02 rec'd 1/31/20. Comments Emailed to Planning 2/13/2020. Dsgn 03 rec'd 7/1/20. Design & Water Calcs Approved and sent comments to Planning & Engineer 7/17/2020. Dsgn 04 rec'd 8/12/20. Inspection fees rec'd 8/13/20. Surety #20-200 rec'd 8/25/20. Shop Drwgs Approved 9/11/2020.			
Job #	2019093	Job Type: Concept Plan	Location Forest	Last updated on:
Job Name	Tractor Supply at Perrowville Rd and Hooper Rd - Concept			9/18/2019
Description	Proposed Tractor Supply Store			Department Contact:
Status	TRC 9/24/19. Comments e-mailed to Planning 9/18/19.			
Job #	2019101	Job Type: Sewer	Location New London	Last updated on:
Job Name	Sheetz New London Sewer Extension - Design			11/24/2020
Description	Proposed sewer hookup for Sheetz in New London.			Department Contact: C Slusser / S Dade
Status	Met with Ryan Gatewood (LE&D) & Charles Santore (BCPS) 12/9/19 at New London Academy to discuss alignment & easements. Dsgn 01 & Base Review Fee rec'd 2/20/20. Dsgn 01, Esmt Exhibit Comments & Dev Pkg EMLed 4/2/20. Dsgn 02, Esmt 02, Review Fee & Signed Dev Agmt rec'd 4/16/20. Esmt Exhibit approved & Dsgn 02 Comments issued 5/7/20. VDOT Permit App reviewed & original is forthcoming. Dsgn 03 rec'd 5/20/20. Dsgn 03A (slip sheets) rec'd 6/3/20. Final Dsgn plans approvable pending Dev documents; Esmt Agmts EMLed 6/3/20; VDOT Permit App being processed. Esmt #200006065 & #200006066 recorded 6/11/20. VDOT LUP# 216-28207 rec'd 6/25/20. Esmt #200007256 recorded 7/7/20. Shop Drawings 01 rec'd 7/31/20; contractor will be Counts & Dobyns. Construction Cost Est rec'd 8/11/20; need to revise & resubmit. Shop Drawings 02 rec'd 8/12/20. Inspection Fee rec'd 8/19/20. Const Cost Est & Shop Dwgs app'd 9/1/20. C2C will be issued upon receipt of Surety & Shop Dwgs as of 9/2/20. Shop Dwgs rec'd 9/21/20. Shop Dwgs app'd 9/22/20. Surety rec'd 9/22/20. C2C issued 9/23/20. Pre-construction meeting held 9/24/20. Revised Esmt Agmts requested 11/16/20. Esmt #200014323 recorded 11/24/20.			
Job #	2019106	Job Type: Water	Location Stewartsville	Last updated on:
Job Name	Hardy Road Waterline Extension			9/4/2020
Description	Proposed waterline extension to serve Hardy Road mobile home park. VDH requesting EPA WIIN grant towards water system repairs or public line extension.			Department Contact: R English
Status	Conference call with J Wells to discuss on 11/7/10; preparing cost estimates for line extension options. Estimates sent to VDH on 3/27/20. H&P preparing design upgrades for system as alternative to public waterline extension. VDH placed owner of Trailer Park under Consent Order. Conference call held 8/20 with VDH, SERCAP, RD, DHCD and owner to review options. Discussed with VDH on 8/24 inability to assist with funding or staffing for project currently.			

