

## BOARD OF DIRECTORS' MEETING May 19, 2022 9:00 A.M.

#### **AGENDA**

This meeting is being held pursuant to and in compliance with the Albemarle County Emergency Ordinance No. 20-E (2); An Emergency Ordinance to Ensure Continuity of Government during the Covid-19 Disaster. 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 <a href="www.serviceauthority.org">www.serviceauthority.org</a>; call in and leave a message prior to the meeting at (434) 977-4511, or email the Board prior to the meeting at <a href="board@serviceauthority.org">board@serviceauthority.org</a>.

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9:00 a.m.	1. Call to Order and Establish a Quorum –Statement of the Board Chair
9:05 a.m.	2. Approve Minutes of April 21, 2022
9:10 a.m.	3. Matters from the Public
9:20 a.m.	4. Response to Public Comment
9:30 a.m.	5. Consent Agenda
	a. Monthly Financial Reports
	b. Monthly Capital Improvement Program (CIP) Report
	c. CIP Authorizations
	d. Monthly Maintenance Update
	e. Rivanna Water and Sewer Authority (RWSA) Monthly Update
	f. ACSA Board Policy Future Issues Agenda 2022
	g. Advanced Metering Infrastructure (AMI) Project Update
	h. National Drinking Water Week – Resolution
9:45 a.m.	6. Proposed FY 2023 Budget and Rates - Workshop
10:30 a.m.	7. Compensation Study Recommendations
10:55 a.m.	8. Items Not on the Agenda
11:00 a.m.	9. Executive Session – Legal Matter
	10. Adjourn



# ALBEMARLE COUNTY SERVICE AUTHORITY STATEMENT OF CHAIR TO OPEN MAY 19, 2022 MEETING

This meeting today is being held pursuant to and in compliance with the Albemarle County Ordinance No. 20-A (16); an Ordinance to Ensure the Continuity of Government During the COVID-19 Disaster.

The Directors who are electronically present at this meeting are.... (Name the directors electronically present for the meeting)

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.

The Board of Directors of the Albemarle County Service Authority (ACSA) met virtually in a regular session on April 21, 2022, at 9:00 a.m. through Zoom. Mr. Roberts joined the virtual meeting at the Administration and Operations Center at 168 Spotnap Road in Charlottesville, Virginia. Members Present: Mr. Richard Armstrong; Mr. Nathan Moore; Dr. Lizbeth

Palmer; Mr. John Parcells; Mr. Clarence Roberts, Chair; Mr. Charles Tolbert, Vice-Chair.

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Members Absent: None.

Staff Present: Jim Bowling, Daniel Fouch, Pete Gorham, Quin Lunsford, Jeremy Lynn, Michael Lynn, Alex Morrison, Gary O'Connell, Terri Knight, Emily Roach, Danielle Trent, April Walker.

Public Present: Michael Derdeyn, Flora Pettit.

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

The Chair called the meeting to order, and a quorum was established. He then read the Board Chair statement declaring an electronic meeting (Attached as Page \_\_\_\_\_

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#### 2. GFOA Distinguished Budget Award Recognition

Mr. O'Connell stated that Quin Lunsford, Director of Finance, would introduce this item and the team responsible for putting the budget together.

Mr. Lunsford stated that this is the sixth year the ACSA has been awarded the GFOA Distinguished Budget Presentation Award. He stated that the GFOA has noted that this award is the highest form of recognition in governmental budgeting. He stated that the ACSA is very proud of this award, and he wanted to thank the organization for the many contributions to the budget document. He noted that he did want to specifically recognize the accounting team for helping to maintain the timeline for budget submission to the Board, as well as compilation of the information that is required for consideration. He added that he wanted to thank Theresa

## **Albemarle County Service Authority Board of Directors**

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1	Whiting, Jennifer	Bryant, Tonya Foster, and Deanna Davenport for helping
2	to ensure the bu	dget was suitable for the Board, the public, and this
3	recognition.	
4	Dr. Palmei	r asked if Mr. Lunsford said this is the 60 <sup>th</sup> year the ACSA
5	received this awa	rd. Mr. Lunsford clarified that it was the sixth year the
6	ACSA has receiv	ed this award. Dr. Palmer stated that she thought the
7	ACSA had won	the award before 2016 but, in any event, it was well-
8	deserved. Mr. Lu	insford replied that the ACSA has been awarded the
9	Certificate of Ach	ievement in Financial Reporting related to its CAFR for
10	many years. Mr. I	Bowling added that in the late 1970s to early 1980s, Jim
11	Kister became th	e first Director of Finance to see that award, and the
12	ACSA has receive	ed it every year since then.
13	Mr. Rober	ts added that this is a wonderful achievement that takes
14	the effort of the	entire team. He stated that, on behalf of the Board, he
15	wanted to extend	his appreciation and thank everyone for their hard work.
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17	3. Approve M	linutes of March 17, 2022
18	Mr. Parce	lls stated that he had one correction on page 29 of the
19	minutes, line 5. He	e stated that the word "approved" should be "improved."
20	Mr. Arms	trong moved to approve the minutes, seconded by
21	Dr. Palmer. All m	nembers voted aye.
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23	4. <u>Matters fro</u>	om the Public
24	There wer	e no matters from the public.
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26	5. Response	to Public Comment
27	There was	s no response to public comment.
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29	6. Consent A	<u>genda</u>
30 -	a. Monthly Fina	ancial Reports - Mr. Parcells noted that the arrearages
31	are looking b	etter, and he is glad about that. Mr. Lunsford replied that

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the Customer Service team is working hard to contact those customers that are in arrears. He stated that they continue to see payment on arrears and expect the next few months to be important in continuing to improve the overall balance.

Mr. Parcells stated that he also wanted to mention Southwood Mobile Homes and their sewer volume. He stated that it is huge and does not make sense to him. He stated that he recalls Jeremy Lynn mentioning a new meter being installed. Mr. Lynn replied that the ACSA has been working closely with Southwood to get a new meter installed, but to his knowledge it has not been done yet. Mr. Gorham added that Southwood received three different options from a contractor to replace or repair the meter. He stated that the ACSA gave Southwood the choice of which option they wanted to go with, but they have yet to proceed.

Mr. Morrison stated that Southwood did sign a contract with Systems East, Inc. He stated that all the components were ordered, but there was a backorder on some of them. He stated that that most recent update he has is that everything should be received late this month and the installation would be scheduled. He stated that he would expect the new meter to be installed and calibrated within the next few weeks if all the components have been received.

Mr. Parcells stated that his next question was regarding the check register. He stated that he noticed several checks written to various gyms such as Anytime Fitness, The Gym, and the YMCA. He asked why the ACSA is writing checks to these gyms. Mr. Lunsford replied that one of the benefits afforded to ACSA employees is a gym membership contribution program. He stated that the ACSA will contribute \$20 on behalf of an employee that participates in the program. He noted that the employee must actively use the gym to remain eligible.

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1	b. Monthly CIP Report - Mr. Parcells stated that as he recalls from last
2	time, there were still some holdouts with regards to the Backflow
3	Prevention Assembly Retrofit Project. He asked if the staff was going
4	to move forward, regardless of the holdouts. Mr. Gorham replied yes.
5	He stated that of the original 87 customers contacted, only 4 have not
6	responded. He stated that, based on the plumbing results the staff
7	already has for 54 of the respondents, a pretty good guess can be
8	made as to the expected scope of work for the contractor who gets the
9	bid. He mentioned that the ACSA is still trying to gather plumbing data
10	and will continue to try and contact the remaining four customers. He
11	added that the target date for bidding the project is the end of May.
12	c. Monthly Maintenance Update –
13	d. Rivanna Water and Sewer Authority (RWSA) Update –
14	e. ACSA Board Policy Future Issues Agenda 2022 –
15	f. CMMS/Cityworks (Work Order system) Update Report –
16	g. Advanced Metering Infrastructure (AMI) Project Update –
17	Dr. Palmer moved to approve the Consent Agenda,
18	seconded by Mr. Parcells. All members voted aye.
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20	7. <u>Proposed Capital Improvement Program (CIP) FY 2023</u>
21	<u>Presentation</u>
22	Mr. O'Connell stated that Jeremy Lynn, Senior Civil Engineer,
23	would make this presentation today. He stated that the Board received a
24	quick overview of the FY 2023 CIP last month, but this would be a deeper
25	dive into the program. He stated that Mr. Lynn would go through the
26	projects in greater detail, followed by a public bearing

Engineer, received a e a deeper rough the projects in greater detail, followed by a public hearing.

Mr. Lynn stated that he would begin by sharing some CIP highlights related to the budget, followed by a brief explanation of each project as he moves through the slides (Attached as Pages ). He mentioned that some of the projects do not lend themselves to maps and will be discussed at the end of the presentation.

Mr. Lynn stated that the total CIP budget for FY 2023 is \$8,178,050, with water expenditures accounting for 59% of that budget and the remaining 41% on the sewer side. He noted that existing projects account for 93% of the total budget, and new projects make up the other 7%. He noted that CIP rate model projections over the next 10 years total more than \$102 million. He added that there are seven new projects that are being added to the FY 2023 rate model, five of which are finance and IT related, one is a water main replacement project, and the last is a sanitary sewer project.

Mr. Lynn stated that he would begin with the Avon Street Maintenance Yard Project. He stated that this project meets a long-term need of the Maintenance department in that additional storage and vehicle space is needed. He mentioned that this site will also provide a training area for equipment operators. He noted that the amount of \$3,750,000 will allow construction to begin in FY 2023. He added that additional funding will be required in FY 2024 to complete construction. He stated that the total project cost is estimated at \$9,140,000.

Mr. Lynn stated that the next project was the Scottsville Phase 4 Water Main Replacement. He stated that this project continues the ACSA's systematic program to replace undersized and deteriorating asbestoscement and cast-iron water mains. He stated that the amount shown of \$100,000 will allow design efforts to continue in FY 2023. He mentioned that construction is not anticipated to occur until FY 2025 and beyond. He added that the total project cost is estimated at just over \$5 million.

Mr. Roberts stated that several customers have expressed concern about asbestos-cement pipes in the ACSA system. He asked if Mr. Lynn could briefly discuss this. Mr. Lynn replied that drinking water out of an asbestos-cement pipe is not harmful or dangerous. He noted that the danger enters the equation when ACSA maintenance staff must repair those water mains. He stated that whenever the pipe must be excavated

and cut, there is a chance that particles of the pipe material can become airborne, putting ACSA employees at risk.

Mr. Parcells asked why the ACSA, in some instances, is replacing PVC pipe with ductile iron pipe, when PVC pipe has a good life span. Mr. Lynn replied that most of the projects that replace PVC pipe are water main replacement projects. He stated that during the early 1980s, the ACSA allowed developers to install PVC water mains that do not meet the current standards. He mentioned that some of the issues are related to pipe failures because of improper installation, but most of the issues are related to pipe saddles that are failing. He added that the staff must decide if it is more cost effective to focus on solely replacing the pipe saddles or replace everything. He noted that with some of the projects, the number of connections is so dense that, to replace the pipe saddles, there would be digging literally every 5-10 feet or so. He stated that in these cases, it is more appropriate to replace the main and services altogether.

Mr. Parcells stated that, to his knowledge, ductile iron is considered to have a life span of 100 years, which he assumes is a factor in the ACSA's plan to replace a lot of the existing pipe with ductile iron. Mr. Lynn replied that Mr. Parcells was correct. He stated that the staff is also looking at corrosion control, whether that be installing zinc-coated pipe or a polywrap around the pipe. Mr. Gorham added that while ductile iron does have a long lifespan, it is more so the strength of the pipe that makes it superior to PVC pipe.

Dr. Palmer asked if the existing PVC pipe is adequately sized. Mr. Lynn replied that most of the PVC mains that will be replaced are of adequate size. He stated that increasing the pipe size comes into play when older well systems are being replaced. He mentioned that he would discuss those systems later in the system, but they are an example of situations where the pipe size would need to be increased to ensure adequate fire flows.

 Mr. Lynn stated moved on to the Ragged Mountain Phase 1 Water Main Replacement project. He stated that this project will replace the oldest active water main in the system. He stated that this cast-iron pipe is over 90 years old and is severely tuberculated, greatly reducing flow capacity. He mentioned that the design of this project is nearly complete, and construction will follow VDOT's Morey Creek Bridge Replacement Project. He stated that the amount shown of \$417,000 will allow construction to begin in FY 2023, with additional funding anticipated in FY 2024. He added that the total project cost is estimated at \$951,400.

Mr. Lynn stated that the next two maps represented the Crozet Phase 4 Water Main Replacement Project. He stated that most of these pipes are asbestos-cement and were predominantly installed in the 1960s. He mentioned that there are also some pre-1990 PVC water mains that need replacement. He stated that construction of this project will be coordinated and scheduled after completion of VDOT's Lickinghole Creek Bridge Replacement Project along Crozet Avenue. He noted that the amount shown of \$1,412,050 will allow construction to begin in FY 2023, with additional funding required in future fiscal years. He stated that total project costs are estimated at nearly \$6.2 million.

Mr. Lynn stated that the next project, Jefferson Village Water Main Replacement, addresses a goal in the ACSA's Strategic Plan to eventually replace all asbestos-cement water mains in the system. He stated that the existing mains were installed more than 50 years ago and have reached the end of their useful life. He noted that this is one of the former well systems that was later connected to public water, and many of the mains are undersized. He stated that bids have been received for this project and construction is anticipated to begin later this summer. He mentioned that no additional funding is expected for this project and the total cost is estimated at \$2.45 million.

Dr. Palmer stated that she understands the connection fees are to be used for growth-related issues. She noted, however, that the ACSA is

 growing its system for adequate fire protection. She asked if there was a way to use connection fees for that type of growth. Mr. Lynn replied that Mr. Lunsford might be better suited to answer that question. Mr. Lunsford stated that the Finance team works closely with the Engineering team to determine if there are growth-related portions of projects that are not clearly related to growth, that can be paid for with connection charge revenue. He stated that it is not an exact calculation, but more of an estimate of what the staff thinks is truly growth-related.

Dr. Palmer asked how the ACSA defines growth. She asked if it meant an increase in population and/or connections or growing the system to increase fire flow. Mr. Lunsford replied that both factors should be taken into consideration when determining what portion of a project is growth-related. Dr. Palmer stated that she would be interested to see what the staff comes up with after making those calculations, with respect to the ACSA's definition of growth. Mr. Lynn replied that it is easier to make such determinations when looking at increasing pump station capacity or extending service to an area that is not currently being served. He added that those determinations do become more difficult when increasing the system for fire flows.

Mr. Lynn stated that the Northfields Water Main Replacement Project also addresses the Strategic Goal plan of replacing asbestoscement water mains. He stated that these mains were installed in the 1960s and were also part of a well system. He stated that the project is currently under design, with funds previously budgeted. He mentioned that construction is anticipated to begin around FY 2025. He noted that this project may be split into phases, depending on anticipated construction costs. He added that the total project cost is estimated at \$8,130,000.

Mr. Lynn stated that the Briarwood Water Main Replacement Project will replace PVC water mains that have been in service since the early 1980s. He stated that the design phase is currently underway, with funds previously budgeted. He stated that construction is expected to take

place in FY 2025 and 2026, with additional funding budgeted in those years. He stated that the total project cost is \$2,430,000. He noted that there are no funds budgeted for FY 2023.

Mr. Lynn moved next to the Barracks West Water Main Replacement Project which will replace cast iron water mains that were installed in the early 1960s. He stated that this project will also provide an opportunity to improve fire protection to these multi-family apartments. He stated that design of this project is currently underway, with funds budgeted in FY 2022. He noted that no funding is included in the FY 2023 budget for this project. He mentioned that construction for this project is also expected to occur in FY 2025 and FY 2026. He added that the total project cost is nearly \$3.4 million.

Mr. Lynn stated that the Townwood Water Main Replacement Project is the first new project included in today's presentation. He stated that this is another project that replaces PVC water mains installed in the early 1980s. He stated that customers in this area have experienced several water service disruptions recently due to water main breaks. He mentioned that the amount shown of \$170,000 will allow design efforts to begin in FY 2023. He noted that additional funding for design will likely be required in FY 2024, with construction anticipated in FY 2027 and FY 2028. He added that the total project cost is estimated at \$1,440,000.

Mr. Lynn stated that the Broadway Street Water Main Replacement Project will replace a cast iron water main that was installed in the early 1970s and is in deteriorating condition. He stated that 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 to transforming the area. He noted that design of this project is underway with funds previously budgeted, and the amount shown of \$650,000 will allow construction to occur in FY 2023. He added that the total project cost is estimated at nearly \$800,000.

 Mr. Lynn stated that the next project was the Raintree and Fieldbrook PVC Water Main Replacement Project. He stated that this project follows the Strategic Plan goal of replacing all pre-1990 PVC water mains. He stated that these mains have been in service since the early 1980s, and there have been numerous water main breaks associated with failed pipe saddles. He stated that the design of this project is currently underway with funds previously budgeted in FY 2022. He noted that there is no funding included in the FY 2023 CIP for this project. He stated that construction is anticipated to occur in FY 2027 and FY 2028. He added that the total project cost is estimated at nearly \$7million.

Mr. Parcells stated that the map for this project shows a section of pipe that is not being replaced. He asked if this meant that the pipe is already ductile iron and in good shape. Mr. Lynn replied yes. He stated that these two neighborhoods were built from different directions, and the ACSA took on a project to connect the dots and reinforce that system. He confirmed that the section of blue on the map is already ductile iron pipe.

Mr. Lynn stated that he would now transition to the sewer projects, beginning with the Airport Trunk Sewer Upgrade Project. He stated that with the continued growth in the Hollymead Town Center, the existing sewer collector serving the airport and the area west of Route 29 North needs to be upgraded to handle full development. He stated that the increased density specified in the County's Comprehensive Plan for this drainage basin will exceed capacity of the sewer. He stated that the amount shown of \$115,000 will allow design and easement acquisition efforts to continue. He mentioned that construction is anticipated to begin in FY 2026. He added that the total project cost is estimated at nearly \$6 million.

Mr. Lynn stated that Northfields Phase 5 Sewer Project is the one new sanitary sewer project being introduced this year. He stated that during design of the water main replacement project in Northfields, the ACSA staff identified several sections of sewer service that could be

 installed along the roadway to serve customers on private septic fields. He mentioned that the amount shown of \$70,000 will cover those additional design costs. He mentioned that construction will coincide with the water main replacement project, and the total project cost is estimated at \$648,000.

Mr. Lynn moved next to the Bellair-Liberty Hills Sewer Project, which he stated will provide sanitary sewer service to a community currently served by private septic fields. He stated that design efforts are underway with funds previously budgeted. He mentioned that construction of this project is anticipated to take place in FY 2025 and FY 2026. He noted that no funding is included in the FY 2023 budget. He added that the total project cost is estimated at nearly \$3.5 million.

Mr. Parcells asked if each one of the Bellair-Liberty Hills residents was willing to pay the \$3,500 connection fee. Mr. Lynn replied that the ACSA did perform an interest survey and while it was not 100%, there were many residents that were interested. He stated that the ACSA will provide a stub-out to every lot, which will be there once they connect to public sewer. He noted that those residents that have committed to connecting will pay the sewer connection fee at that time.

Dr. Palmer stated that she has heard good things about this project from the residents in this area, and they are thrilled to be connecting to public sewer. Mr. Lynn stated that the neighborhood recently went through a project with Dominion, which placed a lot of the overhead power lines underground. He added that there are a lot of improvements being made in this area.

