

BOARD OF DIRECTORS' MEETING

December 14, 2023
9:00 A.M.

AGENDA

This meeting is being held pursuant to and in compliance with Va. Code Section 2.2-3708(3). The ACSA Board of Directors is responsible for receiving public comment. The opportunities for the public to access and participate in the electronic meeting are as follows: Join the meeting virtually through Zoom by visiting our website at www.serviceauthority.org; call in and leave a message prior to the meeting at (434) 977-4511, or email the Board prior to the meeting at board@serviceauthority.org.

9:00 a.m.	1. Call to Order and Establish a Quorum –Statement of the Board Chair
9:05 a.m.	2. Recognitions – Management and Supervisory Leadership Training Program
9:15 a.m.	3. Approve Minutes of November 16, 2023
9:25 a.m.	4. Matters from the Public
9:35 a.m.	5. Response to Public Comment
9:45 a.m.	6. Consent Agenda
	a. Monthly Financial Reports
	b. Monthly Capital Improvement Program (CIP) Report
	c. Monthly Maintenance Update
	d. Rivanna Water and Sewer Authority (RWSA) Monthly Update
	e. ACSA Board Policy Issues Agenda 2024
	f. Advanced Metering Infrastructure (AMI) Project Update
	g. 2024 Holiday Schedule
	h. 2024 ACSA Board of Directors Meeting Schedule
10:00 a.m.	7. Annual Investment Report
10:20 a.m.	8. FY 2025 Budget Guidelines & Schedule
10:30 a.m.	9. Corporate Roles & Responsibilities – Proposed Bylaws Change & Resolution
10:45 a.m.	10. Ragged Mountain Reservoir Project Agreement – Amendment
11:05 a.m.	11. Items Not on the Agenda
	12. Adjourn



ALBEMARLE COUNTY SERVICE AUTHORITY

STATEMENT OF CHAIR TO OPEN DECEMBER 14, 2023 MEETING

This meeting today is being held pursuant to and in compliance with Va. Code Section 2.2-3708.3.

The opportunities for the public to access and participate in the electronic meeting are posted on the ACSA's website. Participation will include the opportunity to comment on those matters for which comments from the public will be received.

Albemarle County Service Authority Board of Directors

The Board of Directors of the Albemarle County Service Authority (ACSA) met in a regular session on November 16, 2023, at 9:00 a.m. at the Administration and Operations Center at 168 Spotnap Road in Charlottesville, Virginia.

Members Present: Mr. Richard Armstrong, Chair; Dr. Lizbeth Palmer; Mr. John Parcells; Mr. Clarence Roberts; Mr. Charles Tolbert, Vice-Chair.

Members Absent: Kim Swanson.

Staff Present: Roland Bega, Jennifer Bryant, Deanna Davenport, William Defibaugh, Mike Derdeyn, Tonya Foster, Brendan Ganz, Terri Knight, Quin Lunsford, Jeremy Lynn, Michael Lynn, Alex Morrison, Gary O'Connell, Emily Roach (virtual), Danielle Trent, April Walker, Theresa Whiting.

Staff Absent: None

Public Present: Neil Williamson, Free Enterprise Forum (virtual).

1. Call to Order and Establish a Quorum – Statement of Board Chair

Mr. Armstrong called the meeting to order. He then read the opening Board Chair statement (Attached as Page _____), and a quorum was established.

2. Employee Recognition – GFOA Award; Roland Bega & William Roach- VRWA Expo Tapping Contest; Deanna Davenport – Speaker - VA Statewide Payroll Conference

Mr. Lunsford stated that he is happy to announce that the ACSA has won the GFOA award, Certificate of Achievement for Excellence in Financial Reporting, for the 40th consecutive year. He stated that every year the ACSA submits its Annual Comprehensive Financial Report (ACFR) to the GFOA for review, and a number of criteria must be met to earn the award. He stated that it is a true team effort, as information in the ACFR comes from all departments across the organization. He mentioned that the ACSA's Accounting team, joining him in the meeting today, compiles that information

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1 and prepares for the audit. He noted that he wanted to sincerely thank
2 Deanna Davenport, Theresa Whiting, Tonya Foster, and Jennifer Bryant.

3 Mr. Lunsford stated that the second recognition he wanted to share
4 was for Deanna Davenport. He stated that last month, Ms. Davenport
5 attended the Virginia Statewide Payroll Conference, and was asked to be a
6 presenter as well. He stated that she gave a presentation titled "Payroll
7 Accounting for Beginners," which gave an overview of the debits and credits
8 behind the payroll process. He stated that the ACSA is glad that she was
9 able to share her expertise with other professionals around the state, and
10 she represented the organization very well.

11 Mr. Morrison came forward to present the third recognition. He stated
12 that William Roach and Roland Bega competed in, and won, the tapping
13 contest at the Virginia Rural Water Association (VRWA) Expo 2023. He
14 could not recall how many years the team had won the contest. Mr. Bega
15 stated that he and Mr. Roach have won the contest probably 10 out of the
16 12 years they have attended. Mr. Morrison proceeded to play a short clip of
17 the contest for the Board.

18 Dr. Palmer asked how long it would take an average person in the
19 field to do what Mr. Roach and Mr. Bega did in the video. Mr. Bega stated
20 that it is a little different in the field, the most obvious difference being that
21 he and Mr. Roach are making the tap above ground. Mr. Morrison stated that
22 if he recalls, the pair do not practice for the competition. Mr. Bega stated that
23 they only practice once a year, and that is at the competition.

24
25 3. Approve Minutes of October 19, 2023

26 Dr. Palmer stated that she had a question about something that was
27 said on page 5, under the CIP Authorizations. She stated that it says,
28 "Engineering estimates tend to be high because the company doesn't want
29 to be the low bidder." She asked if Mr. Lynn could explain that for her. Mr.
30 Lynn stated that "low bidder" is a phrase that the engineers use. He stated
31 that the engineering firm is not actually bidding on the project, but they do

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1 not want their estimate to be lower than all of the actual construction bids.
2 He stated that the engineering firm will often build in contingencies, so that
3 their numbers are a little higher. He added that they would rather
4 overestimate the cost than underestimate, especially if that estimate is being
5 used for budgeting purposes.

6 ***Mr. Tolbert moved to approve the minutes of October 19, 2023,***
7 ***seconded by Mr. Parcells. All members voted aye.***

8
9 4. Matters from the Public

10 There were no matters from the public.

11
12 5. Response to Public Comment

13 There was no response to public comment.

14
15 6. Consent Agenda

16 ***a. Monthly Financial Reports –***

17 ***b. Monthly Capital Improvement Program (CIP) Report –*** Mr. Tolbert
18 asked if the Ragged Mountain Phase 1 Water Main Replacement project
19 was the project that was being delayed by VDOT's bridge project. Mr.
20 Lynn replied that the Ragged Mountain Phase 1 project is the project
21 where the ACSA was going to take advantage of VDOT's bridge
22 replacement project. He stated that VDOT was going to install a box
23 culvert, which would create room between the bottom of the road and
24 the box culvert, to install a new water main. He noted that VDOT's
25 project continues to be on hold, as they have advertised and opened
26 bids twice, which have both been in excess of their budgeted amount.
27 He stated that the ACSA is exploring alternative routes to get across the
28 creek without utilizing the bridge.

29 Mr. Tolbert stated that on page 70, the FY 2024 Miscellaneous
30 Sewer Rehab update mentions a site visit. He asked what site is being
31 referred, given that the project involves miscellaneous places. Mr. Lynn

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1 replied that there is a run of sanitary sewer east of Avon Street and north
2 of I-64, that is not in the roadway but in an easement. He stated that the
3 issue is figuring out how to get down there with all of the necessary
4 equipment to reline the sanitary sewer pipe. He stated that this is the
5 site visit that is being referenced.

6 Mr. Tolbert stated that on page 71, the ESRI ARcGIS Utility Network
7 Implementation Study summary states that the group is working on their
8 state assessment. He asked what that means. Mr. Lynn replied that it is
9 an assessment of what the current set of data looks like. He mentioned
10 that they will then do a future state assessment to look at where the
11 ACSA wants to be at the end of the project.

12 Mr. Tolbert stated that his last question was about the Avon
13 Operations Center project summary on page 72. He asked if the off-site
14 easement acquisitions were because the site was being expanded or if
15 that was just for edges that are being smoothed out. Mr. Lynn replied
16 that one of the easements is a grading easement. He stated that the
17 ACSA has been in communication with that property owner, and they
18 seem agreeable. He noted that the other property owner, for the off-site
19 utility easement, has not been responsive to-date. He added that the
20 staff will continue to do its best to get in touch with them and get to a
21 point where they are agreeable to grant the easement.

22 ***c. CIP Authorizations –***

23 ***d. Rivanna Water and Sewer Authority (RWSA) Monthly Update –*** Dr.
24 Palmer asked how much the RWSA had to pay the UVA Foundation for
25 the land. Mr. O'Connell replied that he did not know but would be happy
26 to find out. Dr. Palmer stated that she would also like to know the
27 acreage of the land, and what was paid per acre. Mr. Parcels asked if
28 she was referring to the land for the pump station, to which Dr. Palmer
29 replied yes.

30 ***e. ACSA Board Policy Future Issues Agenda 2023 –***

31 ***f. Advanced Metering Infrastructure (AMI) Project Update –***

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1 ***g. CIS Contract Approval*** – Mr. Parcels stated that the Validos proposal
2 seemed very nondescript, whereas these types of proposals are usually
3 specific with a line-by-line breakdown. He stated that it would be nice to
4 see this type of specific breakdown from Validos. Mr. Lunsford replied
5 that there was a comprehensive statement of work which the ACSA will
6 be able to publicly share after the Notice of Intent 10-day period ends
7 today.

8 ***Dr. Palmer moved to approve the consent agenda, seconded by***
9 ***Mr. Parcels. All members voted aye.***

10
11 7. **Annual Comprehensive Financial Report (ACFR)**

12 Mr. O'Connell stated that Mr. Lunsford would introduce the auditors,
13 and then would walk the Board through the ACFR. He stated that the ACSA
14 Board Audit Committee, Mr. Tolbert and Mr. Parcels, have met with the
15 ACSA auditors and staff to perform an in-depth review of the report. Mr.
16 Armstrong thanked Mr. Tolbert and Mr. Parcels, on behalf of the Board, for
17 being on the committee.

18 Matt Heatwole, Partner with Brown Edwards, came forward to
19 present their audit findings. He stated that the audit process went very
20 smoothly, and they were very appreciative of the ACSA staff. He stated that
21 Brown Edwards was issuing an unmodified, clean audit opinion on the
22 ACSA's financial statements and disclosures and believe that they are
23 materially correct and in accordance with generally accepted accounting
24 principles. He noted that he was happy to report there were no material
25 compliance findings or material internal control matters to communicate to
26 the Board. He mentioned that there is a letter Brown Edwards provides to
27 governance, which serves as a summary of the audit and how they arrived
28 at a clean audit opinion. He stated that in that letter, there is also a copy of
29 the management representation letter that management provided to Brown
30 Edwards at the conclusion of the audit.

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1 Mr. Tolbert stated that Mr. Heatwole mentioned “no significant
2 difficulties” with the audit. He asked if the opinion would ever state “no
3 difficulties.” Mr. Heatwole replied that he would say no significant difficulties
4 would mean no difficulties encountered.

5 Mr. Lunsford came forward to give a short overview presentation on
6 the ACFR (Attached as Pages_____), to review the financial performance
7 of the ACSA and some operational metrics. He stated that he would give a
8 financial report overview, followed by some financial highlights, operating
9 information, and a summary.

10 Mr. Lunsford moved to the first financial highlights slide. He stated
11 that the ACSA’s assets/deferred outflows totaled over \$245 million this year,
12 liabilities/deferred inflows totaled about \$16 million, with a net position of
13 \$229.5 million. He mentioned that the net position total is an increase of \$9.4
14 million over the prior fiscal year. He added that he will illustrate why that
15 change occurred as he goes through the rest of the presentation.

16 Mr. Lunsford stated that the right-hand side of the slide shows the
17 ACSA’s operating revenues, which is water sales and collection of sewer for
18 treatment. He stated that operating expenses and non-operating revenues
19 are listed next, which the bulk of those this year were related to investment
20 income. He stated that non-operating expenses and capital contributions are
21 shown as well. He stated that it is important to note that there are two main
22 components of the capital contributions. He stated that the first, developer
23 contributions of capital assets, refers to when a developer installs
24 infrastructure and transfers it to the ACSA. He stated that the second
25 component, system/capacity fees, are actual cash payments to the ACSA
26 for capacity. He noted that almost \$12 million was collected in system
27 capacity fees this year.

28 Mr. Lunsford stated the next financial highlights slide shows operating
29 revenues increased this year by almost 4% and, interestingly, water rates
30 increased by 7% in the FY 2023 budget and sewer rates increased 3%. He
31 stated that while there was an increase in revenue, it did not keep pace with

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1 ACSA rate increases. He stated that operating expenses increased by 11%
2 this year, with \$2.7 million of that increase related to expected rate increases
3 from RWSA. He mentioned that capital contributions totaled a little over \$13
4 million, which was a 7% increase over the prior fiscal year.

5 Mr. Lunsford moved to the next slide, which graphically illustrated the
6 ACSA's total assets for the current fiscal year and the four years prior. He
7 stated that the green represents current assets, which is cash or accounts
8 receivable, followed by investments in dark blue, and capital assets net of
9 depreciation and amortization in the lighter blue. He stated that there was a
10 fairly large increase in the ACSA's current asset balance which, mostly cash,
11 is attributable to the system development and capacity charges that were
12 collected this year.

13 Mr. Lunsford stated that the next slide was the same information, but
14 in a pie chart form categorized by type, and shows what makes up the
15 financial side of the balance sheet for FY 2023. He stated that it is mostly
16 capital assets with cash and liquid investments being the next largest piece.

17 Dr. Palmer asked what the reason was for the increase in
18 investments. Mr. Lunsford replied that investment performance was positive
19 this year, with the ACSA earning over \$1 million. He stated that, additionally,
20 cash increased because of the collection of system connection and
21 development charges at a higher level than prior fiscal years. Dr. Palmer
22 asked if the increase in investments was mostly due to an increase in interest
23 rates. Mr. Lunsford replied that increased interest rates had a lot to do with it.
24 He stated that the LGIP was paying a little over 5% by June of 2023.

25 Mr. Parcels asked Mr. Lunsford to refresh his memory about the big
26 jump between 2020 and 2021. Mr. Lunsford replied that in FY 2020, the
27 Board authorized the ACSA to invest funds with PFM. He stated that rather
28 than the LGIP being classified as a current asset, the ACSA moved \$28
29 million from the LGIP to other investment classes. Mr. Roberts asked if GAC
30 is an asset of RWSA, paid for by the ACSA. Mr. Lunsford replied yes.

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1 Mr. Lunsford stated that the next slide illustrates the ACSA's total
2 liabilities for the current fiscal year and the four years prior. He noted that
3 there was an 11% increase over FY 2022, most of which is related to a
4 change in the ACSA's net pension liability. He stated that the ACSA
5 participates in the Virginia Retirement System (VRS) on behalf of employees
6 for pensions. He stated that there is a year lag in VRS' reporting, thus they
7 actually showed a loss in investment earnings this fiscal year (\$27,000),
8 compared to last year's report that showed over \$4.3 million in positive
9 earnings. He added that the ACSA's liability increased this year because of
10 that, which drives a majority of the 11% change.

11 Mr. Lunsford stated that the next slide showed the same information
12 in a pie chart, by type. He noted that debt is the ACSA's largest component,
13 related to the bond that was initially issued for the North Fork Regional Pump
14 Station. He stated that the bond was refinanced last year, as the ACSA was
15 able to take advantage of some positive rates.

16 Mr. Lunsford moved to the next slide depicting a graph of ACSA
17 revenues and expenses for the current and prior nine fiscal years. He stated
18 that the blue line illustrates ACSA revenue from charges for water that was
19 sold, and charges for sewer that was collected. He stated that the yellow line
20 represents charges from RWSA and ACSA departmental expenses. He
21 mentioned that billed water consumption was down a little more than 2% in
22 FY 2023, compared to FY 2022, and the same was true for sewer.

23 Mr. Lunsford stated that the next slide showed net position, both by
24 unrestricted net position and net investment in capital assets, with the bar
25 graph illustrating a positive trend over time. He stated that unrestricted net
26 position increased about \$6 million, or 13%, in FY 2023, driven largely by a
27 positive year with new connections and system development charges paid
28 to the ACSA.

29 Mr. Lunsford stated that in terms of operating information, shown on
30 the next slide, there were 543 new connections in FY 2023, over 271,000
31 meters were read, and nearly 8,000 service orders were processed. He

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1 stated that the following slide showed the trend over time related to
2 connections to the system. He noted that the graph shows a positive, steady
3 trend and the ACSA does not anticipate that drastically changing in the near
4 term. He mentioned that the billed consumption for water and sewer over
5 the last 10 years on the next slide is a bit more interesting. He stated that
6 there was a dip in both water and sewer consumption this fiscal year,
7 compared to the prior year. He mentioned that generally there is an upward
8 trend, as to be expected with 500+ new connections per year. He stated,
9 however, with conservation measures and weather impacting consumption,
10 there will be changes from year to year.

11 Mr. Lunsford stated that, in summary, the ACSA has seen
12 considerable growth in the system, which has not slowed down in FY 2024.
13 He stated that there were decreases in both water consumption and sewer
14 treatment in FY 2023, as well as significant increases in costs to treat water
15 and sewer as payments to RWSA, as were expected and budgeted for.

16 Mr. Parcels stated that the billed consumption graph Mr. Lunsford
17 showed was interesting, especially when compared to the revenues and
18 expenses. He asked if there is a way to make a correlation between the
19 consumption and factors such as weather, so the staff can make predictions
20 about what will happen in the future for budgeting purposes. Mr. Lunsford
21 replied that by the end of October each year, he has a pretty good idea of
22 how close the ACSA will be to what was budgeted for based on historical
23 numbers. He mentioned that warm weather months and irrigation make or
24 break what the ACSA sees in terms of revenue. He noted that there was
25 very dry weather July-October this fiscal year, which is reflected in the
26 consumption data. He added that he expects the graph to show a steeper
27 line for FY 2024 when the same information is presented.

28 Mr. Lunsford stated that he is thankful to the Board and all the people
29 who contribute to collecting and compiling our financial information. He
30 stated that he wanted to thank the ACSA Accounting team for preparing the
31 ACFR, preparing for the audit, and keeping the books clean throughout the

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1 year. He stated that Emily Roach and her team helped with various tasks
2 such as the binding of the physical document, and Ms. Trent did a wonderful
3 job on the cover this year.

4 Mr. Roberts stated that when he reads the ACFR, he goes directly
5 to the end and looks for things like no deficiencies. Mr. Tolbert stated that
6 being on the Audit Committee is a fairly simple task. He stated that the
7 reports themselves are clean, and the auditor report always comes back with
8 the type of statement Mr. Roberts referred to. He stated that he wanted to
9 thank the ACSA staff for making it easy.

10 Mr. Parcels stated that in the audit findings there were “no significant
11 difficulties in dealing with management,” which is obviously a good thing. He
12 mentioned that it also stated, “we are pleased to report that no
13 disagreements arose during the course of our audit,” which is also very good.

14
15 8. Operational Presentation – Pressure Reducing Valves (PRVs)

16 Mr. O’Connell stated that this presentation (Attached as
17 Pages_____) is part of a continuing effort to share items with the Board that
18 they may not normally see or know about. He stated that Alex Morrison, who
19 was promoted to Director of Operations on November 1st, will lead the
20 presentation.

21 Mr. Morrison stated that he would be presenting along with Billy
22 Defibaugh, ACSA Facilities Supervisor, and Roland Bega, ACSA Operations
23 Supervisor. He stated that he would begin with defining a Pressure Reducing
24 Valve (PRV) and some brief background information. He stated that Mr.
25 Bega would then give some background and information on PRVs in the
26 private water system, such as homes and commercial buildings. He stated
27 that Mr. Defibaugh would then cover PRVs in the public water system and
28 PRV stations. He added that he would then close the presentation with some
29 of the changes that are being made to the PRV stations with the
30 implementation of SCADA, followed by any questions the Board may have.

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1 Mr. Morrison stated that a PRV is a simplistic, mechanical device that
2 maintains a reduced output pressure, and can be used for a variety of
3 applications such as liquids or gas. He stated that PRVs provide piping
4 protection from high pressure through the use of a spring-loaded diaphragm.
5 He noted that PRVs can also be used to create pressure bands within the
6 public water system as well.

7 Mr. Bega moved to the next slide to discuss PRVs in the private
8 water system. He stated that the main function of a PRV is to protect the
9 upstream side of the water line, which includes all of the fixtures and
10 plumbing systems within households and commercial buildings. He stated
11 that historically, around the 1980s, PRVs were located outside in the meter
12 box, and they protected the service line as well as the home. He noted that
13 current day, most of the PRVs are being installed inside the building near
14 the area the water line comes into the home.

15 Mr. Bega stated that the typical lifespan of a PRV is about 10-15
16 years. He noted that the inside of the PRV is composed of a simple spring
17 and diaphragm thus, depending on the usage, the spring can wear out or the
18 rubber can break down. He added that in his experience, 12 years is about
19 how long they last. He stated that when they fail, customers will complain of
20 either low pressure or high pressure. He mentioned, for example, if a
21 customer has low pressure at their house but there is 120 psi at the hydrant,
22 it can most likely be determined that the PRV has failed.

23 Mr. Parcels asked what the normal supply pressure is to the PRV.
24 Mr. Bega replied that it depends on the area. He stated that some places in
25 the Urban area are around 80 psi, whereas some places in the Piney
26 Mountain area can be around 170-180 psi. He stated that the staff is pretty
27 familiar with the pressures in different zones, but they do utilize their field
28 maps as well. Mr. Parcels asked if two PRVs are used in areas with
29 pressures that high. Mr. Bega replied no, there is only one required. He
30 noted, however, that there are different types of PRVs for low pressure and
31 high pressure.

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1 Mr. Parcels stated that the way Mr. Bega describes them, it sounds
2 as if the ACSA owns the PRVs. Mr. Bega replied no. He stated that they are
3 located upstream from the meter and belong to the private homeowner. Mr.
4 Parcels stated that, still, the customer calls the ACSA when they have an
5 issue as opposed to a commercial plumber. Mr. Bega replied yes. He stated
6 that the ACSA staff will dispatch personnel to do their due diligence and
7 ensure there is not an ACSA issue.

8 Mr. Parcels asked if it is reflected on the customer's water bill if the
9 ACSA staff has to perform maintenance. Mr. Morrison replied no. He stated
10 that a majority of time when a customer has a PRV issue, it is an educational
11 experience for them because most people do not know what it is, where it is
12 located, or who to contact to repair it. Mr. Bega added that the ACSA staff
13 does not replace them, but rather troubleshoots and ensures that the
14 ACSA's system is operating properly.

15 Dr. Palmer asked if the PRVs go bad more quickly in high pressure
16 zones. Mr. Bega replied that he has never seen a pattern of failure based on
17 pressure zones. He stated that it is more dependent on the usage of the
18 PRV. Dr. Palmer asked if PRVs are placed in homes that have well systems.
19 Mr. Bega replied no, it is just for customers with public service. He noted that
20 a well utilizes a pump, thus the water would not reach the same high
21 pressures as it would in the public water system.

22 Mr. Tolbert asked if there were other things at the home that would
23 affect the water pressure. He stated, for example, PMI came through his
24 neighborhood changing out meters for the AMI project. He stated that the
25 pressure had recently increased in his home, so his wife went out to speak
26 to the gentleman changing out the meter. He stated that the gentleman
27 "wiggled" the meter and it did in fact decrease the pressure. He asked if there
28 was something he could have done to the meter that affected the pressure.

29 Mr. Bega stated that the pressure is determined by the tank
30 elevation. He stated that the only thing that could affect the pressure at the
31 residence is the length of the service line. Mr. Defibaugh stated that the only

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1 thing he could think of that would affect the pressure at the meter is possibly
2 a valve that was not fully open.

3 Mr. Roberts stated that he noticed an increase in his water pressure
4 after the new water mains were installed in his neighborhood. He asked if
5 this was because the water main size was increased. Mr. Morrison stated
6 that there was no change to the system pressure with the Jefferson Village
7 Water Main Replacement project. Mr. Bega added that there could have
8 been some tuberculation in the old line that restricted some of the flow.

9 Mr. Bega stated that with PRVs in the private water system, it is
10 recommended that the customer install an expansion tank. He stated that
11 with the PRV, it does not allow anything to flow back to the public side,
12 creating that expansion in the house. He stated that once that water heats
13 up and expands, it has to be relived somewhere and typically will blow up
14 the hot water heater.

15 Mr. Defibaugh stated that would briefly go over PRVs in the public
16 water system, which the ACSA would own and maintain. He stated that
17 PRVs in the public system are generally around 2-8 inches and are all lead-
18 free. He noted that SCADA systems are now being added, which Mr.
19 Morrison would go over, which will give more instrumentation control with
20 the PRVs.

21 Mr. Defibaugh stated that the PRV stations, which are where the
22 PRVs are housed, are concrete vaults in the ground and are about 6x12x7.
23 He stated that with confined space regulations, the ACSA does have its own
24 rescue team and those regulations have to be followed to enter the space.
25 He mentioned that with the change in staff, there is no one on the Facilities
26 crew that is certified for the rescue team. He stated that they have to rely on
27 the Maintenance group, which makes it difficult to schedule a time to enter
28 the space to perform repairs or other tasks.

29 Mr. Defibaugh stated that within the vault, there are two 2" valves
30 and one 6'-8" valve for the main valve. He stated that the 2" valves are for
31 domestic flow, and the 6"-8" valve is for fire flow. He stated that all of the

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1 vales have a 2" ball valve to isolate them, or a gate valve to isolate the main
2 valve. He noted that this allows the staff to go in and make repairs or switch
3 the valves out without having to shut down the system.

4 He stated that pressures in the northern half of the county can be
5 anywhere from 170-180 psi. He stated that the PRVs reduce the pressure
6 usually below 80psi, and sometimes lower based on what is needed to
7 maintain adequate fire flow. He mentioned that sometimes there are
8 reductions in pressure inside of a subdivision, with each area getting a little
9 lower. He noted that this can make it difficult to maintain 80 psi because it
10 could over-pressurize a home on the lower side of the subdivision, so
11 sometimes those customers will have their individual PRVs.

12 Mr. Defibaugh stated that the ACSA Maintenance staff is able to go
13 inside the vault and make repairs, and they keep kits on hand to do so. He
14 stated that the goal is to create a preventative maintenance program and
15 train more staff to operate on the rescue team.

16 Dr. Palmer asked if the aluminum hatches on top of the vaults open
17 the entire vault. Mr. Defibaugh stated that each door on the hatch is roughly
18 2x3, thus when they fold up the center of the vault is open and accessible.
19 Dr. Palmer asked what types of situations occur that would require utilizing
20 the rescue team. Mr. Defibaugh replied that sometimes trash can get in the
21 valve and prevent it from operating properly.

22 Mr. Defibaugh stated that when entering the vault, employees are
23 attached to a 3-point harness and cable so if something happens, they can
24 be pulled out. He mentioned that they are trained to use air purifying
25 systems, similar to the fire department. Mr. Bega stated that when
26 employees enter the vault, there are gas monitors that monitor the oxygen
27 levels. He stated that there are hazards in the vaults, such as bad gas,
28 spiders, or snakes, so the rescue team has to be on standby. Dr. Palmer
29 asked where the gas would come from. Mr. Bega replied that typically you
30 see gases when working with sewer, but it is always a possibility in the vault.

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1 Mr. Defibaugh added that sometimes, there could be gas in the vault
2 from a nearby vehicle. Mr. Morrison stated that a majority of the time, it would
3 be a low-oxygen situation in the PRV vault. He mentioned that the sewer
4 system is where there could be an explosive environment or gases that have
5 entered from someone discharging something in the sewer. He noted that
6 the rescue team is an OSHA requirement for the ACSA's compliance-based
7 program, thus they must be on site. He stated that in the event of a low-
8 oxygen situation, the first step would be to self-rescue. He stated that if the
9 employee is able to, they would climb out of the confined space. He stated
10 that the next step, if the employee were unable to rescue themselves, would
11 be for the rescue team to pull the employee out. He stated that if they are
12 unable to pull the employee out using the tether, the rescue team member
13 would use their self-contained breathing apparatus to enter the space and
14 get the other employee to safety. He added that the ACSA staff has never
15 had to make a rescue, but it is something they train for.

16 Dr. Palmer stated that it seems since the vault is only 7.5 feet deep,
17 that once the hatch doors are opened there would be enough oxygen,
18 especially since the employee entering is most likely around 5'7-6 ft on
19 average. Mr. Defibaugh stated that they do not usually have an issue and it
20 is more of an OSHA requirement. Mr. Morrison added that most of the time
21 when an air monitor goes off, it is because the air hose has been pinched or
22 the inlet gets covered. He added that the rescue team is an added safety
23 measure to ensure staff is not put in an unsafe environment.

24 Mr. Morrison stated that the final point he wanted to discuss is the
25 ACSA's PRV SCADA implementation. He stated that the ACSA is currently
26 in Phase 3 of its SCADA Implementation project, and the majority of the
27 facilities included in this phase are the remaining PRV stations. He stated
28 that with this project, the staff can receive real-time data acquisition and
29 alarms from these assets. He mentioned that historically, the only way to tell
30 how the PRVs were operating was to open the vault and look at that analog
31 gauges to see the inlet and outlet pressures, or phone calls from customers

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1 experiencing low or high pressure. He stated that there will also be
2 independent flow monitoring in the vaults, and the staff will be able to set
3 alarms to alert them to things such as a high-flow event.

4 Mr. Morrison stated that with the new SCADA system, the staff will
5 be able to see real-time upstream and downstream pressure and set
6 different thresholds with the alarm system. He stated that with the two 2"
7 domestic PRVs Mr. Defibaugh mentioned earlier, the staff has begun
8 alternating between the two as opposed to running them at the same time.
9 He stated that to avoid confined space entries, the SCADA project has been
10 adding a solenoid control kit that will automatically alternate the two PRVs
11 and if there is a failure or issue, it can automatically switch from one to the
12 other. He noted that there are also intrusion and flood sensors, to protect
13 ACSA assets.

14 Mr. Morrison stated that there are mechanical changes being made
15 to the 2" PRV piping, and the wire diagram on page 216 shows some of
16 those changes. He stated that before, the two 2" PRVs were side by side,
17 which can make it difficult to work around in a confined space. He stated that
18 with the SCADA project, there was a switch to that configuration that stacks
19 the PRVs on top of each other. He mentioned that this creates more room to
20 maintain or repair the PRVs. He stated that some additional 2" ball valves
21 were installed as well, allowing the staff to isolate a variety of different
22 sections of pipe to make repairs without taking the entire PRV station offline.

23 Mr. Morrison stated that the last two slides showed some pictures of
24 the SCADA Phase 3 Implementation, which is ongoing. He stated that the
25 first slide shows photos of the two 2" stacked PRVs, and the solenoid kits
26 that have been added. He mentioned that they are currently being wired to
27 the control panel. He stated that the second, and last slide, shows the two
28 different flow meters that are being installed as well. He stated that the photo
29 on the left is of a 2" Siemens MAG Meter, which will give a reading on all
30 domestic flows that are going through the 2" PRVs within that station. He
31 stated that the photo on the right is a Cla-Val flow meter and kit that goes on

Albemarle County Service Authority Board of Directors

1 the larger valve. He stated that it looks at the stem position and the
2 differential pressure across the valve, to calculate the flow. He stated that
3 this would alert the staff to higher flow events, mainly water main breaks or
4 a fire flow event downstream.

5 Mr. Parcels asked how many total PRV stations there are. Mr.
6 Morrison stated that there are about 9-10 stations. He stated that six were
7 implemented in this phase of the SCADA project, with the others
8 implemented in earlier phases.

9
10 9. **Corporate Roles & Responsibilities – Proposed Bylaws Change &**
11 **Resolution**

12 Mr. O'Connell stated that this item is a follow-up to the discussion
13 and recommendations from last month's meeting. He stated that the Board
14 was given a 10-day notice to consider the amendment to the ACSA Bylaws.
15 He stated that since the last meeting, Mike Derdeyn, ACSA Attorney, has
16 updated the amendment based on suggestions that came up at last month's
17 meeting. He stated that in terms of the ACSA Bylaws, the goal was to clean
18 up some language in one area where the State act was not correctly
19 referenced, and to clearly define the duties of the Executive Director. He
20 noted that other authorities have done so, and the recommendation was to
21 do the same for clarity and legal purposes.

22 Mr. O'Connell stated that the other area in which the staff is making
23 recommendations, which the Board would need to act on separately, is a
24 resolution surrounding approvals and signatory authority for different types
25 of documents and legal instruments. He stated that Mr. Derdeyn has drafted
26 a resolution that covers a number of specific areas and has made some
27 changes to that resolution based on the Board discussion last month. He
28 stated that both of these items are before the Board today for approval and
29 adoption.

30 Dr. Palmer stated that she still has an issue with some of the wording.
31 She stated that she does not understand why the Board is referred to as

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1 “The Authority” in the Bylaws. She stated that they do not mention “The
2 Board” until the duties of the Executive Director under Article IV. Mr.
3 Derdeyn replied that the only explanation he can give is that this was the
4 terminology used when the Virginia Water and Waste Authorities Act was
5 created, and it seems to be consistent amongst other authorities.

6 Dr. Palmer asked if there was some reason the ACSA has to conform
7 to that language, as opposed to making it clearer. Mr. Derdeyn stated that
8 he is not aware of any legal requirement that the ACSA has to use the same
9 language. He stated that in general, unless there is a complete rewrite of a
10 document like this, the practice is to just make the amendments that are
11 deemed necessary at the time. He mentioned that other times, an
12 organization will have a complete review of the document. Mr. O’Connell
13 added that it does seem to be a template that they have seen with other
14 authorities.

15 Mr. Parcels stated that in reading Section 15.2-5113 of the Virginia
16 Water and Waste Authorities Act, it often makes mention to the “Board
17 Authority.” He stated that perhaps the Bylaws can be tweaked a bit to say,
18 “Board Authority” instead of “Authority.” Mr. O’Connell stated that perhaps it
19 could be the reverse, “Authority Board,” so that it is clearly defined. Dr.
20 Palmer stated that it would solve her issue with the wording.