Job #	2019108	Job Type:	Water	Location	164-A-46A	Last updated on:	11/6/2020
Job Name	1906 Bunker Hill Loop Waterline Extension					Department Contact:	W Blankenship
Description	DEQ requesting a possible waterline extension to serve the 1906 Bunker Hill Loop						
Status	11/18/19 DEQ request for Cost Estimate. Estimates emailed 11/22/19; response from DEQ was cost was too high for consideration. Looking for cost savings opportunities. Additional inquiry received from DEQ on 4/2 with intent to move forward. Survey and design proposal received from H&P (\$14,950.00) and was sent to DEQ for review and approval. Scope of Work for BRWA was emailed to DEQ for review/approval on 6/10/2020. Plans sent to Agencies for review on 8/3/2020. Public Hearing for Special Review Project on 9/15/2020. VDOT LUP App hand delivered (w/out check) 9/17/20. VDOT LUP Check hand delivered 10/1/20. VDOT LUP #216-28348 rec'd 10/27/20. NTP was issued 10/21/2020. Construction has not started.						
Job #	2019113	Job Type:	Internal	Location	SML (Bridgewater Bay Deve	Last updated on:	8/7/2020
Job Name	Bridgewater Bay Water Pressure Issues					Department Contact:	S Foster
Description	11/18/19 - BRWA Engineering was made aware of ongoing high water pressure issues in Bridgewater Bay since about mid 2019 resulting in 13 +/- individual PRV failures.						
Status	Engineering contacted Mr. Harmon to gather as much background info as possible. WO's were issued to Preventive Maintenance (PM) 11/20/19 to set up pressure recorders to collect pressure data. First round of pressure recorder data rec'd from PM 12/5/19. Pressure results communicated to Bridgewater Bay. Money has been requested in FY - 2020-2021 budget to install main line PRV. Responded to status update request from Mr. Harmon on 8/6/20 explaining CIP budget cut due to COVID. Also e-mailed info on BRWA waterline their private FM around entrance area per Mr. Harmon's request. Mr. Harmon reported they have not been having the failures that they had previously been experiencing.						
Job #	2019114	Job Type:	Site Plan w/Proposed Utilities	Location	Central	Last updated on:	9/17/2020
Job Name	Cardinal Senior Living - Site Plan					Department Contact:	J Dean
Description	Proposed Senior Living Center						
Status	Site Plan 01 rec'd 12/06/19. Conference Call with Enginner 12/11/19. FF test check rec'd 12/23/2019. Site plan 02 rec'd 5/21/20. Developer Agreement sent on 6/29/2020. Site Plan 03 rec'd 8/27/20. Review fees and signed Developer Agmt needed in order to release comments.						
Job #	2019117	Job Type:	Water & Sewer	Location	Forest	Last updated on:	9/2/2020
Job Name	Westyn Village Condotels - Site/Design					Department Contact:	S Foster
Description	Proposed 24 Condotel & 6 36 unit Condotel with a clubhouse. (Plan Name Changed to Westyn Village Ph II).						
Status	Site/Design 01 rec'd 12/06/19. Comments & Dev Pkg issued 1/31/20. Site/Design 02 rec'd 4/13/20. Site Plan 02 comments, Esmt Exhibits 01 comments & Revised Developer Agreement issued 6/1/20. Easement Exhibit submittal 02 rec'd 6/11/20. Exhibit review comments e-mailed of Engineer 8/25/20. Project 'on-hold' pending sewer capacity issues being resolved.						
Job #	2020008	Job Type:	Water	Location	Bedford Central	Last updated on:	11/6/2020
Job Name	Turkey Mountain Booster Station					Department Contact:	W Blankenship
Description	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						
Status	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.						
Job #	2020016	Job Type:	Water & Sewer	Location	Smith Mountain Lake	Last updated on:	7/13/2020
Job Name	Eastlake Village Roadway, Water & Sanitary - Design					Department Contact:	J Dean
Description	14 lot subdivision with roadway, water & sewer.						
Status	Dsgn 01 rec'd 1/27/20. (Needs \$400.00 base review fee). Comments Emailed to Planning 2/10/2020. Fire Flow Test Fee rec'd 2/20/20. Dsgn 02 rec'd 3/16/20. Dsgn 03 rec'd 3/17/20. Awaiting outstanding review fees in order for comments to be issued.						
Job #	2020020	Job Type:	Water	Location	Forest	Last updated on:	11/30/2020
Job Name	Cambridge Manor Phase 1 - Design					Department Contact:	S Foster
Description	Road & waterline plan & profile for Country Club Meadows Phase 1 (59 lot single family development). Previously known as "Country Club Meadows Phase 1 - Design".						
Status	Dsgn 01 rec'd 2/03/20. (Need \$400.00 base review fee). Dsgn 01 Comments & Dev Pkg issued 2/28/20. Dsgn 02 rec'd 6/30/20. Fees & Agmt have not yet been rec'd. 2nd Review Comments issued and due to Project name change & design changes a revised Dev Pkg was issued 7/31/20. Please do not accept 3rd submittal w/o Agmnt, Base Fee, Review Fees & Re-Review Fee. Dsgn 03 rec'd 11/30/20 (need Signed Agmnt, Base Fee, Review Fees & Re-Review Fee before review completed/comments released).						