Mr. Lynn stated that the next project was the Madison Office Park Sewer Pump Station Upgrade. He stated that this pump station was constructed approximately 40 years ago by a private developer and still has the original equipment. He mentioned that the building is undersized, which makes performing routine repairs difficult. He noted that it also makes it impossible to install the necessary control panel to connect the

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pump station to the ACSA's SCADA system. He stated that bids for the project have been received, and construction is expected to occur in FY 2023. He stated that the amount shown will be combined with previously budgeted funds to cover all construction costs. He added that the total project cost is estimated at \$1,550,000.

Mr. Lynn stated that Huntington Village is a small neighborhood off Old Ivy Road comprised of about 135 residential customers. He stated that the neighborhood is served by a single water feed which, unfortunately, runs under a retaining wall. He stated that this project will provide a second feed into the neighborhood. He mentioned that design of that interconnect is underway, and construction is expected to take place in FY 2023. He added that there are no funds expected to be budgeted for FY 2023, and the total project cost is \$60,700.

Mr. Lynn moved to the Sewer Pump Station Comminutors Project. He stated that the facilities staff has experienced issues at three of the ACSA's pump stations, due to higher-than-normal amounts of solid debris. He stated that comminutors will be installed just upstream of the pump stations to eliminate the solids from adversely impacting the pumps. He mentioned that construction on this project is underway and is expected to be completed in FY 2023 with previously budgeted funds. He stated that the total project cost is estimated at \$731,300.

Dr. Palmer asked if the pump station issues are caused by people flushing inappropriate things down the toilet. Mr. Lynn replied yes. He stated that a lot of the pump issues are caused by the so-called "flushable" wipes that do not degrade. He stated that the comminutors are essentially large grinders that will grind up the materials and allow them to pass through the sewer pumps.

Mr. Lynn stated that the Biscuit Run Sewer Replacement Project is the last map in his presentation. He stated that the maintenance staff discovered an existing gravity sewer main and manhole that had become exposed next to a stream. He stated that this project will replace the

existing PVC main that crosses the stream with ductile iron pipe and reinforce the stream bank where the manhole has been exposed. He mentioned that the design phase is complete, and construction is expected to occur in FY 2023. He noted that the amount shown of \$206,000 is half the projected total project cost of \$412,000.

Mr. Lynn stated that the next slide includes the five new IT and Finance related projects in the FY 2023 budget. He stated that the Data Management and Dashboarding Project was one of the recommendations from the recently completed IT Security Assessment and will allow employees access to individualized data without providing access to the entire data source. He stated that following a needs analysis, dashboards will be developed to display data for staff to utilize in their job-specific responsibilities. He noted that the amount shown of \$20,000 is expected to cover consulting services during the needs analysis phase in FY 2023. He mentioned that the dashboard development is anticipated in FY 2024, with additional funds. He added that the total project cost is \$40,000.

Mr. Lynn moved next to the Billing System Analysis and Replacement Project. He stated that the ACSA's current billing system has been in use for more than 30 years and needs to be replaced. He stated that integrating the new billing system with The AMI and ERP systems will be critical to the overall success of this project. He noted that the initiative is included in the ACSA's Technology Plan adopted by the IT department. He stated that the amount shown of \$50,000 is expected to cover the assessment, RFP development and analysis, and contract negotiations in FY 2023. He mentioned that full implementation is expected in FY 2024, with additional funds required. He added that the total project cost is \$100,000.

Mr. Lynn stated that the third project listed on the slide is the ESRI Utility Network Implementation. He stated that Utility Network will allow the organization to model assets with a greater level of detail. He stated that Utility Network will also allow staff to identify valves to close and customers

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impacted in the event of a water main break. He mentioned that the amount shown of \$50,000 is expected to cover consulting services in FY 2023. He noted that full deployment is anticipated in FY 2024, with additional funds required. He added that the total project cost is \$200,000.

Mr. Lynn stated that over the past few years, the Maintenance department has been collecting data on the ACSA's water and sewer assets in CityWorks. He stated that the ACSA is approaching the point where this historical information can be used, from an asset management perspective. He stated that the CityWorks Operational Insights has the primary goal of identifying infrastructure risks and evaluating maintenance and replacement strategies. He mentioned that the software will also assist staff with strategic decision making when looking at future CIP projects. He noted that the amount shown of \$45,000 is expected to cover full implementation and deployment in FY 2023.

Mr. Lynn stated that the last project on this slide is the ACSA Facilities – Security System Upgrade. He stated that the project is a direct result of recommendations from both the Vulnerability Assessment and IT Security Assessment and upgrades the existing security system at the ACSA Operations Center. He noted that the project will also position the organization for expansion when the Avon Street property is developed. He mentioned that full implementation is anticipated in FY 2023 with the amount shown of \$158,000.

Mr. Lynn stated that the next slide includes four projects that did not lend themselves to specific maps. He stated that the first project on the list is the Risk Assessment Improvements. He stated that several years ago, the ACSA performed a Vulnerability Assessment, in conjunction with the City of Charlotteville and RWSA. He noted that the organization looked at all its critical assets, and the result was a report that established mitigation measures to lower risks and increase resiliency in the system. He mentioned that with the previously budgeted amount of \$641,950, the ACSA is nearing completion of the design for the priority one improvements

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 and construction is expected in FY 2023. He stated that additional funds are anticipated in FY 2024 and FY 2027, to cover design and construction of priorities three and four. He added that the total project cost is estimated at \$1,063,950.

Mr. Lynn stated that the Energy Audit addresses the ACSA's Strategic Plan initiative to reduce the organization's energy consumption. He stated that a comprehensive energy audit of the ACSA's Operations Center and pump stations was recently completed. He mentioned that the amount of \$40,000 will begin implementation of several recommendations from the audit, including the transition to LED lighting and replacement of an existing hot water heater. He noted that additional funding is anticipated in FY 2024 to begin installation of vehicle charging stations at the Operations Center on Spotnap Road. He added that the total project cost is estimated at \$390,000.

Mr. Lynn moved next to the AMI Implementation Project. He stated that this project addresses a long-term Strategic Plan goal of converting the existing metering system to an AMI system. He stated that the second phase of deployment was recently completed and have now installed approximately 1,500 meters connected with the AMI system. He mentioned that full deployment is anticipated later this calendar year, as meters become available. He noted that no funding is included in the FY 2023 budget for this project. He added that the total project cost is estimated at nearly \$8.2 million.

Mr. Roberts asked if the full deployment of AMI would be complete in 2022. Mr. Lynn replied that the ACSA should be able to move into full deployment later this calendar year, but installation would not be done until about FY 2024. He added that the AMI contractor is installing equipment at the ACSA's tank sites this week.

Mr. Lynn stated that the last project listed on this slide is the Four-Story Residential Backflow Prevention Assembly Retrofit. He stated that in late 2018, the ACSA staff became aware of four-story residential structures

being built without proper backflow prevention. He stated that the ACSA and VDH regulations require the installation of a backflow prevention assembly for any domestic water service that gets to four stories or more. He mentioned that data acquisition and design of bid documents is nearly complete and retrofit activities are expected to begin in FY 2023. He noted that the total amount of \$348,000 included in the FY 2021 budget should be sufficient to cover all the retrofits.

Mr. Lynn stated that he would now move to the last slide in his presentation, which listed the ACSA's ongoing projects, beginning with the SCADA Phase 3 Implementation. He stated that with over 40 critical assets in the ACSA's system, the SCADA system allows employees to remotely monitor the operation of those assets. He stated that phases 1 and 2 are complete and in operation. He mentioned that phase 3 design is complete, and construction is anticipated in FY 2023 using previously budgeted funds. He added that the total project cost is estimated at nearly \$2,750,000.

Mr. Lynn moved next to the Miscellaneous Sewer Rehabilitation Project. He stated that this is the ACSA's system wide effort to find and fix inflow and infiltration (I&I) problems. He stated that CCTV crews target older mains and provide data to the Engineering department for review. He stated that the Engineering staff then evaluates the data and issue work orders to either the replacement or rehabilitation contractors. He mentioned that the ACSA is planning to continue with the budgeted amount of \$400,000 to address these types of repairs.

Mr. Parcells asked if Southwood Mobile Homes would be subject to I&I, given their high sewer rates. Mr. Lynn replied that the staff fully expects that I&I is the reason behind part of the metering issue. He mentioned that they will not know if it is an I&I issue or a meter issue until the meter is replaced. Mr. Parcells asked who would be responsible for fixing the I&I issue. Mr. Lynn replied that it is a private system and would be Southwood's responsibility.

Dr. Palmer stated that Habitat for Humanity is supposed to be replacing the entire sewer system in Southwood. She mentioned that it is in their budget now, and a request for funds to replace the sewer system is on the Board of Supervisors' meeting agenda.

Mr. Lynn stated that the Exclusion Meter Replacement Program is a continuation of efforts from the past three years. He stated that with the development of the Glenmore subdivision in the mid-1990's, many customers installed irrigation systems. He mentioned that, to reduce sewer bills by the amount of water diverted to the irrigation system, private exclusion meters were installed behind the ACSA's domestic meters. He noted that this practice ended in January 2006, when ACSA Rules and Regulations were modified. He stated that since the project began, the ACSA has been able to eliminate more than 110 exclusion meters. He stated that the previously budgeted funds will allow the Maintenance staff to continue these efforts without additional funding in FY 2023. He added that the total project cost is estimated at \$742,500.

Mr. Lynn moved next to the Pipe Saddles Replacement Project. He stated that this project was introduced three years ago to address failing pipe saddles for water service taps made on PVC water mains. He stated that this project is a multi-year replacement program to be undertaken by the ACSA's in-house CIP crew. He mentioned that the work will be performed with the funds previously budgeted. He noted that this is an area where the service taps are spread out, and it would be more cost effective to focus on saddle replacement and leaving the existing PVC pipe in service.

Mr. Lynn stated that the last project on the slide was the Developer Participation. He stated that each year, the ACSA sets aside \$100,000 to oversize private development utilities. He stated that during the plan review process, the Engineering staff identifies the need to upsize or oversize these mains. He noted that the \$100,000 is split evenly between water and sewer, for budget purposes.

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Mr. Lynn stated that this concludes his presentation and would take any further questions at this time. Dr. Palmer asked with the Four-Story Backflow Prevention project if the homeowners paid for the backflow prevention device installation. Mr. Lynn replied that the ACSA Board made the decision to fund the retrofits, thus all the costs associated to perform the initial backflow tests and install the devices will be covered by the ACSA. He noted that from that point forward, however, it will be the property owner's responsibility to have the device tested on an annual basis. He added that any future maintenance required will be the property owner's responsibility as well. Dr. Palmer asked if these were single-family homes. Mr. Lynn replied that they are single-family, attached homes. He added that most of them are in communities where the builder was promoting four-story residential units in rows of townhomes.

## 8. <u>Public Hearing – Proposed FY 2023 Capital Improvement Program</u> (CIP)

The Chair opened the floor for the public hearing on the Proposed FY 2023 CIP presentation. There were no members of the public present for comment and thus, the public hearing was closed.

### 9. <u>Proposed FY 2023 Budget and Rates – Overview Presentation</u>

Mr. O'Connell stated that today begins the first of a few meetings to discuss the Proposed FY 2023 budget. He stated that Quin Lunsford, Director of Finance, will give today's presentation. He noted that it is meant to be a quick overview, with a more in-depth and interactive budget workshop in May. He mentioned that the compensation recommendations will be discussed at the May meeting as well. He added that there will also be a budget and rate newsletter sent out to all customers to summarize the budget information and announce the public hearing at the Board meeting in June.

 Mr. Lunsford stated that the FY 2023 budget is an organizational-wide collaboration. He stated that he would be giving an overview of the budget information, which is now available to the public. He stated that this presentation follows several meetings with the rate study consultant earlier this year, reviewing the methodology of the rate setting process and providing recommendations. He noted that those recommendations are incorporated into the document before the Board today. He mentioned that Mr. Lynn did a great job of reviewing the CIP program, thus he would not focus on that aspect of the budget. He stated that he would briefly speak to what will be discussed at the meeting in May.

Mr. Lunsford stated that the first slide showed an illustration of operating revenues and non-operating revenues in the form of a pie chart. He stated that operating revenues consist of water and sewer charges to customers, as well as the monthly service charge based on meter size. He noted that those components make up 75% of the total overall budget. He mentioned that the next largest component are system connection charges. He mentioned that the ACSA expects a slight reduction in new connections for FY 2023, compared to past expectations. He stated that the proposed budget does call for the use of reserves to pay for growth and non-growth-related capital projects, be it ACSA or RWSA, debt service growth-related projects, and as a component to offset some of the projected increase in rates for ongoing operations.

Mr. Lunsford moved to the next slide, which showed a graphic of the costs presented in the FY 2023 budget. He stated that it is evident from the chart that the purchase of water and wastewater treatment and debt service from RWSA, make up the bulk of the ACSA's budget. He mentioned that the next largest component of the FY 2023 budget is the CIP program at nearly \$8.2 million. He stated that each departmental budget and other expenses are illustrated on the graph as well. He added that the ACSA is expecting a \$2.4 million increase in charges from RWSA

 for FY 2023, compared to FY 2022. He mentioned that this increase is expected to continue in the future.

Mr. Lunsford stated that the next slide shows a familiar chart that outlines the proposed FY 2023 water and sewer rates. He noted that the rate consultant presented something similar earlier this year, and the ACSA staff has made slight changes to a few line items. He noted that the ACSA is proposing an increase to its service charge. He mentioned that the service charge is based on meter size and is designed to recoup the cost of reading the meter and billing of accounts. He noted that the recommendation is to keep the tiered-level single-family residential rate methodology, which encourages conservation. He added that there is also a recommendation to increase the multi-family/non-residential water rate and the sewer rate.

Mr. Lunsford moved to the next slide, outlining the CIP program. He stated that the ACSA has projected \$8.2 million for the FY 2023 CIP budget.

Mr. Lunsford stated that the next slide shoes some of the areas of focus that he will speak to in considerable detail next month. He stated that he will provide explanations and speak to the calculations related to revenue and expense expectations, specifically water and sewer charges. He stated that there will also be a comprehensive review of the recommended changes to rates, which were based on a formal rate study. He mentioned that the Board will also be provided with a comprehensive bill comparison for different customer types at various levels of current rates and proposed FY 2023 rates. He stated that he would go over the charges the ACSA expects to incur from RWSA, as well as a projection of those expectations in the future. He added that he would also speak to the use of ACSA reserves and departmental initiatives.

Mr. Lunsford stated that in terms of next steps, the budget and rates workshop is scheduled for May 19, 2022. He stated that there is a second workshop for any questions that arise out of the May meeting, as

well as a public hearing in June. He stated that the staff would also request Board adoption of the proposed FY 2023 budget and rates at the June meeting. He added that if the Board adopts the budget and rates, they will become effective July 1, 2022.

Mr. Parcells stated that he was confused about the changes in net position outlined on page 172 of the Board packet. He asked how is it that the ACSA is using its reserves, but its net position is still growing. Mr. Lunsford replied that the ACSA's net position changes based on cash and non-cash related transactions. He stated that when a developer contributes infrastructure that they have installed, the ACSA assumes that infrastructure which impacts the organization's net position. He stated that this is an example of how the ACSA may use financial reserves in one aspect, while still seeing an increase in net position.

Mr. Parcells stated that his second question was about the revenue and expense summary on page 169 of the Board packet. He noted that the existing debt service and amortization decreases \$795,500 to \$580,000. He asked if this was because of the bond reissuance. Mr. Lunsford replied yes.

## 10. Resolution scheduling Budget and Rates Public Hearing for June16, 2022

Mr. Parcells moved to approve the resolution setting June 16,2022 as the date for a public hearing on the proposed budget, and the preliminary schedule fixing and classifying such rates, fees, and charges for FY 2023, and authorizing the advertising of the public hearing, as presented to the Board; seconded by Dr. Palmer. The Chair asked for a roll-call vote: Mr. Armstrong, aye; Mr. Moore, aye; Dr. Palmer, aye; Mr. Parcells, aye; Mr. Tolbert, aye; Mr. Roberts, aye.

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#### 11. Northern Urban Water System Cost Allocation Agreement

Mr. O'Connell stated that this item involves a cost allocation agreement, specifically for projects the RWSA is planning to do in the Northern Urban Water System which exclusively serves ACSA customers. He stated that he would discuss the bigger Urban system and how these projects in the northern part of the system factor in, and the need for this agreement.

Mr. O'Connell stated that he would begin his presentation with a map of the Urban Water System that includes two major reservoirs, Ragged Mountain and South Fork which are both attached to water treatment plants, and one river supply which is where the North Rivanna Water Treatment Plant gets its supply. He stated that there are three water treatment plants total, the other two being Observatory and the South Rivanna. He stated that the Observatory plant is rated for 7.7 MGD but handles about 1-2 MGD. He added that the workhorse of the system is the South Rivanna treatment plant at 12 MGD.

Mr. O'Connell stated that RWSA has \$43 million worth of improvements for the Observatory and South Rivanna Water Treatment Plants to bring them up to modern standards, and to expand the Observatory plant to 10 MGD. He stated that the long-term plan would be that each treatment plant is served by a reservoir that could handle the average daily water use in the Urban system, should something happen to one or the other. He mentioned that it became obvious that there were issues surrounding the North Rivanna treatment plant, including limitations on the daily river supply and not being able to handle the growth occurring in the northern part of the system.

Mr. O'Connell stated that the northern part of the system is hydraulically disconnected from the rest of the Urban system. He noted that currently, there is a temporary connection near Kohl's on Route 29 North. He stated that RWSA is in the midst of establishing a permanent connection with their pump station that is under construction. He stated

South Rivanna River crossing that connects the South Fork Rivanna Water Treatment Plant to the northern water system. He mentioned that the long-term plan is to decommission the North Rivanna Water Treatment Plan, given the high expense to renovate it. He stated that there is a future project for the North Rivanna River Crossing that would provide a second, redundant feed. He added that there also are plans down the road for a tank location and possibly some future piping projects.

Mr. O'Connell stated that in addition to the projects he just outlined, there is also a project called the Control Water Line that connects the

that the cost allocation agreement will include the airport pump station

currently under construction, which is about a \$10 million project and the

there is also a project called the Central Water Line that connects the Observatory Water Treatment Plant to the northern and eastern Urban system. He stated that the six-year project is currently in the planning phase, to begin in FY 2023. He added that there is also the long-term South Rivanna Reservoir to Ragged Mountain Reservoir transfer. He stated that this pipeline would start in 2027 and would increase supply and provide redundancy between the two reservoirs and water treatment plants.

Mr. O'Connell stated that RWSA also has a master agreement, and the Central Water Line cost allocation has been updated and is based on the ACSA paying 52% and the City of Charlottesville paying 48% of the cost. He stated that there is a long-term agreement that was part of the Water Supply Plan, that determines the cost allocation for the pipeline project. He added that there are also some piping improvements between the Ragged Mountain Reservoir and Observatory Water Treatment Plant, and there is a cost allocation for that.

Dr. Palmer asked if there was any rationale that the City of Charlottesville would contribute funds for the airport pump station and related infrastructure, given its importance to the community. Mr. O'Connell replied that the dividing line for the northern system is right at Airport Road. He stated that the current airport, and development south of it, is all served

by the South Rivanna plant and occasionally the Observatory plant. He mentioned that the pump station will be pushing water further north towards NGIC, and all the housing development in that area.