21 Dr. Palmer stated that her only other issue with the Bylaws is Section
22 3.1 where it states the Executive Director need not be a member of the
23 Board. She stated that the Executive Director should not be a member of the
24 Board. She mentioned that she understands stating that the Secretary-
25 Treasurer need not be a member of the Board, as there may be a time when
26 the Executive Director will not be the Secretary-Treasurer. Mr. Derdeyn
27 replied that he believes this is the language that is included in the statute.
28 Mr. O’Connell asked if there would be an issue clarifying it in the ACSA
29 Bylaws. Mr. Derdeyn stated that he does not believe it would be an issue.

30 Mr. Parcels stated that in Section 15.2-511 of the Act, there is
31 language that mentions Secretary and Treasurer can be combined, but there

Albemarle County Service Authority Board of Directors

1 is no mention of the Executive Officer. He stated that it does mention in
2 paragraph E, that Board members may appoint the Chief Administrative or
3 Executive Officer, who shall serve at the pleasure of the Board members. He
4 mentioned that he thinks this clarifies that the Executive Officer is not a
5 member of the Board, but rather has been appointed by the Board.

6 Mr. Derdeyn stated that most likely in the 60's or 70's before there
7 was authorization to have an Executive Officer, the Bylaws would have just
8 made mention of the Secretary-Treasurer not needing to be a member of the
9 Board. He stated that whenever the authorization came to add an Executive
10 Officer, they revised that sentence to include the Executive Officer without
11 giving though to Dr. Palmer's point.

12 Dr. Palmer stated that she is in no way referring to the ACSA or Mr.
13 O'Connell, but she has been on boards before where the Executive Director
14 was very aggressive and the board very passive. She stated that this one of
15 the reasons that she feels it is necessary to make a clear distinction between
16 the two. Mr. O'Connell stated that even though the Bylaws are before the
17 Board ever year, there has not been a review to this extent. Mr. Derdeyn
18 stated that he will perform a more comprehensive review of the Bylaws and
19 make some additional suggested changes based on the comments today
20 and anything else he sees that may need changing.

21 Mr. Roberts stated that in his experience, in order to open a bank
22 account, there must be documentation that the Board approved it. He stated
23 that he does not see anything in the Bylaws that mentions how to handle
24 money or financial approvals. Mr. Derdeyn stated that there is usually not
25 that level of specificity in Bylaws. He stated that the Bylaws are designed to
26 make determinations about the high-level governance of the organization,
27 not the day-to-day details of how it will function.

28 Mr. Parcells stated that in terms of the resolution concerning
29 authority of the Executive Director, the first sentence refers to Section 15.2-
30 5114 of the Virginia Code. He stated that this section of the code states that
31 the term of an authority shall not extend beyond a date of 50 years. He stated

Albemarle County Service Authority Board of Directors

1 that he is puzzled by the 50-year term. Mr. O'Connell stated that the County
2 of Albemarle updated the charter in 2014. He stated that there was a formal
3 action by the Albemarle County Board of Supervisors to make that change.

4 Mr. Tolbert asked if the Board was ready to vote on these items today
5 or if they had to wait until the next meeting, given all the suggested changes
6 today. Mr. Derdeyn stated that since there will be additional changes to the
7 Bylaws, and the suggested resolution refers to the Bylaws, it would make
8 the most sense to consider them together. Mr. O'Connell stated that they
9 would take the same approach as last month, in that Mr. Derdeyn will review
10 the document, make changes, send the Board the changes early to comply
11 with the 10-day notice requirement, and consider it for approval at the
12 December meeting, barring any further suggested changes.

13 Mr. Tolbert pointed out that once they start revising the Bylaws, it can
14 take months because they will keep finding more changes. Mr. Derdeyn
15 stated that he does not plan on making any significant changes outside of
16 the suggested ones or any critical changes that are absolutely necessary.
17 He stated to Mr. Tolbert's point, when organizations amend Bylaws, they are
18 usually targeted changes.

19
20 10. Items Not on the Agenda

21 Mr. Tolbert asked if the City Council had taken up the issue of the
22 12-ft. build on the Ragged Mountain Reservoir. Mr. O'Connell stated that
23 they will take up that matter on December 4th. He stated that they are the
24 owner of the property and if they approve it, then the ACSA Board will
25 consider it at the December meeting.

26 Mr. Tolbert stated that the other item he wanted to bring up, which
27 he feels should be called out publicly, is regarding the Ragged Mountain
28 Reservoir to Observatory Water Treatment Plant Raw Water Line project.
29 He stated that buried in the paragraph on the current status of the project is
30 a statement that says all easements with the UVA Foundation are
31 completed. He stated that this is a huge point. He stated that on the next

Albemarle County Service Authority Board of Directors

1 page, the update on the South Rivanna Reservoir to Ragged Mountain
2 Reservoir Pipeline project states that all necessary easements have been
3 acquired, which is also a huge point.

4 Mr. Parcels stated that in the graphic Mr. O'Connell sent the Board
5 of the easement path, there was section in yellow that was labeled UVA
6 Foundation. He stated that he supposes that section goes from the pump
7 station into the Observatory Water Treatment Plant. Mr. O'Connell stated
8 that there is a section where the original route went through a cemetery
9 property, and that his being realigned. He stated that the approval for that is
10 with the University of Virginia, not the UVA Foundation. He stated that there
11 is an administrative agreement on the easement, it just has to go through
12 the proper legal channels. He stated that the easements with the UVA
13 Foundation have been the most difficult, so it is significant to be done with
14 that portion.

15 Mr. Tolbert stated that it is remarkable that all of the easements for
16 the pipeline from South Rivanna to Ragged Mountain have been acquired.
17 Mr. Parcels stated that he looked at the Daily Water Status Report
18 yesterday, and Ragged Mountain is at 83%, whereas South Rivanna is at
19 100%. He stated that it would have been nice to have the pipeline in place.
20 He stated that he wonders how it would be determined that it is time to
21 implement drought restrictions, even though South Rivanna is at 100%. Mr.
22 O'Connell stated that as long as South Rivanna is overflowing, most of the
23 water would come from there. He stated that if the South Rivanna stops
24 overflowing, Observatory would be utilized more. He stated that water usage
25 is not the same in the winter as it is in the summer months. He added that
26 this is a good example of why the 12 feet is necessary.

27 Mr. Tolbert asked who would be making the case for the 12 feet at
28 the City Council meeting. Mr. O'Connell stated that Lauren Hildebrand,
29 Director of Utilities for the City of Charlottesville, will be giving the
30 presentation. He noted that Bill Mawyer, RWSA Executive Director will be
31 present at the meeting as well.

Albemarle County Service Authority Board of Directors11. **Executive Session – Executive Director Mid-Year Review**

Ms. Trent read a Resolution to enter Executive Session pursuant to Virginia Code §2.2-3711 A (1) to discuss a personnel matter (Attached as Page_____).

Mr. Parcells moved to approve the Resolution as presented to the Board; seconded by Dr. Palmer. The Chair asked for a roll-call vote: Mr. Parcells, aye; Dr. Palmer, aye; Mr. Tolbert, aye; Mr. Armstrong, aye; Mr. Roberts, aye.

The Board of Directors came back into regular session. Ms. Trent read into record a Resolution stating that only matters so previously stated and exempted from open discussion in regular session were discussed in Executive Session (Attached as Page _____).

Mr. Tolbert moved to approve the Resolution as presented to the Board, seconded by Dr. Palmer. The Chair asked for a roll-call vote: Mr. Parcells, aye; Dr. Palmer, aye; Mr. Tolbert, aye; Mr. Roberts, aye; Mr. Armstrong, aye; Mr. Moore, aye.

12. **Adjourn**

There being no further business, Dr. Palmer moved that the meeting be adjourned, seconded by Mr. Tolbert. All members voted aye.

Gary B. O'Connell, Secretary-Treasurer

ALBEMARLE COUNTY SERVICE AUTHORITY**AGENDA ITEM EXECUTIVE SUMMARY**

AGENDA TITLE: Monthly Financial Reports	AGENDA DATE: December 14, 2023
STAFF CONTACT/PREPARER: Quin Lunsford, Director of Finance	ACTION: Informational
	ATTACHMENTS: Yes

BACKGROUND: Water and sewer financial reports and check registers for the month of November are attached for your review.

DISCUSSION:

- Estimates have been made related to water and sewer revenues as these figures weren't available in advance of statement preparation for the December board meeting. Investment statements and related financial entries were also not available.
- Water consumption for the month of October increased 5.8% compared to September. Water consumption for the month of October 2023 compared to October 2022 increased 8.8%.
- RWSA's invoice of \$2,277,041 for the month of October was paid on November 7, 2023.
- Unearned water and sewer connection charges totaled \$1,787,994 at month end.
- System connection charges are slightly ahead of budgeted expectations with \$808,555 recognized in November.
- Water and Wastewater revenues for FY 2024 are above budgeted expectations by 11.6%. Please see the water/wastewater trend analysis included illustrating that when adjustment for expected variations in seasonal consumption are considered, revenues are 3.3% higher than budgeted expectations.

BUDGET IMPACT: Informational only.

RECOMMENDATIONS: None

BOARD ACTION REQUESTED: None; informational item only.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

ATTACHMENTS:

1. Statement of Net Position
2. Year-to-Date Budget to Actual Comparison/Commentary
3. Investment Summary
4. Capacity/System Development Reserves
5. Connection Charges/ERC Analysis
6. Monthly Water and Sewer Charges from the RWSA
7. Monthly Water Consumption
8. Water and Sewer Report; Customer Class Report
9. Major Customer Analysis
10. Water/Wastewater Revenue Trend Analysis
11. Aged Receivables Analysis
12. Check Register

ALBEMARLE COUNTY SERVICE AUTHORITY

STATEMENT OF NET POSITION

November 30, 2023

ASSETS

Cash and cash equivalents	\$ 9,727,423
Accounts receivable	5,376,576
Investments	50,348,478
Capital assets: (net of accumulated depreciation)	180,903,727
Inventory	708,741
Prepays	13,328
Cash and cash equivalents, restricted	387,707
	<hr/>
Total assets	247,465,980
	<hr/>

DEFERRED OUTFLOWS OF RESOURCES

Combined deferred outflows of resources	1,175,852
	<hr/>

LIABILITIES

Accounts payable	2,899,200
Accrued liabilities	530,731
Compensated absences	746,495
Net pension liability	2,454,029
Other post-employment benefits	1,244,519
Unearned connection fees	1,787,994
Long-term debt	4,175,883
	<hr/>
Total liabilities	13,838,851
	<hr/>

DEFERRED INFLOWS OF RESOURCES

Combined deferred inflows of resources	1,104,953
	<hr/>

NET POSITION

233,698,028

ALBEMARLE COUNTY SERVICE AUTHORITY
For the One Month Ending November 30, 2023

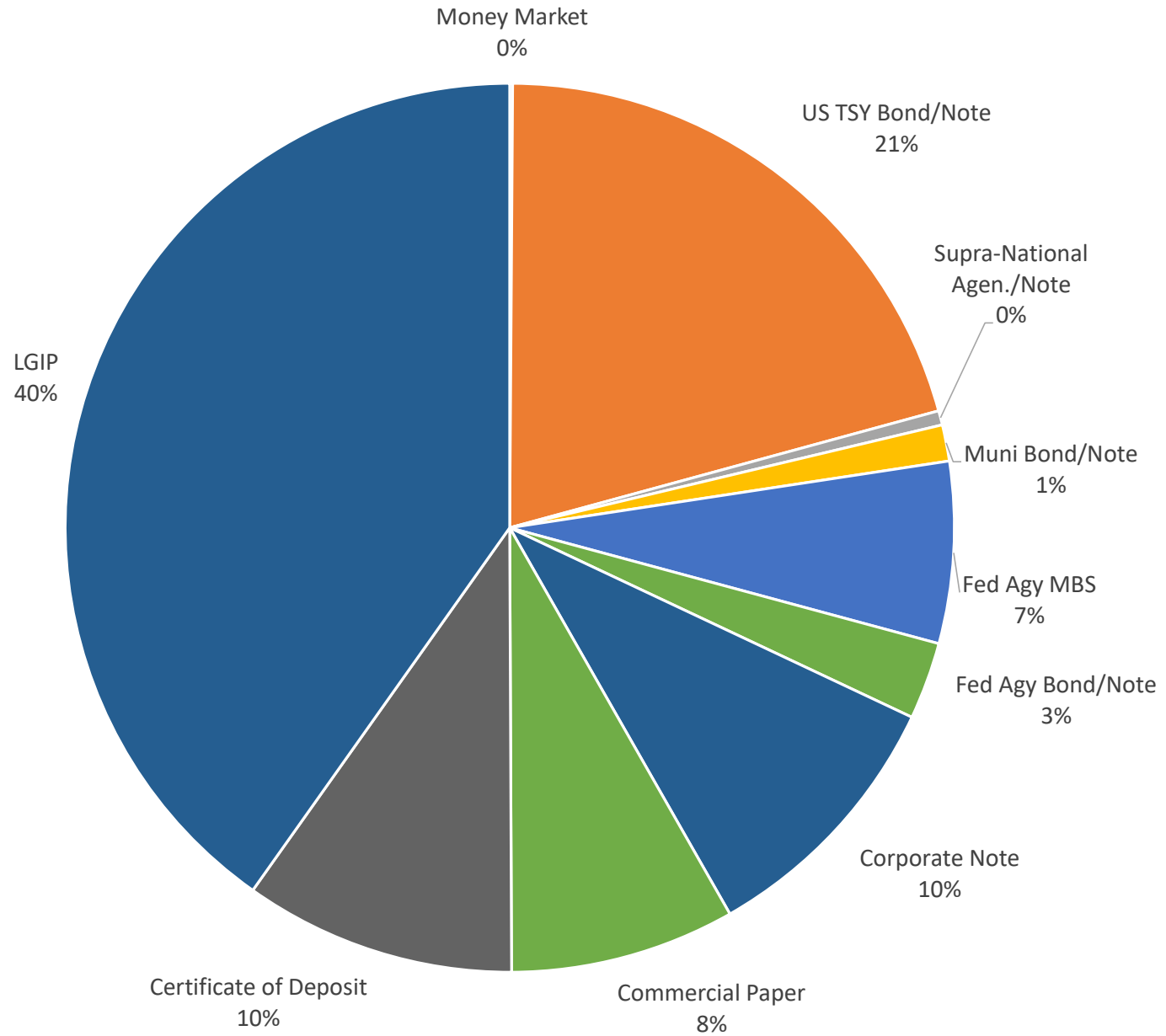
28

	Budget FY 2023	Budget Year-to-Date 2023	November Actual Year-to-Date	Actual vs. Budget	Variance Percentage
Revenues					
Water Sales	20,580,000.	8,575,000.	9,879,222.	1,304,222.	15.21%
Sewer Service	16,679,000.	6,949,583.	7,446,457.	496,874.	7.15%
Total operating revenues	37,259,000.	15,524,583.	17,325,679.	1,801,096.	11.60% A
Operating Expenses					
Purchase of bulk water	(16,256,000.)	(6,773,333.)	(6,893,158.)	(119,825.)	1.77% B
Purchase of sewer treatment	(11,689,000.)	(4,870,417.)	(4,587,238.)	283,179.	(5.81%) B
Administration	(1,475,500.)	(614,792.)	(515,293.)	99,499.	(16.18%) C
Finance	(2,890,000.)	(1,204,167.)	(1,042,598.)	161,569.	(13.42%) C
Information Technology	(1,787,600.)	(744,833.)	(693,613.)	51,220.	(6.88%) C
Engineering	(2,400,300.)	(1,000,125.)	(906,222.)	93,903.	(9.39%) C
Maintenance	(4,749,900.)	(1,979,125.)	(1,536,614.)	442,511.	(22.36%) C
Total operating expenses	(41,248,300.)	(17,186,792.)	(16,174,736.)	1,012,056.	(5.89%)
Operating gain(loss)	(3,989,300.)	(1,662,208.)	1,150,943.	2,813,151.	(169.24%)
Nonoperating Revenues					
System connection charges	8,000,000.	3,333,333.	3,596,700.	263,367.	7.90% D
Investment/Interest Income	600,000.	250,000.	821,175.	571,175.	228.47% E
Rental income	16,000.	6,667.	6,077.	(590.)	(8.84%)
Miscellaneous revenues	761,000.	317,083.	261,150.	(55,933.)	(17.64%) F
Total nonoperating revenues (expenses)	9,377,000.	3,907,083.	4,685,102.	778,019.	19.91%
Nonoperating Expenses					
Miscellaneous expenses	(327,300.)	(136,375.)	(638,489.)	(502,114.)	368.19% G
Bond interest charges	(183,859.)	(76,608.)	(96,991.)	(20,383.)	26.61% H
Depreciation	0.	0.	(1,789,321.)	(1,789,321.)	0.00% I
Total nonoperating revenues (expenses)	(511,159.)	(212,983.)	(2,524,801.)	(2,311,818.)	1085.45%
Capital contributions	0.	0.	865,114.	865,114.	0.00%
Change in Net Position	4,876,541.	2,031,892.	4,176,358.	2,144,466.	105.54%

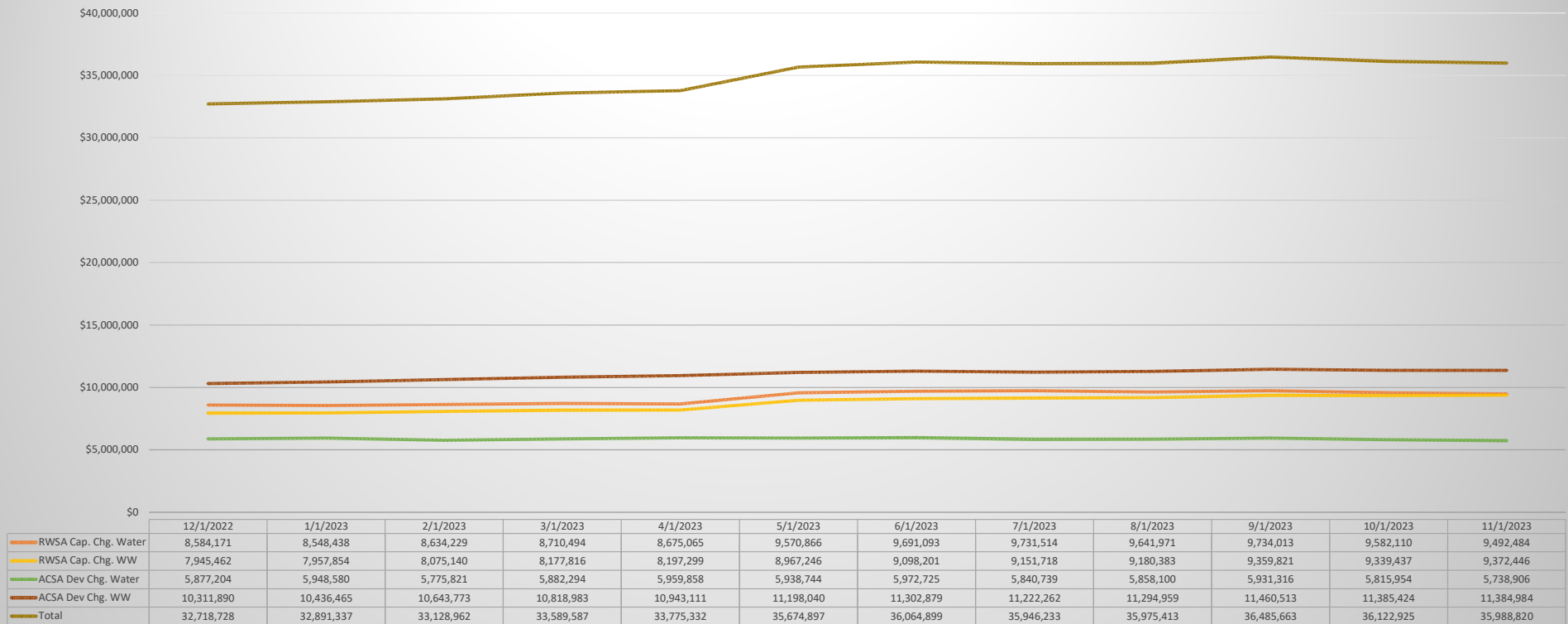
**Albemarle County Service Authority
Actual-to-Budget Year to Date Commentary**

- A.** Water and sewer revenues were more than budgeted amounts by 11.6%. Consumption through November (gallons) appears reasonable considering the ACSA's normal seasonal consumption pattern. Further information related to seasonal revenue expectations can be found later in the Board packet.
- B.** Expenses related to purchases of bulk water and sewer treatment from the RWSA are less than budgeted amounts by 1.4%. Monthly billings prepared by the RWSA allocate total water/wastewater flows to the ACSA/City based on the consumption of each for the quarter immediately preceding.
- C.** Departmental operating budgets through the current month remain below budgeted expectations for the fiscal year. Departmental expenses will continue to be monitored throughout the fiscal year and are expected to align with the budget.
- D.** System connection charges are higher than the budgeted amount. Connection charges are often difficult to project and can fluctuate from year to year. These charges are dependent upon new customers connecting to the system.
- E.** Investment income, which includes both interest income and adjustments to fair market value are recorded in these accounts. Investment earnings are ahead of budgeted expectations through the current month.
- F.** Miscellaneous revenues consist of multiple lines and include inspection fees, plan review, reconnections/initial bill fees, invoiced water usage, and gains associated with sales of capital assets retired from service.
- G.** The budgeted amount includes expected outlays for capital equipment and losses on disposal of capital assets. Equipment is capitalized when placed in service.
- H.** Bond interest charges are recorded as incurred.
- I.** Depreciation is not a budgeted line-item accounting for the variance. Depreciation expense is considered during the annual budgeting process as this expense is utilized to calculate the required contribution to the 3r reserve.

Allocation of Investments by Type



Capacity/System Development Reserves



Note: Additions to Capacity/System Development Reserves are from monthly connection charges, reductions to the reserves are from monthly growth related expenses/capital costs.

Albemarle County Service Authority
Connection Fee Analysis
October 2023

Area	October 2023 Monthly Connection Fees	October 2022 Monthly Connection Fees	\$ Change	% Change
Crozet	\$ 185,670	\$ 215,520	\$ (29,850)	-14%
Urban	429,720	918,430	(488,710)	-53%
Scottsville	-	-	-	
Total Connection fees	\$ 615,390	\$ 1,133,950	\$ (518,560)	-46%
Through October				
Area	YTD FY 2024 Connection Fees	YTD FY 2023 Connection Fees	\$ Change	% Change
Crozet	\$ 1,162,215	\$ 727,380	\$ 434,835	60%
Urban	1,625,630	2,518,175	(892,545)	-35%
Scottsville	300	-	300	-
Total Connection fees	\$ 2,788,145	\$ 3,245,555	\$ (457,410)	-14%

Area	October 2023 ERC's	October 2022 ERC's	Change	% Change
Crozet	13	16	(3)	-19%
Urban	30	69	(39)	-57%
Scottsville	-	-	-	-
Total ERC's	43	85	(42)	-49%
Through October				
Area	YTD FY 2024 ERC's	YTD FY 2023 ERC's	Change	% Change
Crozet	81	54	27	50%
Urban	112	187	(75)	-40%
Scottsville	-	-	-	-
Total ERC's - YTD	193	241	(48)	-20%

Note: This analysis shows, both in dollars and ERC's, connections by month and YTD for the period under review. As noted above, connection fees are comparable to the prior year. See the "Three Year Connection Fee Comparison" for further discussion related to this change.

**Albemarle County Service Authority
Three Year Connection Fee Comparison
October 2023**

Area	October 2023 ERC's	October 2022 ERC's	October 2021 ERC's
Crozet	13	16	13
Urban	30	69	13
Scottsville	-	-	-
Total ERC's	43	85	26

Through October			
Area	YTD 2024 ERC's	YTD 2023 ERC's	YTD 2022 ERC's
Crozet	81	54	34
Urban	112	187	233
Scottsville	-	-	-
Total ERC's - YTD	193	241	267

Note: The information above present ERCs by month and YTD for the current and past two fiscal years. As noted in the YTD portion of the analysis, current YTD ERCs appear reasonable considering continued development within the ACSA's service area.

**Albemarle County Service Authority
Water and Sewer Charges from the RWSA
Fiscal Year 2024**

	FY 2024	FY 2023	Increase	
	RWSA Charges	RWSA Charges	(Decrease)	
July	\$ 2,352,971	\$ 2,041,957	\$ 311,014	15.23%
August	2,352,440	2,042,399	310,041	15.18%
September	2,286,484	2,083,284	203,200	9.75%
October	2,277,041	2,021,265	255,776	12.65%
November	2,204,989	1,987,793	217,196	10.93%
December		2,025,214		
January		1,990,411		
February		1,956,978		
March		2,006,071		
April		2,013,296		
May		2,021,900		
June		1,979,565		
	<hr/>	<hr/>		
	\$ 11,473,924	\$ 24,170,133		
<hr/>				
YTD	\$ 11,473,924	\$ 10,176,698	\$ 1,297,226	12.75%

Note: The charges noted above from the RWSA include operating and debt service charges.

**Albemarle County Service Authority
Consumption Analysis
Fiscal Year 2024**

	FY 2024 Consumption	FY 2023 Consumption		Monthly Precipitation (In.)	
				FY 2024	FY 2023
July	154,300,020	155,932,214	-1.05%	5.44	6.42
August	170,746,002	159,969,362	6.74%	2.51	4.10
September	176,070,325	155,676,979	13.10%	2.98	2.79
October	165,947,566	152,513,014	8.81%	0.59	2.24
November		148,761,821	-100.00%		4.52
December		134,997,083	-100.00%		4.60
January		138,803,649	-100.00%		2.32
February		126,909,570	-100.00%		2.87
March		134,395,216	-100.00%		1.36
April		140,263,055	-100.00%		4.67
May		140,578,641	-100.00%		2.31
June		163,336,945	-100.00%		4.81
	667,063,913	1,752,137,549		11.52	43.01
YTD	667,063,913	624,091,569	6.89%	11.52	15.55

Note: Consumption through October 2023 is 6.89% more than the same period in fiscal year 2023. Monthly precipitation figures have been included for comparison purposes. Trends in rainfall can sometimes correlate with trends in consumption however, depending on the intensity, days between rain events, or other factors, this may not always be the case.

Note: Precipitation data obtained from National Oceanic and Atmospheric Administration (NOAA):
<https://www.ncdc.noaa.gov/cdo-web/search>.



Water and Sewer Report

(Volumes in Gallons)

October 2023

Metered by Area:

	Water	Sewer
Crozet	19,076,024	15,942,919
Scottsville	1,300,836	753,482
Urban	145,521,973	119,250,416
Red Hill	48,733	0
Total	165,947,566	135,946,817

Number of Installed Meters:

Urban	29
Crozet	13
Scottsville	0
Total	42

Wastewater Flows by Sewer Plant:

Total Urban and Crozet	135,193,335
less Glenmore WRRF	(4,286,431)
Moore's Creek AWWRF	130,906,904
Scottsville WRRF	753,482
Total	131,660,386

Hydrant Meter Consumption (billed by invoice):

Urban	1,069,900
Crozet	2,700
Scottsville	0
Total	1,072,600

Estimated Water Loss:

4654 Briarwood Dr - 10/24/23	Urban	500
	Urban	0
	Total	500

Billed Consumption for Selected Customers

	Water	Sewer		Water	Sewer
VA Land Holding	364,532	364,532	Boar's Head Inn	638,328	585,912
Southwood Mobile Homes	1,745,910	2,030,000	Farmington, Inc.	787,947	391,896
Turtle Creek Apts.	1,414,974	1,409,063	Westgate Apts.	1,229,620	1,228,620
Barracks West Apartments	1,940,448	1,940,448	PR Charger C'ville Holdings	2,051,355	2,051,355
Monroe Health & Rehab.	801,535	801,535	Four Seasons Apts	1,349,304	1,349,304
Sunrise Senior "Colonnades"	927,174	775,774	Ch'ville/Alb Airport	152,822	151,955
ACRJ	1,115,390	954,390	State Farm	3,168,940	3,077,313
Westminster Canterbury	1,851,870	1,756,870	Hyatt @ Stonefield	464,203	464,203
SEMF Charleston	1,468,076	1,468,076	Doubletree Hotel	745,216	745,216
Martha Jefferson Hospital	2,312,811	1,268,216	Arden Place Apts	445,896	445,896
Crozet Mobile Home Village	261,142	261,142	Hilton Garden Inn	248,344	223,101
The Home Depot	213,908	213,908	The Blake @ Charlottesville	361,947	361,947
County of Albemarle	2,692,310	1,550,546	The Lodge @ Old Trail	225,848	225,848
University of Virginia	1,888,314	1,885,590	Gov't-Defense Complex	747,130	698,946
Wegmans	412,171	412,171	Harris Teeter Stores	152,021	152,021



October 2023

WATER

Class Type	Number of Connections by Area			<u>Total</u>
	<u>Urban</u>	<u>Crozet</u>	<u>Scottsville</u>	
Single-Family Residential	16,083	3,891	195	20,169
Multi-Family Residential	569	44	3	616
Commercial (Offices)	202	12	5	219
Commercial (Other)	933	76	53	1,062
Industrial	36	11	4	51
Institutional	171	32	12	215
Total Water Connections	17,994	4,066	272	22,332
Plus Multiple Units	13,138	781	89	14,008
Total Water Units	31,132	4,847	361	36,340

SEWER

Class Type	Number of Connections by Area			<u>Total</u>
	<u>Urban</u>	<u>Crozet</u>	<u>Scottsville</u>	
Single-Family Residential	13,773	3,615	157	17,545
Multi-Family Residential	538	42	4	584
Commercial (Offices)	186	12	5	203
Commercial (Other)	726	52	44	822
Industrial	15	5	1	21
Institutional	133	25	10	168
Total Sewer Connections	15,371	3,751	221	19,343
Plus Multiple Units	12,722	778	56	13,556
Total Sewer Units	28,093	4,529	277	32,899

POPULATION SERVED

Population served is the total Single-Family and Multi-Family units using an occupancy of 2.5 residents per unit:

	<u>Urban</u>	<u>Crozet</u>	<u>Scottsville</u>	<u>Total</u>
Total Water Customers	73,053	11,680	710	85,443
Total Sewer Customers	66,238	10,983	533	77,753

**Albemarle County Service Authority
Major Customer Analysis
October 2023 and September 2023**

	October 2023		September 2023		Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
State Farm	3,168,940	3,077,313	2,079,390	1,828,092	52.40%	68.33%
Barracks West Apartments	1,940,448	1,940,448	1,658,391	1,658,391	17.01%	17.01%
ACRJ	1,115,390	954,390	1,039,180	875,180	7.33%	9.05%
County of Albemarle	2,692,310	1,550,546	2,544,081	1,650,258	5.83%	-6.04%
Turtle Creek Apts.	1,414,974	1,409,063	1,350,616	1,346,269	4.77%	4.66%
Westmisnster Canterbury	1,851,870	1,756,870	1,786,950	1,700,950	3.63%	3.29%
Westgate Apts.	1,229,620	1,228,620	1,237,019	1,235,919	-0.60%	-0.59%
Southwood Mobile Homes	1,745,910	2,030,000	1,907,560	2,040,000	-8.47%	-0.49%
SEMF Charleston	1,468,076	1,468,076	1,718,222	1,718,222	-14.56%	-14.56%
Martha Jefferson Hospital	2,312,811	1,268,216	2,784,352	1,389,750	-16.94%	-8.75%
Abbingtion Crossing	2,051,355	2,051,355	2,492,190	2,492,190	-17.69%	-17.69%
Four Seasons Apts.	1,349,304	1,349,304	1,702,012	1,702,012	-20.72%	-20.72%
University of Virginia	1,888,314	1,885,590	2,556,273	2,553,828	-26.13%	-26.17%

Note: Only major customers of the ACSA have been analyzed above. For purposes of this analysis, major customers are those who, on average, consume over one million gallons per month. Variations can occur for a variety of reasons including but not limited to: conscious conservation efforts, expansion, weather, vacancies, etc.

*** -- Consumption/usage in gallons.**

**Albemarle County Service Authority
Major Customer Analysis
October 2023 and October 2022**

	October 2023		October 2022		Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
State Farm	3,168,940	3,077,313	185,660	148,660	1606.85%	1970.03%
County of Albemarle	2,692,310	1,550,546	1,929,496	1,436,558	39.53%	7.93%
Barracks West Apartments	1,940,448	1,940,448	1,486,900	1,486,900	30.50%	30.50%
Westmisnster Canterbury	1,851,870	1,756,870	1,537,200	1,431,200	20.47%	22.76%
Martha Jefferson Hospital	2,312,811	1,268,216	1,979,781	1,139,781	16.82%	11.27%
Turtle Creek Apts.	1,414,974	1,409,063	1,234,030	1,230,530	14.66%	14.51%
University of Virginia	1,888,314	1,885,590	1,742,775	1,741,162	8.35%	8.29%
Southwood Mobile Homes	1,745,910	2,030,000	1,632,960	2,060,000	6.92%	-1.46%
Abbingtion Crossing	2,051,355	2,051,355	1,956,537	1,956,537	4.85%	4.85%
Westgate Apts.	1,229,620	1,228,620	1,225,999	1,225,599	0.30%	0.25%
SEMF Charleston	1,468,076	1,468,076	1,517,208	1,517,208	-3.24%	-3.24%
ACRJ	1,115,390	954,390	1,281,440	1,124,440	-12.96%	-15.12%
Four Seasons Apts.	1,349,304	1,349,304	1,932,601	1,932,601	-30.18%	-30.18%

Note: Only major customers of the ACSA have been analyzed above. For purposes of this analysis, major customers are those who, on average, consume over one million gallons per month. Variations can occur for a variety of reasons including but not limited to: conscious conservation efforts, expansion, weather, vacancies, etc.