Job #	2020022	Job Type:	Fire Flow Meter	Location	Forest	Last updated on:	
Job Name	Berglund Toyota - Site/Design					Last updated on:	9/14/2020
Description	Improvements proposed include demolition of existing (vacant) car dealership building & construction of new dealership building (automobile parts/supply & retail) with associated parking expansion & utilities.					Department Contact:	C Slusser
Status	TRC 2/11/20. Concept 01 rec'd 2/5/20. FFT Fee rec'd 2/28/20. Site/Dsgn 01 & Calcs rec'd 6/5/20. Base Review Fee rec'd 6/11/20. Comments 01 & Dev Pkg emailed/mailed 7/10/20. Updated Dev Agmt emailed 7/29/20. Site/Dsgn 02 rec'd 8/3/20; hard copies rec'd from Planning 8/12/20. Site/Dsgn 02 approvable as of 8/14/20 - need Dev Agmt & Fees. Updated Dev Agmt emailed 8/24/20. Esmt Exhibit 01 reviewed & comments issued 9/14/20.						
Job #	2020023	Job Type:	Sewer	Location	Lakes	Last updated on:	
Job Name	Bridgewater Bay Sewer Inquiry					Last updated on:	2/7/2020
Description	Bridgewater Bay HOA inquiring for BRWA to accept sewer system, and as to BRWA's responsibility for upgrades necessary to meet BRWA standards.					Department Contact:	R English
Status	Responsibility inquiry passed to Sam Vance for legal opinion on 11/25/19; response rec'd 12/13/19 that firm was in conflict. Sent information to GFDG on 2/6/20; gathering additional info requested for legal opinion to be made.						
Job #	2020024	Job Type:	Other	Location	East Crest Drive	Last updated on:	
Job Name	SML Pump Station (at 460 & East Crest Dr)					Last updated on:	3/4/2020
Description	SML WTF Pump Station (at 460 & East Crest Dr)					Department Contact:	W Blankenship
Status	2/6/2020 - Construction Cost Estimate was requested from GEJ under annual contract and denied due to having to sub out a majority of the work to be performed. 2/20/2020 - Construction Cost Estimate was requested from CHA prior to bidding project. Updated budget pricing received from CHA (Total Cost \$2,315,018 w/ 20% Contingency of \$370,403); project on hold due to COVID-19.						
Job #	2020028	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:	
Job Name	Innerspec Building Addition - Site Plan					Last updated on:	12/7/2020
Description	Proposed 10,400 SF building addition and associated stormwater measures. Building use will be light manufacturing.					Department Contact:	J Dean
Status	TRC 2/25/20. Concept 01 rec'd 2/20/20. Site Plan 01 rec'd 9/23/20. Review & Inspection fees rec'd 10/23/20. Signed Developer Agreement & Signed Esmt rec'd 10/28/20. Site Plan 02 rec'd 11/2/20. Site Plan 02 approved 11/12/20. Surety #B1246569 rec'd 12/7/20.						
Job #	2020035	Job Type:	Internal	Location		Last updated on:	
Job Name	Asset Management Conversion					Last updated on:	12/3/2020
Description	Conversion of SEMS asset management data into Cartegraph					Department Contact:	A Browning
Status	Preliminary kickoff conference call held 2/27/20. Workshops scheduled with departments on 4/21-22 to prepare for conversion. Live date revised from September 2020 to February 2021.						
Job #	2020043.1	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Ivy Creek Divisions 5 & 6 Interceptors - PPEA					Last updated on:	12/2/2020
Description	Unsolicited PPEA proposal received for Ivy Creek sewer and Route 460 Water Pump Station.					Department Contact:	R English
Status	PPEA proposal received, accepted by Board on 4/21 for review. Posted and advertised for competing submittals, due 7/7/20. Two additional proposals received; internal review completion anticipated 7/31. Additional information requested of proposers to reach uniform proposals; interviews held 9/16 and 9/17 with all 3 groups. Selection made for EC Pace and CHA based on scoring. Debriefings held with non-selected groups. Comments returned on Preliminary Stage Agreement on 10/21 and discussed with DB on 10/27. DB worked with DEQ to ensure agreement meets DEQ requirements before submitting revisions. Final draft rec'd 11/18/20; awaiting formal comments from legal counsel.						
Job #	2020043.2	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Ivy Creek Divisions 5 & 6 Interceptors - Funding					Last updated on:	11/5/2020
Description	Funding to complete the Ivy Creek sewer line to take the Lake Vista Pump Station offline.					Department Contact:	R English
Status	PER modification completed for CWRLF funding application; application submitted on 7/8/20. Conditional approval rec'd, final approval upon SWCB meeting in December. Meeting held with DEQ and DB team on 10/7 to discuss funding process.						
Job #	2020048	Job Type:	Water & Sewer	Location	Town Tax Map 129	Last updated on:	
Job Name	Avenel Ave Water & Sewer Replacement					Last updated on:	9/4/2020
Description	To replace a 4"/3" waterline and 6" sewerline on Avenel Ave to coincide with the Town of Bedford paving schedule given by Wayne Hale.					Department Contact:	C Ward
Status	Research and design Plans sent for BRWA internal review 4/24/2020. Plans revised and approved by BRWA 6/29/2020. Revised plans sent to Town of Bedford for review and approval 6/30/2020. Easement agreement mailed to Rucker 7/8/2020. Easement Agreement declined by property owner 7/21/2020. New easement agreement mailed to Johnston 7/23/2020. Comments rec'd from Town of Bedford 9/4/2020						