Mr. Parcells asked if all the anticipated growth north of the Airport is, from an engineering perspective, included in the capacity of the airport pump station. Mr. O'Connell replied yes, it is. He stated that there is also planning to allow for a second pump to be installed if growth exceeds the capacity. He mentioned that there was also land acquired near the pump station to install a tank if necessary. He added that there are also plans at the South Rivanna and Observatory treatment plants to allow for expansion as well.

Mr. Parcells asked if there are plans for expansion at the treatment plants, what would be the timeline in terms of when that option is estimated to be necessary. Mr. O'Connell replied that it depends on how fast growth occurs in the community. He stated that the 50-year plan that was studied showed that all those facilities would be good for that 50-year period. He mentioned that there could be new development or faster growth in certain areas.

Mr. Tolbert moved to authorize the Executive Director to sign the Northern Area Drinking Water Projects Agreement, on behalf of the ACSA, for project cost allocation purposes, seconded by Mr. Armstrong. The Chair asked for a roll-call vote: Mr. Armstrong, aye; Mr. Moore, aye; Dr. Palmer, aye; Mr. Parcells, aye; Mr. Tolbert, aye; Mr. Roberts, aye.

### 12. Items Not on the Agenda

Mr. O'Connell stated that his only item is a suggestion for the Board to continue meeting virtually, at least through June 2022, given the budget public hearing has been advertised. He stated that the virtual meetings seem to be working well. The Board concurred with Mr. O'Connell's suggestion. He stated that under the current emergency ordinance from the

County, the ACSA has up to 12 months to continue meeting virtually. He 1 2 stated that the Board can reassess this summer. He noted that he watched 3 the Board of Supervisors meeting yesterday, and they are using a hybrid 4 meeting method. He stated that the entire Board is online, and individuals 5 can come in physically or join online. 6 7 <u>Adjourn</u> 13. 8 There being no further business, Dr. Palmer moved that the

meeting be adjourned, seconded by Mr. Tolbert. All members voted

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aye.

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Gary B. O'Connell, Secretary-Treasurer

#### ALBEMARLE COUNTY SERVICE AUTHORITY

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** Monthly Financial

Reports

AGENDA DATE: May 19, 2022

**ACTION:** Informational

STAFF CONTACT/PREPARER:

Quin Lunsford, Director of Finance

**ATTACHMENTS:** Yes

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

#### DISCUSSION:

- Water consumption for the month of March increased 3.3% compared to February. Water consumption for the month of March 2022 compared to March 2021 increased 2.7%.
- RWSA's invoice of \$1,847,231 for the month of March was paid on April 8, 2022.
- Unearned water and sewer connection charges totaled \$2,750,096 at month end.
- System connection charges were above budgeted expectations with \$914,722 recognized in March. Total system connection charges for FY 2022 are less than those in FY 2021 by 12%.
- Water and Wastewater revenues for FY 2022 are above budgeted expectations by 7.4%. Please see the water/wastewater trend analysis included illustrating that when adjustment for expected variations in seasonal consumption, revenues are 8.1% higher than expectations.

**BUDGET IMPACT:** Informational only.

**RECOMMENDATIONS: None** 

**BOARD ACTION REQUESTED:** None; informational item only.

#### **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 Consumption
- 7. Water and Sewer Report; Customer Class Report
- 8. Major Customer Analysis
- 9. Water/Wastewater Revenue Trend Analysis
- 10. Aged Receivables Analysis
- 11. Check Register

## ALBEMARLE COUNTY SERVICE AUTHORITY

## STATEMENT OF NET POSITION April 30, 2022

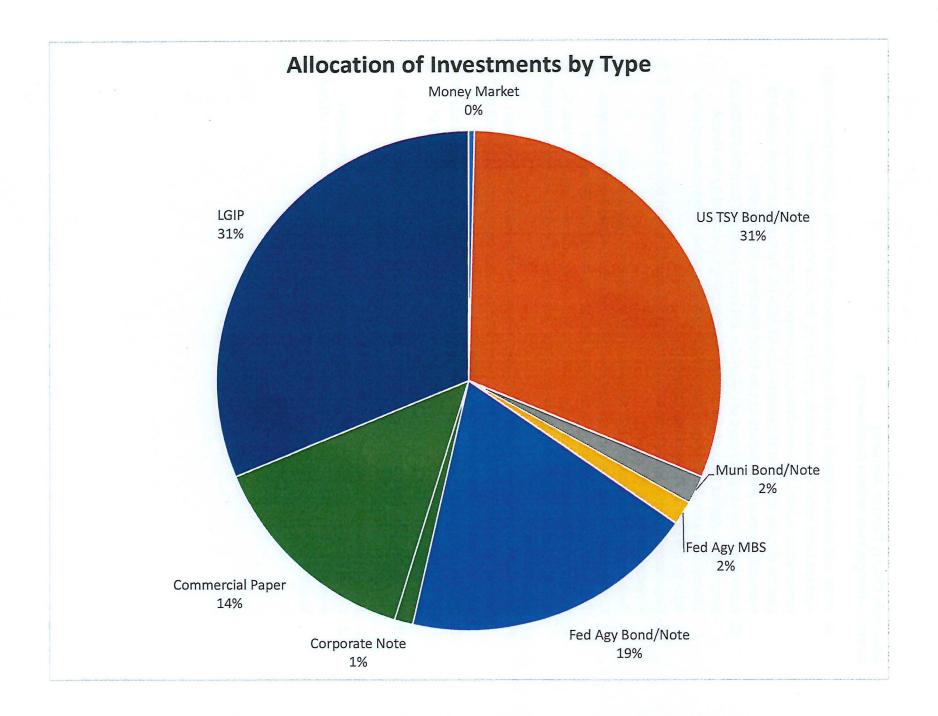
## ASSETS

Cash and cash equivalents	\$ 9,581,160
Accounts receivable	4,292,913
Investments	42,769,780
Capital assets: (net of accumulated depreciation)	175,328,920
Inventory	476,159
Prepaids	100,374
Cash and cash equivalents, restricted	604,655
Total assets	233,153,961
DEFERRED OUTFLOWS OF RESOURCES	
Combined deferred outflows of resources	1,856,772
LIABILITIES	
Accounts payable	2,144,726
Accrued liabilities	464,370
Compensated absences	693,271
Net pension liability	3,659,743
Other post-employment benefits	1,448,953
Unearned connection fees	2,750,096
Long-term debt	5,142,353
Total liabilities	16,303,512
DEFERRED INFLOWS OF RESOURCES	
Combined deferred inflows of resources	584,136
NET POSITION	218,123,085

	Budget FY 2022	Budget Year-to-Date 2022	April Actual Year-to-Date	Actual vs. Budget	Variance Percentage
Revenues					<u></u>
Water Sales Sewer Service	16,543,400. 14,034,800.	13,786,167. 11,695,667.	14,617,808. 12,760,135.	831,641. 1,064,468.	6.03% 9.10%
Total operating revenues	30,578,200.	25,481,833.	27,377,943.	1,896,110.	7.44%_A
Operating Expenses					
Purchase of bulk water Purchase of sewer	(12,450,600.)	(10,375,500.)	(10,337,037.)	38,463.	(0.37%) <b>B</b>
treatment	(9,685,800.)	(8,071,500.)	(7,906,266.)	165,234.	(2.05%) <b>B</b>
Administration	(1,253,400.)	(1,044,500.)	(893,780.)	150,720.	(14.43%) <b>C</b>
Finance	(2,243,574.)	(1,869,645.)	(1,762,873.)	106,772.	(5.71%) <b>C</b>
Information Technology	(1,162,387.)	(968,656.)	(884,160.)	84,496.	(8.72%) <b>C</b>
Engineering	(2,107,300.)	(1,756,083.)	(1,589,314.)	166,769.	(9.50%) <b>C</b>
Maintenance	(4,018,540.)	(3,348,783.)	(2,653,474.)	695,309.	(20.76%) <b>C</b>
Total operating expenses	(32,921,601.)	(27,434,668.)	(26,026,904.)	1,407,764.	(5.13%)
Operating gain(loss)	(2,343,401.)	(1,952,834.)	1,351,039.	3,303,873.	(169.18%)
Nonoperating Revenues					
System connection charges Investment/Interest	7,000,000.	5,833,333.	6,927,392.	1,094,059.	18.76% <b>D</b>
Income	200,000.	166,667.	(655,171.)	(821,838.)	(493.10%) <b>E</b>
Rental income	16,000.	13,333.	15,926.	2,593.	19.45%
Miscellaneous revenues	455,000.	379,167.	553,754.	174,587.	46.05% <b>F</b>
Federal subsidy, Build		.,	•	•	
America Bonds	87,000.	72,500.	0.	(72,500.)	(100.00%) <b>G</b>
Total nonoperating revenues (expenses)	7,758,000.	6,465,000.	6,841,901.	376,901.	5.83%
Nonoperating Expenses					
Miscellaneous expenses	(304,179.)	(253,483.)	(373,790.)	(120,308.)	47.46% <b>H</b>
Bond interest charges	(274,436.)	(228,697.)	(317,822.)	(89,125.)	38.97% <b>l</b>
Depreciation	0.	0.	(3,423,637.)	(3,423,637.)	<b>0.00%_J</b>
Total nonoperating revenues (expenses)	(578,615.)	(482,179.)	(4,115,249.)	(3,633,070.)	753.47%
Capital contributions	0	0	2 004 607	2 094 607	0.00%
Capital contributions	0.	<u> </u>	2,084,687.	2,084,687.	0.00%
Change in Net Position	4,835,984.	4,029,987.	6,162,378.	2,132,391.	52.91%

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

- A. Water and sewer revenues exceed budgeted amounts by 7.44%. Consumption through April (gallons) appears reasonable considering the ACSA's normal seasonal consumption pattern and resumption of more normal consumption from compared to periods of more restrictive shutdowns from COVID-19. 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 lower than budgeted amounts by 1.10%. 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.
- **D.** System connection charges are higher than the prorated 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(loss), which includes both interest income and adjustments to fair market value are recorded in these accounts. Investment earnings are below budgeted expectations.
- **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 federal subsidy related to the 2010 debt issuance of BAB will not be earned in FY 22. These bonds were refunded in August 2021 yielding a net budgetary savings of \$1.2 million.
- **H.** The budgeted amount includes expected outlays for capital equipment and losses on disposal of capital assets. Equipment is capitalized when placed in service.
- I. Bond interest charges are recorded as incurred.
- **J.** 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.



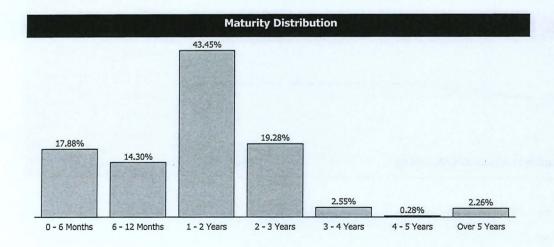
## pfm asset management

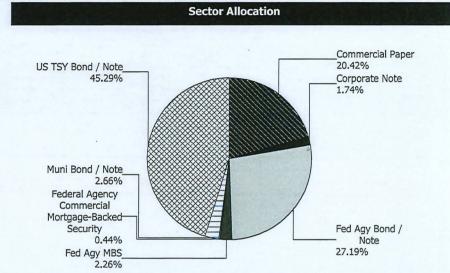
## **Portfolio Summary and Statistics**

For the Month Ending April 30, 2022

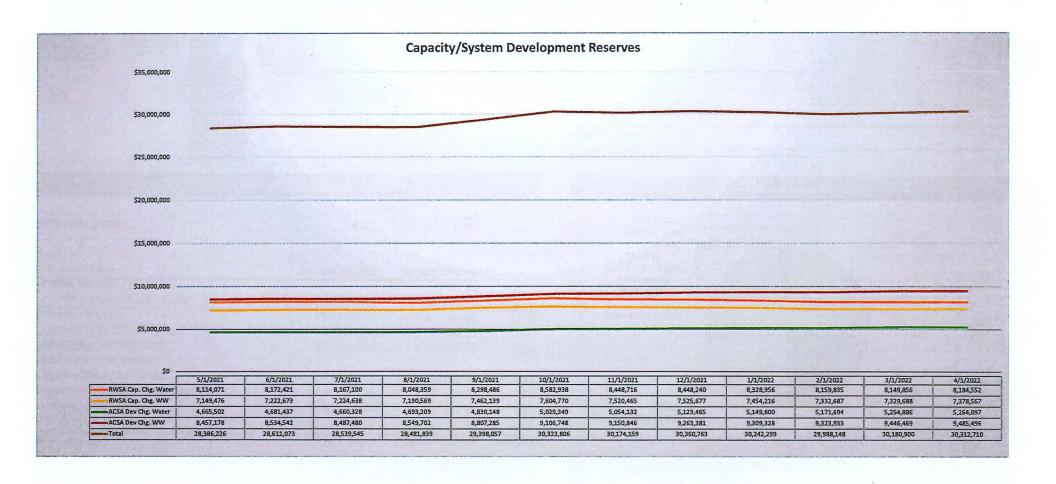
## ACSA OPERATING FUNDS - 03100100

Account Summary					
Description	Par Value	Market Value	Percent		
U.S. Treasury Bond / Note	13,750,000.00	13,246,222.51	45.29		
Municipal Bond / Note	800,000.00	778,948.00	2.66		
Federal Agency Mortgage-Backed Security	675,511.10	659,750.04	2.26		
Federal Agency Commercial	138,808.77	130,090.36	0.44		
Mortgage-Backed Security					
Federal Agency Bond / Note	8,110,000.00	7,952,043.19	27.19		
Corporate Note	525,000.00	508,175.93	1.74		
Commercial Paper	6,000,000.00	5,971,044.60	20.42		
Managed Account Sub-Total	29,999,319.87	29,246,274.63	100.00%		
Accrued Interest		40,715.85			
Total Portfolio	29,999,319.87	29,286,990.48			
Unsettled Trades	0.00	0.00			





Characteristics			
0.65%			
2.22%			
569			



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 March 2022

		larch 2022		arch 2021		
	Monthly			Monthly	\$	%
Area	Con	nection Fees	Con	nection Fees	Change	Change
Crozet	\$	283,920	\$	228,990	\$ 54,930	24%
Urban		630,802		424,220	206,582	49%
Scottsville		-		<u>-</u>	-	_
Total Connection fees	\$	914,722	\$	653,210	\$ 261,512	40%
		Through				
		TD FY 2022		TD FY 2021	\$	%
Area	Con	nection Fees	Con	nection Fees	 Change	Change
Crozet	\$	1,261,290	\$	2,152,215	\$ (890,925)	-41%
Urban		4,937,217		4,879,440	57,777	1%
Scottsville		-		-	-	pro-
Total Connection fees	\$	6,198,507	\$	7,031,655	\$ (833,148)	-12%
	ī.	1arch 2022	N	larch 2021	 	%
Area		ERC's		ERC's	Change	Change
Crozet		21		17	4	24%
Urban		47		32	15	47%
Scottsville		-		-	-	_
Total ERC's		68		49	19	39%
		Throug	h Marc	h		
	Y	TD FY 2022		 TD FY 2021		%
Area		ERC's		ERC's	Change	Change
Crozet		94		160	(66)	-41%
Urban		367		362	5	1%
Scottsville		-		-	- -	_
Total ERC's - YTD		461		522	 (61)	-12%

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 March 2022

Area	March 2022 ERC's	March 2021 ERC's	March 2020 ERC's
Crozet	21	17	11
Urban	47	32	35
Scottsville	<del>-</del>	<u>-</u>	· -
Total ERC's	68	49	46

Through March						
Area	YTD 2022 ERC's	YTD 2021 ERC's	YTD 2020 ERC's			
Crozet	94	160	192			
Urban	367	362	475			
Scottsville	- -	-	1			
Total ERC's - YTD	461	522	668			

Note: The information above presents ERCs by month and YTD for the current and past two fiscal years. As noted in the YTD portion of the analysis, YTD ERCs in Fiscal Year 2022 appear reasonable considering continued development within the ACSA's service area.

#### Albemarle County Service Authority Consumption Analysis Fiscal Year 2022

				Monthly Preci	pitation (In.)
	FY 2022 Consumption	FY 2021 Consumption	•	FY 2022	FY 2021
July	162,247,194	158,247,100	2.53%	2.30	3.94
August	183,549,927	160,498,300	14.36%	4.60	7.90
September	167,986,757	152,817,725	9.93%	5.46	4.90
October	159,438,005	146,675,175	8.70%	5.26	5.90
November	148,641,595	143,888,525	3.30%	1.01	4.84
December	140,551,064	129,490,677	8.54%	0.26	5.70
January	142,192,560	141,920,135	0.19%	4.04	2.37
February	127,434,073	119,808,532	6.36%	1.81	4.51
March	131,636,356	128,124,393	2.74%	3.50	2.13
April		131,020,458	-100.00%		3.24
May		145,813,573	-100.00%		0.81
June		161,128,651	-100.00%		2.80
	1,363,677,531	1,719,433,244		28.24	49.04
P					
YTD	1,363,677,531	1,281,470,562	6.42%	28.24	42.19

Note: Consumption through March 2022 is 6.42% more than the same period in fiscal year 2021. 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)

March 2022

Serving Conse	LANG
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Billed by Area:		Water	Sewer	Billing by Sewer Plant:	
Crozet		14,875,585	13,728,688	AWT	120,158,450
Scottsville		1,698,838	953,108	less Glenmore	(3,448,200)
Urban		115,024,168	106,429,762	Urban Total	116,710,250
Red Hill		37,765	0	Scottsville	953,108
	Total	131,636,356	121,111,558	Total	117,663,358

#### Metered Consumption (billed by invoice):

Number of Installed Meters:	75.55		Urban		255,400
Urban	30		Crozet		1,900
Crozet	11		Scottsville		Ö
Scottsville	0			Total	257,300
Total	41				
Unmetered Consumption:			Unmetered Leak Consur	nption:	A CHIEF
ACSA Fire Flow Consump		31,970	1108 Crozet Ave 1071 Summer Chase Ct	Crozet Urban	11,101
Total		31,970	Jarman Gap Rd	Crozet	500
				Total	11.621

#### **Billed Consumption for Selected Customers**

	Water	Sower		Water	Sewer
Virginia Land Holding	422,000	422,000	Boar's Head Inn	303,100	280,100
Southwood Mobile Homes	1,607,000	4,501,423	Farmington Inc.	33,300	350,408
Turtle Creek Apts.	1,373,500	1,369,000	Westgate Apts.	1,249,000	1,248,100
Barracks West Apartments	1,627,400	1,627,400	<b>Abbington Crossing</b>	1,808,000	1,808,000
Monroe Health & Rehab.	789,000	789,000	Four Seasons Apts	1,532,000	1,532,000
Sunrise Senior "Colonnades"	758,600	755,700	Ch'ville/Alb Airport	123,977	125,108
ACRJ	1,131,890	1,107,890	State Farm Ins	33,230	31,230
Westminster Canterbury	1,019,930	1,019,930	Hyatt @ Stonefield	300,000	300,000
SEMF Charleston	1,552,100	1,552,100	Doubletree	348,000	348,000
Martha Jefferson Hospital	1,135,550	919,550	Arden Place Apts	467,200	467,200
Crozet Mobile Home Village	244,800	244,800	Hilton Garden Inn	224,000	224,000
Fashion Square Mall	112,000	112,000	Ridgewood Homes	56,696	n/a
County of Albemarle	1,311,686	1,195,297	The Lodge @ Old Trail	260,000	260,000
University of Virginia	2,049,671	1,835,705	<b>Gov't-Defense Complex</b>	472,500	472,500
Wegmans	326,000	326,000	Harris Teeter Stores	109,757	109,757