*** -- Consumption/usage in gallons.**

Albemarle County Service Authority

Major Customer Analysis

Year-to-date Comparison: Current Year/Prior Year -- October

	YTD FY 2024		YTD FY 2023		Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
State Farm	8,431,120	7,868,723	677,150	275,150	1145.09%	2759.79%
County of Albemarle	8,406,050	4,697,043	5,788,936	4,328,813	45.21%	8.51%
Abbingdon Crossing	8,556,628	8,556,628	7,369,846	7,369,846	16.10%	16.10%
Barracks West Apartments	6,782,718	6,782,718	5,962,400	5,962,400	13.76%	13.76%
SEMF Charleston	6,381,202	6,381,202	5,652,449	5,652,449	12.89%	12.89%
Turtle Creek Apts.	5,434,016	5,420,372	4,852,251	4,827,851	11.99%	12.27%
Westmisnster Canterbury	7,091,970	6,724,970	6,366,400	5,941,400	11.40%	13.19%
Martha Jefferson Hospital	10,324,310	5,089,454	9,872,818	4,228,494	4.57%	20.36%
University of Virginia	8,797,503	8,783,744	9,057,036	9,036,862	-2.87%	-2.80%
Westgate Apts.	4,877,058	4,871,158	5,093,870	5,088,170	-4.26%	-4.27%
Southwood Mobile Homes	7,173,900	8,480,000	7,566,995	8,630,000	-5.19%	-1.74%
Four Seasons Apts.	5,996,773	5,996,773	6,574,927	6,574,927	-8.79%	-8.79%
ACRJ	4,182,560	3,525,560	4,711,500	3,826,500	-11.23%	-7.86%

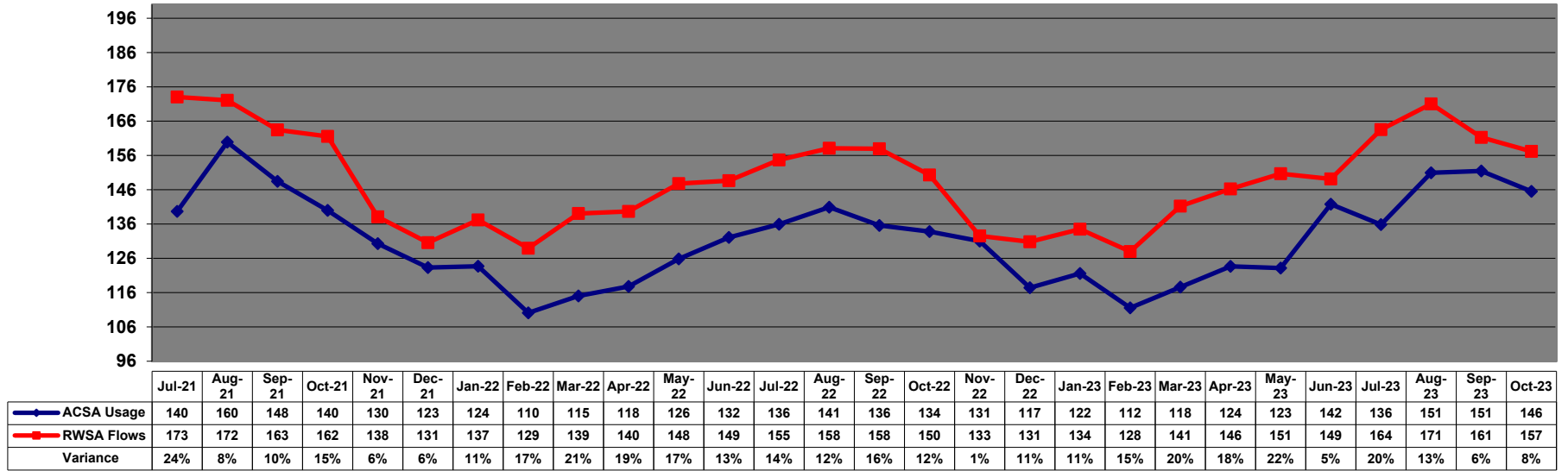
Note: Only major customers of the ACSA have been analyzed above. For purposes of this analysis, major customers are those who, on average, consume over one million gallons per month. Variations can occur for a variety of reasons including but not limited to: conscious conservation efforts, expansion, weather, vacancies, etc.

*** -- Consumption/usage in gallons.**

FY 2022, 2023, and 2024 Urban Water Comparison RWSA Flows & ACSA Customer Usage

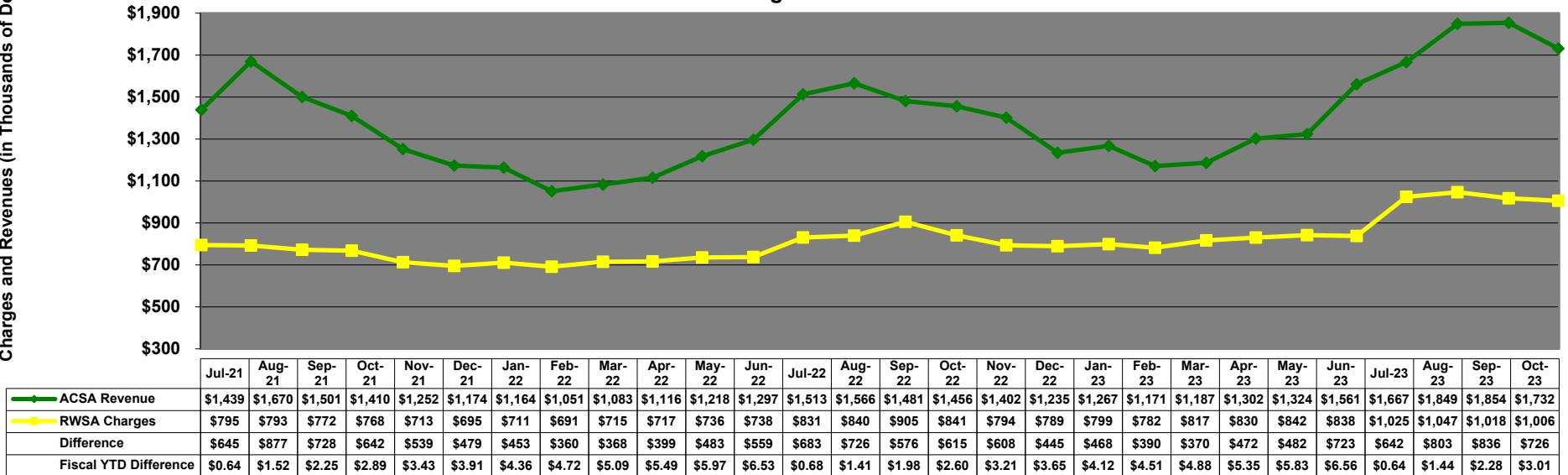
41

Flows & Usage (in Millions of Gallons)



Charges and Revenues (in Thousands of Dollars)

FY 2022, 2023, and 2024 Urban Water Comparison RWSA Billed Water Charges & ACSA Billed Water Revenues

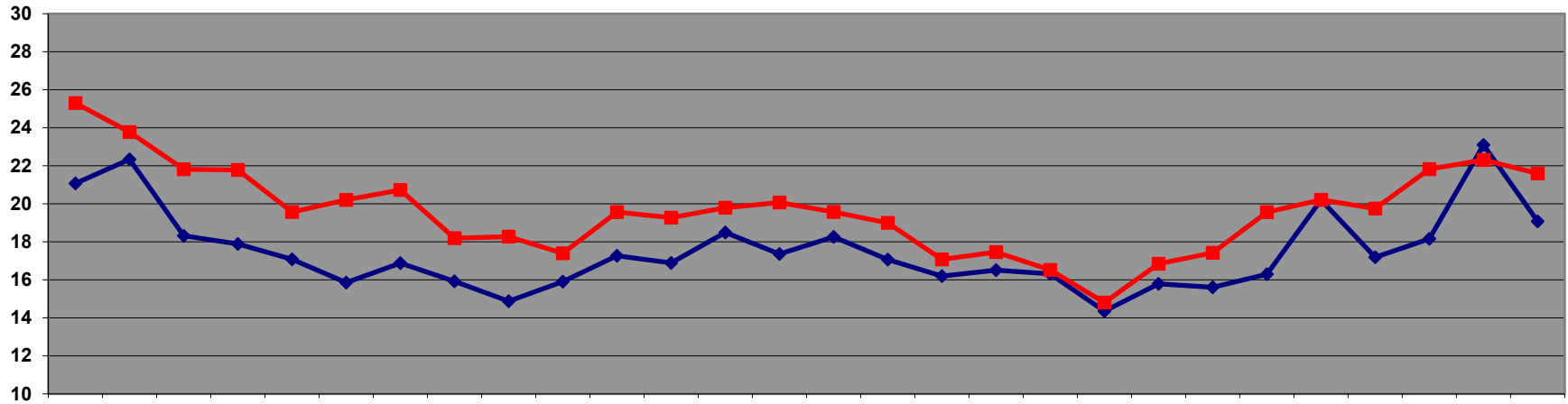


Note: Fiscal YTD Difference (ONLY) in Millions of Dollars

FY 2022, 2023, and 2024 Crozet Water Comparison RWSA Flows & ACSA Customer Usage

42

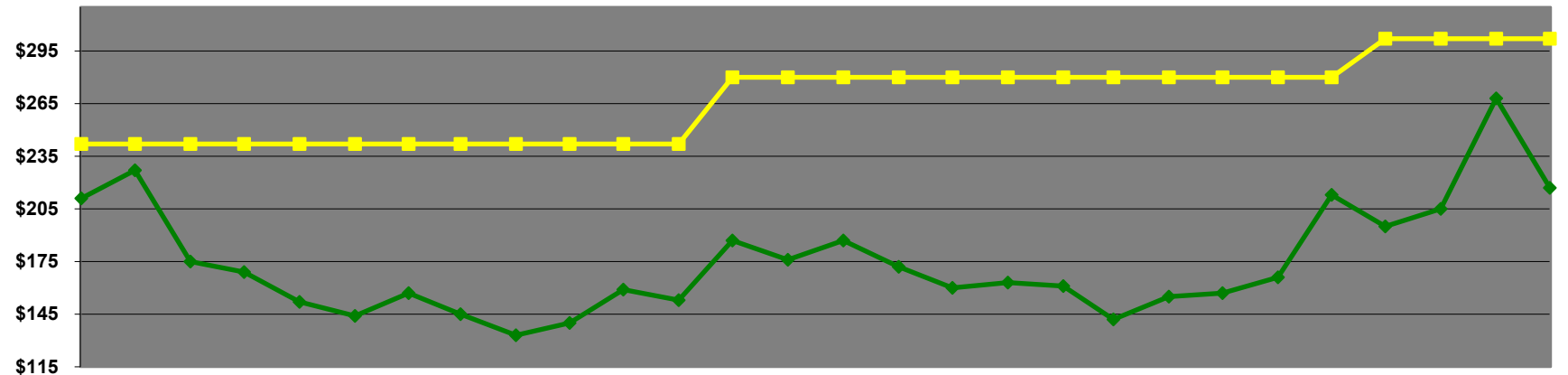
Flows & Usage (in Millions of Gallons)



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23
ACSA Usage	21	22	18	18	17	16	17	16	15	16	17	17	18	17	18	17	16	17	16	14	16	16	16	20	17	18	23	19
RWSA Flows	25	24	22	22	20	20	21	18	18	17	20	19	20	20	20	19	17	17	17	15	17	17	20	20	20	22	22	22
Variance	20%	6%	19%	22%	15%	27%	23%	14%	23%	9%	13%	14%	7%	16%	7%	11%	5%	6%	1%	3%	7%	12%	20%	0%	15%	20%	-3%	13%

FY 2022, 2023, and 2024 Crozet Water Comparison RWSA Billed Water Charges & ACSA Billed Water Revenues

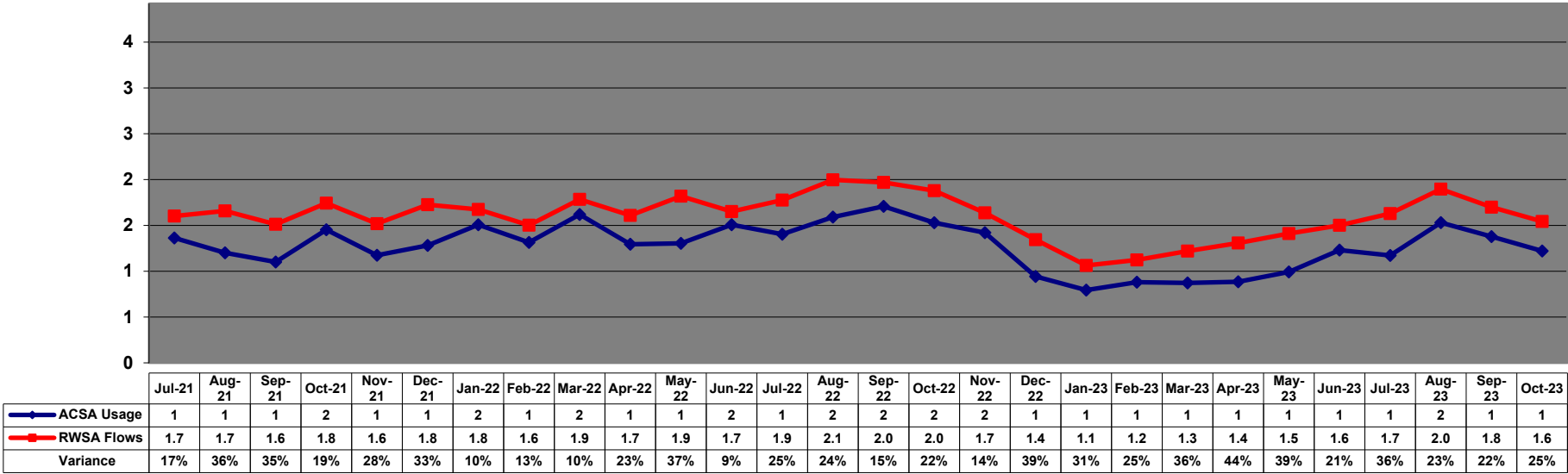
Charges and Revenues (in Thousands of Dollars)



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23
ACSA Revenue	\$211	\$227	\$175	\$169	\$152	\$144	\$157	\$145	\$133	\$140	\$159	\$153	\$187	\$176	\$187	\$172	\$160	\$163	\$161	\$142	\$155	\$157	\$166	\$213	\$195	\$205	\$268	\$217
RWSA Charges	\$242	\$242	\$242	\$242	\$242	\$242	\$242	\$242	\$242	\$242	\$242	\$242	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$302	\$302	\$302	\$302
Difference	(\$31)	(\$15)	(\$67)	(\$73)	(\$90)	(\$98)	(\$85)	(\$97)	(\$109)	(\$102)	(\$83)	(\$89)	(\$93)	(\$104)	(\$93)	(\$108)	(\$120)	(\$117)	(\$119)	(\$138)	(\$125)	(\$123)	(\$114)	(\$67)	(\$107)	(\$97)	(\$34)	(\$85)
Fiscal YTD Difference	-\$0.03	(\$0.05)	(\$0.11)	(\$0.19)	(\$0.28)	(\$0.37)	(\$0.46)	(\$0.56)	(\$0.67)	(\$0.77)	(\$0.85)	(\$0.94)	(\$0.09)	(\$0.20)	(\$0.29)	(\$0.40)	(\$0.52)	(\$0.64)	(\$0.75)	(\$0.89)	(\$1.02)	(\$1.14)	(\$1.25)	(\$1.32)	(\$0.11)	(\$0.20)	(\$0.24)	(\$0.32)

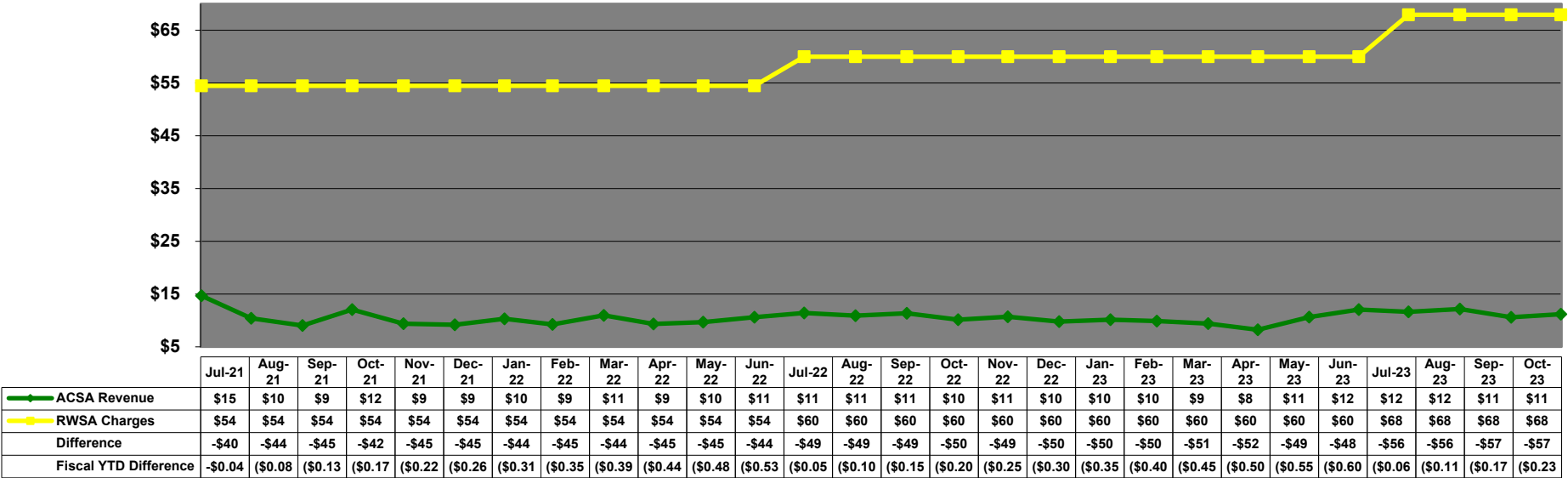
FY 2022, 2023, and 2024 Scottsville Water Comparison
RWSA Flows & ACSA Customer Usage

Flows & Usage (in Millions of Gallons)



FY 2022, 2023, and 2024 Scottsville Water Comparison
RWSA Billed Water Charges & ACSA Billed Water Revenues

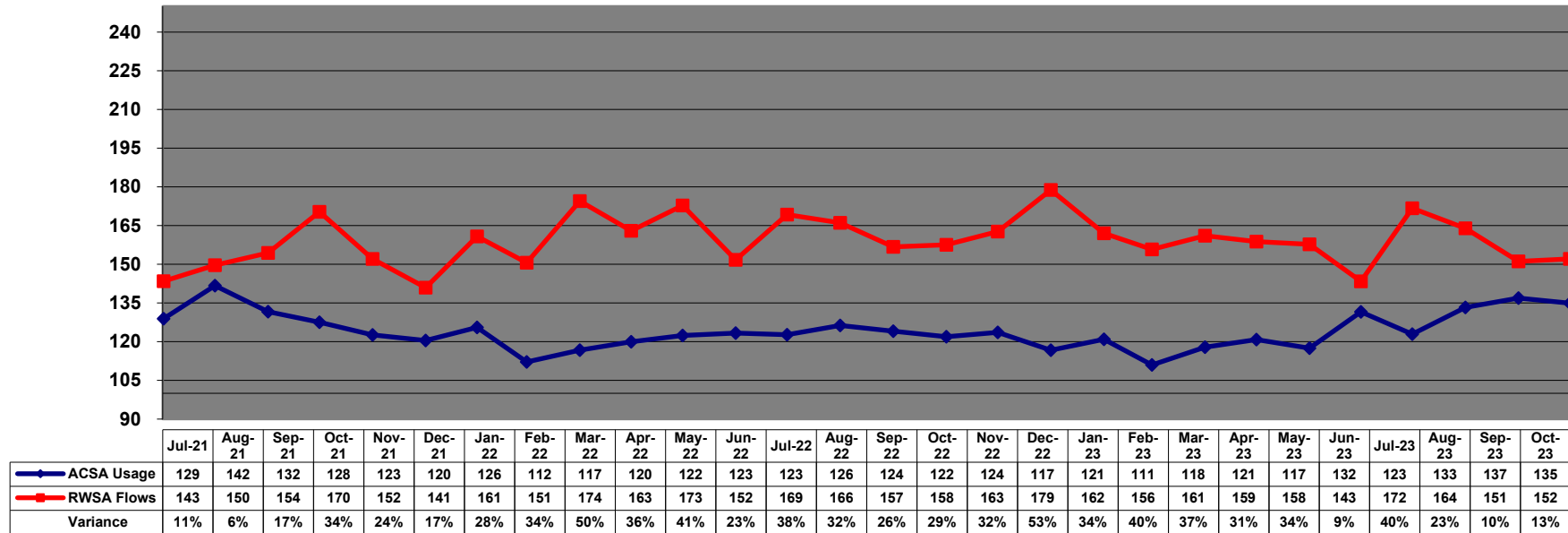
Charges and Revenues (in Thousands of Dollars)



**FY 2022, 2023, and 2024 Urban (including Glenmore) & Crozet Sewer Comparison
ACSA Customer Usage & RWSA Flows**

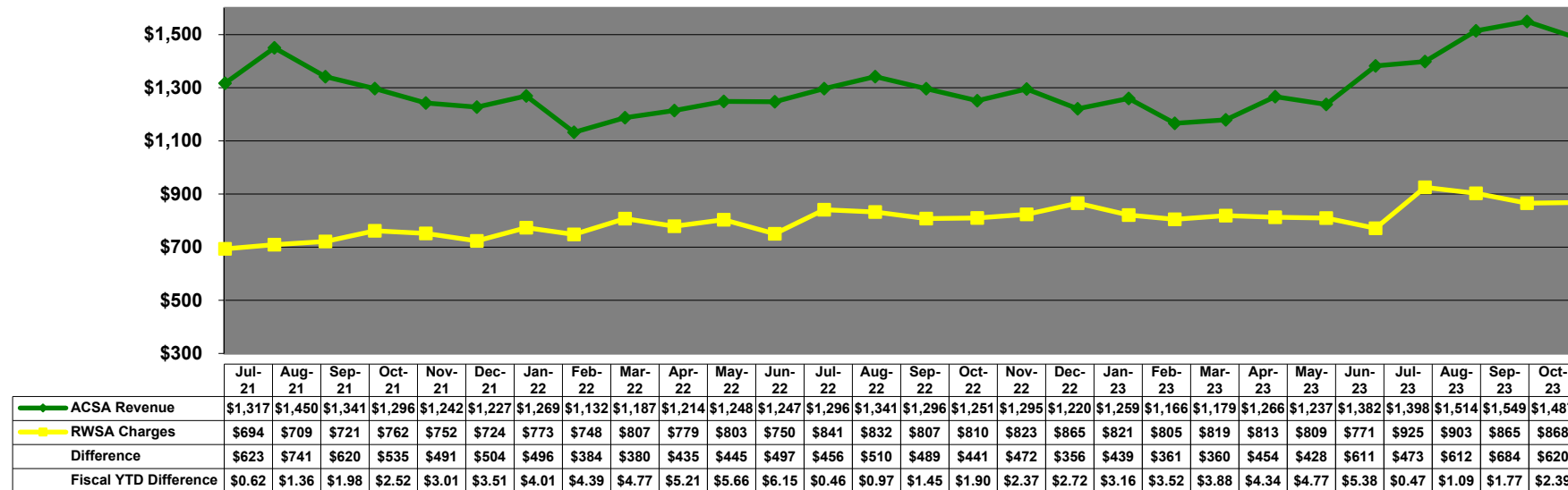
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Usage & Flows (in Millions of Gallons)



**FY 2022, 2023, and 2024 Urban (including Glenmore) & Crozet Sewer Comparison
ACSA Billed Sewer Usage & RWSA Billed Sewer Charges**

Charges & Revenues (in Thousands of Dollars)

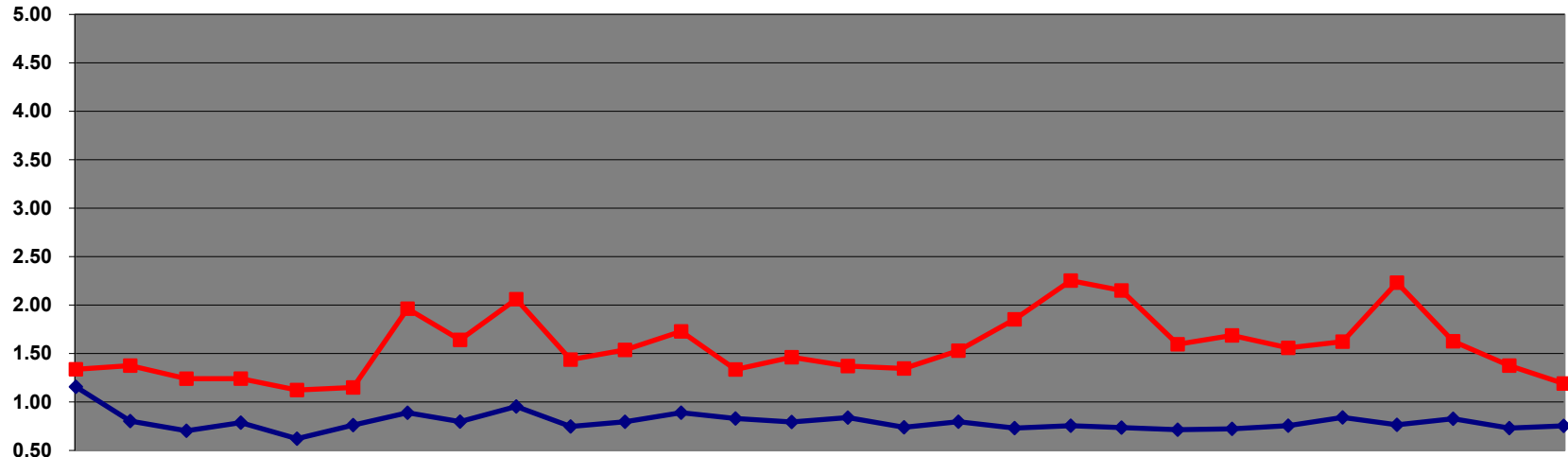


Note: Fiscal YTD Difference (ONLY) in Millions of Dollars

**FY 2022, 2023, and 2024 Scottsville Sewer Comparison
ACSA Customer Usage & RWSA Flows**

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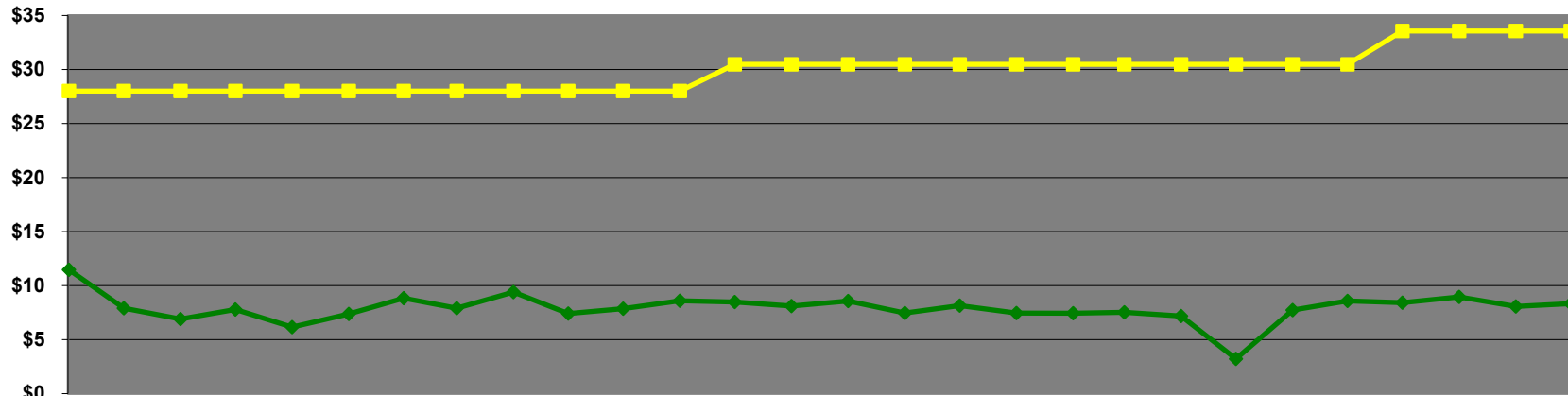
Usage & Flows (in Millions of Gallons)



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23
ACSA Usage	1.16	0.80	0.70	0.79	0.62	0.76	0.89	0.80	0.95	0.75	0.80	0.89	0.83	0.79	0.84	0.74	0.80	0.73	0.75	0.74	0.71	0.72	0.76	0.84	0.76	0.83	0.73	0.75
RWSA Flows	1.34	1.38	1.24	1.24	1.12	1.15	1.96	1.64	2.06	1.44	1.54	1.73	1.34	1.46	1.37	1.35	1.53	1.85	2.25	2.15	1.60	1.69	1.56	1.62	2.23	1.63	1.38	1.19
Variance	16%	71%	77%	58%	81%	51%	121%	106%	116%	92%	93%	94%	61%	84%	63%	82%	92%	154%	198%	192%	124%	133%	106%	93%	192%	97%	88%	58%

**FY 2022, 2023, and 2024 Scottsville Sewer Comparison
ACSA Billed Sewer Usage & RWSA Billed Sewer Charges**

Charges & Revenues (in Thousands of Dollars)



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23
ACSA Revenue	\$11.47	\$7.91	\$6.91	\$7.79	\$6.16	\$7.38	\$8.83	\$7.91	\$9.40	\$7.41	\$7.87	\$8.60	\$8.48	\$8.11	\$8.57	\$7.47	\$8.15	\$7.46	\$7.44	\$7.53	\$7.19	\$3.22	\$7.74	\$8.58	\$8.42	\$8.95	\$8.07	\$8.33
RWSA Charges	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$34	\$34	\$34	\$34
Difference	-\$17	-\$20	-\$21	-\$20	-\$22	-\$21	-\$19	-\$20	-\$19	-\$21	-\$20	-\$19	-\$22	-\$22	-\$22	-\$23	-\$22	-\$23	-\$23	-\$23	-\$23	-\$27	-\$23	-\$22	-\$25	-\$25	-\$25	-\$25
Fiscal YTD Difference	-\$0.02	-\$0.04	-\$0.06	-\$0.08	-\$0.10	-\$0.12	-\$0.14	-\$0.16	-\$0.18	-\$0.20	-\$0.22	-\$0.24	-\$0.02	-\$0.04	-\$0.07	-\$0.09	-\$0.11	-\$0.13	-\$0.16	-\$0.18	-\$0.20	-\$0.23	-\$0.25	-\$0.28	-\$0.03	-\$0.05	-\$0.08	-\$0.10

Note: Fiscal YTD Difference (ONLY) in Millions of Dollars

Single-Family Residential Water Usage

(Including irrigation through exclusion, irrigation, and auxiliary meters)

	FY 2022											
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	45,715,768	46,650,649	45,763,766	45,032,204	45,171,862	45,419,967	45,519,835	43,528,147	44,213,375	44,847,991	45,928,802	46,038,996
Level 2 (3,001 - 6,000 gallons)	18,273,794	20,170,499	17,049,266	15,725,032	15,151,382	14,875,487	15,122,551	12,929,554	12,730,722	13,260,281	16,086,013	16,576,525
Level 3 (6,001 - 9,000 gallons)	6,123,440	7,439,890	5,100,810	4,617,427	3,808,811	2,996,781	3,076,904	2,659,279	2,230,016	2,424,233	3,744,303	4,334,397
Level 4 (over 9,000 gallons)	8,544,212	14,373,474	7,815,394	7,173,929	4,280,811	2,811,464	3,100,290	2,921,259	1,746,818	1,865,133	3,644,494	5,309,110
Total	78,657,214	88,634,512	75,729,236	72,548,592	68,412,866	66,103,699	66,819,580	62,038,239	60,920,931	62,397,638	69,403,612	72,259,028

	FY 2023											
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	45,599,911	45,505,082	45,632,349	45,357,143	45,992,076	45,339,022	45,820,263	44,448,040	45,016,715	45,670,222	45,561,576	49,568,558
Level 2 (3,001 - 6,000 gallons)	16,363,636	15,612,084	15,525,446	15,374,370	15,677,968	13,744,408	14,908,443	12,546,428	13,038,674	13,819,163	14,442,933	18,264,878
Level 3 (6,001 - 9,000 gallons)	4,849,724	4,363,645	4,161,371	4,369,132	3,918,235	2,545,163	2,943,662	2,117,866	2,182,828	2,638,653	3,330,195	5,919,761
Level 4 (over 9,000 gallons)	7,208,522	6,639,465	6,037,842	6,071,945	4,079,700	2,079,589	2,271,075	1,540,953	1,196,536	1,979,431	3,435,895	6,675,863
Total	74,021,793	72,120,276	71,357,008	71,172,590	69,667,979	63,708,182	65,943,443	60,653,287	61,434,753	64,107,469	66,770,599	80,429,060

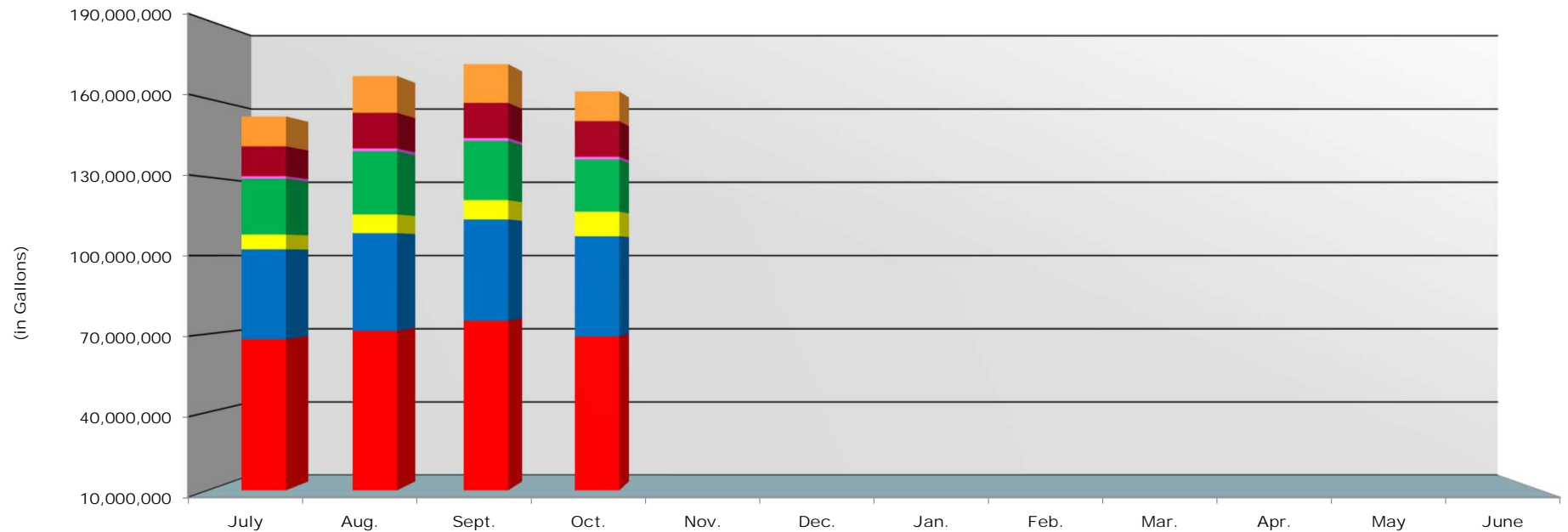
	FY 2024											
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	46,186,939	46,955,054	47,747,914	46,680,010								
Level 2 (3,001 - 6,000 gallons)	15,834,490	16,832,305	18,509,951	15,902,249								
Level 3 (6,001 - 9,000 gallons)	4,271,446	4,916,430	6,033,699	4,583,776								
Level 4 (over 9,000 gallons)	5,743,519	6,973,528	8,880,933	6,336,335								
Total	72,036,394	75,677,317	81,172,497	73,502,370	-	-	-	-	-	-	-	-