Job #	2020049	Job Type:	Fire Flow Meter	Location	Forest	Last updated on:	
Job Name	Tractor Supply 2020 - Site Plan						10/22/2020
Description	Proposed Tractor Supply Store.					Department Contact:	J Dean
Status	Site Plan 01 rec'd 4/7/20. Comments sent to Consultant & Planning on 4/30/2020. FFT fee rec'd 5/26/20. Site Plan 02 rec'd 6/18/20. Dev Agreement mailed 6/29/20. Review & Inspection fee rec'd 7/7/20. Site Plan 03 rec'd 7/24/20. Esmt #200009480 recorded 8/20/20. Signed Dev Agmt rec's 8/21/20. 4 sets of approved plans rec'd 9/1/20. Slip Sheets rec'd 9/3/20. Surety #S203236 rec'd 9/9/20. Shop drawings approved 10/22/20. C2C issues 10/22/20.						
Job #	2020053	Job Type:	Sewer	Location	Lynchburg/Bedford	Last updated on:	
Job Name	City of Lynchburg Lake Crest Drive Sewer Extension - Design						6/8/2020
Description	Sanitary sewer extension for proposed 3 lot subdivision. Line will be owned by Lynchburg. BRWA limited to inspection of connection to existing BRWA MH.					Department Contact:	S Foster
Status	Dsgn 01 rec'd 4/21/20. Comments issued 5/8/20. Sewer line to be City of Lynchburg's up to the connection to existing BRWA manhole. Dsgn 02 rec'd 5/22/20. Comments 6/8/20 - no comments & requested 2 hard copies of final signed/app'd plans. Work order will be issued for BRWA connection inspection.						
Job #	2020066.2	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	FMS Pump Station Upgrades- Prepayment Request						11/5/2020
Description	Prepayment request to complete upgrades to Forest Middle School pump station to allow for current and future growth. Current growth related to Westin Village development.					Department Contact:	R English
Status	Discussions held on 9/23/20 with R Orrison and D Cyrus of process and developer's responsibility for design. Prepayment request approved at October Board Meeting for \$100k less than total construction cost.						
Job #	2020066.3	Job Type:	Sewer	Location	Forest	Last updated on:	
Job Name	Westyn Village Forest Middle School Pump Station Upgrades - Design						12/3/2020
Description	Upgrades to Forest Middle School pump station to allow for current and future growth. Current growth related to Westin Village development.					Department Contact:	R English
Status	Meeting held on 12/3/20 with P&O to discuss station design.						
Job #	2020073	Job Type:	Water	Location	Forest	Last updated on:	
Job Name	West Crossing Section 4 - Design						11/17/2020
Description	Road plan, waterline design and profile for section 4. 19 lots approximately 2900 LF Waterline.					Department Contact:	S Foster
Status	Dsgn 01 rec'd via e-mail (pdf) 6/29/20. Hard copy rec'd 7/8/20. Comments issued 8/6/20. Dev Pkg issued 8/6/20. Need Base Fee. Need Review Fees. Need Dev Agmt. Dsgn 02 rec'd 10/22/20. Review 02 complete 11/4/20. Base Review Fee, Review Rees & Re-review Fee for forthcoming 3rd submittal rec'd 11/17/20. Signed Developer Agmt rec'd 11/17/20. Review 02 comments issued 11/17/20.						
Job #	2020079	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:	
Job Name	DNX Motors - Site Plan						10/6/2020
Description	Proposed DNX Motors building.					Department Contact:	C Ward
Status	TRC 7/14/20. Concept 01 rec'd 7/09/20. Site Plan 01 rec'd 10/1/20. Comments emailed to engineer and planning 10/6/2020						
Job #	2020084	Job Type:	Site Plan w/ Existing Utilities	Location	New London	Last updated on:	
Job Name	Liberty University Airport Expansion - Site Plan						12/7/2020
Description	New London Airport Expansion (non-conforming Aviation Facility, General Use. Project is to widen the existing runway/taxiway/dragstrip to 75 FT and extend the runway 296 FT.					Department Contact:	S Foster
Status	TRC 7/28/20. Concept 01 rec'd 7/23/20. Site Plan 01 rec'd 9/24/20. Comments issued 9/30/20. Comment is minor and I requested they address ONLY if resubmittal req'd due to other agency comments. Otherwise approvable. Site Plan 02 forthcoming.						
Job #	2020093	Job Type:	Sewer	Location	Bedford Central	Last updated on:	
Job Name	DEQ Central WWTP Consent Order Report 2020						12/3/2020
Description	Report of Sanitary Sewer improvements completed in FY 2019-2020, and those proposed in FY 2020-2021.					Department Contact:	R English
Status	Gathering information necessary for report preparation. Overflow report and SEMS report received. Report submitted to DEQ on 11/10/20.						