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#### WATER

#### **MARCH 2022**

Class Type	Number of (	Connection	is by Area	
	<u>Urban</u>	<u>Crozet</u>	<b>Scottsville</b>	<u>Total</u>
Single-Family Residential	15,531	3,666	196	19,393
Multi-Family Residential	540	43	3	586
Commercial (Offices)	203	12	5	220
Commercial (Other)	910	76	52	1,038
Industrial	36	9	7	52
Institutional	171	32	12	215
<b>Total Water Accounts</b>	17,391	3,838	275	21,504
Plus Multiple Units	12,561	748	89	13,398
<b>Total Water Units</b>	29,952	4,586	364	34,902

#### **SEWER**

Multi-Family Residential       509       41       4         Commercial (Offices)       187       12       5         Commercial (Other)       705       52       51							
	<u>Urban</u>	<u>Crozet</u>	<u>Scottsville</u>	<u>Total</u>			
Single-Family Residential	13,224	3,386	158	16,768			
Multi-Family Residential	509	41	4	554			
Commercial (Offices)	187	12	5	204			
Commercial (Other)	705	52	51	808			
Industrial	15	5	1	21			
Institutional	133	29	11_	173			
<b>Total Sewer Accounts</b>	14,773	3,525	230	18,528			
Plus Multiple Units	12,144	741	56_	12,941			
<b>Total Sewer Units</b>	26,917	4,266	286	31,469			

#### **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>
<b>Total Water Customers</b>	70,230	11,035	713	81,978
<b>Total Sewer Customers</b>	63,420	10,318	535	74,273

Albemarle County Service Authority Major Customer Analysis March 2022 and February 2022

	March	2022	Februa	ry 2022	Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
County of Albemarle	1,311,686	1,195,297	909,292	854,120	44.25%	39.94%
University of Virginia	2,049,671	1,835,705	1,577,560	1,477,400	29.93%	24.25%
Abbington Crossing	1,808,000	1,808,000	1,474,000	1,474,000	22.66%	22.66%
Westminster Canterbury	1,019,930	1,019,930	855,150	855,150	19.27%	19.27%
ACRJ	1,131,890	1,107,890	986,190	984,190	14.77%	12.57%
Turtle Creek Apts.	1,373,500	1,369,000	1,203,900	1,201,000	14.09%	13.99%
Old Salem Apts.	1,627,400	1,627,400	1,438,000	1,438,000	13.17%	13.17%
Four Seasons Apts.	1,532,000	1,532,000	1,385,000	1,385,000	10.61%	10.61%
SEMF Charleston	1,552,100	1,552,100	1,452,675	1,452,675	6.84%	6.84%
Westgate Apts.	1,249,000	1,248,100	1,171,000	1,171,000	6.66%	6.58%
Martha Jefferson Hospital	1,135,550	919,550	1,179,423	1,113,423	-3.72%	-17.41%
Southwood Mobile Homes	1,607,000	4,501,423	1,754,000	4,581,028	-8.38%	-1.74%

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.

<sup>\* --</sup> Consumption/usage in gallons.

Albemarle County Service Authority Major Customer Analysis March 2022 and March 2021

	March	2022	March	2021	Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
County of Albemarle	1,311,686	1,195,297	582,600	571,600	125.14%	109.11%
University of Virginia	2,049,671	1,835,705	1,326,100	1,320,700	54.56%	38.99%
Old Salem Apts.	1,627,400	1,627,400	1,399,600	1,399,600	16.28%	16.28%
Turtle Creek Apts.	1,373,500	1,369,000	1,206,600	1,206,000	13.83%	13.52%
Abbington Crossing	1,808,000	1,808,000	1,602,100	1,602,100	12.85%	12.85%
Four Seasons Apts.	1,532,000	1,532,000	1,477,000	1,477,000	3.72%	3.72%
Westgate Apts.	1,249,000	1,248,100	1,268,000	1,268,000	-1.50%	-1.57%
Westminster Canterbury	1,019,930	1,019,930	1,047,000	1,047,000	-2.59%	-2.59%
Southwood Mobile Homes	1,607,000	4,501,423	1,869,000	680,258	-14.02%	561.72%
Martha Jefferson Hospital	1,135,550	919,550	1,325,300	1,050,300	-14.32%	-12.45%
SEMF Charleston	1,552,100	1,552,100	1,892,925	1,892,925	-18.01%	-18.01%
ACRJ	1,131,890	1,107,890	1,466,000	1,460,000	-22.79%	-24.12%

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.

<sup>\* --</sup> Consumption/usage in gallons.

Albemarle County Service Authority Major Customer Analysis

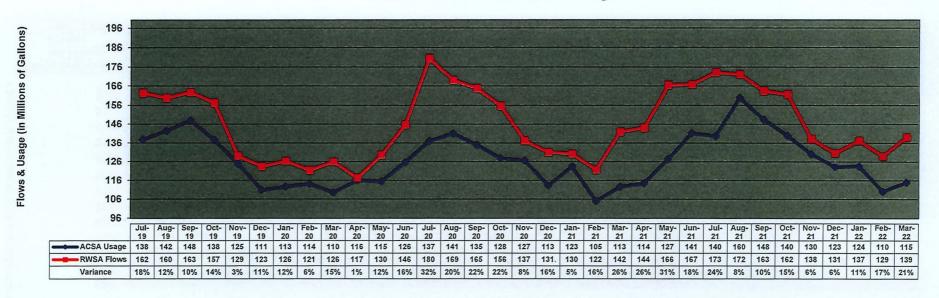
Year-to-date Comparison: Current Year/Prior Year -- March

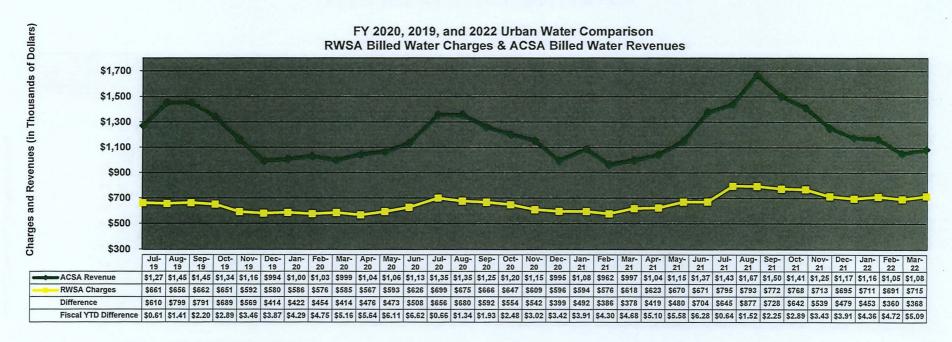
	YTD FY	<b>/ 2022</b>	YTD FY	2021	Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
County of Albemarle	12,240,041	9,766,380	7,885,900	5,745,200	55.21%	69.99%
University of Virginia	20,809,411	20,113,698	17,793,500	17,253,700	16.95%	16.58%
Westminster Canterbury	13,653,850	12,081,850	12,217,000	11,712,000	11.76%	3.16%
Martha Jefferson Hospital	16,382,099	9,527,999	14,704,200	9,167,400	11.41%	3.93%
Westgate Apts.	11,178,000	11,168,100	10,808,000	10,794,800	3.42%	3.46%
Four Seasons Apts.	14,068,000	14,068,000	14,095,000	14,095,000	-0.19%	-0.19%
SEMF Charleston	18,163,950	18,163,950	18,471,700	18,471,700	-1.67%	-1.67%
Abbington Crossing	15,802,600	15,802,600	16,576,600	16,576,600	-4.67%	-4.67%
Old Salem Apts.	13,448,700	13,448,700	14,337,700	14,337,700	-6.20%	-6.20%
Southwood Mobile Homes	16,685,000	36,508,842	17,878,000	18,089,483	-6.67%	101.82%
ACRJ	12,829,710	11,766,710	14,217,000	13,417,000	-9.76%	-12.30%
Turtle Creek Apts.	11,684,700	11,669,000	15,381,300	15,372,000	-24.03%	-24.09%

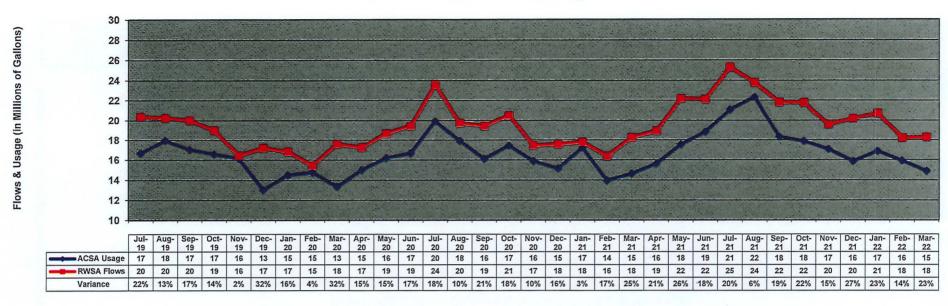
Note: Only major customers of the ACSA have been analyzed above. For purposes of this analysis, major customers are those who, on average, consume over one million gallons per month. Variations can occur for a variety of reasons including but not limited to: conscious conservation efforts, expansion,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

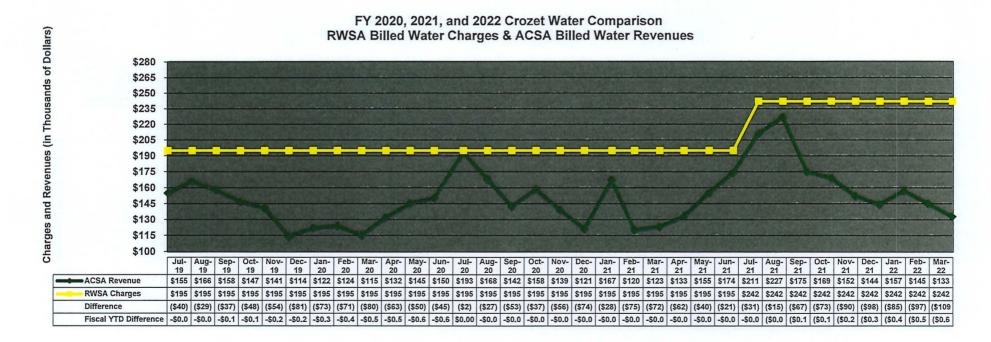
<sup>\* --</sup> Consumption/usage in gallons.

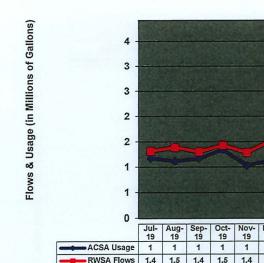
#### FY 2020, 2021, and 2022 Urban Water Comparison RWSA Flows & ACSA Customer Usage

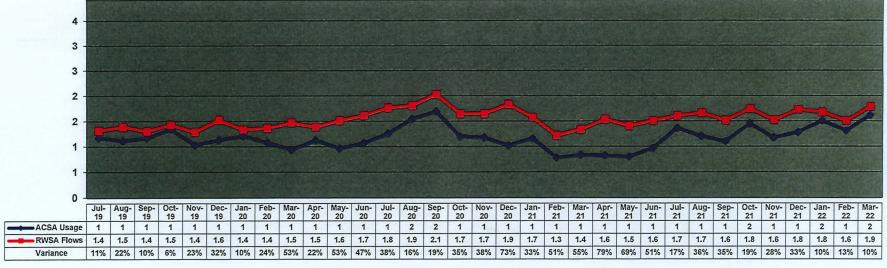


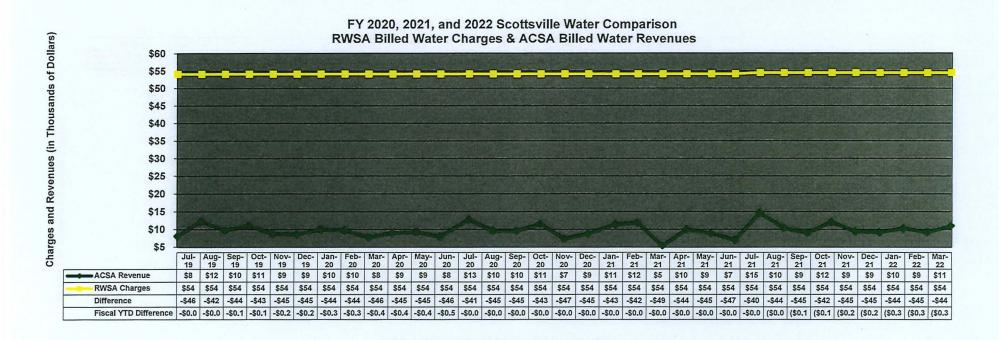




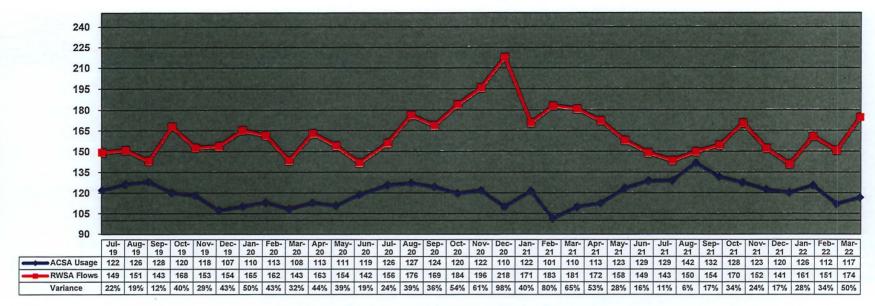




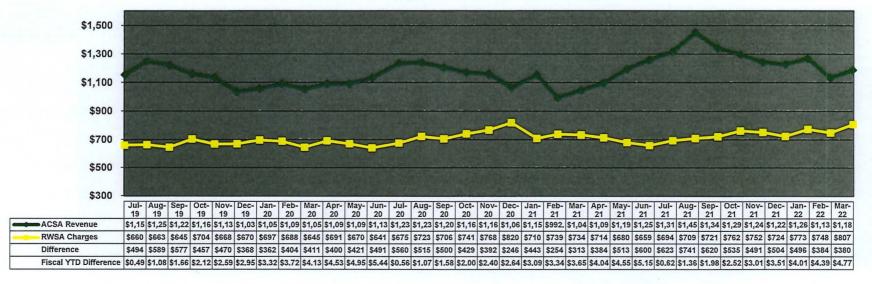




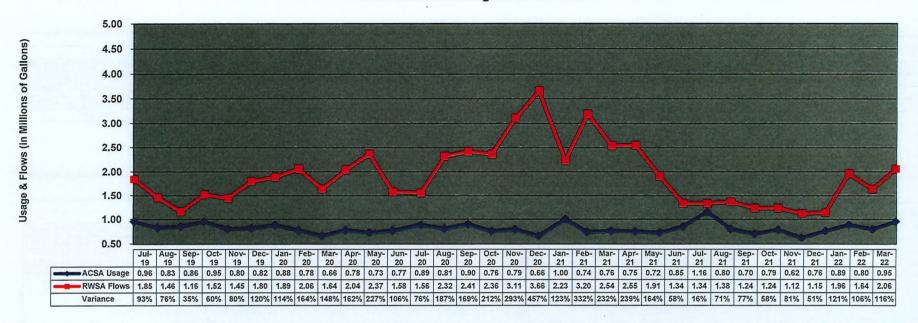




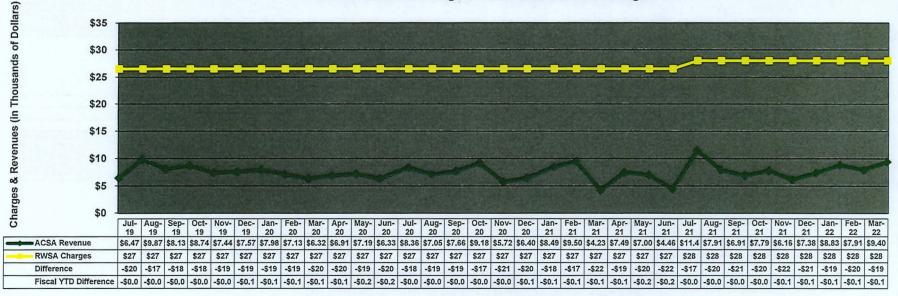
FY 2020, 2021, and 2022 Urban (including Glenmore) & Crozet Sewer Comparison ACSA Billed Sewer Usage & RWSA Billed Sewer Charges



### FY 2020, 2021, and 2022 Scousville Sewer Comparison ACSA Customer Usage & RWSA Flows



### FY 2020, 2021, and 2022 Scottsville Sewer Comparison ACSA Billed Sewer Usage & RWSA Billed Sewer Charges



### Single-Family Residential Water Usage

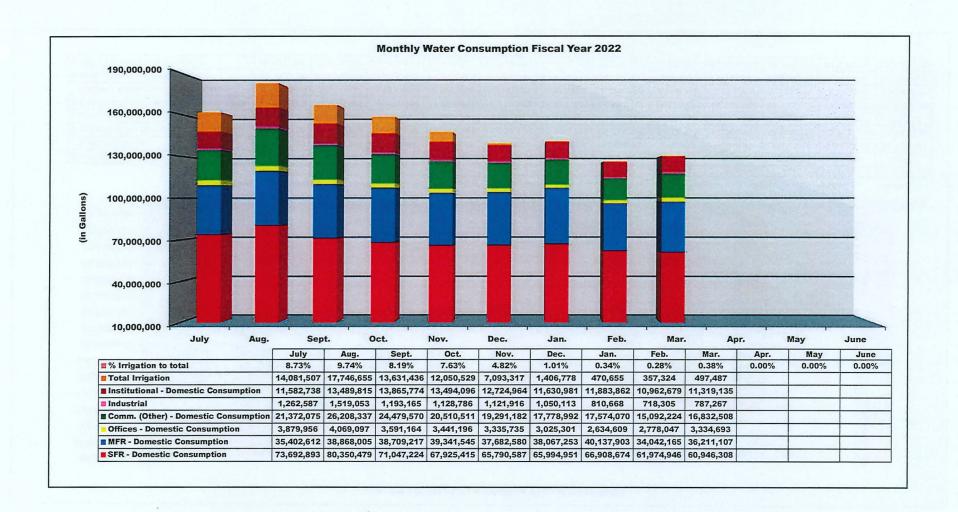
(Including irrigation through exclusion, irrigation, and auxiliary meters)