System-Wide Irrigation Water Usage

(All usage measured through exclusion, irrigation, and auxiliary meters)

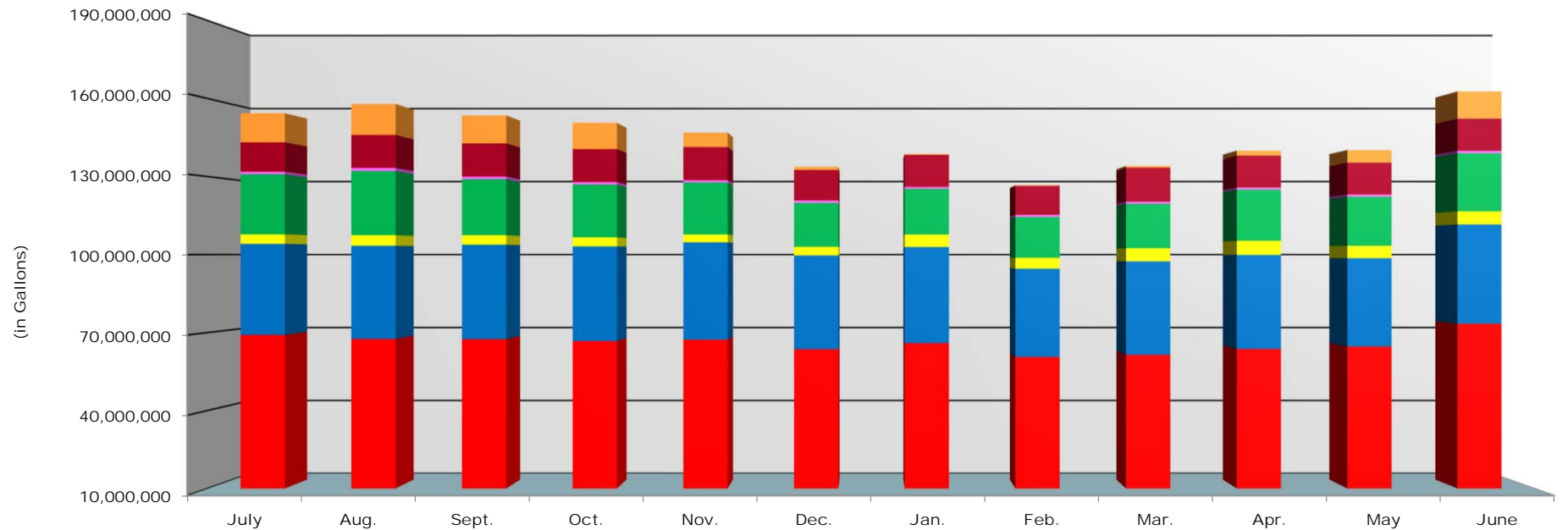
FY 2024	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	145,819	127,806	38,463	168,299								
Level 2 (3,001 - 6,000 gallons)	657,224	542,994	149,091	685,181								
Level 3 (6,001 - 9,000 gallons)	717,195	648,971	222,722	787,674								
Level 4 (over 9,000 gallons)	9,936,298	12,779,016	14,436,869	9,782,999								
Total	11,456,536	14,098,787	14,847,145	11,424,153	-	-	-	-	-	-	-	-

Monthly Water Consumption Fiscal Year 2024

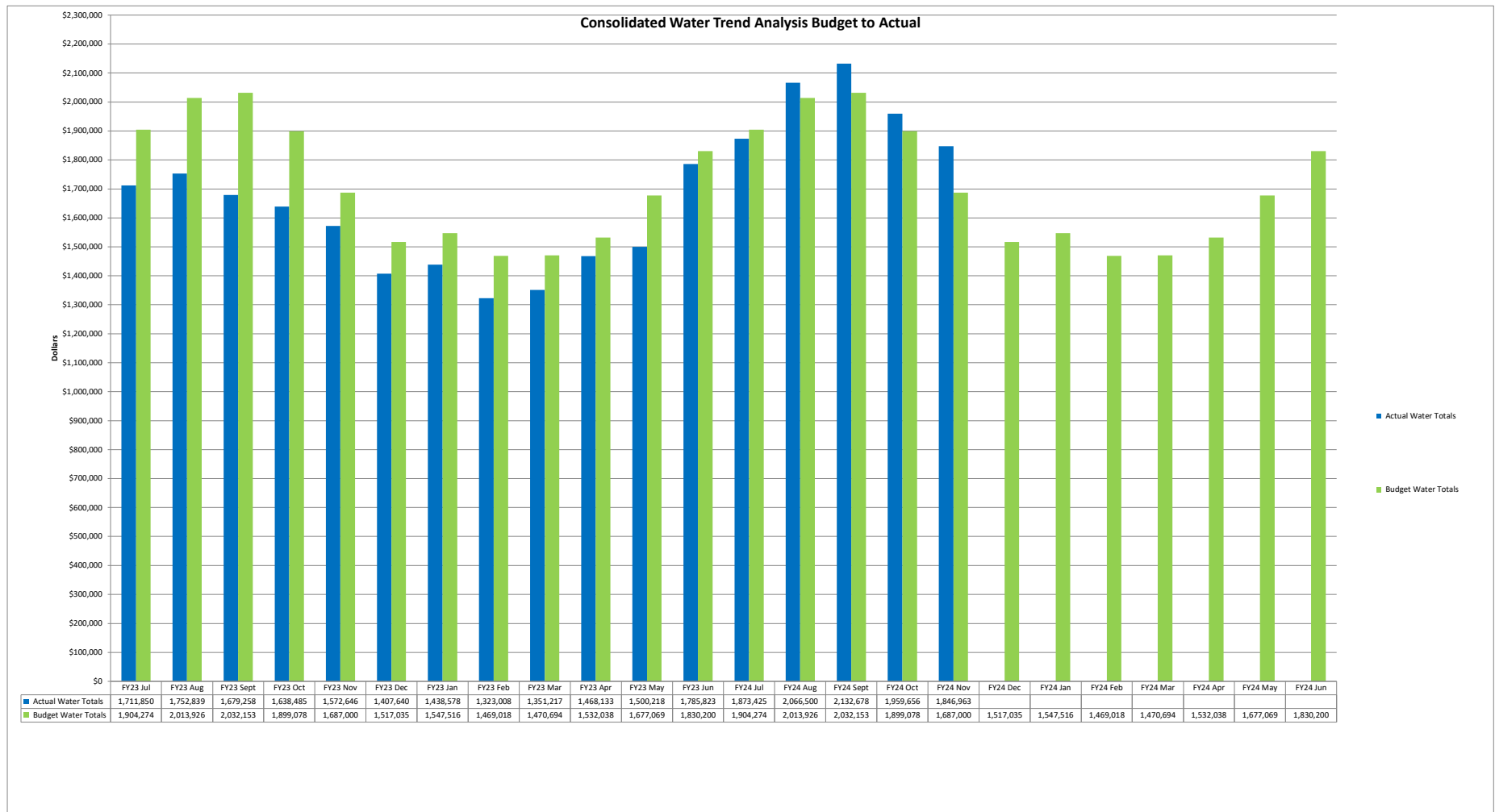


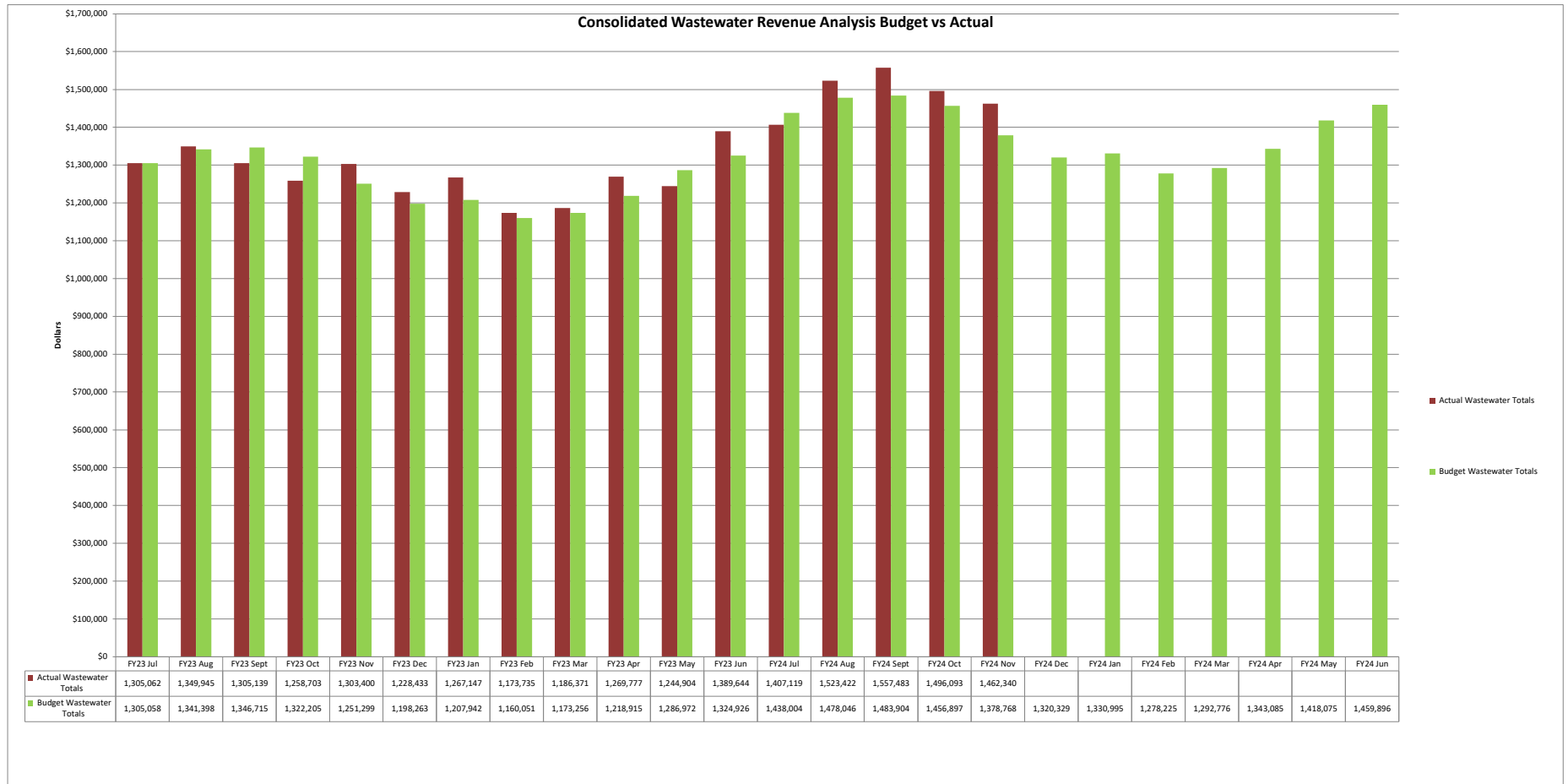
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
% Irrigation to total	7.48%	8.35%	8.57%	7.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Total Irrigation	11,456,536	14,098,787	14,847,145	11,424,153	0	0	0	0	0	0	0	0
Institutional - Domestic Consumption	11,422,399	13,645,824	13,463,936	13,656,468								
Industrial - Domestic/Processing less Exclusion	966,653	1,077,656	1,057,633	1,026,110								
Comm. (Other) - Domestic Consumption	21,360,672	24,192,909	22,706,395	19,990,643								
Offices - Domestic Consumption	5,673,746	7,197,381	7,399,598	9,429,273								
MFR - Domestic Consumption	34,431,191	37,357,730	38,794,918	38,384,145								
SFR - Domestic Consumption	67,945,359	71,189,646	75,030,729	68,975,926								

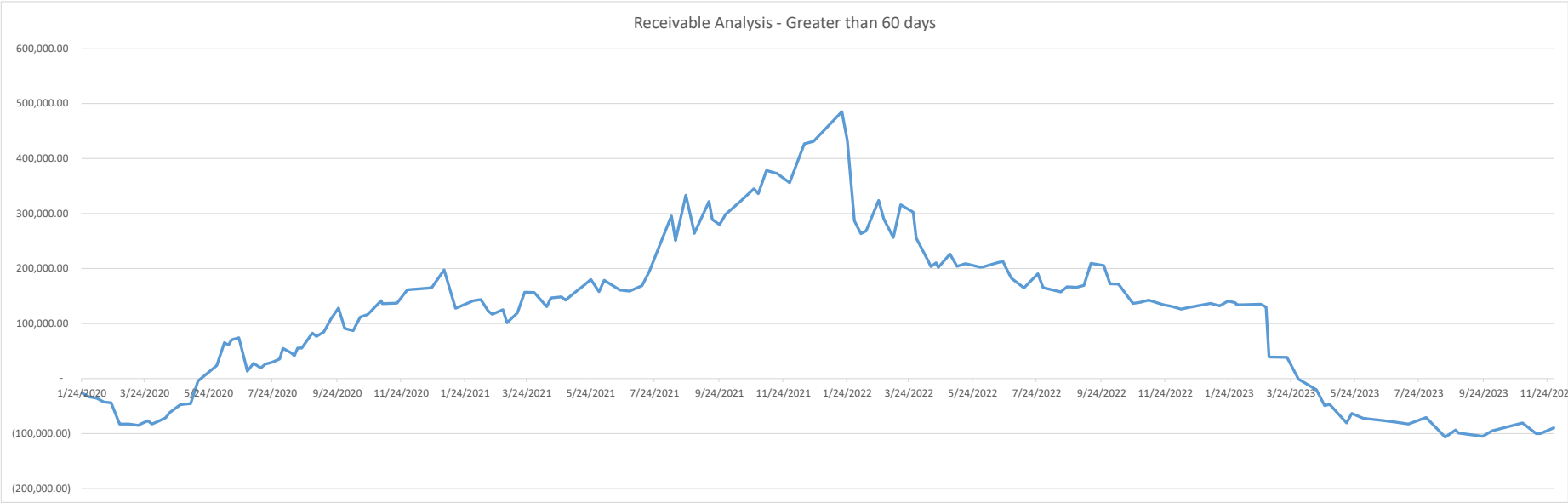
Monthly Water Consumption Fiscal Year 2023



	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
% Irrigation to total	7.24%	7.54%	7.02%	6.70%	3.75%	0.90%	0.27%	0.18%	0.51%	1.36%	3.47%	6.45%
Total Irrigation	11,175,137	11,900,819	10,767,652	10,097,825	5,513,080	1,200,380	370,153	225,619	689,416	1,908,740	4,869,864	10,490,124
Institutional - Domestic Consumption	11,319,291	12,674,993	12,747,929	12,683,947	12,771,652	11,778,793	12,305,045	11,134,031	13,057,616	12,263,090	12,218,396	12,337,143
Industrial	939,061	1,164,077	948,893	933,427	833,612	906,243	709,399	816,705	829,201	805,519	830,656	936,327
Comm. (Other) - Domestic Consumption	23,118,746	24,680,610	21,554,311	20,295,040	20,004,641	16,893,115	17,593,408	15,700,570	17,024,057	19,665,123	18,854,669	22,334,104
Offices - Domestic Consumption	3,674,283	4,083,421	3,700,076	3,470,304	3,043,916	3,329,037	4,809,082	4,181,660	5,081,625	5,429,341	4,775,154	5,049,815
MFR - Domestic Consumption	34,974,805	35,804,051	36,296,110	36,410,800	37,401,009	36,056,416	36,927,115	33,914,329	35,931,334	36,171,544	33,952,020	38,160,782
SFR - Domestic Consumption	69,126,793	67,577,187	67,479,481	66,746,613	67,286,795	63,599,125	65,965,821	60,663,343	61,452,363	63,693,336	64,662,691	73,419,384







Albemarle County Service Authority
November 2023 Payments

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION OVER \$5,000
Wire	11/07/2023	Rivanna Water & Sewer Authority	2,277,040.82	Bulk Water & Sewer
68225	11/01/2023	Core & Main LP	295,907.74	AMI
68354	11/15/2023	M C Dean Incorporated	233,790.51	SCADA Phase 3
68256	11/01/2023	M C Dean Incorporated	179,022.95	SCADA Phase 3
ACH	11/15/2023	Payroll	175,658.73	Net Pay
ACH	11/30/2023	Payroll	174,122.40	Net Pay
488400255	11/15/2023	IRS - Federal Tax Deposit	65,826.28	Payroll Taxes
488782036	11/30/2023	IRS - Federal Tax Deposit	64,551.14	Payroll Taxes
68243	11/01/2023	George Kountoupes Painting	60,000.00	Glenmore Tank Slab Coating
Wire	11/27/2023	The Bank of New York Mellon	48,604.17	Debt Service
488782035	11/30/2023	County of Albemarle	37,518.12	Fringe
68334	11/15/2023	Dewberry Engineers Incorporated	36,778.44	Ragged Mountain Phase 1 WMRP
488400254	11/30/2023	County of Albemarle	36,039.00	Fringe
488400251	11/15/2023	Virginia Retirement System	32,921.52	Fringe
488782032	11/30/2023	Virginia Retirement System	32,921.50	Fringe
68266	11/01/2023	Paymentus Corporation	26,060.71	Transaction Fees
68234	11/01/2023	East Coast Utility Contractors	25,067.50	Sewer Pump Station Comminutors
68242	11/01/2023	Fortiline Incorporated	23,665.75	Inventory
68301	11/01/2023	Whitman, Requardt & Assoc LLP	23,121.03	Scottsville Phase 4 Design
68241	11/01/2023	AGILIS LLC	22,133.06	4 Story Res. Backflow
68322	11/15/2023	Bank of America	16,902.64	Supplies, Memberships, Tools
68298	11/01/2023	Virginia Department of Health	16,611.00	Waterworks Operation Fee
68369	11/15/2023	S L Williamson Company Inc	16,406.55	Asphalting Fontana Ct
68333	11/15/2023	Harris Systems USA Incorporated	15,706.27	Annual BillMaster
68233	11/01/2023	E Source Companies LLC	14,792.25	AMI Project - Phase 3
68238	11/01/2023	Ferguson US Holdings Inc	14,279.82	Inventory
68279	11/01/2023	Stemmle Plumbing Repair Inc	12,796.00	Water Heaters Installation
488400256	11/15/2023	Virginia Dept of Taxation	11,376.44	Payroll Taxes
488782037	11/30/2023	Virginia Dept of Taxation	11,148.02	Payroll Taxes
68337	11/15/2023	E Source Companies LLC	9,719.50	AMI Project - Phase 3
68315	11/15/2023	John R V Mayo	7,825.50	Exterior doors
68357	11/15/2023	Masters Auto Body Incorporated	7,627.84	Repair Unit #FLT79
68324	11/15/2023	Brown, Edwards & Company LLP	7,235.00	Audit
68252	11/01/2023	Letterpress Communications LLC	6,750.00	Consultant Services
68351	11/15/2023	Letterpress Communications LLC	6,750.00	Consultant Services
68358	11/15/2023	MSB Coach	5,742.00	Leadership Training
68341	11/15/2023	Flora Pettit PC	5,720.00	General Representation
68338	11/15/2023	Evoqua Water Technologies LLC	5,655.36	Bioxide Delivery
68386	11/15/2023	Verizon Wireless Services LLC	5,464.03	Cellular Service
488400253	11/15/2023	VALIC	5,320.00	Fringe
488782034	11/30/2023	VALIC	5,155.00	Fringe
68280	11/01/2023	RSG Landscaping LLC	5,142.19	Landscaping
68291	11/01/2023	Tencarva Machinery Company	4,708.41	
68356	11/15/2023	Mansfield Oil Company	4,681.40	
488400250	11/15/2023	Nationwide	4,334.65	
488782031	11/30/2023	Nationwide	4,334.65	
68385	11/15/2023	Cellco Partnership	4,139.26	
68237	11/01/2023	EWT Holdings III Corporation	4,110.00	
68294	11/01/2023	Timmons Group Incorporated	4,087.60	
68336	11/15/2023	Dominion Energy Virginia	3,969.96	
68226	11/01/2023	Cosner Brothers Body Shop Inc	3,865.60	
68235	11/01/2023	Ed's Floor Care Services LLC	3,703.33	

68232	11/01/2023	Dominion Energy Virginia	3,592.57
488400249	11/15/2023	ICMA Membership Renewals	3,513.72
488782030	11/30/2023	ICMA Membership Renewals	3,513.72
68340	11/15/2023	Ferguson US Holdings Inc	3,433.71
68258	11/01/2023	Mansfield Oil Company	3,280.08
68309	11/01/2023	Department of the Treasury	3,014.22
68372	11/15/2023	Siemens Industry Inc.	2,957.80
68267	11/01/2023	PFM Asset Management LLC	2,938.35
68327	11/15/2023	CPP Contracting LLC	2,821.00
68331	11/15/2023	Core & Main LP	2,683.68
68368	11/15/2023	Rivanna Water & Sewer Authority	2,671.44
68293	11/01/2023	Todd Thorpe	2,670.00
68210	11/01/2023	Atlantic Machinery Incorporated	2,632.28
68352	11/15/2023	Synchrony Bank	2,214.60
68380	11/15/2023	UniFirst Corporation	2,173.24
68367	11/15/2023	Rivanna Solid Waste Authority	2,129.00
68461	11/30/2023	Guardian	2,104.08
68463	11/30/2023	Minnesota Life Insurance Co	1,964.90
68295	11/01/2023	UniFirst Corporation	1,962.58
68208	11/01/2023	Applied Industrial Technologies	1,785.35
68350	11/15/2023	L/B Water Service Incorporated	1,699.58
68223	11/01/2023	Comcast	1,672.41
68375	11/15/2023	Stone Force Underground LLC	1,660.00
68388	11/15/2023	VA Utility Protection Service Inc	1,648.90
488400258	11/15/2023	ACSA Flexible Spending	1,588.65
488782039	11/30/2023	ACSA Flexible Spending	1,588.65
68213	11/01/2023	Breeden Construction	1,582.84
68318	11/15/2023	API Service Center	1,489.10
68281	11/01/2023	S L Williamson Company Inc	1,464.47
488400257	11/15/2023	Flexible Benefit	1,427.00
488782038	11/30/2023	Flexible Benefit	1,427.00
68272	11/01/2023	Rappahannock Electric	1,405.99
68383	11/15/2023	University of Virginia Foundation	1,300.00
68285	11/01/2023	CM Turf	1,244.00
68459	11/30/2023	ACAC	1,205.00
68310	11/01/2023	ICMA Membership Renewals	1,200.00
68264	11/01/2023	ODP Business Solutions LLC	1,137.76
68253	11/01/2023	Liebig International	1,112.85
68366	11/15/2023	Stephen M Lestyan	1,050.00
68343	11/15/2023	Guy Brown LLC	913.35
68320	11/15/2023	Jason Ayres	900.00
68378	11/15/2023	Keith Loren Mann	900.00
68363	11/15/2023	Republic Services	808.18
488400252	11/30/2023	AFLAC	794.74
488782033	11/30/2023	AFLAC	794.74
488782040	11/30/2023	VACORP	787.73
68370	11/15/2023	Safeware Incorporated	785.50
68332	11/15/2023	Lee Enterprises Incorporated	728.50
68278	11/01/2023	River City Construction	716.48
68382	11/15/2023	University Tire & Auto	704.19
68349	11/15/2023	LB Technology Incorporated	700.00
68288	11/01/2023	Stanley Martin	688.59
68381	11/15/2023	United Rentals (North	678.68
68257	11/01/2023	Mailing Services of Virginia	647.88
68222	11/01/2023	Comcast	647.18

68321	11/15/2023	Jason Banaszak	614.35
68236	11/01/2023	EGGC LLC	512.35
68342	11/15/2023	Fortiline Incorporated	474.45
68247	11/01/2023	Hathaway Solutions LLC	403.38
68270	11/01/2023	Pitney Bowes Inc.	383.16
68348	11/15/2023	Price Chevrolet Company	376.11
68374	11/15/2023	St John, Bowling & Lawrence PLC	350.00
68215	11/01/2023	Todd Brown	346.72
68206	11/01/2023	Advance Stores Company Inc	336.03
68316	11/15/2023	Advance Stores Company Inc	331.87
68214	11/01/2023	Brink's Incorporated	319.84
68218	11/01/2023	Independent Battery Retailers	309.94
68376	11/15/2023	TSRC Incorporated	300.88
68261	11/01/2023	Stephan Nelson	300.00
68260	11/01/2023	MXI Environmental Services LLC	295.00
68379	11/15/2023	U. S. Bank	291.67
68224	11/01/2023	Consolidated Pipe & Supply	288.04
68464	11/30/2023	Piedmont Family YMCA	281.70
68276	11/01/2023	Ricoh USA Incorporated	275.00
68245	11/01/2023	Jessie Gonzalez	274.71
68248	11/01/2023	Heritage Crystal Clean LLC	253.65
68273	11/01/2023	Red Bud Supply Incorporated	251.24
68300	11/01/2023	Protocol SSD Corporation	247.53
68297	11/01/2023	VAMAC Incorporated	238.03
68353	11/15/2023	Luck Stone Corporation	228.86
68345	11/15/2023	Hathaway Solutions LLC	218.92
68355	11/15/2023	Mailing Services of Virginia	213.00
68209	11/01/2023	Richard Ash	212.96
68312	11/01/2023	Elaine Longerbeam	200.00
68282	11/01/2023	Zach Scully	192.00
68244	11/01/2023	Gingerich Outdoor Power Spec	189.98
488400248	11/15/2023	Treasurer of Virginia	189.94
488782029	11/30/2023	Treasurer of Virginia	189.94
68299	11/01/2023	VEC LLC	172.00
68359	11/15/2023	ODP Business Solutions LLC	170.71
68274	11/01/2023	Ravi Respeto	168.74
68255	11/01/2023	Luck Stone Corporation	155.10
68339	11/15/2023	FedEx	153.18
68296	11/01/2023	Virginia Rural Water Association	150.00
68362	11/15/2023	W & H Resources Incorporated	149.00
68365	11/15/2023	John Riffey	142.50
68325	11/15/2023	Independent Battery Retailers	142.47
68329	11/15/2023	City Electric Supply Company	140.66
68240	11/01/2023	Flexible Benefit Administrators	139.25
68462	11/30/2023	Herbert Beskin Trustee	135.00
68292	11/01/2023	TSRC Incorporated	134.04
68287	11/01/2023	Specialty Fasteners	132.80
68323	11/15/2023	Charles & Kathryn Boyd	125.00
68328	11/15/2023	Culpeper Auto Parts Inc	123.99
68465	11/30/2023	Snap Fitness	119.88
68317	11/15/2023	American Pest Incorporated	118.00
68347	11/15/2023	Wisconsin Quick Lube Inc	115.14
68387	11/15/2023	Virginia Dept of Transportation	110.00
68371	11/15/2023	The Sherwin Williams Company	108.57
68216	11/01/2023	MWP Supply Incorporated	108.09

68283	11/01/2023	Walker Simmons	104.78
68373	11/15/2023	Specialty Fasteners of	100.10
68311	11/01/2023	Doug Horwitz	100.00
68314	11/01/2023	Shirley Wright	100.00
68360	11/15/2023	Campbell Bolton	100.00
68361	11/15/2023	Paul Holtz	100.00
68290	11/01/2023	Sunbelt Rentals Incorporated	91.22
68384	11/15/2023	VAMAC Incorporated	90.78
68220	11/01/2023	Charlottesville Sanitary	88.25
68271	11/01/2023	PMI Commonwealth	74.70
68212	11/01/2023	Blue Sky Property Management	74.64
68346	11/15/2023	James River Communications Inc	70.00
68231	11/01/2023	Document Destruction of	69.95
68335	11/15/2023	Document Destruction of	69.95
68228	11/01/2023	Cues Incorporated	66.35
68284	11/01/2023	John E Snyder, Jr	64.95
68246	11/01/2023	Harry A Wright's Incorporated	60.00
68313	11/01/2023	James Green	60.00
68249	11/01/2023	James E Jarman II	59.39
68250	11/01/2023	Wisconsin Quick Lube Inc	59.37
68227	11/01/2023	Cove Creek Industries Incorporated	56.00
68219	11/01/2023	Culpeper Auto Parts Incorporated	55.96
68217	11/01/2023	Carlutz Group, Inc	50.21
68268	11/01/2023	Piedmont Power	49.14
68230	11/01/2023	Jessica Digiorgio	48.63
68251	11/01/2023	Price Chevrolet Company	40.00
68460	11/30/2023	Anytime Fitness-Pantops	40.00
68326	11/15/2023	Central Virginia Electric	37.00
68277	11/01/2023	Risk Protection of VA	36.98
68207	11/01/2023	Appalachian Power	35.89
68269	11/01/2023	James Pierce	32.05
68286	11/01/2023	Southern Property	31.53
68364	11/15/2023	Rexel USA Incorporated	30.16
68289	11/01/2023	Constance Stevens	29.44
68239	11/01/2023	Fisher Auto Parts Incorporated	28.87
68330	11/15/2023	City of Charlottesville	28.68
68211	11/01/2023	Jan Avery	28.22
68221	11/01/2023	City of Charlottesville	26.56
68259	11/01/2023	Martin Hardware Company Inc	25.97
68262	11/01/2023	Dawn Nesbitt	19.00
68263	11/01/2023	New House Company	16.59
68319	11/15/2023	Augusta Cooperative Farm	15.99
68265	11/01/2023	Paladin Properties	10.40
68377	11/15/2023	Thryv Incorporated	6.50
68254	11/01/2023	Hongmei Liu	5.12
68275	11/01/2023	Rexel USA Incorporated	2.34
68344	11/15/2023	Faris Lynn Hammontree	2.16
			4,235,267.09

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: FY 2024 Capital Improvement Program (CIP) Report STAFF CONTACT(S)/PREPARER: Jeremy M. Lynn, P.E., Director of Engineering	AGENDA DATE: December 14, 2023 CONSENT AGENDA: ACTION: ■ INFORMATION: ■ ATTACHMENTS: YES
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BACKGROUND: Monthly CIP Memo including a status report on active CIP Projects and a list of Active Private Development Projects.

DISCUSSION:

- Questions about the status of active CIP Projects.
- Questions about the status of active Private Development Projects.

BUDGET IMPACT: None.

RECOMMENDATIONS: None.

BOARD ACTION REQUESTED: Approval of the Consent Agenda.

ATTACHMENTS:

- Monthly CIP Report
- List of Active Private Development Projects

Albemarle County Service Authority (ACSA)
Capital Improvement Project Report
December 2023

Water System CIP Projects

1. Crozet Phase 4 Water Main Replacement (Account Code 1756):

Consultant:	Michael Baker International, Inc. (Baker)
Project Status:	Construction
Percent Complete:	0%
Contractor:	Valley Contracting, LLC
Construction Start:	January 2024
Completion:	July 2025
Total Budget:	\$6,534,400
Appropriated Funds:	\$7,064,424

Project Description: This project continues our systematic program to replace the aging and undersized asbestos-cement and PVC water mains in the Crozet Water System. Roads impacted by water replacement work include Crozet Avenue (Route 240), Rockfish Gap Turnpike (Route 250), Hillsboro Lane, Brownsville Road, and the neighborhood streets in Park View. This is the fourth of five phases that have been defined to carry out these improvements.

12/5/2023: The fully executed contract, Payment and Performance Bonds, and Certificate of Insurance have been received from Valley Contracting.

2. Scottsville Phase 4 Water Main Replacement (Account Code 1758):

Consultant:	Whitman, Requardt & Associates, Inc. (WRA)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2024
Completion:	2026
Total Budget:	\$6,804,900
Appropriated Funds:	\$569,240

Project Description: This project continues our systematic program to replace undersized and deteriorating asbestos-cement and cast-iron water mains throughout our water distribution system. Roads impacted by water replacement work include James River Road, Warren Street, Hardware Street, Moores Hill, and the downtown streets of Page, Bird, and West Main. This project requires extensive coordination with the Rivanna Water and Sewer Authority (RWSA) as it includes the replacement of their asbestos-cement water main along James River Road.

11/7/2023: Project meeting was held on November 2, 2023, to discuss comments on the 90% Design Documents. Revised easement plats have been received and are under review by ACSA staff.

3. Ragged Mountain Phase 1 Water Main Replacement (Account Code 1760):

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	Undetermined
Completion:	Undetermined
Total Budget:	\$1,218,400
Appropriated Funds:	\$203,614

Project Description: This project will replace the oldest active water main remaining in our system serving residents along Fontaine Avenue Extended and Reservoir Road. This cast iron pipe is over 90 years old and is severely tuberculated, which significantly reduces the flow capacity in this section.

11/7/2023: The Draft Technical Memorandum, which evaluates four options for installing a new water main across Morey Creek, has been received and is under review by ACSA staff.

4. Northfields Water Main Replacement (Account Code 1764):

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2026
Completion:	2027
Total Budget:	\$8,530,000
Appropriated Funds:	\$655,997

Project Description: This project continues our systematic program to replace the aging and undersized asbestos-cement water mains in our system. The existing water mains are approximately 55 years old and have reached the end of their useful life. As a former well system that was connected to public water, most of the mains are also undersized.

10/10/2023: The 90% Design Documents have been received and they are under review by ACSA staff.

5. Huntington Village Water Connection (Account Code 1770):

Consultant:	ACSA Engineering Department
Project Status:	Design
Percent Complete:	100%
Contractor:	Undetermined
Construction Start:	2024

Completion:	2024
Total Budget:	\$60,700
Appropriated Funds:	\$3,533

Project Description: The existing water main that serves as the only feed into Huntington Village off Old Ivy Road is at risk of failure due to an existing rock retaining wall that was constructed overtop of the water main. This project provides a second water connection into Huntington Village which is comprised of approximately 135 residential customers.

8/9/2023: The 100% Design Documents have been completed by ACSA staff. Construction for this project will take place following award of the upcoming Annual Water Services Contract that is nearing design completion.

6. Briarwood Water Main Replacement (Account Code 1766):

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Design
Percent Complete:	50%
Contractor:	Undetermined
Construction Start:	2026
Completion:	2027
Total Budget:	\$2,220,000
Appropriated Funds:	\$255,338

Project Description: This project continues our systematic program to replace PVC water mains that have been in service since the early 1980's and have recently experienced several breaks causing water service disruptions.

11/7/2023: Project meeting was held on October 27, 2023, with new team members from both the ACSA and Ramboll. Ramboll anticipates submitting the 90% Design Documents in January 2024.