Job #	2020095	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Boonsboro Meadows Sections 3 & 4 - Design						10/30/2020
Description	Sections 3 (19 Lots) & 4 (20 Lots) of Boonsboro Meadows. Water & Sewer (LPFM).					Department Contact:	S Foster
Status	Water Calcs rec'd via e-mail from H&P 8/11/20. Link to Plans rec'd from H&P 8/26/20 while awaiting official submittal through Planning. Dsng 01 rec'd 9/28/20. Dsgn 01 & Water Calc 01 Review comments issued 10/15/20. Dev Pkg issued 10/19/20. Base Review Fee & Signed Developer Agreement rec'd 10/30/20.						
Job #	2020098	Job Type:	Site Plan w/ Existing Utilities	Location	Forest	Last updated on:	
Job Name	Impact Church Tent - Site Plan						9/18/2020
Description	Placing two tents on parcel.					Department Contact:	J Dean
Status	Site Plan 01 rec'd 9/16/20. Comments sent to planning 9/18/20.						
Job #	2020107	Job Type:	Water & Sewer	Location	Forest	Last updated on:	
Job Name	Boonsboro Section 5 Roadway & Water - Design						11/5/2020
Description	Proposed Section 5 (Proposed 16 Lots). Consisting of Water and LPFM. Wild Doe Drive					Department Contact:	S Foster
Status	Desgn 01 rec'd 9/28/20. Comments & Dev Pkg issued 10/26/20. Need \$400 Base Fee, Review Fees and Agmnt w/ 2nd submittal. Base Review fee rec'd 11/5/20.						
Job #	2020108	Job Type:	Internal	Location	Countywide	Last updated on:	
Job Name	Capital Improvement Plan 2021-22						
Description	Listing of proposed projects and purchases for the 2021-2022 fiscal year.					Department Contact:	W Blakenship
Status							
Job #	2020112	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:	
Job Name	NLBTC Lot 3B - Site Plan						10/21/2020
Description	Proposed 10,000 SF manufacturing building with parking.					Department Contact:	C Slusser
Status	Site Plan 01 rec'd 10/14/20. Comments 01 emailed to Planning & Engineer 10/21/20.						
Job #	2020114	Job Type:	Site Plan w/Proposed Utilities	Location	Forest	Last updated on:	
Job Name	Cottontown Manor Phase 5 - Site Plan						10/29/2020
Description	Proposed 36 unit apartments for section 5 of Cottontown Manor.					Department Contact:	J Dean
Status	Site Plan 01 rec'd 10/15/20.Sent Comments to Planning & Consultant on 10/29/2020.						
Job #	2020118	Job Type:	Site Plan w/ Existing Utilities	Location	Smith Mountain Lake	Last updated on:	
Job Name	Vittone Farms Inc Change of Use - Site Plan						11/10/2020
Description	Proposed Site Plan for Greenhouse & Farmers Market Booth.					Department Contact:	C Slusser
Status	Site Plan 01 rec'd 11/9/20. Comments 01 emailed 11/10/20.						