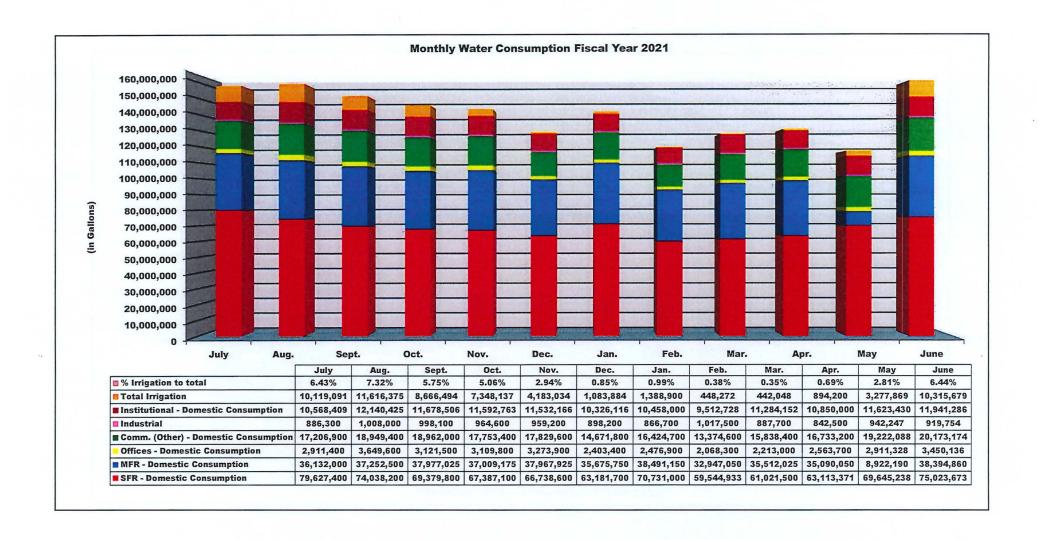
		FY 2020										
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	42,713,300	43,137,333	43,334,400	43,096,780	42,936,430	42,119,430	42,703,630	42,241,370	41,816,500	44,763,900	44,866,800	45,270,400
Level 2 (3,001 - 6,000 gallons)	15,949,700	16,292,100	16,866,900	16,130,400	14,335,400	12,178,000	13,878,000	12,751,500	11,702,100	17,979,400	18,259,500	19,520,800
Level 3 (6,001 - 9,000 gallons)	4,810,200	5,067,100	5,227,300	5,376,600	3,511,800	2,062,800	2,654,300	2,244,300	1,845,500	4,227,900	4,419,500	5,469,300
Level 4 (over 9,000 gallons)	7,075,500	7,794,200	8,297,500	8,434,400	3,764,200	1,254,000	1,733,000	1,154,300	2,152,500	1,849,800	2,662,900	3,968,100
Total	70,548,700	72,290,733	73,726,100	73,038,180	64,547,830	57,614,230	60,968,930	58,391,470	57,516,600	68,821,000	70,208,700	74,228,600

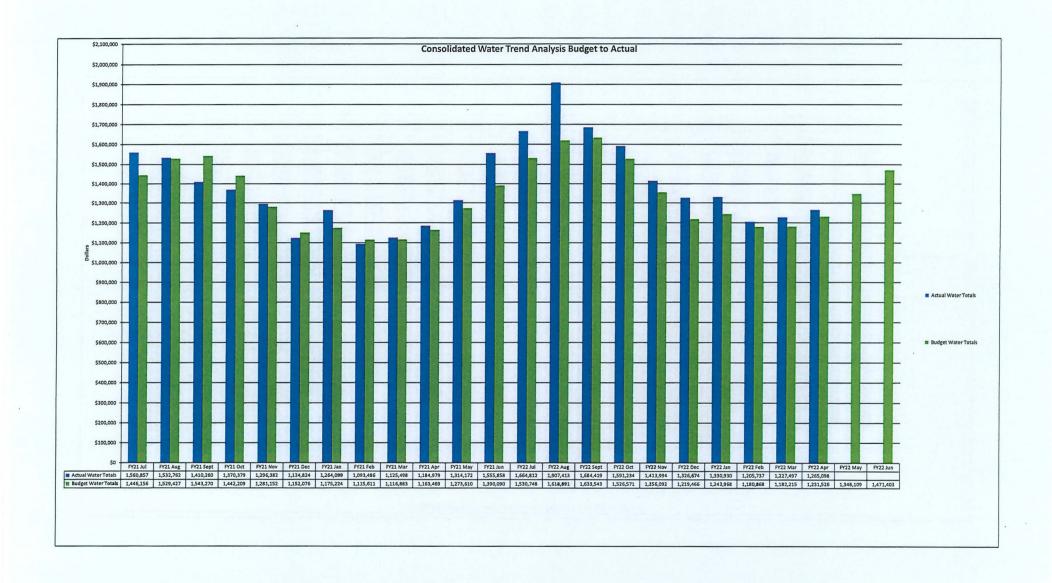
		FY 2021										
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	45,910,300	45,665,700	45,167,300	44,787,100	45,134,400	44,331,500	45,900,400	43,314,333	43,786,600	44,618,100	45,900,923	46,255,313
Level 2 (3,001 - 6,000 gallons)	21,030,200	19,112,200	17,329,000	16,285,100	16,315,200	14,519,300	18,251,700	12,572,600	13,283,000	14,314,500	17,440,134	19,373,374
Level 3 (6,001 - 9,000 gallons)	7,266,400	5,921,900	4,575,900	4,441,300	3,890,700	2,817,300	4,255,500	2,201,100	2,371,500	2,609,300	4,280,004	6,283,886
Level 4 (over 9,000 gallons)	9,237,400	7,302,100	4,762,100	4,978,000	3,886,400	1,744,700	2,307,000	1,477,100	1,583,000	1,631,400	3,370,714	7,573,293
			EL ET. T.			Cambe do	LEW GUYE					
Total	83,444,300	78,001,900	71,834,300	70,491,500	69,226,700	63,412,800	70,714,600	59,565,133	61,024,100	63,173,300	70,991,775	79,485,866

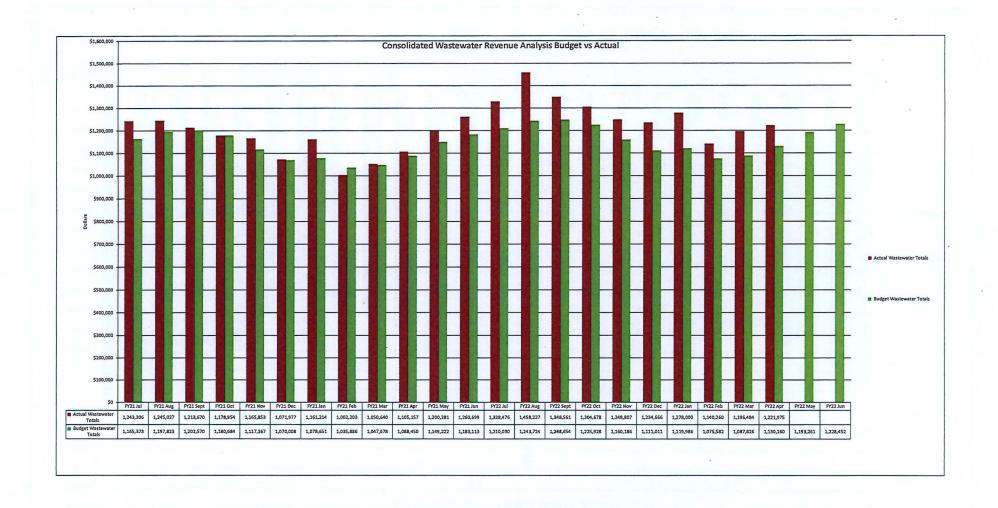
		FY 2022										
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	45,715,768	46,650,649	45,763,766	45,032,204	45,171,862	45,419,967	45,519,835	43,528,147	44,213,375		NEW YORK OF	
Level 2 (3,001 - 6,000 gallons)	18,273,794	20,170,499	17,049,266	15,725,032	15,151,382	14,875,487	15,122,551	12,929,554	12,730,722			
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			AND ALL DESIGNATION OF THE PARTY OF THE PART
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			
			The second			A CHARLES						
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			

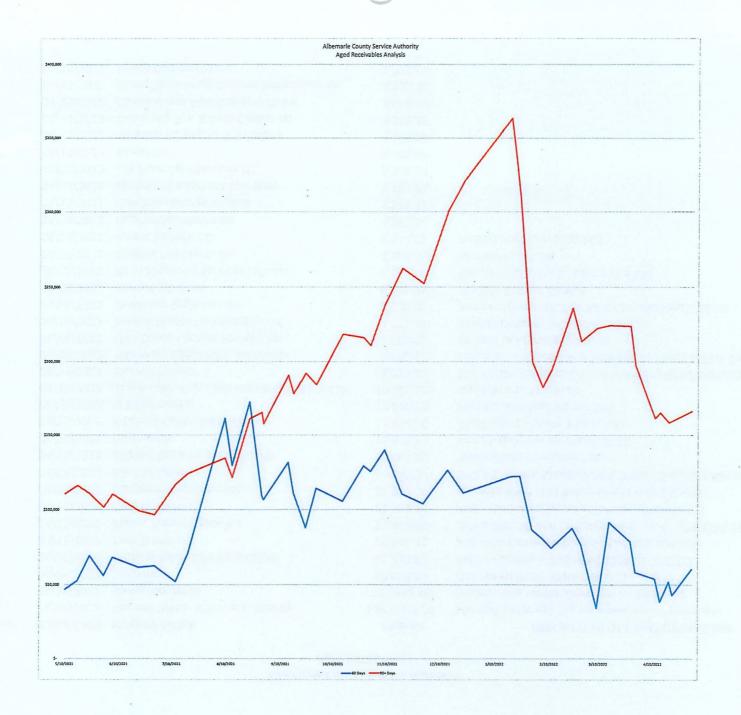
System-Wide Irrigation Water Usage  (All usage measured through exclusion, irrigation, and auxiliary meters)												
FY 2022	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	227,735	245,814	228,478	203,450	155,121	17,400	3,524	3,931	8,114			
Level 2 (3,001 - 6,000 gallons)	962,522	1,040,603	904,153	849,482	602,101	69,638	14,390	13,183	17,563			
Level 3 (6,001 - 9,000 gallons)	1,134,487	1,351,889	1,085,629	1,060,900	690,400	56,305	11,043	10,729	12,057			
Level 4 (over 9,000 gallons)	11,756,763	15,108,350	11,413,176	9,936,698	5,645,695	1,263,435	441,698	329,481	459,753			
Total	14,081,507	17,746,655	13,631,436	12,050,529	7,093,317	1,406,778	470,655	357,324	497,487		-	











## Albemarle County Service Authority April 2022 Checks

Check Number	CHECK DATE	VENDOR NAME	Amount	<b>DESCRIPTION OF ITEMS OVER \$5,000</b>
Wire	04/08/2022	Rivanna Water & Sewer Authority	1,847,231.39	Monthly service billing for water/sewer treatment
62660	04/15/2022	Metra Industries	124,650.45	Hessian Hills WMRP Construction March 22
62654	04/15/2022	Linco Inc	88,855.40	Oak Forest Pump Station 3/1/22 - 4/1/22
62661	04/15/2022	Michael Baker International Inc	31,320.87	Bellair - Liberty Hills Sewer, 10/4/21-2/27/22
62619	04/15/2022	Core & Main LP	25,941.21	AMI - Hardware/Hosting/Software/Installation
62761	04/29/2022	Planet Technologies, Inc.	22,497.08	Office 365, AD and Exchange Renewal 4/1/22-3/31/23
62722	04/29/2022	Core & Main LP	21,533.60	AMI - Hardware/Hosting/Software/Installation
62626	04/15/2022	Dewberry Engineers Inc	17,871.00	Barracks West WM Replacement thru 2/25/22
62605	04/15/2022	Bank of America	17,647.94	Office Supplies, Memberships, Travel, Software Renewals
62784	04/29/2022	Virginia Department of Health	15,903.00	Waterworks Operation Fee
62759	04/29/2022	Paymentus	15,853.83	Transaction fees for March 2022
62630	04/15/2022	E Source Companies, LLC	13,604.00	AMI Project - Phase 3 March 22
62780	04/29/2022	U S Postmaster	12,800.00	Postage Bulk Mail Permit 205
62684	04/15/2022	St John, Bowling, Lawrence & Quagliana LLP	10,785.00	Legal Service March 22
62728	04/29/2022	Duncan Parnell	9,000.00	RTX FieldPoint Software and Warranty 6/9/22-6/8/23
62788	04/29/2022	Whitman, Requardt & Associates	8,825.42	Scottsville PH4 WM Replacement, 2/13-3/12/22 & Various
62697	04/15/2022	UVA Darden School Foundation	7,560.00	Servant Leadership 5/2-6/22
62634	04/15/2022	Evoqua Water Technologies LLC	7,271.18	Bioxide Delivery 3/10/22 & 3/28/22
62726	04/29/2022	Dewberry Engineers Inc	6,570.00	Avon Property PH1 Dev &PH2 Amend thru 2/25/22
62699	04/15/2022	Verizon Wireless	6,491.95	Monthly Cellular Service
62640	04/15/2022	RCA Laboratory Services LLC dba	6,300.00	March 22 COVID-19 Testing 70 x \$90
62764	04/29/2022	Quarles Petroleum Inc	6,268.68	Monthly Fuel Cost
62638	04/15/2022	. •	5,844.52	Refund Acct #10201666-02
62672	04/15/2022	Quarles Petroleum Inc	4,557.14	
62628	04/15/2022	Dominion Energy Virginia	3,820.12	
62632	04/15/2022	Electrical Equipment Company	3,760.00	
62729	04/29/2022	Eds Floor Care Services LLC	3,703.33	
62704	04/15/2022	WaterPIO	3,500.00	
62664	04/15/2022	NewGen Strategies & Solutions	3,360.00	
62695	04/15/2022	University Tire & Auto Center Inc	3,343.35	
62618	04/15/2022	Consolidated Pipe & Supply Co Inc	3,060.00	•
62633	04/15/2022	Ennas Technology Systems Integration Inc	2,820.00	
62655	04/15/2022	Lowes Companies Inc	2,778.61	

62669	04/15/2022	PFM Asset Management LLC	2,692.58			
62727	04/29/2022	Dominion Energy Virginia	2,640.78			
62681	04/15/2022	Silver Streak Media LLC	2,500.00			
62711	04/29/2022	Appraisal Group, Inc.	2,500.00			
62665	04/15/2022	Ramboll Americas Engineering Solutions Inc	2,482.33			
62742	04/29/2022		2,452.60			
62700		Virginia Utility Protection Service	2,084.25			
62653	04/15/2022	LB Technology Inc	2,062.50			
62734	04/29/2022	Flora Pettit PC	2,030.00			
62782	04/29/2022	University Tire & Auto Center Inc	2,010.77			
62766	04/29/2022	Reserve Account	2,000.00			
62752	04/29/2022	Timberland Associates	1,750.00			
62794	04/29/2022	Guardian '	1,716.51			
62730	04/29/2022	Facility Gateway Corporation	1,683.00			
62732	04/29/2022	First Systems and Resources	1,633.63			
62693	04/15/2022	UniFirst Corporation	1,504.87			
62772	04/29/2022	S L Williamson Co Inc	1,492.66			
62797	04/29/2022	Minnesota Life Insurance Company	1,480.71			•
62687	04/15/2022	Tencarva Machinery Company Inc	1,476.00		±	
62617	04/15/2022	Comcast Business	1,420.52	•		
62678	04/15/2022	Rivanna Water & Sewer Authority	1,412.00			
62649	04/15/2022	Jim Price Chevrolet	1,361.49	•		
62757	04/29/2022	Office Depot Inc	1,319.75		•	
62765	04/29/2022	Rappahannock Electric Cooperative	1,092.05			
62731	04/29/2022	Ferguson Enterprises LLC #1300	1,074.97			
62762	04/29/2022	CE Rental	916.12			
62779	04/29/2022	Timmons Group, Inc.	900.00			
62696	04/15/2022	USABlueBook	742.62			
62750	04/29/2022	Mailing Services of Virginia	737.10			
62659	04/15/2022	Mayer Electric Supply Company Inc	719.68			
62603	04/15/2022	Aqua Air Laboratories Inc	700.00			
62621	04/15/2022	Cues	696.00		•	•
62677	04/15/2022	Rivanna Solid Waste Authority	685.00			
62789	04/29/2022	ACAC	676.00			•
62624	04/15/2022	·	675.00			
62796		Herbert Beskin Trustee	669.00			
62775	04/29/2022	Kendra Spicer	657.33			

62680	04/15/2022	Siemens Industry Inc	650.00
62738	04/29/2022	Quatia Gray	636.75
62674	04/15/2022	Red Wing Business Advantage Account	580.39
62698	04/15/2022	VACORP	548.75
62685	04/15/2022	The Supply Room Companies Inc	537.37
62723	04/29/2022	Crown Communication LLC	515.00
62688	04/15/2022	The Roanoke Times	495.10
62781	04/29/2022	Umansky Chrysler Dodge Jeep Ram	477.04
62676	04/15/2022	Richmond Times-Dispatch	445.00
62670	04/15/2022	Pitney Bowes Global Financial Services LLC	441.60
62720	04/29/2022	Comcast	441.47
62643	04/15/2022	Harman Construction Inc	440.93
62706	04/18/2022	Treasurer of Virginia	430.90
62801	04/29/2022	Treasurer of Virginia	430.90
62793	04/29/2022	Cincinnati Insurance Company	425.23
62740	04/29/2022	Hathaway	400.93
62724	04/29/2022	Deanna Davenport	380.00
62604	04/15/2022	Augusta Cooperative Farm Bureau	377.79
62607	04/15/2022	Bobcat of Fishersville	368.22
62656	04/15/2022	Luck Stone Corporation	355.52
62599	04/15/2022	Advance Auto Parts	350.15
62682	04/15/2022	Rebecca Snow	346.26
62671	04/15/2022	Sandra Powell	341.07
62753	04/29/2022	Mayer Electric Supply Company Inc	334.01
62783	04/29/2022	UVA-WorkMed	328.00
62691	04/15/2022	U S Bank	314.05
62679	04/15/2022	S L Williamson Co Inc	300.44
62736	04/29/2022	Maheswar Ghimire	300.00
62657	04/15/2022	Mailing Services of Virginia	289.60
62716	04/29/2022	Childress Paints	287.50
62600	04/15/2022	Aero Hydraulics LLC	281.23
62768	04/29/2022	Ricoh USA Inc	275.00
62666	04/15/2022	Office Depot Inc	274.93
62710	04/29/2022	Appalachian Power	271.97
62601	04/15/2022	Albemarie Lock & Safe Company	250.00
62715	04/29/2022	Cardinal Home Center	248.55
62799	04/29/2022	Snap Fitness	239.76