7. Barracks West Water Main Replacement (Account Code 1796):

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2024
Completion:	2025
Total Budget:	\$3,402,000
Appropriated Funds:	\$218,191

Project Description: This project will replace the undersized and aging cast iron and galvanized water mains that were installed in the late 1960's. These water mains are original to the Old Salem Apartments development, now called Barracks West. This project follows our Strategic Plan goal to replace aging and undersized water mains throughout our system and will provide for an opportunity to improve fire protection to these multi-family apartments.

11/7/2023: 100% Design Documents have been received and are under review by ACSA staff. Easement acquisition efforts have also begun with the property owner.

8. Townwood Water Main Replacement (Account Code 1773):

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Design
Percent Complete:	50%
Contractor:	Undetermined
Construction Start:	2028
Completion:	2028
Total Budget:	\$1,300,000
Appropriated Funds:	\$169,180

Project Description: This project continues our systematic program to replace PVC water mains that have been in service since the early 1980's and have recently experienced several breaks causing water service disruptions.

12/5/2023: Comments on the proposed soil boring and test hole locations have been provided to Dewberry.

9. Broadway Street Water Main Replacement (Account Code 1768):

Consultant:	Whitman, Requardt & Associates, Inc. (WRA)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2024
Completion:	2024
Total Budget:	\$1,417,800
Appropriated Funds:	\$128,000

Project Description: This project will replace the ductile iron water main that was installed in the early 1970's and has been found to be in deteriorating condition based on recent excavations. With the redevelopment of the Woolen Mills Factory and Albemarle County's increased attention on economic revitalization of this corridor, replacement of this water main is crucial in transforming this area.

12/5/2023: The Deed of Easement and Plat have been presented to the property owner for their consideration.

10. Raintree and Fieldbrook Water Main Replacement (Account Code 1771):

Consultant:	Michael Baker International, Inc. (Baker)
Project Status:	Design
Percent Complete:	50%
Contractor:	Undetermined
Construction Start:	2027
Completion:	2028
Total Budget:	\$6,432,300

Appropriated Funds: \$290,887

Project Description: This project continues our systematic program to replace the PVC water mains in the Raintree and Fieldbrook subdivisions that have been in service since the early 1980's. In addition to replacing these PVC mains, this project will also eliminate pipe saddles at the water service connections that have been failing due to corrosion.

8/9/2023: With construction currently scheduled for FY 2027 and FY 2028, ACSA staff have strategically identified this project as one to put in hold until we have made significant progress on higher priority projects. ACSA staff has received the 50% Design Documents from Baker.

11. Lewis Hill – West Leigh Water Connection (Account Code 1754):

Consultant:	ACSA Engineering Department
Project Status:	Design
Percent Complete:	95%
Contractor:	Undetermined
Construction Start:	2024
Completion:	2024
Total Budget:	\$80,900
Appropriated Funds:	\$7,125

Project Description: An existing PVC water main that serves as a connection between West Leigh Subdivision and Lewis Hill Subdivision was found to be compromised due to the encroachment of a nearby stream. The water main has been taken out of service to avoid a catastrophic failure and the resulting large volume of lost water. This project re-establishes the connection from West Leigh by taking advantage of the recent water main replacement along Sheffield Road with an 8-inch diameter pipe.

11/7/2023: A site visit with the Lewis Hill HOA was held the week of October 23, 2023, to make slight adjustments to the water main alignment to avoid several larger trees. The Lewis Hill HOA has engaged with a third-party appraiser to determine the value of the easement.

12. Exclusion Meters Replacement (Account Code 1759):

Consultant:	ACSA Engineering Department
Project Status:	Construction
Percent Complete:	40%
Contractor:	ACSA Maintenance Department
Construction Start:	September 2019
Completion:	2024
Total Budget:	\$742,500
Appropriated Funds:	\$247,500

Project Description: In the mid 1990's with the development of Glenmore, many new customers installed irrigation systems for their properties and wanted to have their sewer bills reduced by the amount of water that was diverted to irrigate their

properties. Private meters were installed behind their ACSA meter to record this volume and it was “excluded” from the calculation of their sewer charges and these became known as exclusion meters. On January 1, 2006, the ACSA Rules and Regulations were modified to no longer allow exclusion meters and required all future irrigation meters be tapped separately off our water mains. This project is a multi-year replacement program by our in-house CIP Crew to install dedicated, ACSA owned irrigation meters that will eliminate all remaining exclusion meters in our system.

11/7/2023: ACSA Maintenance crews have completed the follow-up restoration efforts in the Darby Road (west) section of Glenmore. ACSA staff is currently working with three customers and their irrigation contractors on an alternative approach, utilizing the services of the customer's irrigation contractor to upgrade the meter to be compatible with our AMI system with the ACSA covering these costs. There are currently 296 private irrigation exclusion meters remaining in our system.

Sewer System CIP Projects

13. Madison Park Pump Station Upgrade (Account Code 1735):

Consultant:	Whitman, Requardt & Associates, Inc. (WRA)
Project Status:	Construction
Percent Complete:	0%
Contractor:	Anderson Construction, Inc. (ACI)
Construction Start:	October 2022
Completion:	November 2024
Total Budget:	\$1,940,000
Appropriated Funds:	\$2,003,831

Project Description: This wastewater pump station was constructed in the early 1980's by private development and the original equipment is nearing the end of its useful life. Additionally, the building is undersized creating difficulty in performing routine maintenance and making it impossible to install the control panels necessary to include this pump station in our new SCADA System.

10/10/2023: WRA has approved the pump skid and control submittal, allowing ACI to update their construction schedule.

14. Airport Trunk Sewer Upgrade (Account Code 1828):

Consultant:	Michael Baker International, Inc. (Baker)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2026
Completion:	2028
Total Budget:	\$6,183,800
Appropriated Funds:	\$378,459

Project Description: With the continued growth in the Hollymead Town Center area, the existing sewer collector serving the airport and the area west of Route 29 has insufficient capacity to handle full build-out. The existing sewer was originally sized to serve the light industrial zoning designated for that area at the time of construction. The increased density specified in the County Comprehensive Plan for the same drainage basin will exceed the capacity of the existing sewer. A study of the drainage basin was completed in 2016 with the recommendation the sewer main be increased in size by replacing it in place.

11/7/2023: ACSA staff recently received an executed Deed of Easement for this project, bringing the total to 9 of 24 easements having been obtained.

15. Bellair – Liberty Hills Sewer (Account Code 1829):

Consultant:	Michael Baker International, Inc. (Baker)
Project Status:	Design
Percent Complete:	50%
Contractor:	Undetermined
Construction Start:	2025
Completion:	2026
Total Budget:	\$6,393,715
Appropriated Funds:	\$380,295

Project Description: Over the past several years, there has been an uptick in residents of the Bellair Subdivision seeking to connect to public sanitary sewer service since most residents are currently served by private septic fields. To gauge community interest for such a project, ACSA staff mailed out a survey to the residents seeking feedback on their interest. Based on initial feedback received, many of the property owners are interested in connecting to public sewer if it was made available.

8/9/2023: ACSA staff is working with Baker to revise the design to minimize the areas within the neighborhood that will be served by E/One systems. ACSA staff is discussing how to best deploy E/One systems on an ACSA project.

16. Biscuit Run Sewer Replacement (Account Code 1830):

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Construction
Percent Complete:	0%
Contractor:	Commonwealth Excavating, Inc. (CEI)
Construction Start:	2024
Completion:	2024
Total Budget:	\$479,600
Appropriated Funds:	\$756,419

Project Description: During a routine inspection, the ACSA's Maintenance Department discovered an existing gravity main and manhole along an intermittent stream that drains into Biscuit Run had been exposed due to runoff. This project will replace the sewer segment that crosses the stream with ductile iron pipe and will reinforce the stream bank where the sewer manhole is exposed.

12/5/2023: The Notice of Award has been issued to CEI, requiring them to provide the executed contract, Payment and Performance Bonds, and Certificate of Insurance.

17. FY 2024 Miscellaneous Sewer Rehabilitation (Account Code 1908):

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Construction
Percent Complete:	Underway
Contractor:	Prism Contractors & Engineers, Inc. (Prism)
Construction Start:	June 2023
Completion:	June 2024
Total Budget:	\$500,000
Appropriated Funds:	\$500,000

Project Description: This project continues our annual “find and fix” program of sanitary sewer rehabilitation to reduce I&I in our system.

11/7/2023: Prism and ACSA staff are coordinating a site visit to the location of Work Order No. 4 to determine contractor access and if any easement clearing is required.

Non-Utility and Facility CIP Projects

18. Risk Assessment Improvements (Account Code 1621):

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Construction
Percent Complete:	95%
Contractor:	Harrisonburg Construction Co., Inc. (HCC)
Construction Start:	November 2022
Completion:	December 2023
Total Budget:	\$1,221,950
Appropriated Funds:	\$1,222,048

Project Description: This project focuses on implementation of recommendations from our Vulnerability Assessment that was completed in conjunction with our community partners, which identified mitigation measures to lower risks and increase resiliency for the ACSA. Priority 1 improvements focus on fencing and door hardening at existing tank and pump station sites. Priority 2 focuses on the creation of sterile zones around various sites. Priorities 3 and 4 focus on installation of new fencing and lightening protection. Some mitigation measures have already been completed with others phased over upcoming fiscal years based upon priority.

12/5/2023: HCC has completed the security door installations at the Spotnap Facility and most of the pump station sites.



19. ESRI ArcGIS Utility Network Implementation Study (Account Code 1628):

Consultant:	Timmons Group
Project Status:	Study
Percent Complete:	25%
Project Start:	September 2023
Completion:	March 2024
Total Budget:	\$225,000
Appropriated Funds:	\$45,228

Project Description: The software vendor for the ACSA's Geographic Information System (GIS) has released a product called Utility Network which could enable additional functionality that would benefit ACSA staff. Implementing this software would entail a major change to the structure of the GIS as well as how it is accessed, maintained, modified, and updated going forward. It also would impact all integrated software. This study will determine if a migration is possible due to the various integrations and processes currently in place. The study will weigh the benefits with the consequences of implementing the software. It will also determine what changes would be necessary to the GIS before the data is in a format which can be migrated into the Utility Network.

12/5/2023: Timmons Group is continuing to work on future state recommendations. The current state assessment deliverable has been reviewed by ACSA staff.

20. Energy Audit (Account Code 1625):

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Construction

Percent Complete:	25%
Contractor:	ACSA Facilities Group
Construction Start:	July 2023
Completion:	January 2024
Total Budget:	\$390,000
Appropriated Funds:	\$296,000

Project Description: This project consists of a comprehensive energy audit of the Operations Center and all pump stations. The Energy Audit evaluated current energy consumption and the factors that drove it, as well as analysis of our utility rate structures to identify potential cost savings. Surveys were conducted of all systems, including operation and maintenance procedures to determine where energy conservation could be improved. Recommendations from the Energy Audit included: LED Lighting Retrofit, Occupancy Based HVAC Controls, replacement of Domestic Water Heater, improved efficiencies of water and wastewater pumps, pursuit of Electric Fleet Vehicles (EV) and exploration of Solar Photovoltaic renewable energy.

12/5/2023: Dewberry has submitted an EV Charging Station plan for the Spotnap Facility. ACSA staff is preparing a Request for Proposal for the 1200 Amp Panel and a Load Letter for submission to Dominion Energy. Delivery of the ACSA's first EV is anticipated in January 2024.

21. Avon Operations Center (Account Code 1622):

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Design
Percent Complete:	100%
Contractor:	Undetermined
Construction Start:	2024
Completion:	2025
Total Budget:	\$11,990,000
Appropriated Funds:	\$933,857

Project Description: As part of the Operations Center Expansion Study our consultant reviewed all properties owned by the ACSA that could be utilized as we continue to grow. The Avon Street property has long been held as a future location to build additional facilities in a central location, as needed. The current Maintenance Yard at our Operations Center is becoming overcrowded with equipment and materials, causing us to locate some equipment and larger materials in the former ACSA Maintenance Yard at the Crozet Water Treatment Plant, which we lease from RWSA. The future expansion of granular activated carbon (GAC) at the Crozet Water Treatment Plant site will result in the loss of much of the ACSA's storage space at that site. This project will begin to develop the Avon Street property into a much larger vehicle and materials storage facility, including a training area for our equipment operators.

11/7/2023: Revised Site Plan and Easement Plats have been submitted to the County for final review and approval. ACSA staff has begun off-site easement acquisition efforts with the two adjacent property owners.

22. ACSA – Fire Suppression System Replacement (Account Code 1631):

Consultant:	Undetermined
Project Status:	Design/Build
Percent Complete:	0%
Construction Start:	2024
Completion:	2024
Total Budget:	\$750,000
Appropriated Funds:	\$0

Project Description: This project replaces the existing fire suppression system in both the Administration and Maintenance buildings here at our Operations Center. During a recent inspection, it was noted that the piping is beyond its useful life and a complete replacement was recommended. The ACSA anticipates utilizing a Design/Build Contract to perform this work.

12/5/2023: The Pre-Proposal Conference was held on November 15, 2023. The deadline for proposals has been extended to December 13, 2023.

23. Records Management Project (Account Code 1632):

Consultant:	Right Fit Consulting
Project Status:	Study
Percent Complete:	25%
Study Start:	September 2023
Completion:	December 2023
Total Budget:	\$325,000
Appropriated Funds:	\$10,800

Project Description: The goal of this project is to improve record compliance and retention while digitizing paper files currently in storage. The initial phase of the Records Management Project consists of the classification of each document, so they are properly and securely stored and maintained. Ultimately files across the organization will be scanned and searchable digital files created, allowing physical space to be freed up.

12/5/2023: We have successfully initiated the data inventory process in the IT Department. Our team has been working diligently to identify and document the various data processes within the department, including but not limited to customer information, system logs, and proprietary software data. The insights gained from this process will guide our subsequent efforts in classifying and securing the identified data appropriately. The Engineering Department has commenced their data inventory, which will include a comprehensive review of engineering-related data and processes.

24. Four-Story Backflow Prevention Assembly Retrofit (Account Code 1765):

Consultant:	ACSA/Dewberry Engineers, Inc. (Dewberry)
Project Status:	Construction
Percent Complete:	98%
Contractor:	Foothill Irrigation

Construction Start:	February 2023
Completion:	December 2023
Total Budget:	\$348,000
Appropriated Funds:	\$360,295

Project Description: In late 2018 ACSA staff became aware of four-story residential structures being constructed without proper backflow prevention assemblies. Section 8 of the ACSA Rules and Regulations details the ACSA Backflow Prevention Program. This program is in accordance with 12VAC5-590-570 through 12VAC5-590-630 of the Virginia Waterworks Regulations. The Containment Policy in 12VAC5-590-610 outlines the requirement for a backflow prevention (BFP) assembly on the domestic water service line to high rise structures, defined as four (4) or more stories.

11/7/2023: Installation activities are currently on hold while Foothill Irrigation performs winterization work for their irrigation customers. ACSA staff continues efforts to schedule installation of the final two backflow assemblies.

25. SCADA System Phase 3 (Account Code 1605):

Consultant:	Whitman, Requardt & Associates, Inc. (WRA)
Project Status:	Construction
Percent Complete:	85%
Contractor:	M.C. Dean
Construction Start:	November 2022
Completion:	December 2023
Total Budget:	\$943,115
Appropriated Funds:	\$1,224,918

Project Description: The ACSA Utility System has over 40 critical assets that include water and wastewater pump stations, water storage tanks and master PRV stations. They are considered critical because malfunctions or failures at any of the assets could have a drastic effect on our utility system and our customers. These assets are currently monitored by site visits of assigned Maintenance personnel. Phase 3 will expand the existing Supervisory Control and Data Acquisition (SCADA) System to serve the final seven master PRV stations and one water booster station that will allow ACSA employees to remotely monitor the operations of these critical assets from the main office building. Using alarms, we will be able to evaluate problems and prevent some failures before they happen more quickly.

12/5/2023: M.C. Dean has installed SCADA cabinets at all PRV's and completed the electrical wiring connections. Electrical service has been established at the Camelot PRV by Rappahannock Electric Cooperative. Work Orders with Dominion Energy for the other sites have been released into their workflow for service establishment.

Albemarle County Service Authority (ACSA)
Active Private Development Projects
December 2023

1. Brookhill Blocks 16 & 17 (Rivanna): Water and sewer main extensions to serve 135 single family homes in the Brookhill subdivision, located north of Polo Grounds Road and east of the Montgomery Ridge Subdivision.
2. Dunlora Park Phase 2 (Rio): Water and sewer main extensions to serve 6 single family homes in Dunlora Park, located at the intersection of Rio Road East and Dunlora Drive.
3. HTC Area C Townhomes Block III (Rio): Sewer extension and water services to serve 10 attached single family units. The site is located near the intersection of Timberwood Boulevard and Lockwood Drive.
4. Lochlyn Hill – Phase 4 (Rio): Water and sewer main extensions, and demolition of 14 existing homes for 14 single family detached units and 8 single family attached units. This project is located along Pen Park Lane, north of the City limits.
5. Mountain View Elementary Building Addition (Scottsville): Water main extension to facilitate building addition.
6. North Pointe Apartments (Rivanna): Water main extension and a sewer connection to serve 279 multifamily units and a clubhouse. The project is located at the intersection of Northside Drive and Cliffstone Boulevard.
7. North Pointe - Section 2 (Rivanna): Water and sewer main extensions to serve 162 single family homes. The project is located at the northern end of Cliffstone Boulevard.
8. Pleasant Green – Phase 2B and 3 (White Hall): Water and sewer main extensions to serve 173 residential units. This project is located to the southeast of the Orchard Acres subdivision.
9. Regents School of Charlottesville (Samuel Miller): Water and sewer main extensions to serve a private school, grades K-12. The site is located west of Trinity Presbyterian Church, along Reservoir Road.
10. Rivanna Village Phase 2 (Scottsville): Water and sewer main extensions to serve 178 residential units. This project is located east of the Glenmore Ground Storage Tank and Rivanna Village Phase 1.

11. Scottsville Tiger Fuel (Scottsville): Water service and sewer main extension to serve a gas station. This project is located to the south of the Scottsville Road and James River Road intersection.
12. Southwood Phase 1 – Blocks 9-11 (Scottsville): Water and sewer main extensions to serve 70 single family units and 16 condominium units. This project is located west of Horizon Road and south of Hickory Street.
13. Southwood Redevelopment Village 2 (Scottsville): Water and sewer main extensions to serve 44 single family units and 4 condominium units. This project is located near the southern terminus of Horizon Road, on the south side of Hickory Street.
14. Stonefield Block D1 (Jack Jouett): Water main extension to serve a 220 unit apartment building at the intersection of Inglewood Drive and Bond Street.
15. Victorian Heights (Rio): Water and sewer main extensions to serve 34 attached single family and 54 multi-family units. The site is located to the south of RWSA's Woodburn Road Water Tank, between Woodburn Road and Berkmar Drive.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

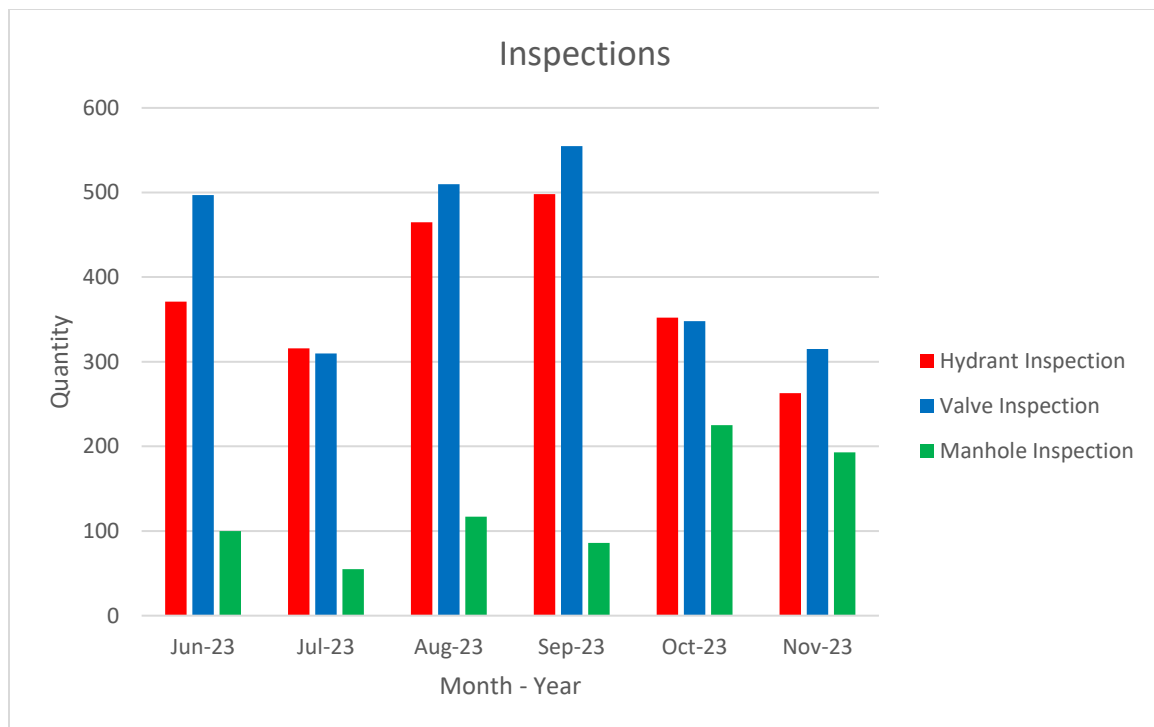
AGENDA TITLE: FY 2024 Monthly Maintenance Update Report STAFF CONTACT(S)/PREPARER: Alexander J. Morrison, P.E., Director of Operations	AGENDA DATE: December 14, 2023 CONSENT AGENDA: ACTION: ■ INFORMATION: ■ ATTACHMENTS: YES
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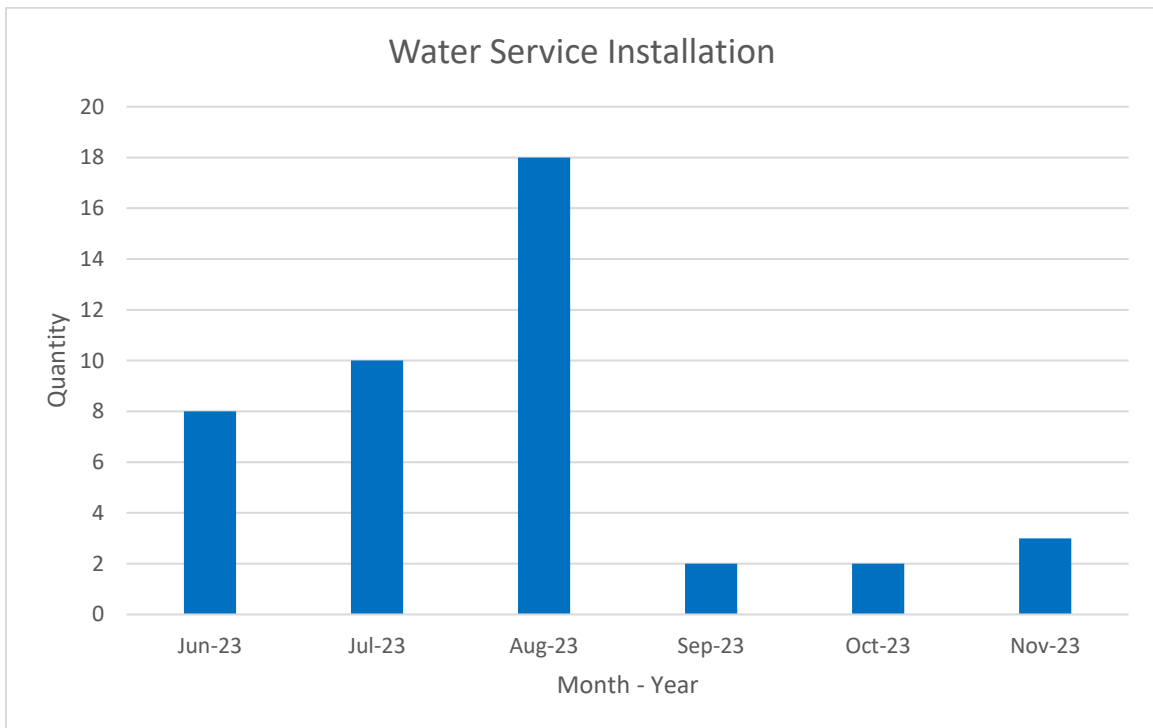
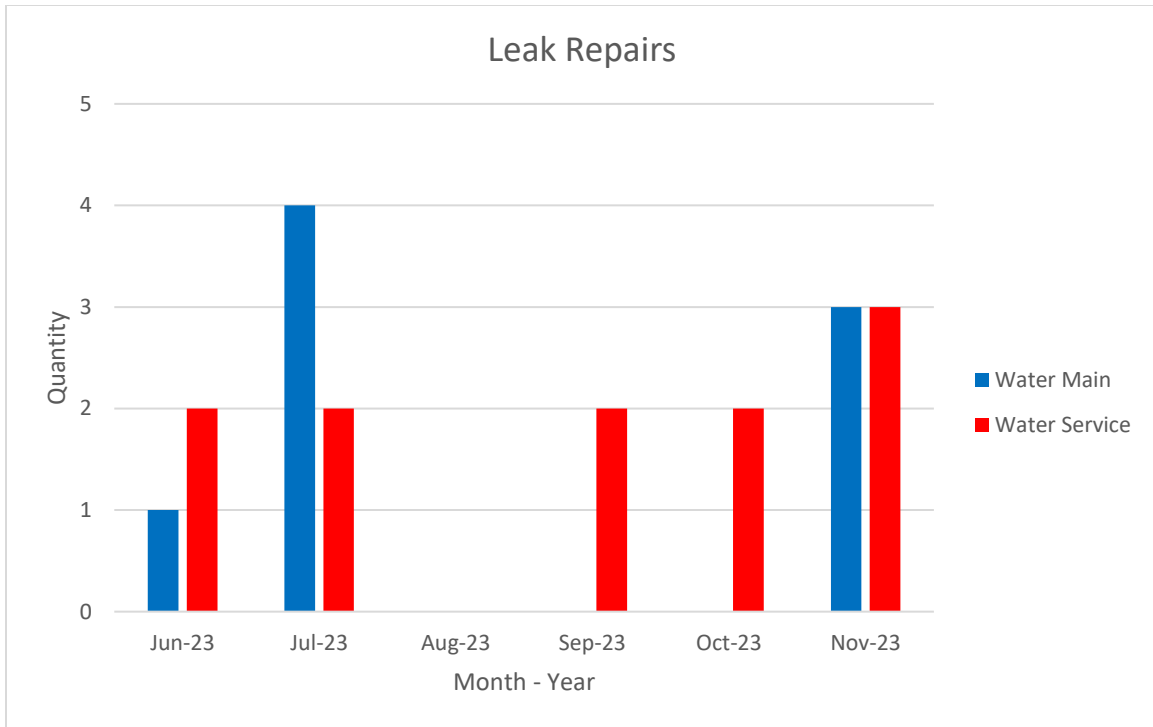
BACKGROUND:

Current total years of service in the Maintenance Department: 304.1 years

Current average years of service in the Maintenance Department: 9.5 years

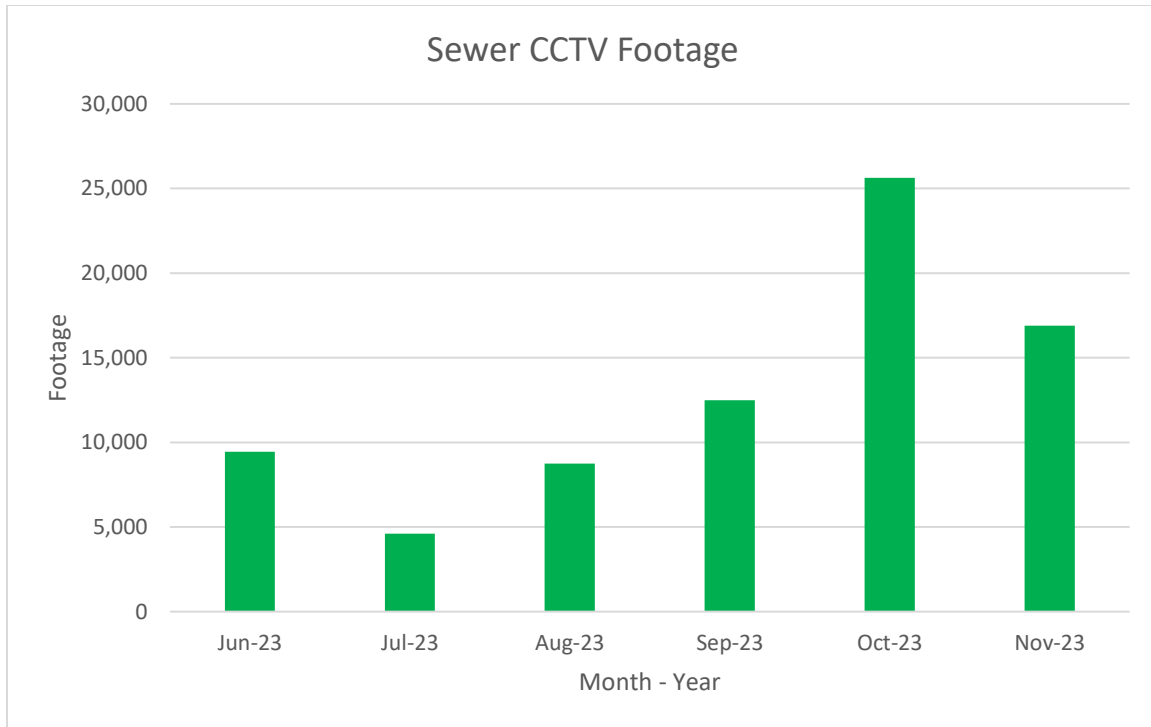
Below are 5 graphs depicting various routine monthly Maintenance Department activities for the previous 6-month period, based on completed Cityworks work orders and inspections.



ALBEMARLE COUNTY SERVICE AUTHORITY**AGENDA ITEM EXECUTIVE SUMMARY**

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



DISCUSSION:

- Routine Monthly Maintenance Activities
 - Inspections: Monthly inspections were lower than normal in November due to impacts from Holiday closures, as well as reallocation of resources for a higher rate of water service leak repairs.
 - Leak Repairs: The rate of leak repairs increased slightly in November as compared to recent months but remains with our normal trend. All water service leaks were located on infrastructure pending replacement (Crozet Phase 4 Water Main Replacement Project) or under design for replacement (Briarwood Water Main Replacement Project).
 - Water Service Installation: We continue to see a low rate of water service installations after the normal higher rates seen during summer and early fall due to new irrigation service installations.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

- Sewer CCTV Footage: The monthly footage of sanitary sewer undergoing CCTV inspection continues to be impacted by intermittent equipment malfunction. The ACSA currently utilized two (2) CCTV vans, one (1) of which is nearing the end of its useful life. Due to this, intermittent equipment malfunctions are occurring which are resulting in higher rates of downtime for the CCTV equipment. A request to replace this aging CCTV van will be included in the FY 25 Maintenance Department Operating Budget.
- Miscellaneous Maintenance Activities
 - Lead Service Line Inventory Verifications: In coordination with the Engineering Department, the Maintenance Department has begun conducting service line material verifications. These verifications are part of the Lead Service Line Inventory (LSLI) requirements in the Lead and Copper Rule Revisions (LCRR) developed by the Environmental Protection Agency (EPA). Attached is a copy of the ACSA Lead Service Line Inventory Internal Dashboard from December 1, 2023, depicting 95% completion of these verifications with no lead service lines identified. A majority of the remaining verification require physical excavation and inspection of the service line, to complete the verification process. The ACSA Maintenance Department is now conducting these activities to ensure the LSLI is completed by the EPA mandated deadline of October 16, 2024. As this activity continues and monthly data is accumulated, this trending will be depicted in the Routine Monthly Maintenance Activities section. In the month of November 2023, 114 verifications were completed by the Maintenance Department.
 - Saddle Replacements: In coordination with the Engineering Department, the Maintenance Department has begun water service saddle replacements in the Ivy area. As this activity continues and monthly data is accumulated, this trending will be depicted in the Routine Monthly Maintenance Activities section. In the month of November 2023, 7 saddle replacements were completed by the Maintenance Department.
 - Facilities Integration into Cityworks: A coordinated effort between the Information Technology, Engineering, and Maintenance Departments is underway to fully identify and integrate work order and inspection activities by the Facilities Group into Cityworks. These efforts will allow future depiction of the trending data while also allowing the use of Operational Insights for CIP and Operating budget development.

ALBEMARLE COUNTY SERVICE AUTHORITY**AGENDA ITEM EXECUTIVE SUMMARY**

BUDGET IMPACT: None.

RECOMMENDATIONS: None.

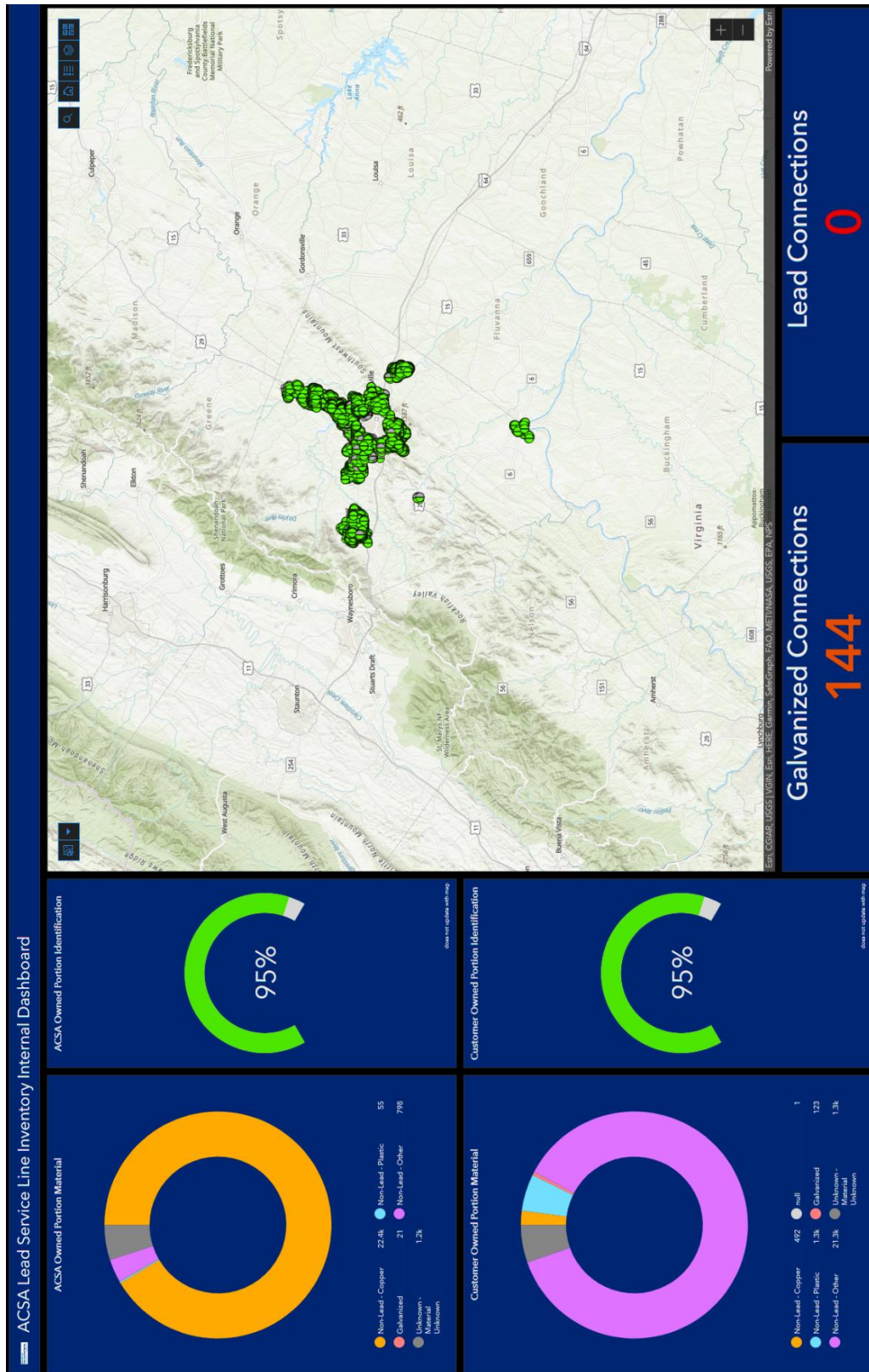
BOARD ACTION REQUESTED: Approval of the Consent Agenda.