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RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Rhonda English, Director of Engineering
Date: December 7, 2020
Re: Resolution 2020-12.01 - Construction Term Contractor

Please find enclosed the referenced resolution for your consideration. The resolution is to approve the execution of an agreement for the Annual Term Contract for Water and Sewer Line Construction Services to perform construction task orders as the Authority deems appropriate and necessary at the prices shown in the unit bids prices in the Contract. The term of the contract is a twelve (12) month period with an option for two additional twelve (12) month extensions.

Please review the attached Resolution for your consideration.



RESOLUTION

2020-12.01

Construction Term Contractor

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 15th of December 2020, beginning at 7:00pm:

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

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

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

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

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

WHEREAS, the Authority received two sealed bid proposals for the Contract on December 2, 2020, with J & M Infrastructure LLC being the lowest responsive bidder based on line item unit prices for work as described in the Contract; and,

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

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

THEREFORE, BE IT RESOLVED, that the Board of Directors does hereby authorize the Director of Engineering to execute the Annual Term Contract for Water and Sewer Line Construction Services with J & M Infrastructure LLC and Aaron J. Conner General Contractors, Inc.



Member _____ made a motion to approve this Resolution.

Member _____ made a Second to approve.

Board Member Votes: ____ Aye ____ Nay ____ Abstain

CERTIFICATION

The undersigned secretary of the Bedford Regional Water Authority does hereby certify that the foregoing is a true, complete, and correct Resolution adopted by a vote of a majority of the Directors of the Bedford Regional Water Authority, present at a regular meeting of the Board of Directors of the Bedford Regional Water Authority duly called and held December 15, 2020, at which a quorum was present and acting throughout, and that the same has not been amended or rescinded and is in full force and effect as of the date of the above mentioned meeting.

(SEAL)

Brian M. Key, Secretary,
Bedford Regional Water Authority



RESOLUTION MEMORANDUM

To: BRWA Board of Directors
From: Brian M. Key – Executive Director
Date: December 9, 2020
Re: Resolution 2020-12.02 – Election of Officers

Enclosed, for your consideration, is the above referenced resolution.

Per the requirements stated in the Bylaws policy 1.30, as shown below, the board is to elect their slate of officers at the December board meeting each year.

ARTICLE IV: OFFICERS

1. Requirements:
 - a. The officers of the Authority shall be a Chair, Vice-Chair, Secretary and Treasurer, and such assistant secretaries and treasurers as shall be convenient to the conduct of the Authorities' business. Such officers shall be elected in accordance with the provisions of this article. The Secretary and Treasurer and such assistants as shall be needed need not be members of the Authority and the office of the Secretary and Treasurer may be combined if such is the vote of the majority of the members of the Authority.
2. Election and Term of Office:
 - a. The officers of the Authority shall be elected annually by the members of the Authority at the regular monthly meeting of the Authority held in the month of December of each year and shall take office the first day of the following month. If the election of officers shall not be held as of such meeting, such election shall be held as soon thereafter as it conveniently may be done. Each officer shall hold office until his or her successor shall have been duly elected.
3. Removal of Officers:
 - a. Any officer elected or appointed by the members of the Authority may be removed by the members of the Authority whenever in its judgment the best interest of the Authority would be served thereby, but such removal shall be without prejudice to the contract rights of any of the officers so removed.



RESOLUTION
2020-12.02
Election of Officers

At a regular meeting of the Bedford Regional Water Authority (“Authority”) Board of Directors, held in the Board Meeting Room at the Authority’s Administrative Annex Building on the 15th day of December 2020, beginning at 7:00pm:

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

THEREFORE BE IT RESOLVED, the following nominations and motions were made for Calendar Year 2021:

Chair:

A motion was made by _____
to Nominate _____ for the position of Chair.
The motion was seconded by _____.
Board Member Votes: ___Aye ___Nay ___Abstain. The motion passed.

Vice-Chair:

A motion was made by _____
to Nominate _____ for the position of Vice-Chair.
The motion was seconded by _____.
Board Member Votes: ___Aye ___Nay ___Abstain. The motion passed.

Secretary / Treasurer:

A motion was made by _____
to Nominate _____ for the position of Secretary / Treasurer.
The motion was seconded by _____.
Board Member Votes: ___Aye ___Nay ___Abstain. The motion passed.



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 December 15, 2020 at which a quorum was present and acting throughout, and that the same has not been amended or rescinded and is in full force and effect as of the date of the above mentioned meeting.

(SEAL)

Brian M. Key, Secretary,
Bedford Regional Water Authority