04/29/2022	Jacob Kurzer	233.99
04/29/2022	Rivanna Associates, Inc.	229.68
04/29/2022	Piedmont Family YMCA	225.00
04/15/2022	The Daily Progress	222.95
04/15/2022	VoiceLink Communications	222.43
04/15/2022	Excel Truck Group	210.60
04/29/2022	Malloy Ford	207.20
04/29/2022	Kenneth Alston	200.94
04/29/2022	Christine Beglis	200.00
04/15/2022	Republic Services	198.24
04/15/2022	United Rentals	194.16
04/29/2022	The Supply Room Companies Inc	193.47
04/15/2022	Comcast	189.85
04/29/2022	Jim Price Chevrolet	186.94
04/15/2022	4lmprint, Inc.	184.19
04/15/2022	John Munnelly	161.80
04/15/2022	James River Communications Inc	159.00
04/15/2022	Specialty Fasteners of Charlottesville	153.00
04/18/2022	Flexible Benefit Administrators, Inc	150.25
04/18/2022	Virginia Department	150.00
04/29/2022	Clayton Pope & Associates	150.00
04/29/2022	Virginia Department	150.00
04/29/2022	Priority Elevator	149.39
04/15/2022	Grainger	140.16
04/15/2022	W A Wells Excavating LLC	140.00
04/29/2022	Advance Auto Parts	139.11
04/29/2022	Jason Lilly	131.46
04/29/2022	The Gym	130.00
04/15/2022	Fisher Auto Parts Inc	125.55
04/15/2022	Justin Ray	121.68
04/15/2022	Roland L Bega	119.50
04/15/2022	P. Jason Thomas	119.50
04/15/2022	Calvin E. Underwood	119.50
04/15/2022	Jacob A. Walker	119.50
04/29/2022	Michael Dennis	108.44
04/15/2022	Christopher at Stonefield	107.26
04/29/2022	Parwiz Azizi	103.28
	04/29/2022 04/15/2022 04/15/2022 04/15/2022 04/29/2022 04/29/2022 04/29/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/29/2022 04/29/2022 04/29/2022 04/29/2022 04/29/2022 04/29/2022 04/29/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022 04/15/2022	04/29/2022 Rivanna Associates, Inc. 04/29/2022 Piedmont Family YMCA 04/15/2022 The Daily Progress 04/15/2022 VoiceLink Communications 04/15/2022 Excel Truck Group 04/29/2022 Malloy Ford 04/29/2022 Kenneth Alston 04/29/2022 Christine Beglis 04/15/2022 United Rentals 04/29/2022 The Supply Room Companies Inc 04/15/2022 Comcast 04/29/2022 Jim Price Chevrolet 04/15/2022 Jim Price Chevrolet 04/15/2022 John Munnelly 04/15/2022 John Munnelly 04/15/2022 Jescialty Fasteners of Charlottesville 04/18/2022 Flexible Benefit Administrators, Inc 04/18/2022 Virginia Department 04/29/2022 Virginia Department 04/29/2022 Virginia Department 04/29/2022 Virginia Department 04/29/2022 Grainger 04/15/2022 Grainger 04/15/2022 Grainger 04/15/2022 Advance Auto Parts 04/29/2022 Advance Auto Parts 04/29/2022 Jason Lilly 04/29/2022 Fisher Auto Parts Inc 04/15/2022 Fisher Auto Parts Inc

62650	04/15/2022	Robert Keir	100.00	
62667	04/15/2022	Mark Passarella	100.00	
62739	04/29/2022	Shirley Gregg	100.00	
62754	04/29/2022	Diantha McKeel	100.00	
62756	04/29/2022	Kelly Near	100.00	
62758	04/29/2022	Marsha Musser	100.00	
62749	04/29/2022	Luck Stone Corporation	99.36	
62644	04/15/2022	Harry A Wright's Inc	96.00	
62760	04/29/2022	Lana Piedra	94.13	
62773	04/29/2022	Safelite Fulfillment, Inc.	92.98	
62652	04/15/2022	Michael Knapp	91.59	
62717	04/29/2022	City of Charlottesville	88.15	
62611	04/15/2022	Charlottesville Sanitary Supply Corp	81.18	
62774	04/29/2022	Specialty Fasteners of Charlottesville	77.94	
62629	04/15/2022	Dr. Hinkle & Associates	75.00	
62641	04/15/2022	Gingerich Outdoor Power Specialist	71.44	
62786	04/29/2022	W A Wells Excavating LLC	70.00	
62627	04/15/2022	Document Destruction of Virginia, LLC	69.95	
62612	04/15/2022	Christian Aid Mission	66.75	
62745	04/29/2022	Nicholas Kanios	65.81	
62608	04/15/2022	Cardinal Home Center	64.43	
62625	04/15/2022	Dean Carter	64.04	
62767	04/29/2022	Richmond Machinery	62.40	
62737	04/29/2022	Gingerich Outdoor Power Specialist	59.93	
62622	04/15/2022	CV Farm 19, LLC	54.66	
62743	04/29/2022	MyFleetCenter.com	53.08	
62645	04/15/2022	Sherry Hayes	52.51	
62721	04/29/2022	Abigail Conklin-Muchnick	51.30	
62651	04/15/2022	Sharon Kendall	49.07	
62597	04/15/2022	10FSS 2399 Leak Square LLC	48.96	
62746	04/29/2022	Paul Karweik	48.44	
62686	04/15/2022	JR Taylor	45.60	
62668	04/15/2022	Carmen Perez	45.51	
62648	04/15/2022	MyFleetCenter.com	44.08	
62658	04/15/2022	Mark Rugarber	43.45	
62719	04/29/2022	Clear Communication & Electronics Inc	41.00	
62790	04/29/2022	Anytime Fitness-Pantops	40.00	

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62791	04/29/2022	Anytime Fitness-Ruckersville	40.00		
62792	04/29/2022	Anytime Fitness - Zion VA	40.00		
62800	04/29/2022	Snap Fitness Hollymead	39.96		
62770	04/29/2022	Phillips Roberts	37.03		
62771	04/29/2022	•	36.31		
62615	04/15/2022	Nellie F Coleman	34.19		•
62609	04/15/2022	Central Virginia Electric Cooperative	32.78		
62614	04/15/2022	City of Charlottesville	31.83		
62755	04/29/2022	Tammie Moses	30.79		
62776	04/29/2022	Michael Strickler	30.00		
62620	04/15/2022	Crozet Hardware	28.99		
62636	04/15/2022	Ferguson Enterprises LLC #1300	28.06		
62714	04/29/2022	Bobcat of Fishersville	25.10		
62646	04/15/2022	Sherrie Henson	24.50		
62741	04/29/2022	Vivian Jackson	20.71	r	
62610	04/15/2022	Ceva Contractors	20.00		
62787	04/29/2022	Wells Fargo	15.33		
62662	04/15/2022	James Morris	14.17		
62639	04/15/2022	Jane D Garth	11.93		
62631	04/15/2022	EGGC LLC	11.00		
62733	04/29/2022	Fisher Auto Parts Inc	10.57		
62602	04/15/2022	Amy Brereton	9.97		
62785	04/29/2022	Veliky LC	9.00		
62778	04/29/2022	Thryv, Inc.	6.59		
62735	04/29/2022	Hugh Garnett	3.00		
62690	04/15/2022	Rayshon Tibbs	1.02	e e	

#### AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: FY 2022 Capital

Improvement Program (CIP)

**STAFF CONTACT(S)/PREPARER:** 

Peter C. Gorham, P.É., Director of

Engineering

AGENDA DATE: May 19, 2022

**CONSENT AGENDA:** 

ACTION: ■ INFORMATION: ■

**ATTACHMENTS: YES** 

**BACKGROUND:** Monthly CIP Memo including a status report on active CIP Projects, changes to the CIP Schedule, the revised CIP Schedule, and a list of Active Private Development Projects.

#### **DISCUSSION:**

• Questions about the status of active CIP Projects.

• Schedule changes for six projects.

**BUDGET IMPACT: None.** 

**RECOMMENDATIONS:** None.

BOARD ACTION REQUESTED: Approval of the Consent Agenda.

#### **ATTACHMENTS:**

- Monthly CIP Report
- List of CIP schedule changes
- Revised CIP Schedule
- List of Active Private Development Projects

# Albemarle County Service Authority (ACSA) Capital Improvement Project Report May 2022

#### a) Risk Assessment Improvements Phase 1 (Account Code 1621):

Consultant: Dewberry Engineers, Inc. (Dewberry)

Project Status: Design Percent Complete: 95%

Contractor: Undetermined

Construction Start: 2022 Completion: 2022

Total Budget: \$1,476,050 Appropriated Funds: \$518,898

Project Description - After the attacks of September 11, 2001 industry leaders were tasked by the federal government to prioritize requirements for the protection of the nation's critical infrastructure. The Water Sector, encompassing both water and wastewater, was one of the categories /identified that were expected to remain resilient and continue operating regardless of emergency events. As part of the on-going preparedness program for the ACSA to remain resilient a Vulnerability Assessment was completed in conjunction with our community partners. All our critical assets were analyzed for risks caused by both natural and human-made hazards, using the AWWA Standard J100: Risk and Resilience Management of Water and Wastewater Systems. The result was a report to establish mitigation measures to lower risks and increase resiliency. Some mitigation measures have already been completed with others phased over the next two to three fiscal years based upon priority.

5/10/2022: ACSA staff met with Dewberry to review the 100% design documents for Priority 1 Improvements to resolve any remaining issues. ACSA Maintenance staff will clarify one item regarding the North Fork Regional Pump Station site and the design of the Woodbrook Pump Station fence alignment is being re-evaluated to avoid having to obtain an easement. Dewberry has prepared a proposal for Bid and Construction Phase Services. A Board authorization is proposed for this project.

#### b) Energy Audit (Account Code 1625):

Consultant: OBG, A Ramboll Company (Ramboll)

Project Status: Study
Percent Complete: 85%
Contractor: Unknown

Construction Start:

N/A

Completion:

July 2022 (Study)

Total Budget:
Appropriated Funds:

\$300,000 \$296.000

**Project Description -** This project will consist of a comprehensive energy audit of the Operations Center and all pump stations. It will evaluate current energy consumption and the factors that drive it, as well as, an analysis of utility rate structures to identify potential cost savings. Surveys will be conducted of all systems, including operation and maintenance procedures to determine where energy conservation can be improved.

4/12/2022: A review meeting was held with ACSA staff and Ramboll to complete the EV analysis in preparation for finalization of the decision spreadsheet that will guide our transition to an electric vehicle fleet. Ramboll is completing the work to analyze potential operational changes at pump stations to achieve some energy conservation. We anticipate receiving the draft final report by mid-May 2022.

#### c) Avon Street Maintenance Yard (Account Code 1622):

Consultant:

Dewberry Engineers, Inc. (Dewberry)

**Project Status:** 

Design

Percent Complete:

65%

Contractor:

Undetermined

Construction Start:

2023

Completion:

2024 \$4,315,000

Total Budget: Appropriated Funds:

\$634,312

**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 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. 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.

5/10/2022: The ACSA design team met with Dewberry to address questions concerning the site plan and building design, to clarify the revisions needed for resubmission to the County. A meeting has been scheduled with the County Deputy Chief of Transportation

Projects to coordinate the design of the future storm water connection at the Avon Street entrance with the County's sidewalk project that will begin soon.

#### d) HVAC System Upgrade (Account Code 1619):

Consultant:

Whitman, Requardt & Associates, Inc. (WRA)

**Project Status:** 

Construction

Percent Complete:

95%

Contractor:

eTEC Mechanical Corporation (eTEC)

**Construction Start:** 

February 2019

Completion:

May 2022

Total Budget:

\$1,378,000

Appropriated Funds:

\$1,034,297

**Project Description -** During recent years it has become apparent that the HVAC system serving the Administration Building is in need of replacement. This evaluation will review the existing HVAC system and recommend solutions and alternatives. HVAC efficiency and life cycle cost analysis will be performed as part of the evaluation.

5/10/2022: The final Testing and Balancing Report was submitted by eTEC and WRA has provided comments for them to review and address. A variable air volume (VAV) box in one office must be replaced that was creating an error in the control system. The Constuction Administration funds appropriated for WRA have been exhausted due to the on-going issues with the hybrid system. WRA is preparing a proposal for the work required to complete the commissioning and closeout of the project.

# e) <u>Four-Story Backflow Prevention Device Retrofit (Account Code 1765)</u>:

Consultant:

ACSA/Dewberry Engineers, Inc. (Dewberry)

**Project Status:** 

Design

Percent Complete:

90%

Contractor:

Undetermined

Construction Start:

2022

Completion:

2022

Total Budget:

\$348,000

Appropriated Funds:

\$353,000

**Project Description -** In late 2018 ACSA staff became aware of four-story residential structures being constructed without proper backflow prevention devices. 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) device on the domestic water service line to high rise structures, defined as four (4) or more stories.

5/10/2022: We have received responses from 83 of the original 87 customers identified and plumbing data acquisition has been completed for 62 of them. Approximately 34 customers have executed the access and ownership agreement for the installation of the BFP assemblies. The tentative date for the bid advertisement is May 29, 2022. Dewberry has prepared a proposal for Bid and Contruction Phase Services. A Board authorization is proposed for this project.

#### f) Scottsville Phase 4 Water Main Replacement (Account Code 1758):

Consultant:

Whitman, Requardt & Associates, Inc. (WRA)

Project Status:

Design

Percent Complete:

50%

Contractor:

Undetermined

Construction Start:

2023

Completion:

2024 \$4.369.900

Total Budget:
Appropriated Funds:

\$499,410

**Project Description -** This project continues our systematic program to replace undersized and deteriorating asbestos-cement and cast iron water mains throughout our water systems. The design will begin in FY 2019 and carry over into FY 2020. Construction is not anticipated to occur until FY 2022 and FY 2023.

5/10/2022: All of the test holes have been completed by Accumark and we anticipate F&R to begin the geotechnical borings the week of May 9, 2022.

#### g) Crozet Phase 4 Water Main Replacement (Account Code 1756):

Consultant:

Michael Baker International, Inc. (Baker)

**Project Status:** 

Design

Percent Complete:

100%

Contractor:

Undetermined

Construction Start:

2023 2023

Completion: Total Budget:

\$5,432,700

Appropriated Funds:

\$520,911

Project Description - Our Strategic Plan calls for the eventual replacement of all asbestos-cement and PVC (pre-1990) water mains in our system, as they are older and made of a weaker material than the current industry norm. This project continues our systematic program to replace the aging and undersized asbestos-cement and PVC water mains in the Crozet Water System. This is the fourth of five phases that have been defined to carry out these improvements.

5/10/2022: The plat for the Crozet Vet Clinic has been approved and they are prepared to sign the deed of easement. The plat and deed of easement for another parcel have been revised, as agreed upon with the property owner, and should be executed soon. The VDOT bridge replacement project on Crozet Avenue is approximately 50% complete and they anticipate completion by the end of July 2022.

# h) 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: 2022
Completion: 2023
Total Budget: \$696,000
Appropriated Funds: \$124,975

**Project Description -** This project will replace the oldest active water main remaining in our system, which was part of the water main that served customers out Reservoir Road. This cast iron pipe is over 90 years old and is severely tuberculated, which greatly reduces the flow capacity in this section.

5/10/2022: The final appraisal report was received and forwarded on to UVAF along with a revised offer based upon the value determined by the report. UVAF has acknowledged receipt of the documents and they are under review by their legal counsel.

#### i) Jefferson Village Water Main Replacement (Account Code 1747):

Consultant: Dewberry Engineers, Inc. (Dewberry)

Project Status: Construction

Percent Complete: 0%

Contractor: Commonwealth Excavating, Inc. (CEI)

Construction Start: 2022

Completion:

2022

Total Budget:

\$2,451,000

Appropriated Funds:

\$1,614,340

Project Description - This project addresses the goal in our Strategic Plan for the eventual replacement of all asbestos-cement water mains in our system. The existing water mains are approximately 49 years old and have reached the end of their useful life. As a former well system that was connected to public water, many of the mains are also undersized.

5/10/2022: The bonds have been approved and all parties have executed the Standard Form of Agreement. ACSA staff is awaiting product submittals and the scheduling of the preconstruction conference.

#### j) Northfields Water Main Replacement (Account Code 1764):

Consultant:

OBG, A Ramboll Company (Ramboll)

**Project Status:** 

Design

Percent Complete:

50%

Contractor:

Undetermined

Construction Start:

2023

Completion:

2027

Total Budget: Appropriated Funds: \$8,130,000 \$583,497

connected to public water, most of the mains are also undersized.

Project Description - This project addresses the goal in our Strategic Plan for the eventual replacement of all asbestos-cement water mains in our system. The existing water mains are approximately 54 years old and have reached the end of their useful life. As a former well system that was

5/10/2022: The map of test hole and geotechnical bore locations has been finalized. ACSA staff will apply for a VDOT Land Use Permit (LUP) to allow this work to proceed.

#### k) Hessian Hills Water Main Replacement (Account Code 1753):

Consultant:

Michael Baker International, Inc. (Baker)

**Project Status:** 

Construction

Percent Complete:

91%

Contractor:

Metra Industries, Inc. (Metra)

Construction Start:

April 2021

Completion:

June 2022

Total Budget:

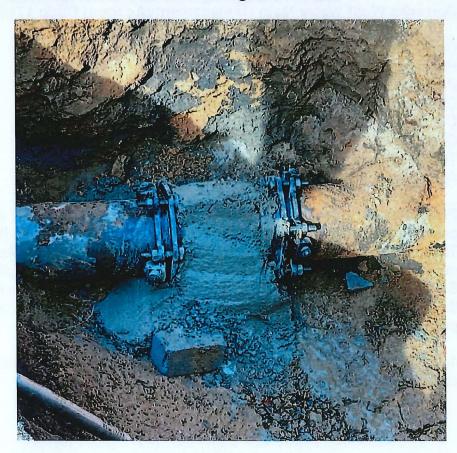
\$5,070,000

Appropriated Funds:

\$5,107,562

**Project Description -** The water mains in the Hessian Hills area are of a similar age and material as the water mains in the Barterbrook Phase 2 Project, plus they are in the same general area. By extension we are assuming their condition is similar with respect to tuberculation and they are also undersized throughout most of the subdivision. This project follows our Strategic Plan goal to replace aging and undersized water mains throughout our system. It will also eliminate a small amount of PVC main installed in the early 1980's.

5/10/2022: All of the new water mains across Barracks Road have been connected to the existing mains and the new water mains have been finished on Ricky Road. The connection to the City water main in Barracks Road was completed including cutting and capping of the existing main. The cut and cap of the existing water main in Barracks Road just west of the intersection with Georgetown Road has been completed, thereby abandoning the old water main in Barracks Road. The connection of the new water main along Georgetown Road to the existing RWSA water main at the Old Forge Road intersection has been constructed. The final bit of water main construction is scheduled to be finished the week of May 9, 2022, along with the placement of flowable fill in the abandoned water mains in Barracks Road and Georgetown Road.



#### I) Briarwood Water Main Replacement (Account Code 1766):

Consultant:

OBG, A Ramboll Company (Ramboll)

Project Status:
Percent Complete:

Design 50%

Contractor:

Undetermined

Construction Start:

2025 2026

Completion:

\$2,650,000

Total Budget:
Appropriated Funds:

\$2,650,000

**Project Description** - Our Strategic Plan calls for the eventual replacement of PVC (pre-1990) water mains in our system, as they are older and made of weaker material than the current industry norm. This project will replace the PVC water mains that have been in service since the early 1980's. The design phase has been initiated and will carry over into FY 2022. Construction is expected to take place in FY 2025 and FY 2026.

5/10/2022: Comments on the 50% design documents have been returned to Ramboll for the preparation of the 90% design.

#### m) <u>Barracks West Water Main Replacement (Account Code 1796)</u>:

Consultant:

Dewberry Engineers, Inc. (Dewberry)

**Project Status:** 

Design

Percent Complete:

50%

Contractor:

Undetermined

Construction Start: Completion:

2024 2025

Total Budget:

\$2,728,100

Appropriated Funds:

\$209,335

**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.

4/12/2022: The 50% design documents have been received and they are currently under review.

#### n) Broadway Street Water Main Replacement (Account Code 1768):

Consultant:

Whitman, Reguardt & Associates, Inc.