ATTACHMENTS:


- ACSA Lead Service Line Inventory Internal Dashboard – 12/1/2023

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: Rivanna Water & Sewer Authority (RWSA) Monthly Update STAFF CONTACT(S)/PREPARER: Gary O'Connell, Executive Director 	AGENDA DATE: December 14, 2023 CONSENT AGENDA: Informational ATTACHMENTS: No
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BACKGROUND: This report continues the monthly updates on the Rivanna Water & Sewer Authority (RWSA) projects and Board meetings. Below are some updates on RWSA major projects and issues, including updates from the November 14th RWSA Board Meeting and other communications.

RWSA Board meeting discussion and Capital Project Updates at the November 14th Board Meeting:

- **PFAS Settlement Agreement** - Board approved RWSA filing a claim in the national 3M Dupont proposed PFAS settlement agreement. Upon further research since ACSA is an “interconnected water system,” it may make more sense to file a joint claim. This is being evaluated in discussions with RWSA as an option, versus the ACSA filing a claim singly. Under the terms of the proposed settlement agreement, there is only the RWSA water sources and water treatment plants in our system joining serving ACSA and the city. The impacts of PFAS would be directly on the RWSA supply and treatment, and the laboratory detections are for these facilities.

- **South Rivanna and Observatory Water Treatment Plant Renovations**

Design Engineer:	Short Elliot Hendrickson, Inc. (SEH)
Construction Contractor:	English Construction Company
Construction Start:	May 2020
Percent Completion:	93%
Completion Date:	March 2024
Base Construction Contract:	\$38,078,262
Approved Capital Budget:	\$43,000,000

Current Status:

South Rivanna work essentially completed with continuing sludge pump improvements, general site improvements and final instrumentation programming work. Improvements continue at the Observatory Plant including completion of the new chemical building and general site improvements.

AGENDA ITEM EXECUTIVE SUMMARY

History:

The Observatory project includes the design and costs for upgrading the plant systems to achieve an upgraded 10 mgd plant capacity. Much of the Observatory Water Treatment Plant is original to the 1953 construction.

- **Airport Road Water Pump Station and Piping**

Design Engineer:	Short Elliot Hendrickson (SEH)
Contractor:	Anderson Construction
Construction Start:	December 2021
Percent Complete:	70%
Completion Date:	September 2024
Budget:	\$10,000,000

Current Status:

Waterline installation is 90% complete between the town center and Timberwood Blvd. traffic circles. Waterline testing and disinfection is ongoing. The pump station is dried-in, and the electrical and plumbing work is underway. Dominion is scheduled to run the underground electrical.

History:

The Route 29 Pipeline and Pump Station Master Plan was developed in 2007 and originally envisioned as a multi-faceted project that reliably connected the North and South Rivanna pressure bands; reduced excessive operating pressures and developed a new Airport pressure zone to serve the highest elevations near the Airport and Hollymead Town Center. The master plan update was completed in June of 2018 to reflect the changes in the system and demands since 2007.

- **Ragged Mountain Reservoir to Observatory Water Treatment Plant Raw Water Line and Raw Water Pump Station**

Design Engineer:	Michael Baker International (Baker)
Project Start:	August 2018
Project Status:	Design 82%
Construction Start:	September 2024
Completion:	December 2028
Current Project Estimate:	\$44,000,000

AGENDA ITEM EXECUTIVE SUMMARY

Current Status:

Preparation of engineering plans and specifications continues. RWSA staff is reviewing plans for the 90% design phase for the water line, which includes the vast majority of the piping to be installed under the project. All easements with UVA Foundation are completed, as well as RWSA has purchased the pump station property. Because of an alignment change due to a cemetery, RWSA is completing plats and easement documents with UVA for the section of pipe between Fontaine and the Observatory Water Treatment Plant, as well as VDOT on the alignment crossing Fontaine Avenue. The applicable permits with Albemarle County are being finalized.

History:

Raw water is currently transferred from the Ragged Mountain Reservoir (RMR) to the Observatory Water Treatment Plant by way of two 18-inch cast iron raw water lines, which have been in service for more than 110 and 70 years, respectively. The proposed water line will be able to reliably transfer water to the expanded Observatory Plant, which, upon completion, will have the capacity to treat 10 mgd. The new single water line will be constructed of 36-inch ductile iron and will be approximately 14,000 feet in length.

The RMR to Observatory WTP raw water pump station is planned to replace the existing Stadium Road and Royal Pump Stations, which have exceeded their design lives. The pump station will pump up to 10 mgd of raw water to the Observatory WTP. Integration of the new pump station with the planned South Rivanna Reservoir (SRR) to RMR Pipeline is being planned in the interest of improved operational and cost efficiencies and emergency redundancy. An integrated pump station would also include the capacity to transfer up to 16 mgd of raw water from RMR back to the SRR WTP.

- **South Rivanna Reservoir to Ragged Mountain Reservoir Pipeline, Intake and Facilities**

Design Engineer:	Kimley Horn
Project Start:	July 2023
Design Status:	7%
Construction Start:	June 2026
Completion:	December 2030
Current Project Estimate:	\$79,700,000

Current Status:

CSX Railroad permit documents have been finalized and executed. Topographic survey for the pipeline alignment has been completed, and survey of the remaining project locations is underway. RWSA staff are working on the final phases of the SFRR-RMR Nutrient Analysis, with the necessary equipment needed to complete study efforts

AGENDA ITEM EXECUTIVE SUMMARY

scheduled to arrive in the late Fall, and a final report published in the Winter. All the necessary easements have been acquired for the entire length of the pipeline project. The SFRR Intake and Pump Station project will require closure of the public boat ramp at the site once construction starts. Modifications to the Ragged Mountain Reservoir intake tower and perimeter grading will be included in this project.

History:

The approved 50-year Community Water Supply Plan includes the construction of a new raw water pipeline from the South Rivanna River to the Ragged Mountain Reservoir. This new pipeline will replace the Upper Sugar Hollow Pipeline along an alternative alignment to increase raw water transfer capacity in the Urban Water System. The project includes a detailed routing study and water line design to account for recent and proposed development and road projects in Albemarle County and the University of Virginia. Preliminary design, preparation of easement documents, and acquisition of water line easements along the approved route is also being completed as part of this project that will lead to final design of the raw water line, reservoir intake and pump station.

- **Beaver Creek Dam, Pump Station, and Piping Improvements**

Design Engineer:	Schnabel Engineering (Dam)
Design Engineer:	Hazen and Sawyer (Pump Station)
Project Start:	February 2018
Project Status:	5% Design
Construction Start:	April 2026
Completion:	January 2029
Budget:	\$43,000,000

Current Status:

The design work began for the new raw water pump station, intake hypolimnetic oxygenation system, dam spillway upgrades, temporary detour, and the spillway bridge.

History:

RWSA operates the Beaver Creek dam and reservoir as the sole raw water supply for the Crozet area. In 2011, an analysis of the Dam Breach inundation areas and changes to Virginia Department of Conservation and Recreation (DCR) *Impounding Structures Regulations* prompted a change in hazard classification of the dam from significant to high hazard. This change in hazard classification requires that the capacity of the spillway be increased, and the dam be replaced. This CIP project includes investigation, preliminary design, public outreach, permitting, easement acquisition, final design, and construction of the anticipated modifications. Work for this project includes a new relocated raw water pump station and intake. RWSA staff will continue to pursue federal

AGENDA ITEM EXECUTIVE SUMMARY

funding for later phases of the project to cover a portion (70%) of final design and construction costs.

- **South Fork Rivanna River Crossing**

Design Engineer:	Michael Baker International (Baker)
Project Start:	November 2020
Project Status:	90% Design
Construction Start:	May 2024
Completion:	September 2024
Budget:	\$7,000,000

Current Status:

Easement acquisition is ongoing and includes County of Albemarle property in Brook Hill River Park along Rio Mills Road. A required easement on the south side of the river is on a remnant property from the VDOT Berkmar Bridge project and cannot finalize that easement until the property transfer back to the original owner is complete. Additional permitting being sought for the project. The county cannot approve the Water Protection Ordinance permit until all the easements have been finalized.

History:

RWSA has previously identified through master planning that a 24-inch water main will be needed from the South Rivanna Water Treatment Plant (SRWTP) to Hollymead Town Center to meet future water demands. Two segments of this water main were constructed as part of the VDOT Rt. 29 Solutions projects, including approximately 10,000 LF of 24-inch water main along Rt. 29 and 600 LF of 24-inch water main along the new Berkmar Drive Extension, behind the Kohl's department store. To complete the connection between the SRWTP and the new 24-inch water main in Rt. 29, there is a need to construct a new river crossing at the South Fork Rivanna River. Acquisition of right-of-way will be required at the river crossing.

- **Upper Schenks Branch Interceptor, Phase II**

Design Engineer:	Frazier Engineering, P.A.
Project Start:	July 2021
Project Status:	Design
Construction Start:	TBD
Completion:	TBD
Current Project Estimate:	\$4,725,000

AGENDA ITEM EXECUTIVE SUMMARY

Current Status

The design has provided additional information to assist the county with easement acquisition considerations.

- **Central Water Line Project**

Design Engineer:	Michael Baker International (Baker)
Project Start:	July 2021
Project Status:	65% Design
Construction Start:	December 2024
Completion:	December 2028
Budget:	\$41,000,000

Current Status:

Design of the 90% construction documents and easement acquisitions is underway. Soil borings along the alignment have been completed. Utility test pits along the alignment are being completed.

History:

The hydraulic connectivity in the Urban System is less than desired, creating operational challenges and reduced system flexibility and redundancy. Recent efforts and modeling for the Urban Finished Water Infrastructure Master Plan have determined that a central water line corridor through the city is the best option to hydraulically connect the Observatory Water Treatment Plant to the Urban service area, including the ACSA water service area.

ACSA Board Future Policy Issues Agendas 2024

Regular 3rd Thursday Monthly Meetings	Jan. '24	Feb. '24	Mar. '24	April '24	May '24	June '24	July '24	Aug. '24	Sept. '24	Pending Issues
	January 18th Recognitions	February 15th Recognitions	March 15th Recognitions	April 18th Recognitions	May 16th Recognitions	June 20th Recognitions	July 18th Recognitions	August 15th Recognitions	September 19th Recognitions	Water Supply Plan Project Status Reports Water Treatment Plants RWSA CIP Central Water Line-Reservoirs Pipeline North Rivanna System
	Monthly Financial and CIP Reports	Monthly Financial and CIP Reports	Monthly Financial and CIP Reports	Monthly Financial and CIP Reports	Monthly Financial and CIP Reports	Monthly Financial and CIP Reports	Monthly Financial and CIP Reports	Monthly Financial and CIP Reports	Monthly Financial and CIP Reports	
	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	
	Board Organizational Meeting - Election of Officers	Operational Presentation - Administration	Operational Presentation - Engineering	Operational Presentation - Maintenance	Operational Presentation - IT	Operational Presentation - Finance	Operational Presentation	Operational Presentation	Operational Presentation	Board Organizational Meeting each January
										Annual Report - January
	Strategic Plan Update 2023-2027	AMI Project Status Report	Proposed CIP Presentation	Proposed FY '25 Capital Improvements Program (CIP) Presentation	Proposed FY '25 Budget and Rates Workshop	FY '25 Budget and Rates Public Hearing	Strategic Plan Update	Request for Approval - Annual Year-End Appropriations	Imagine a Day Without Water Resolution	Water Audit and Energy Audit
										CIS - Customer Information Systems - Billing, Website, Phone
										Rate Model Update Spring 2025
	Annual Report 2023 - Customer Experience; Employee of the Month; Projects, etc.	Communications Program (Letterpress)	"Fix a Leak" Water Conservation Event	Proposed FY '25 Capital Improvements Program (CIP) Public Hearing	Annual Water Quality Reports	FY '25 Budget, Rates and CIP Approval	AMI Portal - Customer Information	Advanced Metering Infrastructure (AMI) Project Update	Operational Report	Strategic Plan Updates-2023-2027 January and July
										Fats, Oils, and Grease (FOG) Program
										Climate Change and Sustainability
	Annual Water Conservation Report			Proposed FY '25 Budget and Rates Overview		Amendments to Rules and Regulations, and Personnel Management Plan (Budget Implementation)				Annual Water Conservation Report - January
										Operational Presentation-Sewer Rehab Relining
				Resolution Scheduling Budget and Rates Public Hearing for June 20, 2024		Water Professionals Appreciation Day Recognition				National Drinking Water Week-April Imagine a Day Without Water - September
				National Drinking Water Week Resolution		Water Quality Update Annual Drinking Water Quality Report				Federal/State Water Quality Regulations Lead and Copper (12/25); PFAS; Emerging Contaminants
										Emergency Preparedness
										Annual Investments Report December
										Operational Presentations
										ACSA Customer Communications
									Avon Satellite Operations Center	
									Data Management and Management Dashboards	
									Purchasing Policy Revisions	
		Executive Session - Executive Director Annual Performance Review							Customer Experience (CX)	
										12/14/2023

ALBEMARLE COUNTY SERVICE AUTHORITY

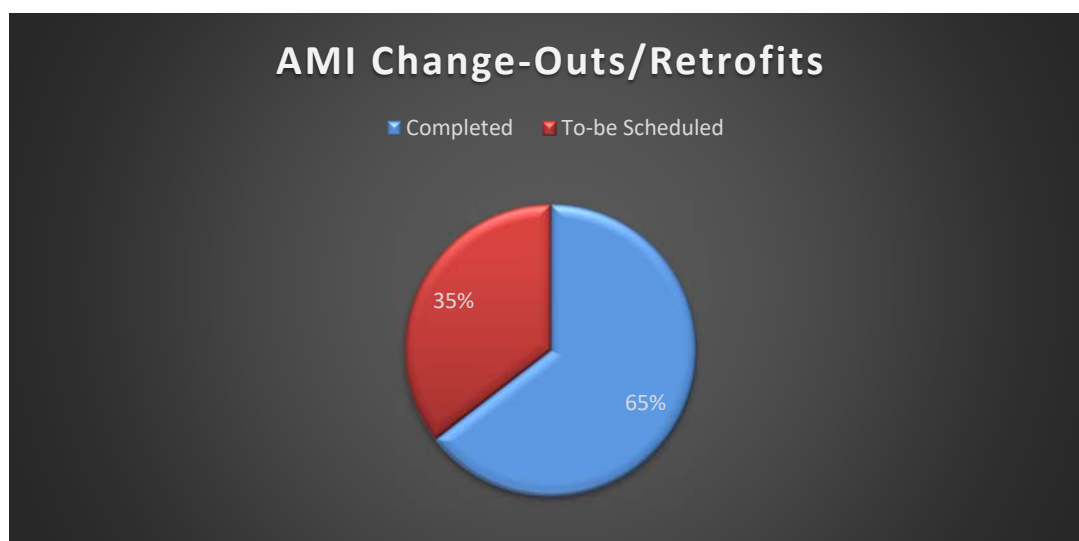
AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: Advanced Metering Infrastructure (AMI) Monthly Update STAFF CONTACT/PREPARER: Quin Lunsford, Director of Finance	AGENDA DATE: December 14, 2023 ACTION: Informational ATTACHMENTS: No
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BACKGROUND: The ACSA Board authorized staff at its October 2019 meeting to execute agreements related to the AMI project. Monthly status updates are provided below:

DISCUSSION: Authority staff continues to collaborate closely with the selected vendor (Core & Main/Sensus) and the project management consultant (Esource). Notable accomplishments since the last update include:

- The final phase of the AMI began April 3rd and our installers have successfully upgraded 14,400+ meters. Approximately 65% of the ACSA's system is fully operational under the AMI program. All meters scheduled for **full replacement** have been upgraded. The remaining 7,900 meters will be "retro-fit" with a radio component over the next six-months.
- Due to supply chain issues, we are waiting on delivery of all the required radio components. We are cautiously optimistic that these will be available and ready for install in the spring of 2024.
- The second graphic below illustrates daily and weekly progress.



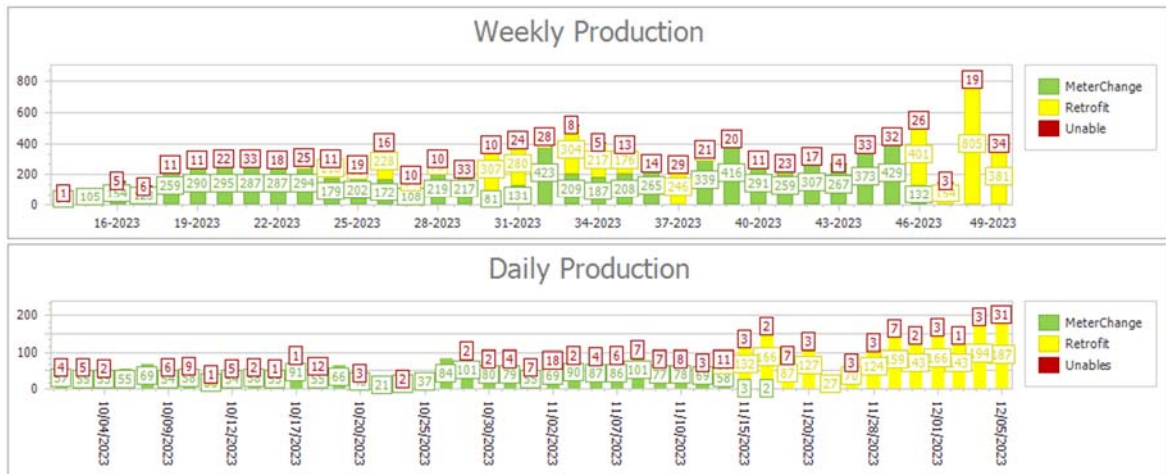
ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

Albemarle County VA

Reading Rate						
Total	Good	No Read	Bad Read	Stale	Unable	Read Rate
11354	11332	1	4	12	0	99.80

Type	Size	Install	INC	Sked	Unable	Remove	RTU
MeterChange	3/4-inch	7323	5	0	0	136	3
MeterChange	1 1/2-inch	0	0	0	0	1	0
MeterChange	1-inch	259	1	0	0	10	0
Retrofit	3/4-inch	3767	8212	0	3	16	34
Retrofit	1-inch	89	233	0	0	3	1



BUDGET IMPACT: Informational only.

RECOMMENDATIONS: None

BOARD ACTION REQUESTED: None; informational item only.

ATTACHMENTS: N/A



MEMORANDUM

To: ACSA Board of Directors
From: Gary O'Connell, Executive Director
Date: December 14, 2023
Re: Proposed Schedule of Holidays, 2024

As outlined in the ACSA Personnel Management Plan, the following holidays will be observed in calendar year 2024:

Martin Luther King Day	Monday, January 15, 2024*
President's Day	Monday, February 19, 2024*
Memorial Day	Monday, May 27, 2024
Juneteenth	Wednesday, June 19, 2024*
Independence Day	Thur. & Fri., July 4 & 5, 2024
Labor Day	Monday, September 2, 2024
Veteran's Day	Monday, November 11, 2024*
Thanksgiving	½ day Wed., Thur. & Fri., Nov. 27, 28 & 29, 2024
Christmas Holidays	Mon., Tue. & Wed., Dec. 23, 24 & 25, 2024
New Year's Day	Wednesday, January 1, 2025

***Floater Holidays.** ACSA offices will remain open on these four holidays. Holiday leave may be taken on the day formally observed with pre-approval from your supervisor, or anytime thereafter during the same calendar year; the four leave days will not accrue if not taken within that time, except for Veterans Day which has to be used by November 10th of the following year.

We are recommending approval of this holiday schedule for 2024.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: 2024 Board Meeting Schedule STAFF CONTACT(S)/PREPARER: Gary O'Connell, Executive Director	AGENDA DATE: December 14, 2023 ACTION: Informational (Consent Agenda) ATTACHMENTS: No
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BACKGROUND: The By-Laws of the Albemarle County Service Authority (ACSA) provide that “regular meetings of the Authority shall be held monthly on the third Thursday of the month at 9:00 a.m.” ACSA Board meetings are held in the Board Room at the ACSA, 168 Spotnap Road. The 2024 schedule based on this is as follows:

ACSA 2024 Board Meeting Schedule

3rd Thursday of the month at 9:00 a.m.

- Thursday, January 18, 2024 at 9:00 a.m.
- Thursday, February 15, 2024 at 9:00 a.m.
- Thursday, March 21, 2024 at 9:00 a.m.
- Thursday, April 18, 2024 at 9:00 a.m.
- Thursday, May 16, 2024 at 9:00 a.m.
- Thursday, June 20, 2024 at 9:00 a.m.
- Thursday, July 18, 2024 at 9:00 a.m.
- Thursday, August 15, 2024 at 9:00 a.m.
- Thursday, September 19, 2024 at 9:00 a.m.
- Thursday, October 17, 2024 at 9:00 a.m.
- Thursday, November 21, 2024 at 9:00 a.m.
- Thursday, December 19, 2024 at 9:00 a.m.

BOARD ACTION REQUESTED: Informational; and calendar scheduling.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: Annual Investment Report STAFF CONTACT/PREPARER: Quin Lunsford, Director of Finance	AGENDA DATE: December 14, 2023 ACTION: Informational ATTACHMENTS: Yes
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BACKGROUND: The ACSA Board authorized the Authority to execute a contract with PFM Asset Management, LLC (PFMAM) for Investment Management Services at its June 20, 2019 Board meeting. PFMAM has assisted with development of the Authority's investment program, including; investment policy development/revisions, investment strategy development, performance benchmark selection, competitive purchasing, portfolio monitoring/management, and accounting/reporting.

The presentation today will provide updates on economic/market conditions and an update on the ACSA's current portfolio including assets managed by PFMAM and investments held in the Virginia Local Government Investment Pool (LGIP).

DISCUSSION: Ms. Leslie Weaber and Mr. Scott Fleming, both representatives of PFMAM, will provide an overview of current economic and market conditions. Additionally, the PFMAM team will provide a portfolio update on the ACSA's current investment approach, holdings, and performance.

BUDGET IMPACT: Informational only.

RECOMMENDATIONS: None

BOARD ACTION REQUESTED: None; informational item only.

ATTACHMENTS: Annual Market and Portfolio Update (PowerPoint)

Albemarle County Service Authority

Market and Portfolio Update

Scott Fleming, Director

Leslie Weaver, Senior Managing Consultant

December 14, 2023
pfmam.com

PFM Asset Management LLC

NOT FDIC INSURED : NO BANK GUARANTEE : MAY LOSE VALUE

Market Update



Current Market Themes



- ▶ The U.S. economy is characterized by:
 - ▶ Stronger than expected growth, supported by a resilient consumer
 - ▶ Inflation that remains stubbornly above the Federal Reserve's ("Fed") target range
 - ▶ Continued creation of new jobs by the labor market, albeit at a moderating pace

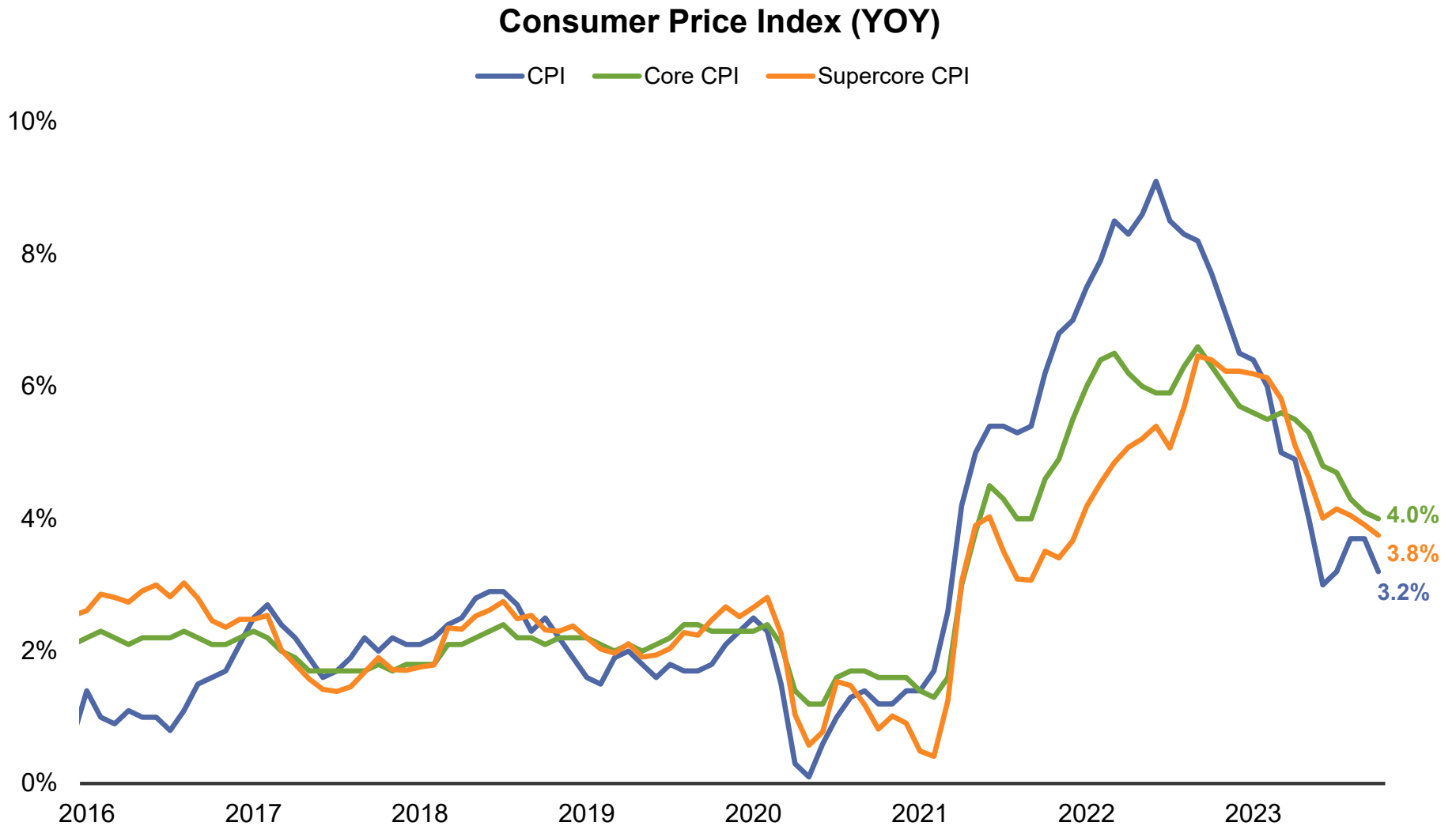


- ▶ Fed pauses again in rate hike campaign
 - ▶ After hiking in July, the Federal Reserve held rates steady at the September and November FOMC meetings as expected
 - ▶ The Fed's most recent "dot plot" indicated one more rate hike for 2023 and set the stage for interest rates to remain "higher-for-longer"
 - ▶ Updated FOMC economic projections as of September point to stronger GDP growth expectations, higher inflation, and slightly lower unemployment for the remainder of 2023 and into 2024



- ▶ Interest rates reached their highest levels since 2006-7
 - ▶ The U.S. government rating downgrade by Fitch had little impact, although it highlighted growing worry about the erosion of governance standards and fiscal irresponsibility.
 - ▶ Treasury yields across the curve rose during Q3. Sticky inflation, a "higher for longer" market consensus, increased Treasury borrowing, and reduced Treasury holdings by China and Japan weighed especially on the long end of the curve.
 - ▶ The next concern is the annual federal budget process and potential for a government shutdown

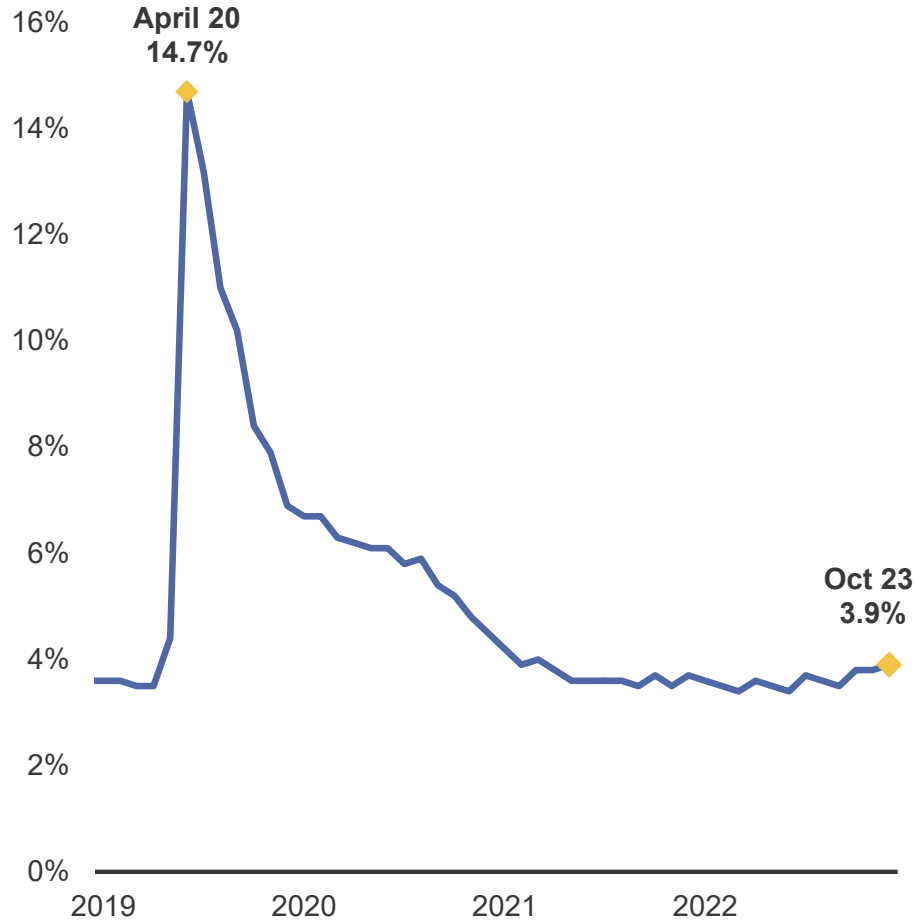
Disinflation Continues



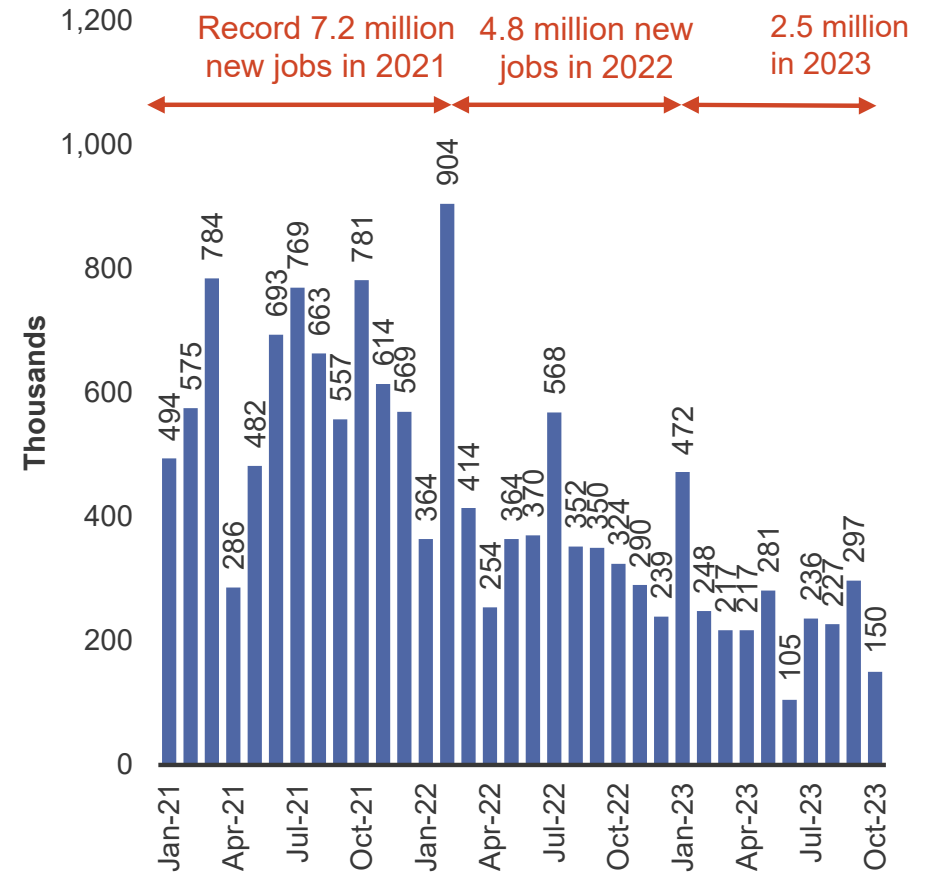
Source: Bloomberg, Bureau of Labor Statistics as of October 2023.
Super core CPI= Core services less housing

Jobs Data Show Cooling

Unemployment Rate



Monthly Change In Nonfarm Payrolls

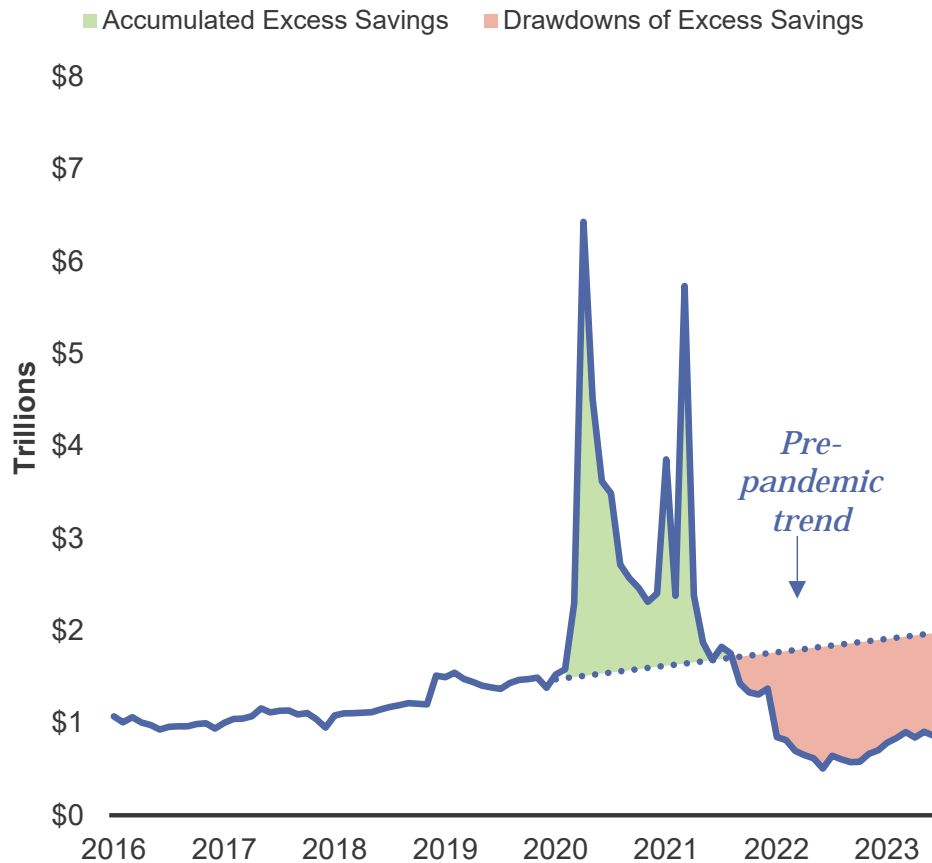


Source: Bloomberg, as of October 2023. Data is seasonally adjusted.