Project Status:

Design 50%

Percent Complete: Contractor:

Undetermined

Construction Start:

2023 2023

Completion: **Total Budget:** 

\$1,043,800

\$99,820

Appropriated Funds:

**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.

3/8/2022: Comments on the 50% design documents have been received from the City and RWSA concerning the connections to their utilities at the west end of Broadway Street, and these have been forwarded to WRA.

#### o) Raintree and Fieldbrook Water Main Replacement (Account Code 1771):

Consultant:

Michael Baker International, Inc. (Baker)

Project Status:

Design 0%

Percent Complete: Contractor:

Undetermined

**Construction Start:** 

2027

Completion: Total Budget: 2028

Appropriated Funds:

\$5,947,300 \$290,887

Project Description - Our Strategic Plan calls for the eventual replacement of PVC (pre-1990) water mains in our system, as they are older and made of weaker material than the current industry norm. This project will replace the PVC water mains that have been in service since the 1980's and will eliminate pipe saddles at the water service connections that have been failing due to corrosion.

3/8/2022: The Kickoff Meeting with ACSA staff and Baker was held on March 3, 2022 to discuss details of design. Field surveying is expected to begin around mid-April 2022 with notifications being mailed to affected customers by the end of March 2022.

#### p) Pantops Drainage Basin Rehabilitation (Account Code 1824):

Consultant:

O'Brien & Gere Engineers, Inc. (OBG)

**Project Status:** 

Construction

Percent Complete:

95%

Contractor:

Prism Contractors & Engineers, Inc. (Prism) &

Linco, Inc. (Linco)

Construction Start:

March 2021

Completion:

May 2022 \$400.700

Total Budget: Appropriated Funds:

\$515,056

**Project Description** - The wastewater flow metering in 2015 for the update of the RWSA sewer interceptor model has shown the Pantops Area is experiencing peak wet weather flows due to infiltration and inflow (I/I). This project will continue our efforts to maintain the integrity of our wastewater collection system by reducing I/I. The sanitary sewer evaluation survey (SSES) will include the ACSA collection system east of the South Fork Rivanna River and north of I-64, including the Peter Jefferson Place Pump Station. The sanitary sewer evaluation survey (SSES) will consist of manhole inspections, sewer flow monitoring, smoke testing, night flow isolation and measurement, flooded dye testing and CCTV of sewer mains.

4/12/2022: Prism has resolved their equipment issues and plan to be back in our area during the month of May to complete their work on this project.

#### q) Hollymead Drainage Basin Rehabilitation (Account Code 1825):

Consultant:

O'Brien & Gere Engineers, Inc. (OBG)

**Project Status:** 

Construction

Percent Complete:

24%

Contractor:

Prism Contractors & Engineers, Inc. (Prism) &

Linco, Inc. (Linco)

Construction Start:

October 2021

Completion:

June 2022

Total Budget:

\$454,700

Appropriated Funds:

\$472,786

**Project Description -** ACSA staff has identified other large drainage basins to be evaluated for infiltration and inflow (I/I) to continue our efforts to maintain the integrity of our wastewater collection system. The study area includes the oldest portions of the Hollymead Subdivision, as well as, the offsite portion of the sewer main that serves the westernmost area of Forest Lakes South. The Forest Lakes Offsite Sewer will be the primary

collector for the upcoming extensive Brookhill development and the evaluation of this trunk main will provide an excellent baseline of pipe integrity in advance of the future construction activities around this sewer.

3/8/2022: Prism has completed rehabilitation on 42 of 174 manholes.

#### r) Airport Trunk Sewer Upgrade (Account Code 1828):

Consultant: Michael Baker International, Inc. (Baker)

Project Status: Design Percent Complete: 90%

Contractor: Undetermined

Construction Start: 2024 Completion: 2025

Total Budget: \$5,793,800 Appropriated Funds: \$363,467

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 is in need of upgrading 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.

5/10/2022: To date 5 of 24 easements required for construction have been acquired with verbal agreements to grant easements from two other property owners. Some tree and shrub options to replace plantings that will be removed for construction have been provided to the owners of 1705 Jumpers Run for their consideration.

#### s) <u>Biscuit Run Sewer Replacement (Account Code 1830)</u>:

Consultant: OBG, A Ramboll Company (Ramboll)

Project Status: Design Percent Complete: 90%

Contractor: Linco, Inc. (Linco)

Construction Start: 2022
Completion: 2022
Total Budget: \$479,600
Appropriated Funds: \$84,916

**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.

3/8/2022: The Commonwealth of Virginia has executed the Joint Permit Application (JPA) as an affected property owner and the JPA has been submitted to the Virginia Marine Resources Council (VMRC) for processing.

#### t) FY 2021 Miscellaneous Sewer Rehabilitation (Account Code 1904):

Consultant: OBG, A Ramboll Company (Ramboll)

Project Status: Construction

Percent Complete: 75%

Contractor: Prism Contractors & Engineers, Inc. (Prism)

Construction Start: October 2020
Completion: June 2022
Total Budget: \$200,000
Appropriated Funds: \$200,000

**Project Description -** This project continues our annual "find and fix" program of sanitary sewer rehabilitation to reduce I&I in our system. The ACSA made the decision to split our miscellaneous rehabilitation Contract Documents into separate contracts: one for repair and replacement work, and the other for trenchless pipe rehabilitation plus internal manhole rehabilitation. This contract will be utilized to perform trenchless rehabilitation, including sewer lining, segmental lining, top hats, internal point repairs and manhole rehabilitation that doesn't require excavation work, to correct problems in our system found with systematic CCTV inspection by ACSA crews. It will also be used to complete rehabilitation recommendations generated from the SSES's of larger drainage basins.

5/10/2022: The CCTV and cleaning work ahead of the relining proposed under Work Order No. 7 in the Hessian Hills area have been completed. One sewer segment relining in this work order will be replaced with some segmental lining.

# u) FY 2022 Miscellaneous Sewer Repair/Replacement (Account Code 1905):

Consultant: OBG, A Ramboll Company (Ramboll)

Project Status: Construction

Percent Complete: 0%

Contractor: Linco, Inc. (Linco)
Construction Start: December 2021

Completion: October 2022
Total Budget: \$200,000
Appropriated Funds: \$200,000

**Project Description -** This project continues our annual "find and fix" program of sanitary sewer rehabilitation to reduce I&I in our system. The ACSA made the decision to split our miscellaneous rehabilitation Contract Documents into separate contracts: one for repair and replacement work, and the other for trenchless pipe rehabilitation plus internal manhole rehabilitation. This contract will be utilized to make point repairs and undertake pipe replacement, which requires excavation work, to correct problems in our system found with systematic CCTV inspection by ACSA crews. It will also be used to complete rehabilitation recommendations generated from the SSES's of larger drainage basins.

1/12/2022: Linco had renewed their annual contract with some adjustments to unit pricing in accordance with the specifications.

# v) FY 2022 Miscellaneous Sewer Rehabilitation (Account Code 1906):

Consultant: OBG, A Ramboll Company (Ramboll)

Project Status: Construction Percent Complete: Underway

Contractor: Prism Contractors & Engineers, Inc. (Prism)

Construction Start: October 2021
Completion: October 2022
Total Budget: \$200,000
Appropriated Funds: \$200,000

**Project Description -** This project continues our annual "find and fix" program of sanitary sewer rehabilitation to reduce I&I in our system. The ACSA made the decision to split our miscellaneous rehabilitation Contract Documents into separate contracts: one for repair and replacement work, and the other for trenchless pipe rehabilitation plus internal manhole rehabilitation. This contract will be utilized to perform trenchless rehabilitation, including sewer lining, segmental lining, top hats, internal point repairs and manhole rehabilitation that doesn't require excavation work, to correct problems in our system found with systematic CCTV inspection by ACSA crews. It will also be used to complete rehabilitation recommendations generated from the SSES's of larger drainage basins.

3/8/2022: Work Order No. 2 has been issued to rehabilitate four manholes in separate locations (Con-Agra, Doubletree Hotel, Abington Place, Forest Lakes).

# w) Oak Forest Pump Station Abandonment (Account Code 1807):

Consultant:

O'Brien & Gere Engineers, Inc. (OBG)

Project Status:

Construction

Percent Complete:

95%

Contractor:

Linco, Inc. (Linco)

Completion:

July 2020 June 2022

Completion: Total Budget:

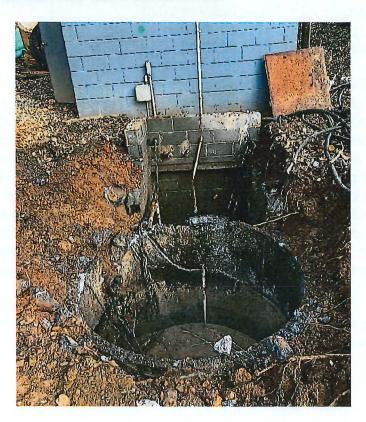
\$1,410,800

Appropriated Funds:

\$2,391,752

**Project Description -** This wastewater pump station was constructed 35 years ago by private development and the original equipment is wearing down. The building and wet well are also undersized and deteriorating. With the development of the Stonefield Area between Route 29 and Commonwealth Drive ACSA staff has identified a sewer main extension project that could eliminate this aging pump station and avoid an expensive upgrade.

5/10/2022: The force main discharge connection to the gravity sewer manhole has been capped and abandoned. The County required an asbestos survey of the Oak Forest Pump Station prior to issuance of the demolition permit and this has been completed with no evidence of asbestos found. The demolition permit was obtained and the pump station has been demolished.



# x) Bellair - Liberty Hills Sewer (Account Code 1829):

Consultant:

Michael Baker International, Inc. (Baker)

Project Status:

Design

Percent Complete:

10%

Contractor:

Undetermined

Construction Start:

2024 2025

Completion:

\$2,049,715

Total Budget: 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. In an effort 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, a majority of the property owners are interested in connecting to public sewer if it was made available.

5/10/2022: ACSA staff have reviewed a map of parcels where a low pressure pump system may be required to avoid excessive depths for the new sewer mains. After a preliminary review and discussion ACSA staff have asked Baker to set the maximum depth of sewer at 15 feet and they will use this criteria to determine how many private grinder pumps can be eliminated.

# Madison Park Pump Station Upgrade (Account Code 1735):

Consultant:

Whitman, Requardt & Associates, Inc. (WRA)

Project Status:

Design

Percent Complete:

100%

Contractor:

Undetermined

Construction Start: Completion:

2022 2022

Total Budget:

\$1,125,000

Appropriated Funds:

\$393,831

**Project Description -** This wastewater pump station was constructed 33 years ago by private development and the original equipment is wearing down. In addition 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. A study to evaluate the best option for upgrading this pump station will be performed, followed by design and construction.

5/10/2022: ACSA staff was unable to negotiate cost reductions in advance of construction starting, however some cost savings may be realized depending upon existing conditions found when the sewer main under the stream is exposed. WRA has prepared a letter recommending award and a bid tabulation. A Board authorization is proposed for this project.

# z) Sewer Pump Station Comminutors (Account Code 1827):

Consultant:

Whitman, Requardt & Associates, Inc. (WRA)

**Project Status:** 

Construction

Percent Complete:

0%

Contractor:

East Coast Utility Contractors, Ltd. (ECUC)

Construction Start:

2022 2022

Completion: Total Budget:

\$731,300

Appropriated Funds:

\$616,193

**Project Description** - Three sewer pump stations: Glenmore, Georgetown Green, and Crozet have all been experiencing higher than normal amounts of solid debris that have been causing undue wear and tear on our pumps, reducing their effective life. They have also been subjected to clogging from the fibrous cloth wipes that are marketed as flushable but do not break down in the sanitary sewer collection system. Maintenance identified the need to install comminutors (aka grinders) in the wet wells or just upstream of them, to eliminate these solids that are adversely impacting our pumps.

5/10/2022: ACSA staff has submitted applications to the DEQ for a Certificate to Construct (CTC) at each pump station. The DEQ has forwarded our application for tax exempt status to the Department of Taxation for final processing.

# aa) Lewis Hill - West Leigh Water Connection (Account Code 1754):

Consultant:

**ACSA Engineering Department** 

Project Status:

Design 95%

Percent Complete:

**ACSA Maintenance Department** 

Contractor: Construction Start:

2022

Completion: Total Budget:

2022 \$80,900

Appropriated Funds:

\$7,125

Project Description - The existing PVC water main that serves as the primary connection between West Leigh Subdivision and Lewis Hill Subdivision is at risk for failure 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" diameter pipe.

4/12/2022: ACSA staff will be contacting the Lewis Hill HOA in the month of April 2022 to restart discussions about pipe alignment and easement acquisition.

# bb) <u>Huntington Village Water Connection (Account Code 1770)</u>:

Consultant:

ACSA Engineering Department

Project Status:

Design 50%

Percent Complete:

Undetermined

**Construction Start:** 

2022

Completion:

Contractor:

2022

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. It is anticipated all the work will be coordinated in-house by Maintenance Department personnel.

5/10/2022: ACSA staff have completed an internal review of the 50% design documents. During the week of May 9, 2022, our staff engineer will reach out to a couple of companies that specialize in Maintenance of Traffic (MOT) design to request proposals.

# cc) Briarwood Pump Station Generator (Account Code 1767):

Consultant:

**ACSA Engineering Department** 

**Project Status:** 

Construction

Percent Complete:

50%

Contractor:

ACSA Maintenance Department

Construction Start:

October 2021

Completion:

June 2022

Total Budget:

\$54,100

Appropriated Funds:

\$54,100

**Project Description -** This wastewater pump station was constructed in 1995 by private development and didn't include a permanent generator. In an effort to reduce risk and increase resiliency at the station, Maintenance identified the need to install a generator at this site to avoid deployment of one of our portable generators.

5/10/2022: The shipping date for the new standby generator has been pushed back to June 7, 2022.

# dd) Exclusion Meters Replacement (Account Code 1759):

Consultant:

**ACSA Engineering Department** 

**Project Status:** 

Construction

Percent Complete:

24%

Contractor:

ACSA Maintenance Department

Construction Start:

September 2019

Completion:

2024

Total Budget:

\$1,237,500

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 that all future irrigation meters would be tapped separately off our water mains, to be owned and controlled by the ACSA. At that time the existing exclusion meters were grandfathered and allowed to stay in place unless the irrigation system was voluntarily abandoned. 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.

5/10/2022: All of the exclusion meters identified as malfunctioning have been converted to auxiliary irrigation meters or abandoned. There are currently 376 exclusion meters remaining in our system.

# ee) Sewer Force Main Condition Assessment (Account Code 1826):

Consultant:

**ACSA Engineering Department** 

Project Status:

Study

Percent Complete:

100%

Contractor:

Pure Technologies (Pure)

Construction Start:

N/A

Completion:

March 2020 (Study)

Total Budget:

\$149,468

Appropriated Funds:

\$228,745

**Project Description -** This project will address the ACSA's Strategic Plan to complete condition assessments on all sanitary sewer force mains at pump stations within the ACSA wastewater system. This project will utilize SmartBall and transient pressure monitoring technology to determine any problem areas that require correction or further detailed investigation.

5/10/2022: ACSA staff have decided to avoid potential capacity issues along the new gravity sewer route through the Woodbrook Subdivision and keep the force main at full length. ACSA staff is preparing a Scope of Services for Ramboll for the design of the partial replacement of the Woodbrook Pump Station Force Main.

# ff) SCADA System Phase 3 (Account Code 1605):

Consultant:

Whitman, Requardt & Associates, Inc. (WRA)

Project Status:

Design 100%

Percent Complete: Contractor:

Undetermined

**Construction Start:** 

2022

Completion:

2022

Total Budget:

\$943,115

Appropriated Funds:

\$324,472

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. This project will create a Supervisory Control and Data Acquisition (SCADA) System that will allow ACSA employees to remotely monitor the operations of these critical assets from the main office building. It will also allow personnel to change the operational settings of some pump stations from the main office building. Using alarms, we will be able to more quickly evaluate problems and prevent some failures before they happen. The project will be completed in three phases over a three year period.

4/12/2022: The RFP and bidder pre-qualification documents have been advertised and there appears to be a significant amount of interest in the project. The due date for the proposals and pre-qualification documents has been extended to May 13, 2022 at the request of some contractors because of the large amount of data required for pre-qualifying.

PCG/dmg 060806CIPMonthly051022

# Albemarle County Service Authority (ACSA)

# CIP Schedule Revisions May 2022

- 1. The design phase of the Priority 1 Risk Assessment Improvements Project has been extended to June 2022.
- 2. The design phase of the Northfields Water Main Replacement Project has been extended to October 2022.
- 3. The design phase of the Broadway Street Water Main Replacement Project has been extended to August 2022.
- 4. The construction phase of the Hollymead Drainage Basin Rehabilitation Project has been extended to October 2022.
- 5. The design phase of the Northfields Phase 5 Sewer Project has been extended to October 2022.
- 6. The construction phase of the Briarwood Pump Station Generator Project has been extended to June 2022.