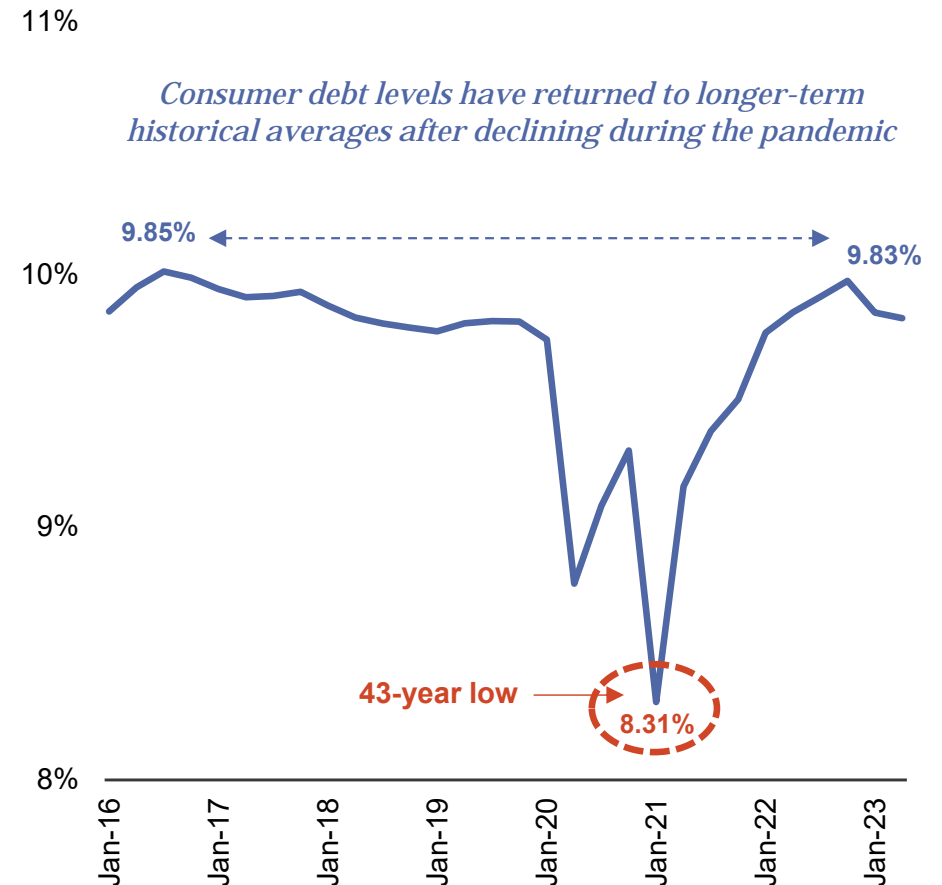
Personal Savings and Consumer Debt Have Returned to Pre-Pandemic Levels

100

Personal Savings

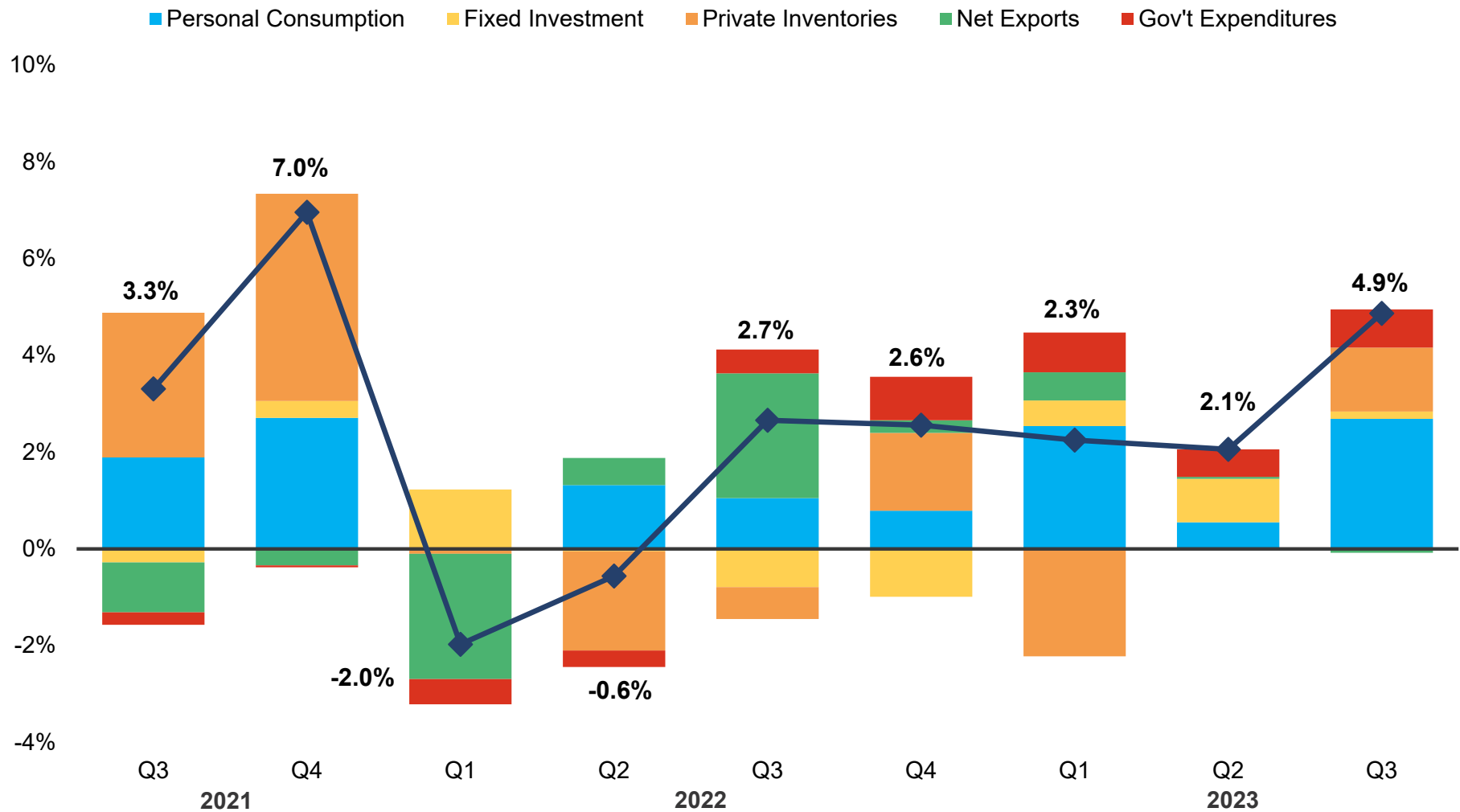


Household Debt Service Payments as a Percent of Disposable Personal Income



Source: Bloomberg and New York Fed Household Debt and Credit Report. Data as of June 30, 2023. (Left chart)
Source: Federal Reserve Bank of St. Louis. Data as of April 1, 2023. (Right chart)

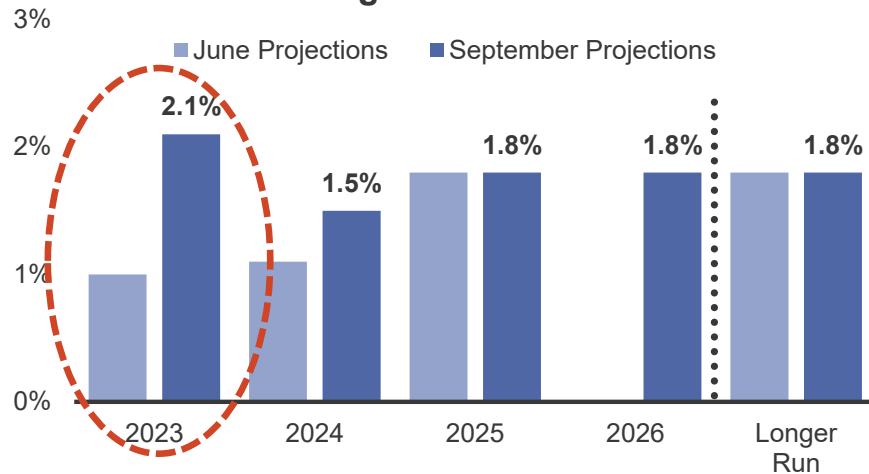
U.S. Real GDP Contributors and Detractors



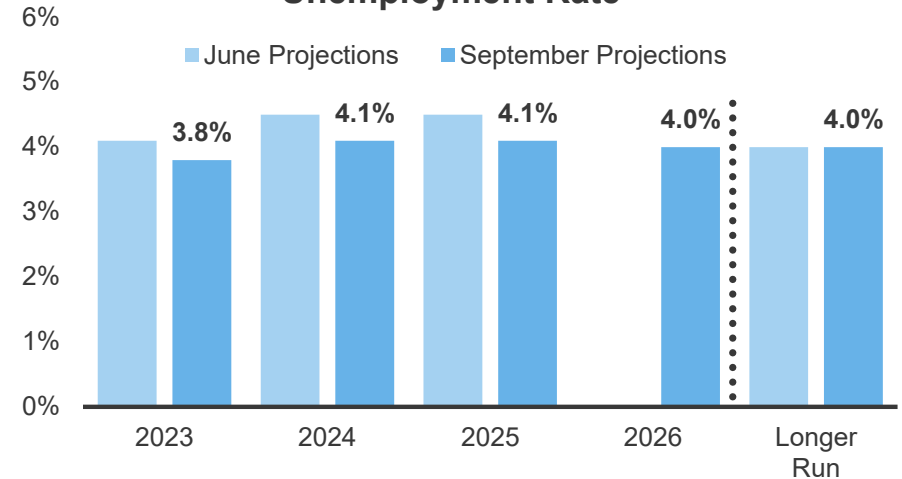
Source: Bloomberg, Bureau of Economic Analysis, as of September 2023.

Federal Reserve's Updated Projections

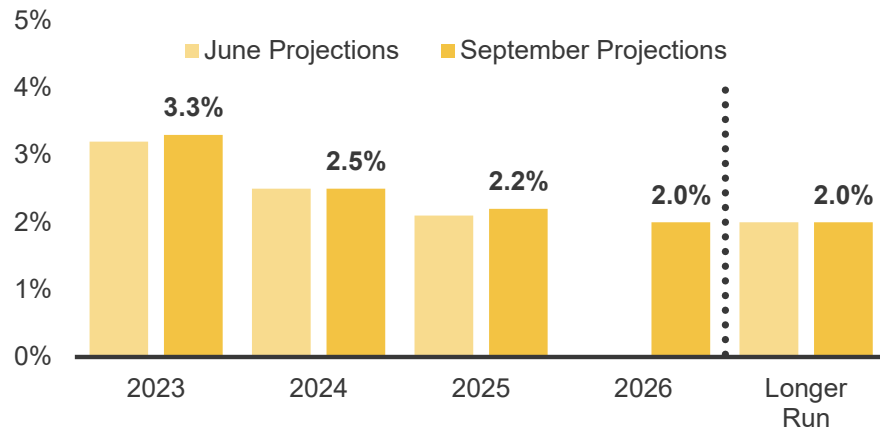
Change in Real GDP



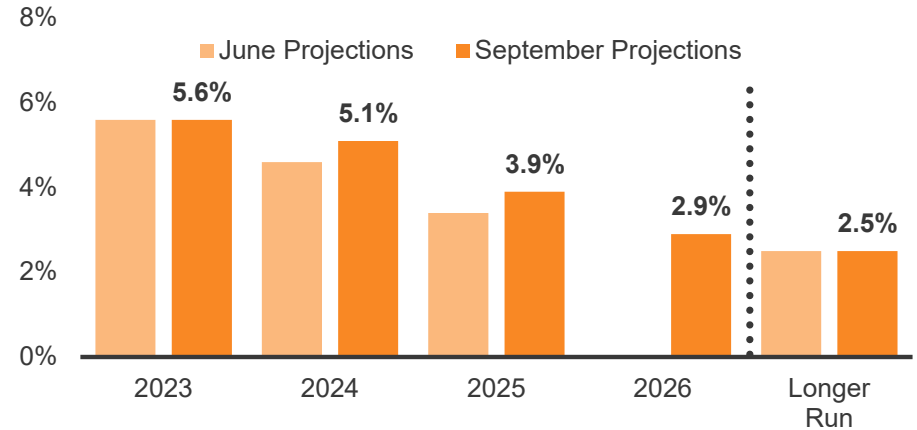
Unemployment Rate



PCE Inflation



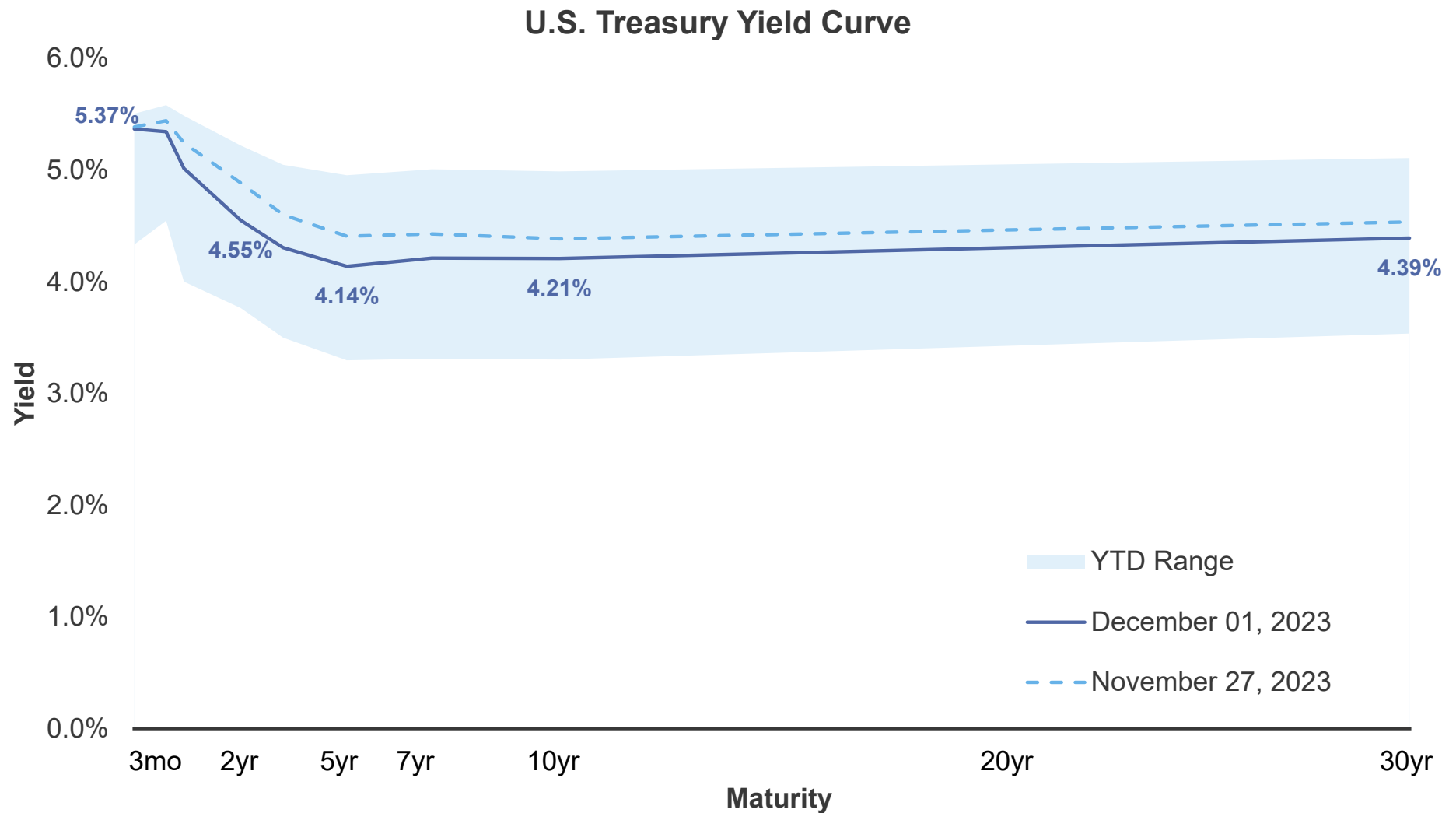
Federal Funds Rate



Source: Federal Reserve, latest economic projections as of September 2023.

Bond Yields Continue to Fall After Weaker than Expected Inflation

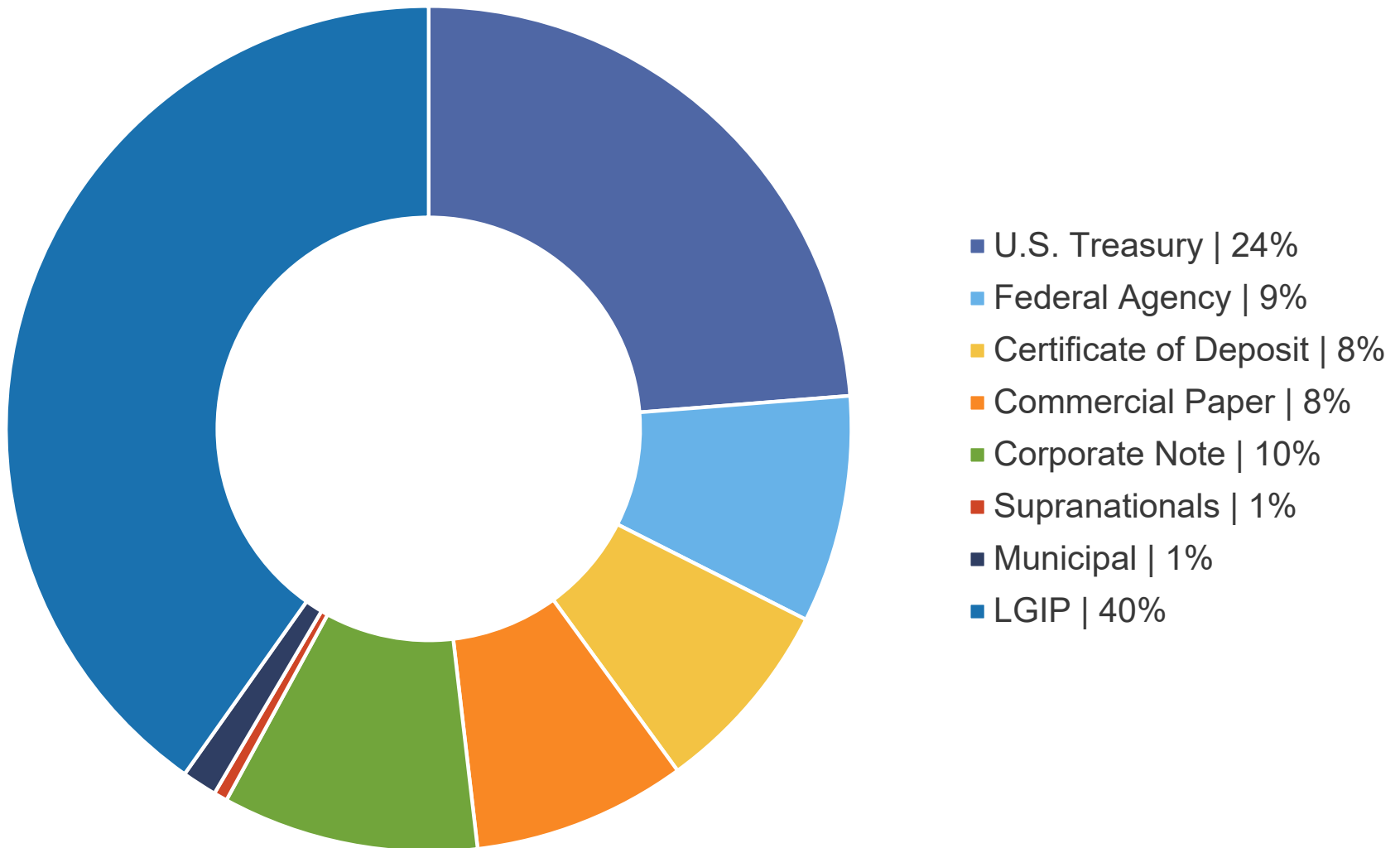
103



Source: Bloomberg, as of 12/01/2023.

Investment Program Update





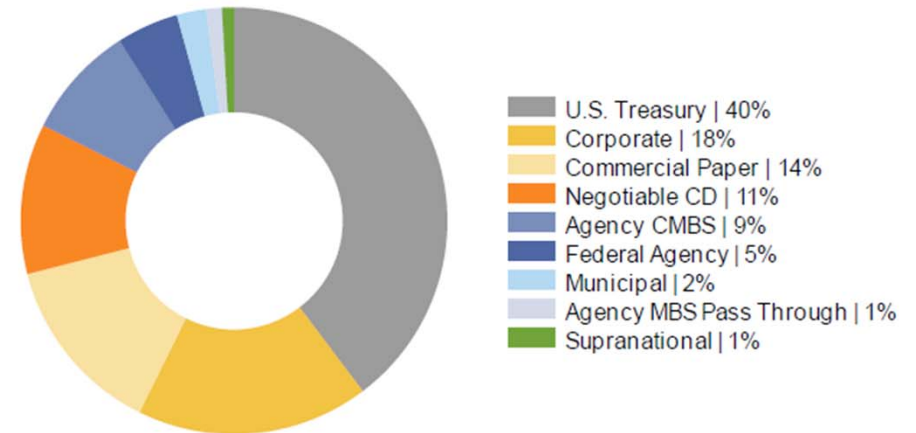
Source: As of September 30, 2023.

Operating Portfolio Overview

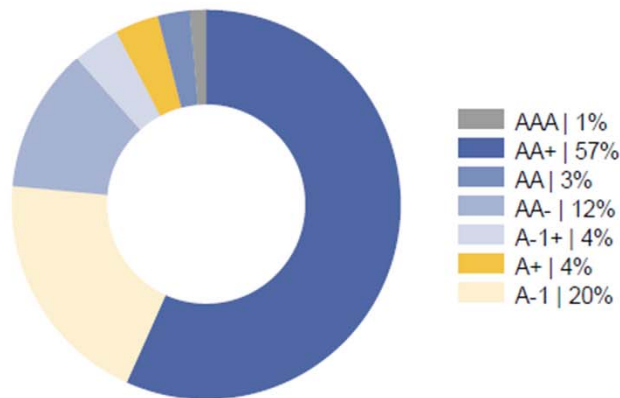
Portfolio Statistics

Total Market Value	\$30,222,918.35
Securities Sub-Total	\$29,956,205.90
Accrued Interest	\$205,235.31
Cash	\$61,477.14
Portfolio Effective Duration	1.22 years
Benchmark Effective Duration	1.28 years
Yield At Cost	3.72%
Yield At Market	5.48%
Portfolio Credit Quality	AA

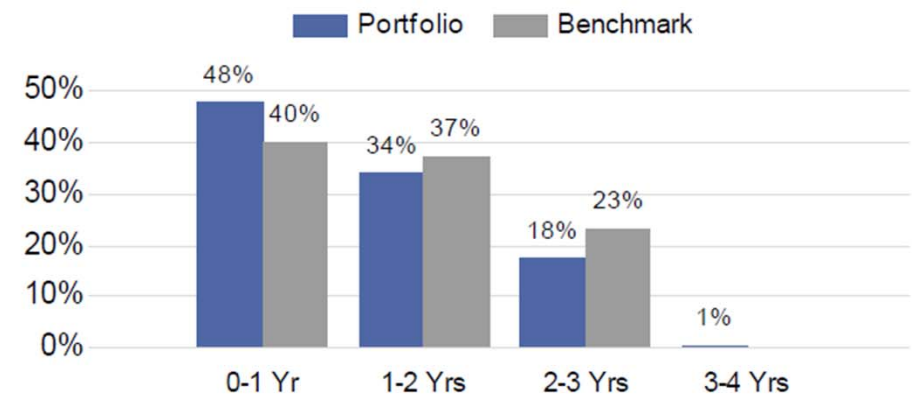
Sector Allocation



Credit Quality - S&P



Duration Distribution



As of September 30, 2023. Yield and duration calculations exclude cash and cash equivalents. Sector allocation includes market values and accrued interest. The portfolio's benchmark is the ICE BofA 0-3 Year U.S. Treasury Index. Source: Bloomberg. An average of each security's credit rating was assigned a numeric value and adjusted for its relative weighting in the portfolio.

Issuer Diversification

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
U.S. Treasury	39.7%	
UNITED STATES TREASURY	39.7%	AA / Aaa / AA
Federal Agency	4.7%	
FEDERAL HOME LOAN BANKS	2.8%	AA / Aaa / NR
FREDDIE MAC	2.0%	AA / Aaa / AA
Agency CMBS	8.6%	
FANNIE MAE	0.6%	AA / Aaa / AA
FREDDIE MAC	8.0%	AA / Aaa / AA
Agency MBS Pass Through	1.2%	
FANNIE MAE	0.9%	AA / Aaa / AA
FREDDIE MAC	0.3%	AA / Aaa / AA
Supranational	0.9%	
ASIAN DEVELOPMENT BANK	0.9%	AAA / Aaa / AAA
Municipal	2.2%	
STATE OF CONNECTICUT	0.3%	AA / Aa / AA
STATE OF NEW YORK	1.0%	AA / Aa / AA
STATE OF WASHINGTON	1.0%	AA / Aaa / AA
Negotiable CD	11.6%	
BANK OF AMERICA CO	2.0%	A / Aa / AA
BANK OF MONTREAL	2.0%	A / Aa / AA
BARCLAYS PLC	2.0%	A / Aa / A
NORDEA BANK ABP	1.4%	AA / Aa / AA
SWEDBANK AB	2.1%	A / Aa / AA
TORONTO-DOMINION BANK	2.0%	AA / Aa / AA
Commercial Paper	13.6%	
BNP PARIBAS	1.9%	A / Aa / AA

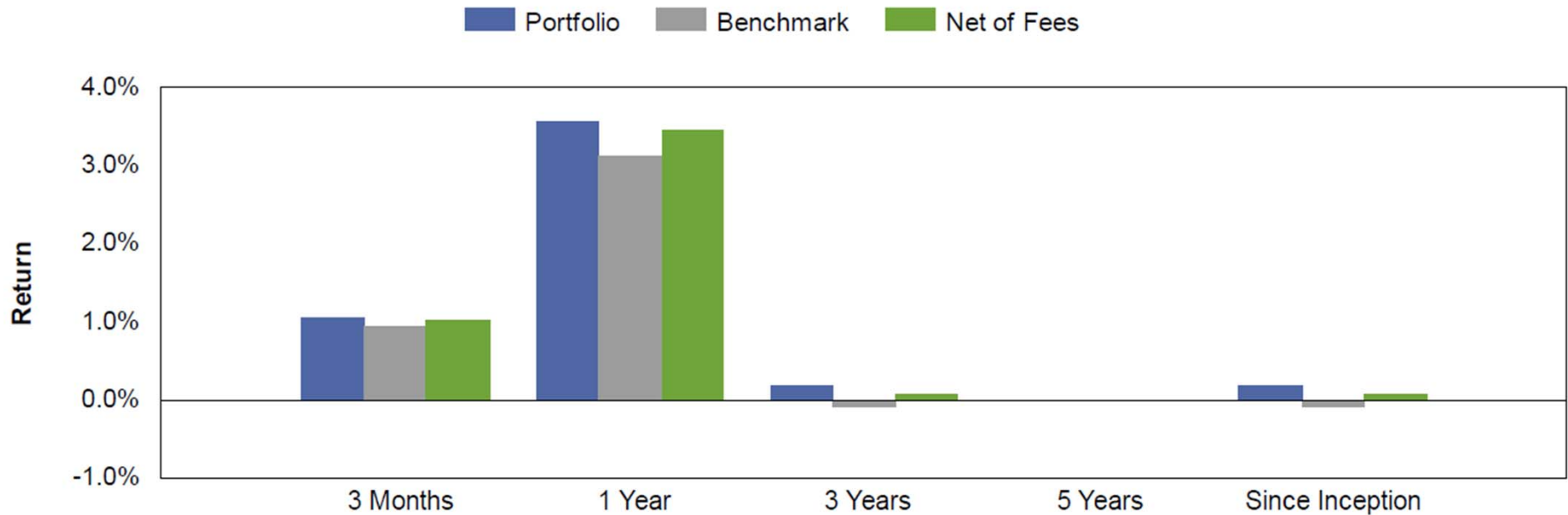
Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
Commercial Paper	13.6%	
CANADIAN IMPERIAL BANK OF COMMERCE	1.9%	A / Aa / AA
CITIGROUP INC	1.9%	A / Aa / A
JP MORGAN CHASE & CO	1.9%	A / Aa / AA
MITSUBISHI UFJ FINANCIAL GROUP INC	1.9%	A / Aa / A
NATIXIS NY BRANCH	2.0%	A / Aa / A
PRUDENTIAL FINANCIAL INC	1.9%	AA / Aa / AA
Corporate	17.6%	
AMAZON.COM INC	1.5%	AA / A / AA
ANZ BANKING GROUP LTD	0.8%	AA / Aa / A
APPLE INC	0.5%	AA / Aaa / NR
BANK OF AMERICA CO	1.5%	A / Aa / AA
CHEVRON CORPORATION	0.5%	AA / Aa / NR
COLGATE-PALMOLIVE COMPANY	0.6%	AA / Aa / NR
COMMONWEALTH BANK OF AUSTRALIA	1.4%	AA / Aa / A
EXXON MOBIL CORP	1.0%	AA / Aa / NR
MICROSOFT CORP	0.5%	AAA / Aaa / NR
NATIONAL AUSTRALIA BANK LTD	1.6%	AA / Aa / NR
NOVARTIS AG	0.5%	AA / A / AA
PROCTER & GAMBLE CO	0.5%	AA / Aa / NR
RABOBANK NEDERLAND	0.9%	A / Aa / AA
THE BANK OF NEW YORK MELLON CORPORATION	1.0%	AA / Aa / AA
VISA INC	1.0%	AA / Aa / NR
WAL-MART STORES INC	1.2%	AA / Aa / AA
WELLS FARGO & COMPANY	1.2%	A / Aa / AA

Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Includes accrued interest and excludes balances invested in overnight funds.

Source: As of September 30, 2023.

Portfolio Performance

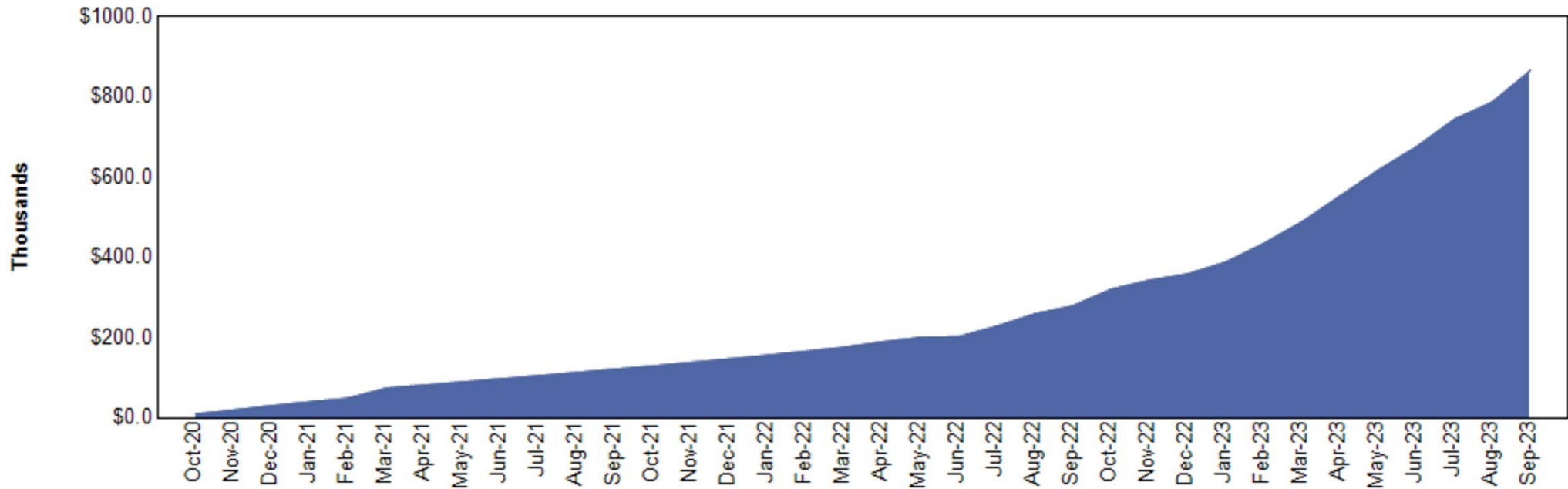
Portfolio Performance



Market Value Basis Earnings	3 Months	1 Year	3 Years	5 Years	Since Inception ¹
Interest Earned ²	\$188,884	\$567,812	\$983,218	-	\$983,218
Change in Market Value	\$124,703	\$472,590	(\$829,748)	-	(\$829,748)
Total Dollar Return	\$313,587	\$1,040,402	\$153,470	-	\$153,470
Total Return³					
Portfolio	1.05%	3.57%	0.17%	-	0.17%
Benchmark ⁴	0.94%	3.13%	-0.11%	-	-0.11%
Basis Point Fee	0.03%	0.12%	0.12%	-	0.12%
Net of Fee Return	1.02%	3.45%	0.05%	-	0.05%

The lesser of 10 years or since inception is shown. Since inception returns for periods one year or less are not shown. Performance inception date is 1. September 30, 2023. 2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity. 3. Returns for periods one year or less are presented on a periodic basis. Returns for periods greater than one year are presented on an annualized basis. 4. The portfolio's benchmark is the ICE BofAML 0-3 Year U.S. Treasury Index. Source: Bloomberg.

Accrual Basis Earnings



Accrual Basis Earnings	3 Months	1 Year	3 Years	5 Year	Since Inception ¹
Interest Earned ²	\$188,884	\$567,812	\$983,218	-	\$983,218
Realized Gains / (Losses) ³	(\$66,939)	(\$162,405)	(\$192,572)	-	(\$192,572)
Change in Amortized Cost	\$68,942	\$181,678	\$75,132	-	\$75,132
Total Earnings	\$190,887	\$587,085	\$865,777	-	\$865,777

1. The lesser of 10 years or since inception is shown. Performance inception date is 1. September 30, 2023. 2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity. 3. Realized gains / (losses) are shown on an amortized cost basis.

Disclaimer

Investment advisory services are provided by PFM Asset Management LLC (“PFMAM”), an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bancorp Asset Management, Inc. (“USBAM”). USBAM is a subsidiary of U.S. Bank National Association (“U.S. Bank”). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. The information contained is not an offer to purchase or sell any securities. Additional applicable regulatory information is available upon request.

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ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: Budget Guidelines and Schedule for FY 2025 Budget, Rates, Capital Improvement Program (CIP) STAFF CONTACT(S)/PREPARER: Quin Lunsford, Director of Finance	AGENDA DATE: December 14, 2023 ACTION: ■ ATTACHMENTS: No
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BACKGROUND: The annual operating and capital budget, rate and fee recommendations are provided to the Board annually for consideration.

DISCUSSION: The proposed Budget and Rate schedule is as follows:

Regular Board Meeting March 21, 2024	<ul style="list-style-type: none"> • Present Proposed Capital Improvement Program (CIP) to Board • Schedule CIP Public Hearing
Regular Board Meeting April 18, 2024	<ul style="list-style-type: none"> • CIP Public Hearing • Budget Work Session on Proposed FY '25 Budget • Preliminary Rate Schedule • Schedule Public Hearing
Regular Board Meeting May 16, 2024	<ul style="list-style-type: none"> • Budget, CIP, and Rates Work Session
Regular Board Meeting June 20, 2024	<ul style="list-style-type: none"> • Public Hearing to adopt rates • Budget, CIP, and Rate Adoption

Overview:

- The ACSA retail rate is largely driven by RWSA Wholesale Rate; over 60% of ACSA operating expenses are for purchased water/wastewater treatment from RWSA; Based on preliminary information, the Authority expects increases in charges for water/wastewater treatment from the RWSA in Fiscal Year 2025;
- Update to the rate study (completed in Fiscal Year 2022) in conjunction with preparation of the Fiscal Year 2025 budget; the Fiscal Year 2025 budget will include funds for a full rate study;
- Outside of the expected increases in RWSA charges, at this point, no anticipated significant ACSA operating cost increases;
- Utilization of a budgeting module within the ACSA's ERP system;
- Customer Rate/Budget Newsletter scheduled to be provided with May customer bills;

BOARD ACTION REQUESTED: Consideration and approval of the Fiscal Year 2025 Budget and Rate Schedule.

ATTACHMENTS: None

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: Corporate Roles and Responsibilities – By-Laws and Resolution</p> <p>STAFF CONTACT(S)/PREPARER: Gary O'Connell, Executive Director and Mike Derdeyn, ACSA Attorney</p>	<p>AGENDA DATE: December 14, 2023</p> <p>ACTION: Informational</p> <p>ATTACHMENTS: Yes</p>
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BACKGROUND: Section 15.2-5113 of the Virginia Water and Waste Authorities Act authorizes the Board to appoint an executive to manage the affairs of the authority: “The board members may appoint a chief administrative or executive officer who shall serve at the pleasure of the board members. He shall execute and enforce the orders and resolutions adopted by the board members and perform such duties as may be delegated to him by board members.”

We believe there is a “gap” in clarity over the responsibilities of the Executive Director because those responsibilities are not defined in the By-Laws. Article III of the By-Laws identifies that the “officers . . . shall consist of a Chair, a Vice-Chair, a Secretary-Treasurer, and an Executive Director.” Article IV describes the “Duties of Officers” but neglects to provide any description of the duties of the Executive Director.

We think the proposed changes legally make sense, provide a greater level of authorization that is now lacking, and more concretely in the By-Laws and Resolution recommendation provides a clear authorization for the responsibilities of the Executive Director. The proposed amendments reflect a legal review of the State Law and Albemarle County Code.

RECOMMENDATION: The latest draft that is attached of the By-Laws amendment and proposed Resolution, includes the suggested edits made by the Board at the October 19th and November 16th meetings. A Board notice has been provided beyond 10-days as required in the By-Laws for amendments adoption. Given that notice, the Board can take up the proposed By-Laws amendment and Resolution today. We recommend approval.

BOARD ACTION REQUESTED:

- (1) Approve the proposed By-Laws amendments
- (2) Approve the proposed Resolution

ATTACHMENTS:

- Current ACSA By-Laws with blue line edits being proposed;
- Resolution concerning Authority of the Executive Director, with blue line edits

CURRENT BY-LAWS

BY-LAWS

ALBEMARLE COUNTY SERVICE AUTHORITY

ARTICLE I - PREAMBLE

- 1-1. This authority was created on April 16, 1964, by action of the Board of Supervisors of the County of Albemarle, under provisions of Virginia Water and ~~Sewer~~Waste Authorities Act, Section 15.1-1239 through 15.1-1270, Code of Virginia, 1950, as amended (now codified in Virginia Code §§ 15.2-5100 et. seq.).
- 1-2. The official title of this authority is designated by the aforesaid Board of Supervisors is: "Albemarle County Service Authority".
- 1-3. These bylaws or rules for the transaction of the business of this authority are made pursuant to authority vested in this authority under Section 15.~~24-5114(2)~~4250(b) of the Code of Virginia of 1950 as amended and in accordance with the general provisions of the laws of the Commonwealth of Virginia governing water and ~~sewer~~waste authorities as set forth in said ~~1950 Code in Chapter 28, Title 9,~~ Virginia Water and ~~Sewer~~Waste Authorities Act.

ARTICLE II — MEMBERS OF THE AUTHORITY BOARD

- 2-1. The~~is~~ authority board (the "Board") shall consist of six members, said members to be appointed by the Board of Supervisors pursuant to Section 2-702 of the Albemarle County Code.
- 2-2. All members of the ~~Bis~~ authority~~board~~ are appointed by the Albemarle County Board of Supervisors for terms of four (4) years.
- 2-3. The authority may provide for the payment of expenses of this authority and a reasonable compensation for members of the authorityBoard who are not county employees.
- 2-4. Any vacancy in membership will be filled by appointment of the County Board of Supervisors and such appointments will be for the unexpired term only.
- 2-5. Any appointed member may be removed by the Albemarle County Board of Supervisors for inefficiency, neglect of duty, or malfeasance or misfeasance in office.

ARTICLE III - OFFICERS AND THEIR SELECTION

- 3-1. The officers of the Service Authority shall consist of a Chair, a Vice-Chair, a Secretary-Treasurer and an Executive Director. The Secretary-Treasurer ~~and the Executive Director~~ need not be a members of the Board authority. The Executive Director shall not be a member of the Board and shall serve at the pleasure of the Board.
- 3-2. Nomination of officers shall be made from the floor at the annual meeting held in January of each year. The elections shall take place at the same meeting.
- 3-3. A candidate for a position as an officer receiving a majority vote of the entire membership of the Service Authority Board shall be declared elected. The elected member shall take office immediately and serve for one (1) year, or until a successor takes office.
- 3-4. Vacancies shall be filled by regular election procedures at the next regular meeting.

ARTICLE IV - DUTIES OF OFFICERS

- 4-1. The duties of the Chair are:
 - a. To preside at all meetings.
 - b. To appoint all committees, with the exception of the Executive Committee.
 - c. To rule on procedural questions (subject to a reversal by a 2/3 vote of members of the Board present).
 - d. To carry out other duties as assigned by the Board authority.
- 4-2. The duties of the Vice-Chair are:
 - a. To act in the absence of the Chair.
- 4-3. The duties of the ~~S~~ecretary-~~treasurer~~ Treasurer are:
 - a. To keep a written record of all business transacted by the authority.
 - b. To notify members of the meetings.
 - c. To keep all official records and reports of the authority.
 - d. To certify all records, and reports of the authority.
 - e. To attend to the correspondence of the authority.

- f. To keep a record of the minutes of meetings.

4-4. The duties of the Executive Director are:

- a. To be the Chief Executive Officer of the aAuthority serving at the pleasure of the Board, as provided in Section 15.2-5113(E) of the Virginia Code.
- b. To administer the affairs of the aAuthority consistent with the provisions of the Rules and Regulations of the aAuthority, as adopted by the Board.
- c. To execute and enforce the policies, orders, resolutions, budgets and agreements adopted by the Board.
- d. To sign contracts and other instruments on behalf of the aAuthority as authorized by the Board.
- e. To perform such other duties as may be delegated by the Board from time to time by resolutions.

ARTICLE V - COMMITTEES

- 5-1. Special Committees: The Chair may appoint such special committees as deemed necessary.

ARTICLE VI - MEETINGS

- 6-1. Regular meetings of the ~~authority~~ Board shall be held monthly on the third Thursday of the month at 9:00 a.m.
- 6-2. Special meetings shall be called at the request of the Chair or at the request of a majority of the membership of the Board. Written notice of meetings shall be given to each Board member at least two (2) days prior to such meetings.
- 6-3. All regular meetings, records, and accounts shall be open to the public.
- 6-4. A majority ~~(4 of 6)~~ of the membership of the ~~authority~~ Board shall constitute a quorum. In any meeting where there is otherwise a quorum and any member declares a potential conflict of interest on any matter of business the remaining eligible members shall constitute a quorum for the transaction of that business matter. Approval of any business matter shall require a majority vote of eligible non-abstaining members. Voting may be by roll call, in which case a record shall be kept as part of the minutes.

6-5. If any member is unable to physically attend a regular or called meeting, that member may participate in the meeting via teleconference, upon approval by the Board Chair, and subject to any requirements contained in §2.2-3708.2 of the Code of Virginia, as amended to date. Members participating via teleconference shall have all rights afforded to members participating in person.

~~a quorum is physically present to conduct a meeting of the Authority's Board of Directors or one of its committees, other members may attend and participate in such meeting from a remote location by telephone or other audio or video means, provided such attendance complies with the provisions of the Virginia Freedom of Information Act, as amended from time to time. A member wishing to attend in this manner shall advise the clerk of the board a reasonable time before start of the meeting, so that the necessary equipment can be put in place.~~

ARTICLE VII - ORDER OF BUSINESS

7-1. The order of business of a regular meeting shall be:

- a. Call to order by the Chair.
- b. Determination of a quorum.
- c. Approval of minutes of regular meeting and of executive committee meetings.
- d. Matters from the public.
- e. Consent Agenda.
- f. Matters of business and discussion.
- g. Matters not listed on the agenda.
- h. Adjournment.

7-2. Parliamentary procedure in authority meetings shall be governed by the adopted rules of order, namely Robert's Rules of Order.

ARTICLE VIII - AMENDMENTS

8-1. These rules, excepting Articles I and II, may change by a two-thirds vote of the Boardentire authority after ten days' notice has been given them of the projected change.

BY-LAWS ADOPTED: **January 17, 1966**
AMENDED: **March 9, 1967**
 March 9, 1978
 April 17, 1986

December 18, 1997
December 16, 1999
December 17, 2009
July 17, 2014
February 18, 2016
March 17, 2016
November 19, 2020

**ALBEMARLE COUNTY SERVICE AUTHORITY (ACSA)
RESOLUTION CONCERNING AUTHORITY OF THE EXECUTIVE DIRECTOR**

WHEREAS, pursuant to Section 15.2-5114 of the Virginia Code, ACSA is authorized to procure goods, services, insurance and construction, consistent with the requirements of Section 2.2-430 et seq. of the Virginia Code (the "Virginia Public Procurement Act"); and

WHEREAS, pursuant to Section 2.2-4302 of the Virginia Code, ACSA is authorized to adopt procurement resolutions and regulations consistent with the Virginia Public Procurement Act; and

WHEREAS, pursuant to Section 15.2-5113 of the Virginia Code, the ACSA Executive Director shall perform such duties as may be delegated by the Board; and

WHEREAS, pursuant to Article IV, Section 4.4 of the By-Laws of the Authority, the Board may specifically authorize the Executive Director to sign contracts and other instruments on behalf of the Authority; and

WHEREAS, this Resolution supersedes and replaces the "Resolution Authorizing Signatory Authority at the Albemarle County Service Authority (ACSA)" adopted by the Board on October 15, 2020.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors does hereby authorize the Executive Director as Secretary-Treasurer (or a designee) to sign on behalf of the Authority the following categories of contracts and other instruments that are in accordance with the general policies and directives of the Authority:

1. Contracts for goods or services authorized in the Annual Operating and CIP Budgets adopted by the Board.
2. Developer Agreements for On-Site Facilities and Main System Extensions including reimbursement agreements for design and construction of improvements that exceed the Developer's responsibilities.
3. Community Water and Wastewater Agreements.
4. Betterment Agreements for design and construction of improvements to existing ACSA infrastructure that are affected by other construction projects such as road improvements.
5. Deeds of Easement.
6. Draws Upon Letters of Credit.
7. Demands Upon Bonds, and
8. As Secretary-Treasurer, any documents or instruments pursuant to ~~his~~their authority as custodian of the funds of the Authority;

9. Other documents or instruments expressly approved by the Board;
10. This resolution shall take effect immediately.

CERTIFICATE

The undersigned Secretary of the Albemarle County Service Authority certifies that the forgoing is a true, correct and complete copy of a Resolution adopted by affirmative vote of a majority of the members of the Board present at a public meeting duly called and held on _____, _____, at which meeting a quorum was present and acting throughout.

Gary O'Connell, Executive Director/Secretary-Treasurer

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: Ragged Mountain Reservoir Amendment to Project Agreement</p> <p>STAFF CONTACT(S)/PREPARER: Gary O'Connell, Executive Director</p>	<p>AGENDA DATE: December 14, 2023</p> <p>ACTION: Yes</p> <p>ATTACHMENTS: Yes</p>
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BACKGROUND AND DISCUSSION: The City of Charlottesville (City), Albemarle County Service Authority (ACSA), and Rivanna Water and Sewer Authority (RWSA) entered into the Ragged Mountain Dam Project Agreement on January 1, 2012 detailing the construction by RWSA of the New Ragged Mountain Dam, the expansion of the Ragged Mountain Reservoir, the South Rivanna Reservoir to Ragged Mountain Reservoir Pipeline (SRR-RMR Pipeline), and other improvements. Construction of the New Ragged Mountain Dam was completed in 2014, and, in 2016, the initial filling of the expanded reservoir was completed to the pool level of 671 feet above sea level. In the Agreement, the normal operating reservoir pool level of the expanded Ragged Mountain Reservoir was limited to 671 feet above sea level when construction was completed, and can only be increased to an additional pool level of 683 feet above sea level (a 12' raise) when water demand projections for the urban area demonstrate that the demand is ten years away from reaching 85% of the available water capacity of the RWSA system.

Since the Agreement was executed in 2012, the City, RWSA and ACSA have determined that the capacity of the reservoir needs to be increased due to the current and projected future effects of a changing climate, including but not limited to more frequent and severe storms, more severe and longer periods of drought, as well as the need to improve the resiliency and reliability of the urban area water system in order to ensure that reliable infrastructure is in place to provide sufficient water storage and water treatment to meet the future water needs for the community. As a result, it is in the community's best interest to increase water storage capacity in the Ragged Mountain Reservoir, and to raise the pool level from 671 feet to 683 feet, even if the capacity threshold has not been met. While it is anticipated the SRR-RMR Pipeline will be constructed by the year 2030, the pool level should be increased even if construction of the SRR-RMR Pipeline has not commenced.

Therefore, it is proposed that the Agreement be amended to remove the sentence and references that stipulate the additional pool level of the reservoir can be constructed only when the capacity threshold is met, and also add that the modifications to the reservoir can begin upon the written request of either the City or ACSA. The amendment also reads that once the modifications are complete, RWSA may increase the pool level using the existing pipeline from Sugar Hollow Reservoir when water inflow to the Sugar Hollow Reservoir is at or greater than 30 million gallons per day or as required by the permit issued to RWSA by the Virginia

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

Department of Environmental Quality. RWSA can also increase the pool level when the water level in the Ragged Mountain Reservoir falls below the current pool level of 671 feet or during an emergency. Upon completion of the SRR-RMR Pipeline, the SRR-RMR Pipeline will be utilized to transfer water between the South Rivanna Reservoir and the Ragged Mountain Reservoir, and use of the Sugar Hollow Reservoir for purposes of filling the Ragged Mountain Reservoir will cease.

SUMMARY: The Agreement allows a slow raise of the existing Ragged Mountain Reservoir by an additional 12 feet. The Dam and Intake when constructed in 2014 were built with this possibility to increase the reservoir height, without the need to change the Dam. The excess vegetation around the reservoir would need to be removed to allow the 12' raise, and a small change is needed to the gates in the intake tower. Funds for this project are included in the RWSA Budget. The Agreement when approved by the City, RWSA and ACSA would authorize RWSA to proceed with the project.

The Agreement also approves a couple operational procedures (found in Section 5, Page 4, of the Agreement):

- Prior to the new Reservoirs Pipeline construction, RWSA would utilize the existing pipeline from Sugar Hollow to Ragged Mountain.
 - Only transfer to fill the new 12' "additional" pool level when the water inflow into Sugar Hollow is at or greater than 30 million gallons a day (a large amount that only occurs during very wet weather, possible up to 50 times over the past 2-3 years history, large overflow over the dam).
 - Use the current practice to transfer water to fill the "existing" pool level at Ragged Mountain from Sugar Hollow, a slow fill based on water inflows during wet weather from the Sugar Hollow Reservoir.
 - During water emergency situations, allow a transfer (this would be very unusual, if ever, set of circumstances).
- In the longer term when the Reservoirs Pipeline is completed (estimated to be about 2030), the use of Sugar Hollow for purposes of filling the Ragged Mountain Reservoir would cease.
- The filling of the additional 12' is seen as needed to move forward given climate change conditions, drought and the need for resiliency and reliability in the Urban Water System. This can provide for sufficient water storage and water treatment by raising the existing Ragged Mountain pool level by the 12 feet, and beginning a slow fill from Sugar Hollow.

RECOMMENDATION: Approval of the Agreement.

ALBEMARLE COUNTY SERVICE AUTHORITY**AGENDA ITEM EXECUTIVE SUMMARY**

BOARD ACTION REQUESTED: Motion to approve the first amendment to the Ragged Mountain Dam Project Agreement, and authorize the Executive Director to sign the agreement on behalf of the ACSA.

ATTACHMENTS:

- First Amendment to Ragged Mountain Dam Project Agreement
- Ragged Mountain Reservoir Amendment Agreement PowerPoint

Albemarle County
TMP # 07500-00-00-00100

Prepared by:
Valerie W. Long, Esq., VSB # 42968
Williams Mullen
321 E. Main Street,
Suite 400
Charlottesville, VA 22902

**EXEMPTED FROM RECORDATION TAXES UNDER
SECTIONS 58.1-811.A.3 and 58.1-811E OF THE
CODE OF VIRGINIA, (1950), AS AMENDED**

FIRST AMENDMENT TO RAGGED MOUNTAIN DAM PROJECT AGREEMENT

This **FIRST AMENDMENT TO RAGGED MOUNTAIN DAM PROJECT AGREEMENT** (this “Amendment”) is made for purposes of identification on _____, 2023, by and between the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation (the “City”), Grantor and Grantee for indexing purposes; the **ALBEMARLE COUNTY SERVICE AUTHORITY**, a public body politic and corporate (“ACSA”), Grantor and Grantee for indexing purposes; and the **RIVANNA WATER AND SEWER AUTHORITY**, a public body politic and corporate (“RWSA”), Grantor and Grantee for indexing purposes.

WITNESSETH:

A. The City, ACSA, and RWSA (the “Parties”) entered into that certain Ragged Mountain Dam Project Agreement dated January 1, 2012, recorded in the Clerk’s Office of the Circuit Court of Albemarle County, Virginia, in Deed Book 4124, page 697 (the “Project Agreement”) regarding the construction by RWSA of the New Ragged Mountain Dam, the expansion of the Ragged Mountain Reservoir, the South Rivanna Reservoir to Ragged Mountain Reservoir Pipeline (the “SRR-RMR Pipeline”), and other improvements necessary thereto, each as individually described in the Project Agreement and collectively referred to therein as the “Project,” for the purposes of replacing the existing dams at the Ragged Mountain Reservoir and increasing the pool elevation of the Ragged Mountain Reservoir to increase the safe yield of the Urban Water System (as the Urban Water System is defined in the Project

Agreement). The Urban Water System is sometimes also referred to as the “Urban Area Water System.” The Urban Area (the “Urban Area”) currently consists of all of the City and designated portions of the County that are served by public water that has been treated at one of the following three water treatment plants owned and operated by RWSA: the Observatory Water Treatment Plant, the South Rivanna Water Treatment Plant, or the North Rivanna Water Treatment Plant (collectively, the “Urban Area Water System Plants”). Other areas within the County that are served by public water that is not treated at one of the Urban Area Water System Plants (such as areas in Crozet, Red Hill, and Scottsville, each of which are served by other water treatment plants owned and operated by RWSA) are not part of the Urban Area as that term is referred to in Section 7.2 of the Four Party Agreement, and as that term is used in this First Amendment.

B. Construction of the New Ragged Mountain Dam was completed in 2014, and initial filling of the expanded Ragged Mountain Reservoir to the Initial Pool Level of Six Hundred Seventy-One (671) feet above mean sea level (the “Initial Pool Level”) was completed in 2016 (hereinafter such current operating pool level at the Initial Pool Level shall be referred to herein as the “Existing Reservoir Pool Level”). The route for the SRR-RMR Pipeline has been established, and acquisition of easements necessary for construction of the SRR-RMR Pipeline have been secured. Design and construction of the SRR-RMR Pipeline is scheduled to be completed between 2023 and 2030, or as funding permits.

C. Paragraph 3 of the Project Agreement provides that the normal operating reservoir pool level of the expanded Ragged Mountain Reservoir shall be limited to the Existing Reservoir Pool Level when initially constructed, and shall only be increased to the Additional Pool Level of Six Hundred Eighty-Three (683) feet above mean sea level (the “Additional Pool Level”) when water projections and surveys conducted pursuant to the methods described in paragraph 3 of the Project Agreement demonstrate that the Urban Area water demand is ten (10) years away from reaching Eighty-Five Percent (85%) of the available water capacity (the

“Capacity Threshold”). Paragraph 3 of the Project Agreement further provides that when the Capacity Threshold is reached, that RWSA, upon the written request of either ACSA or the City, shall modify the intake tower and remove trees and other vegetation necessary to allow the New Ragged Mountain Dam to impound and support a reservoir pool to the Additional Pool Level (the “Reservoir Modifications”), and RWSA shall raise the Existing Reservoir Pool Level by twelve (12) feet to the Additional Pool Level.

D. In the intervening years since the Project Agreement was executed in 2012, the Parties have determined that due to the current and projected future effects of a changing climate, including more frequent and severe storms, more severe and longer periods of drought, more frequent and severe heat waves, and the need to improve the resiliency and reliability of the Urban Area Water System to ensure that necessary infrastructure is in place to provide sufficient water storage and water treatment to increase the available safe water supply yield to meet the future demand for water in the Urban Area, that it is in the community’s best interest to have more water storage capacity in the Ragged Mountain Reservoir, and to raise the Existing Reservoir Pool Level to the Additional Pool Level even if the Capacity Threshold has not been met, and even if the SRR-RMR Pipeline has not been started or substantially completed.

E. As such, the Parties desire to amend the Project Agreement to remove the restriction on raising the Existing Reservoir Pool Level to the Additional Pool Level until the Capacity Threshold has been met, to permit RWSA to carry out the Reservoir Modifications at any time following full execution of this Amendment, and to commence raising the Existing Reservoir Pool Level to the Additional Pool Level.

F. Capitalized terms not expressly defined herein shall have the meanings set forth in the Project Agreement.

AGREEMENT

NOW THEREFORE, for and in consideration of the premises, the cost allocations and other expense reimbursements set forth in the Cost Allocation Agreement (as the Cost Allocation

Agreement is defined in the Project Agreement), and other good and valuable consideration, the receipt of all which is hereby expressly acknowledged, the Parties hereby agree as follows:

1. Paragraph 3 of the Project Agreement is hereby amended to delete the last sentence of Paragraph 3 in its entirety.

2. Notwithstanding any other provision in the Project Agreement to the contrary, any conditions limiting, or any references to limitations on raising the Existing Reservoir Pool Level to the Additional Pool Level (including such references in Paragraph 1(a), 1(c), and (1(f), and Paragraph 2) are hereby deleted and shall be disregarded.

3. Upon the written request of either ACSA or the City, and without further authorization or approval from the other party, RWSA may commence and carry out the Reservoir Modifications at any time.

4. Following substantial completion of the Reservoir Modifications, RWSA may commence increasing the Existing Reservoir Pool Level to the Additional Pool Level, even if the SRR-RMR Pipeline and related elements of the Project have not yet started or been substantially completed. RWSA estimates that the Reservoir Modifications will commence approximately one (1) year following full execution of this Amendment, and thereafter take approximately one (1) additional year to complete.

5. Prior to the completion and operation of the SRR-RMR Pipeline and related elements of the Project, RWSA will utilize the Sugar Hollow Reservoir and the existing pipeline connecting the Sugar Hollow Reservoir to the Ragged Mountain Reservoir to raise the Existing Reservoir Pool Level to the Additional Pool Level only (i) when water inflow to the Sugar Hollow Reservoir is measured at or greater than thirty (30) million gallons per day, or as otherwise required by any permit issued to RWSA by the Virginia Department of Environmental Quality ("DEQ"); (ii) when the water level in the Ragged Mountain Reservoir falls below the Existing Reservoir Pool Level; or (iii) during any emergency situation, such as, but not limited to, drought, or damage to or contamination of the South Rivanna Reservoir or the Ragged Mountain Reservoir. Upon

completion and operation of the SRR-RMR Pipeline and related elements of the Project, if the Existing Reservoir Pool Level has not yet been fully raised to the Additional Pool Level, further work to raise the Existing Reservoir Pool Level to the Additional Pool Level shall utilize the SRR-RMR Pipeline and related elements of the Project, and use of the Sugar Hollow Reservoir for purposes of filling the Ragged Mountain Reservoir shall cease.

6. This Amendment shall be binding upon, inure to the benefit of, and be enforceable by the Parties and their respective successors and assigns.

7. The Project Agreement is hereby amended to the extent necessary to give effect to this Amendment, and the terms of this Amendment shall supersede any contrary terms in the Project Agreement. All references in the Project Agreement to “this Agreement” shall be deemed to refer to the Project Agreement as amended hereby. In all other respects, the terms and conditions of the Project Agreement remain unmodified and are hereby ratified and confirmed by the Parties.

IN WITNESS WHEREOF, the duly authorized officers of the City of Charlottesville, Virginia, the Albemarle County Service Authority, and the Rivanna Water and Sewer Authority have executed this Amendment as of the date first above written.

[SIGNATURE PAGES IMMEDIATELY FOLLOW]

*[SIGNATURE PAGE 1 of 3 OF FIRST
AMENDMENT TO RAGGED MOUNTAIN DAM PROJECT AGREEMENT]*

CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____
Samuel Sanders, Jr., City Manager

COMMONWEALTH OF VIRGINIA
CITY OF CHARLOTTESVILLE, to wit:

The foregoing instrument was acknowledged by me this _____ day of _____, 2023, by Samuel Sanders, Jr., City Manager of the City of Charlottesville, Virginia.

Notary Public

Registration No.: _____

My Commission expires: _____

APPROVED AS TO FORM:

Jacob Stroman, City Attorney

*[SIGNATURE PAGE 2 OF 3 OF FIRST
AMENDMENT TO RAGGED MOUNTAIN DAM PROJECT AGREEMENT]*

ALBEMARLE COUNTY SERVICE AUTHORITY

By: _____
Gary B. O'Connell, Executive Director

COMMONWEALTH OF VIRGINIA
CITY OF CHARLOTTESVILLE, to wit:

The foregoing instrument was acknowledged by me this _____ day of _____, 2023, by Gary B. O'Connell as Executive Director of the Albemarle County Service Authority.

Notary Public

Registration No.: _____

My Commission expires: _____

*[SIGNATURE PAGE 3 OF 3 OF FIRST
AMENDMENT TO RAGGED MOUNTAIN DAM PROJECT AGREEMENT]*

RIVANNA WATER AND SEWER AUTHORITY

By: _____
William I. Mawyer, Jr. P.E., Executive Director

COMMONWEALTH OF VIRGINIA
CITY OF CHARLOTTESVILLE, to wit:

The foregoing instrument was acknowledged by me this _____ day of _____, 2023, by William I. Mawyer, Jr. P.E. as Executive Director of the Rivanna Water and Sewer Authority.

Notary Public

Registration No.: _____

My Commission expires: _____

Ragged Mountain Reservoir Amendment Agreement



December 14, 2023
Board of Director's Meeting



Proposal to Add an
Additional 12-feet
to Current Ragged
Mountain
Reservoir Level

Ragged Mountain Reservoir

Constructed 2014 – Dam Project Agreement.

137

Dam and Intake built to full height (683').

Reservoir level by agreement only filled to 671', 12 feet less than full height.

Current reservoir holds 1.4 billion gallons of water supply.

Ragged Mountain currently filled from transfer from Sugar Hollow Reservoir (existing older pipeline).

Longer term when completed, fill will come via the South Rivanna to Ragged Mountain Pipeline (estimated to be 2030).

Upon completion and use of new SRR-RMR Pipeline, filling of Ragged Reservoir will come from South Rivanna and use of Sugar Hollow shall cease.



Dam at Ragged Mountain Reservoir



Ragged Mountain Reservoir and Intake Tower

Proposed Amendment to Ragged Mountain Project Agreement

Current agreement has a trigger for filling Ragged Mountain Reservoir that won't be met in the near future.

With climate change, recent drought and water supply reliability, opportunity to increase reservoir level now.

Dam and Intake tower built to full height, so vegetation removal and intake tower work to add to the full height, another 12'.

Agreement approves moving forward on raising the reservoir to the additional 12' increase.

12' raise adds 700 million gallons (currently 1.4 billion, at new level 2.1 billion).

Prior to completion of the new SRR-RMR Pipeline, utilize transfer from Sugar Hollow Reservoir – use existing pipeline that connects the two reservoirs.

Fill (refill) to existing level (671') using current practice to transfer water to fill Ragged Mountain from Sugar Hollow (slow fill during wet weather).

During water emergency situations allow a transfer from Sugar Hollow (very unusual if at all).

Fill the new RMR Reservoir 12' additional pool level by a transfer from Sugar Hollow only when the water inflow is at or greater than 30 million gallons a day (very wet weather, occasional).

Filling of the Ragged Mountain Reservoir per the Agreement (Section 5)



Top of Ragged Mountain Reservoir

Approve the proposed amendment to the Ragged Mountain Dam Agreement.

Authorize via agreement raising the RMR Reservoir by 12’.

City Council approved the agreement on December 4th.

Requires additional ACSA Board approval, and RWSA Board approval (December 12).

Recommendations:

Board Action Requested:

Motion to approve the first amendment to the Ragged Mountain Dam Project Agreement and authorize the Executive Director to sign the agreement on behalf of ACSA.

Albemarle County
TMP # 07500-00-00-00100

Prepared by:
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Williams Mullen
321 E. Main Street,
Suite 400
Charlottesville, VA 22902

EXEMPTED FROM RECORDATION TAXES UNDER
SECTIONS 58.1-811.A.3 and 58.1-811E OF THE
CODE OF VIRGINIA, (1950), AS AMENDED

FIRST AMENDMENT TO RAGGED MOUNTAIN DAM PROJECT AGREEMENT

This **FIRST AMENDMENT TO RAGGED MOUNTAIN DAM PROJECT AGREEMENT** (this "Amendment") is made for purposes of identification on _____, 2023, by and between the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation (the "City"), Grantor and Grantee for indexing purposes; the **ALBEMARLE COUNTY SERVICE AUTHORITY**, a public body politic and corporate ("ACSA"), Grantor and Grantee for indexing purposes; and the **RIVANNA WATER AND SEWER AUTHORITY**, a public body politic and corporate ("RWSA"), Grantor and Grantee for indexing purposes.

WITNESSETH:

A. The City, ACSA, and RWSA (the "Parties") entered into that certain Ragged Mountain Dam Project Agreement dated January 1, 2012, recorded in the Clerk's Office of the Circuit Court of Albemarle County, Virginia, in Deed Book 4124, page 697 (the "Project Agreement") regarding the construction by RWSA of the New Ragged Mountain Dam, the expansion of the Ragged Mountain Reservoir, the South Rivanna Reservoir to Ragged Mountain Reservoir Pipeline (the "SRR-RMR Pipeline"), and other improvements necessary thereto, each as individually described in the Project Agreement and collectively referred to therein as the "Project," for the purposes of replacing the existing dams at the Ragged Mountain Reservoir and increasing the pool elevation of the Ragged Mountain Reservoir to increase the safe yield of the Urban Water System (as the Urban Water System is defined in the Project

QUESTIONS?