060806CIPRevisions051022

Capital Improvement Program		Percent		2022	2023	2021 2	021 2021	2021	2021	2021	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022	2023	2023 20	023 20	23 20	23 2023	
Proposed Project Schedule Worksheet: May 2022	Acct. #	Growth	PM	Forecast	Forecast	July A	ug Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb M	Iar A	pr M	lay June	
Risk Assessment Improvements	1621	0%	AM	117,000																								
Data Management and Dashboarding		100%			20,000					10																		
Billing System Analysis and Replacement		100%			50,000	4																						
ESRI Utility Network Implementation		100%		e.	50,000	44																						
Cityworks Operational Insights Impelmentation		100%			45,000							V																
Energy Audit	1625	0%	AM		40,000																							
Avon Street Maintenance Yard	1622	100%	AM	60,000	3,750,000																							
ACSA Facilities - Security System Upgrade		100%			158,000																							
AMI Implementation	1620	15%	PG	5,000,000																	No. 1							
Four-Story Backflow Prevention Assembly Retrofit	1765	0%	AM																									
Scottsville Phase 4 Water Main Replacement	1758	0%	AM		100,000																							
Crozet Phase 4 Water Main Replacement	1756	0%	JL		1,412,050																Žia Pi							
Ragged Mountain Phase 1 Water Main Replacement	1760	0%	几		417,000																							
Jefferson Village Water Main Replacement	1747	0%	RN	262,300															14.5									24
Northfields Water Main Replacement	1764	0%	RN																									
Hessian Hills Water Main Replacement	1753	0%	JL	3,456,675																	**							
Briarwood Water Main Replacement	1766	0%	JW																									
Barracks West Water Main Replacement	1796	0%	JW	452,500																			# P					
Townwood Water Main Replacement		0%		,	170,000								-															
Broadway Street Water Main Replacement	1768	0%	RN	7	650,000	<u> </u>																						
Raintree and Fieldbrook PVC Water Main Replacement	1771	0%	JL	432,300																								
Pantops Drainage Basin Rehabilitation	1824	0%	RN						The second			金币				9						,						
Hollymead Drainage Basin Rehabilitation	1825	0%	RN				1					419																
Airport Trunk Sewer Upgrade	1828	100%	几		115,000																							
Northfields Phase 5 Sewer		100%	RN		70,000																							
Biscuit Run Sewer Replacement	1830	0%	RN	206,000	206,000										1	1.00												
FY 2021 Miscellaneous Sewer Rehabilitation	1904	0%	几																									
FY 2022 Miscellaneous Sewer Repair/Replacement	1905	.0%	JL	200,000										093														
FY 2022 Miscellaneous Sewer Rehabilitation	1906	0%	几	200,000				7/8-5				Nig Ji																
FY 2023 Miscellaneous Sewer Repair/Replacement	1905	0%	JL		200,000		4					-																
FY 2023 Miscellaneous Sewer Rehabilitation	1906	0%	JL		200,000																							
Oak Forest Pump Station Abandonment	1807	0%	JL																									
Bellair - Liberty Hills Sewer	1829	100%	几	80,515																								
Madison Office Park Pump Station Upgrade	1735	0%	JL	123,875	425,000													1							100			
Sewer Pump Station Comminutors	1827	0%	RN	291,300											10715													
Lewis Hill - West Leigh Water Connection	1754	0%	RN																	-								
Parkview Drive Water Connection		0%				Wil I																		DESTRU				
Huntington Village Water Connection	1770	0%	RN																									
Briarwood Pump Station Generator	1767	0%	AM																									
Exclusion Meters Replacement	1759	0%	JL																									
Pipe Saddles Replacement	1763	0%																										
SCADA System Phase 3	1605	100%	AM	186,800											1													
Developer Participation		100%		100,000	100,000																			$\neg \vdash$		+	+	
				- 30,000	,			+						$\vdash$										$\neg \vdash$	$\neg$	+		
Total Capital Projects to be appropriated in the Fiscal Year				\$ 11,169,265	\$ 8,178,050	<b>G</b>																				土		

In house construction	Engineering	Construction

# Albemarle County Service Authority (ACSA) Active Private Development Projects May 2022

- a. <u>Airport Road Sheetz (Rio)</u>: Water main extension to serve a Sheetz, located at the corner of Airport Road and Route 29.
- **b.** Albemarle Business Campus Block 5 (Scottsville): Water and sewer main extension to serve a storage facility and retail spaces between Old Lynchburg Road and Wahoo Way.
- **c.** Ashcroft Phase 2 Sections 6 & 7 (Rivanna): Water main extension to serve 14 residences. The project is located at the upper end of Summit Ridge Trail.
- d. <u>Beaver Creek Medical Office Building (Jack Jouett)</u>: Water main extension to serve the proposed medical office building to be located on the 2246 and 2248 lvy Road parcel.
- e. <u>Berkmar Drive Apartments (Rio)</u>: Water and sewer main extensions to serve 10 apartment buildings, totaling 261 units. The project is located along Berkmar Drive, south of the Forest Springs Mobile Home Park.
- f. <u>Boys and Girls Club Drivers Ed Site (Jack Jouett)</u>: Water main extension to serve a new Boys and Girls Club. The project is located south east of Jack Jouett Middle School.
- g. <u>Brookhill Blocks 9-11 (Rivanna)</u>: Water and sewer main extension to serve 85 single family homes in the Brookhill subdivision, located east of Stella Lane between Ashwood Blouvard and Archer Avenue.
- h. Farmington Country Club Phase 1 (Jack Jouett): Water main extension to provide fire protection to the future Farmington Country Club expansion. An existing cottage will be replaced with 3 new cottages, totaling 12 units. This project is located at the intersection of Farmington Drive and Tennis Road.
- i. <u>Flow Automotive 1300 Richmond Road (Rivanna)</u>: Water main extension to provide water service and fire protection to a new/renovated car dealership. This project is located along Richmond Road, across from People Place.
- j. <u>Galaxie Farm Subdivision (Scottsville)</u>: Water and sewer main extension to serve 65 residential units. This project is located along Scottsville Road, south of Mountain View Elementary.
- **k.** Georgetown Hydraulic (Jack Jouett): Water main extension to serve a commercial office building at the intersection of Georgetown Road and Hydraulic Road.
- I. Glenbrook at Foothills Phase 3 (White Hall): Water and sewer main extensions to serve 120 residential units between the Parkside Village and Glenbrook at Foothills subdivisions along Park Ridge Drive.

- n. <u>MJH Presidio Apartments (Rivanna)</u>: Water and sewer main extensions to serve 250 multi-family residential units along Peter Jefferson Parkway across from the Martha Jefferson Hospital.
- o. Polo Grounds Road Improvements Phase 2 (Rivanna): Water main extension along sections of Polo Grounds Road to serve eastern blocks of the Brookhill Subdivision. This project is located east of Route 29, along Polo Grounds Road.
- p. Proffit Road Townhomes South (Rivanna): Water and sewer main extension to serve 31 town home units. This project is located along Proffit Road, south of Martha Jefferson Outpatient Care Center.
- q. Regents School of Charlottesville (Samuel Miller): Water and sewer main extension to serve a private school, grades K-12. The site is located east of Trinity Presbyterian Church, along Reservoir Road.
- r. <u>Rivanna Station Nicholson Building Addition (Rivanna)</u>: Water main extension to serve an expansion of the Nicholson Building and a parking garage at NGIC, located east Route 29 and south of Boulders Road.
- s. <u>Rivanna Village Phase 2 (Scottsville)</u>: 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.
- t. <u>Southwood Phase 1 Blocks 9-11 (Scottsville)</u>: 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.
- u. <u>Southwood Redevelopment Village 1 (Scottsville)</u>: Water and sewer main extensions to serve 49 residential units and future commercial blocks. This project is located east of Old Lynchburg Road and south of I-64.
- v. Stonefield Block D1 (Jack Jouett): Water main extension to serve a 220 unit apartment building at the intersection of Inglewood Drive and Bond Street.
- w. White Gables Major Amendment (Samuel Miller): Water main enxtension to serve three multi-family condominium buildings, with 30 units each. This site is located to the east of the existing White Gables neighborhood along Old Ivy Road.

#### AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: FY 2022 CIP Authorizations	AGENDA DATE: May 19, 2022
STAFF CONTACT(S)/PREPARER:	ACTION: INFORMATION:
Peter C. Gorham, P.E., Director of Engineering	CONSENT AGENDA:
Linginiceting	ACTION: INFORMATION:
	ATTACHMENTS: (YES)

**BACKGROUND:** Authorization for three CIP Projects, all of which have been included in the CIP Rate Model Budget. The first authorization is for advertising of construction bids and funding to cover Bid and Construction Phase Services for the Risk Assessment Improvements – Priority 1 Project. The second authorization is for advertising of construction bids and funding to cover Bid and Construction Phase Services for the Four-Story Backflow Prevention Assembly Retrofit Project. The third authorization is for the award and funding of the construction of the Madison Office Park Pump Station Upgrade Project.

#### **DISCUSSION:**

- Provides ACSA staff with the professional expertise of our term contract consultant during the bidding and construction of the Risk Assessment Improvements – Priority 1 Project.
- Provides ACSA staff with the professional expertise of our term contract consultant during the bidding and construction of the Four-Story Backflow Prevention Assembly Retrofit Project.
- Continues our Strategic Plan goal to make improvements and upgrades to all our pump stations to increase resiliency in dealing with emergency situations.

**BUDGET IMPACT:** The cost of Bid and Construction Phase Services for the Risk Assessment Improvements – Priority 1 Project will be within the amount budgeted in the CIP Rate Model. The cost of Bid and Construction Phase Services for the Four-Story Backflow Prevention Assembly Retrofit Project will be within the amount budgeted in the CIP Rate Model. The cost of the Madison Office Park Pump Station Upgrade Project is approximately \$400,000 more than anticipated in the CIP Rate Model, however this should be offset by cost savings on other CIP projects.

**RECOMMENDATIONS:** Authorize funding and bidding for these projects to keep our CIP Project Schedule moving forward and improving our utility system.

#### **AGENDA ITEM EXECUTIVE SUMMARY**

**BOARD ACTION REQUESTED:** Approve the Consent Agenda.

#### **ATTACHMENTS:**

- Detailed memo of the proposed CIP authorizations.
- ❖ Proposal prepared by Dewberry Engineers, Inc. for Bid and Construction Phase Services on the Risk Assessment Improvements – Priority 1 Project.
- ❖ Proposal prepared by Dewberry Engineers, Inc. for Bid and Construction Phase Services on the Four-Story Backflow Prevention Retrofit Project.
- ❖ Recommendation of award prepared by Whitman, Requardt & Associates, LLP for the Madison Office Park Pump Station Upgrade Project.
- ❖ Bid Tabulation prepared by Whitman, Requardt & Associates, LLP for the Madison Office Park Pump Station Upgrade Project.



# MEMORANDUM

To:

**Board of Directors** 

From: Peter C. Gorham, P.E., Director of Engineering

Date:

May 9, 2022

Re:

FY 2022 CIP Authorizations

CC:

James M. Bowling, IV

The following projects require Board authorization:

A. Risk Assessment Improvements - Priority 1 Project: The Albemarle County Service Authority (ACSA) Engineering Staff has developed a Scope of Services for Bid & Construction Phase Services for the Risk Assessment Improvements -Priority 1 Project. Attached is a letter from Dewberry Engineers, Inc. (Dewberry), dated May 10, 2022, with their fee proposal for providing these services. The ACSA staff has reviewed this proposal and finds it satisfactory. The estimated cost for Bid & Construction Phase Services is \$10,150. In addition, the ACSA staff is requesting the Board of Directors authorize the advertising of construction bids for the project.

# **Board Action**

We request the Board of Directors appropriate \$10,150 from the FY 2022 3R Fund for Bid & Construction Phase Services and authorize the advertisement of construction bids for the Risk Assessment Improvements – Priority 1 Project.

B. Four-Story Backflow Prevention Assembly Retrofit Project: The Albemarle County Service Authority (ACSA) Engineering Staff has developed a Scope of Services for Bid & Construction Phase Services for the Four-Story Backflow Prevention Assembly Retrofit Project. Attached is a letter from Dewberry Engineers, Inc. (Dewberry), dated May 5, 2022, with their fee proposal for providing these services. The ACSA staff has reviewed this proposal and finds it The estimated cost for Bid & Construction Phase Services is \$7,295. In addition, the ACSA staff is requesting the Board of Directors authorize the advertising of construction bids for the project.

# **Board Action**

We request the Board of Directors appropriate \$7,295 from the FY 2022 3R Fund for Bid & Construction Phase Services and authorize the advertisement of construction bids, for the Four-Story Backflow Prevention Assembly Retrofit Project.

C. Madison Office Park Pump Station Upgrade Project: On March 30, 2022, the ACSA accepted bids for the Madison Office Park Pump Station Upgrade Project. Only one (1) contractor submitted a bid on the project and the low bidder was Anderson Construction, Inc. (ACI) with a bid of \$1,610,000. The Engineer's Estimate was \$1,317,500. Attached is a letter, dated April 29, 2022, from Whitman, Requardt & Associates, LLP (WRA) recommending award of the contract to ACI for an adjusted bid amount of \$1,609,999.93. The ACSA staff concurs with WRA's recommendation.

#### **Board Action**

We request the Board of Directors appropriate \$1,610,000 from the FY 2022 3R Fund for the construction of the Madison Office Park Pump Station Upgrade Project.

PCG/pcg Attachments 010101CIPAuthorizations050922



May 10, 2022

Mr. Alexander J. Morrison, P.E. Senior Civil Engineer Albemarle County Service Authority 168 Spotnap Road Charlottesville, Virginia 22911 **VIA E-MAIL** 

RE: Security Improvements - Priority 1

Professional Engineering Services – Bidding and Construction Phases Scope of Services and Task Spreadsheet

Dear Mr. Morrison:

Enclosed please find Dewberry Engineers Inc.'s (Dewberry's) revised Scope of Services and Task Spreadsheet for bidding and construction phase services for the above referenced project. This letter and enclosed document have been prepared in response to your email dated April 27, 2022, which requested a proposal for the following services:

#### **Bid Phase Services**

- 1. Attend one (1) pre-bid meeting.
- 2. Provide clarifications to technical questions.
- 3. Prepare drawing and specification addenda as required. Assume two (2) addenda.
- 4. Provide 5 sets of final construction documents to ACSA. Additional sets will be provided on a per set cost basis to be included on the fee estimate.
- 5. Evaluate the bids and make recommendations to ACSA.

#### **Construction Phase Services**

- 1. Review shop drawings for compliance with contract documents.
- 2. Address contractor requests for information (RFI) and interpret contract documents during construction. Assume two (2) RFIs.
- Provide CAD services to prepare one (1) paper copy and one (1) PDF copy of Record Drawings based on legible copies of the contractor's and ACSA inspector's field mark-up drawings. Record Drawings shall represent the contractor's and ACSA's comments and project conditions as constructed.

For completion of the scope of services outlined above, Dewberry will be paid a lump sum fee not-to-exceed amount of \$10,150.00.

Mr. Alexander J. Morrison, PE May 10, 2022

We are available to meet and discuss the information provided for this portion of services for the project at your earliest convenience, if necessary. We appreciate the opportunity to continue to work for the Albemarle County Service Authority on this project.

Sincerely,

**Dewberry Engineers Inc.** 

Heather A. Campbell, PE Contract Manager Kevin A. Pennock, P.E. Senior Associate

Kevin 1 PennoL

**Enclosures:** 

Dewberry Scope of Services Task Spreadsheet, dated May 10, 2022 Q:\PROPOSAL\2019\ACSA\Fence and Gate Upgrades Bidding & Cona\2019.07.08 Maintenance Fence & Gate Replacement Bidding&Cona Services.docx



Security Improvements - Priority 1 Albemarle County Service Authority

10-May-22	Dewberry Manhour Breakdown  LABOR CLASSIFICATIONS											
TASK	Contract Manager QA/QC VI \$215.00 (HRS)	Site/Civil Engineer IV \$165.00 (HRS)	Staff Engineer II \$130.00 (HRS)	TOTAL (HRS)	DIRECT EXPENSES (\$)	COST PER TASK (\$)						
BID PHASE SERVICES												
Attend Pre-Bid Meeting	4		4	8		\$1,380.00						
Provide clarifications to technical questions & Prepare Addenda	2	6		8		\$1,420.00						
Provide 5 sets of Final Documents				0	\$250.00	\$250.00						
Evaluate Bids and Make Recommendations	1	6		7		\$1,205.00						
SUB-TOTAL	7	12	4	23	\$250.00	\$4,255.00						
CONSTRUCTION PHASE SERVICES												
Review Shop Drawings		4	8	12		\$1,700.00						
Address Contractor RFIs and interpret contract documents		8		8		\$1,320.00						
Prepare Record Drawings from Contractor mark-ups	1	2	16	19		\$2,625.00						
SUB-TOTAL	1	14	24	39		\$5,645.00						

Additional Plan Sets above the 5 stated above can be provided for \$50 per set

\$250.00

\$10,150.00



May 5, 2022

Mr. Alexander J. Morrison, P.E. Senior Civil Engineer Albemarle County Service Authority 168 Spotnap Road Charlottesville, Virginia 22911 **VIA E-MAIL** 

RE:

4-Story Backflow Retrofit Project
Professional Engineering Services – Bidding and Construction Phases
Scope of Services and Task Spreadsheet

Dear Mr. Morrison:

Enclosed please find Dewberry Engineers Inc.'s (Dewberry's) Scope of Services and Task Spreadsheet for bidding and construction phase services for the above referenced project. This letter and enclosed document have been prepared in response to your email dated April 27, 2022, which requested a proposal for the following services:

#### **Bid Phase Services**

- 1. Attend one (1) virtual pre-bid meeting.
- 2. Provide clarifications to technical questions.
- 3. Prepare contract document addenda as required. Assume two (2) addenda.
- 4. Provide 5 sets of final construction documents to ACSA. Additional sets will be provided on a per set cost basis to be included on the fee estimate.
- 5. Evaluate the bids and make recommendations to ACSA.

#### **Construction Phase Services**

- 1. Review shop drawings for compliance with contract documents.
- 2. Address contractor requests for information (RFI) and interpret contract documents during construction. Assume two (2) RFIs.

For completion of the scope of services outlined above, Dewberry will be paid a lump sum fee not-to-exceed amount of \$7,295.00.

We are available to meet and discuss the information provided for this portion of services for the project at your earliest convenience, if necessary. We appreciate the opportunity to continue to work for the Albemarle County Service Authority on this project.

Mr. Alexander J. Morrison, PE May 5, 2022

Sincerely,

**Dewberry Engineers Inc.** 

Heather A. Campbell, PE Contract Manager

**Enclosures:** 

Dewberry Scope of Services Task Spreadsheet, dated May 4, 2022 P:\ACSA20\50131611\Adm\Contract\2022.05.05 ACSA 4-Story Backflow Retrofit Bidding&ConA Services.docx



ACSA 4-Story Backflow Retrofit Project Bidding and Construction Phase Services Albemarle County Service Authority 5-May-22

**Dewberry Manhour Breakdown** 

	LAB	OR CLASSIFICA	ATIONS			
TASK	Contract Manager QA/QC VI \$215.00 (HRS)	Plumbing Engineer V \$185.00 (HRS)	Staff Engineer II \$130.00 (HRS)	TOTAL (HRS)	DIRECT EXPENSES (\$)	COST PER TASK (\$)
BID PHASE SERVICES						
Attend Virtual Pre-Bid Meeting	1	1		2		\$400.00
Provide clarifications to technical questions & Prepare Addenda	2	6		8		\$1,540.00
Provide 5 sets of Final Documents				0	\$250.00	\$250.00
Evaluate Bids and Make Recommendations	1	6		7		\$1,325.00
SUB-TOTAL	4	13	0	17	\$250.00	\$3,515.00
CONSTRUCTION PHASE SERVICES						
Review shop drawings		4	12	16		\$2,300.00
Address Contractor RFIs and interpret contract documents		8		8		\$1,480.00
SUB-TOTAL	0	12	12	24	\$0.00	\$3,780.00

Additional Final Document Sets above the 5 stated above can be provided for \$50 per set

\$250.00

\$7,295.00



# Whitman, Requardt & Associates, LLP Engineers · Architects · Environmental Planners Est. 1915

April 29, 2022

Mr. Jeremy Lynn Senior Civil Engineer Albemarle County Service Authority 168 Spotnap Road Charlottesville, Va. 22911

Re:

Madison Office Park Pump Station Replacement Project - ACSA Project No. 2016-02

Recommendation of Project Award

Dear Mr. Lynn:

The intent of this letter is to summarize the recent bid for the above-referenced project and to provide a recommendation of award for the project to the Albemarle County Service Authority (ACSA).

On March 30, 2022, bids were received and opened for the above-referenced project at the ACSA's office. A total of one (1) bid was received for the project. The bid received was submitted by Anderson Construction, Inc. (ACI). The bid amount was \$1,610,000.

#### Bid Analysis

The received bid was provided to WRA to review by the ACSA. The bid form and accompanying documents submitted by ACI appeared properly completed and executed. There was no discrepancy noted in the bid price as expressed in words and numbers. Minor mathematical errors were noted on two of the bid items, which resulted in an adjusted bid price of \$1,609,999.93. The bid tabulation is included as Attachment A. The bid contained the required Commonwealth of Virginia Class A license number, the completed bid form, and the required Receipt of Addenda form. ACI acknowledged the receipt of Addendum 1 issued during the bid phase of the project. The bid contained a bid bond in the amount of 5%. The ACSA's qualifications and financial statements were not required but were not submitted with the bid.

The bid submitted by ACI was above WRA's estimate of \$1,317,500.

#### Bid Review

WRA understands that ACI has current construction projects with the Rivanna Water and Sewer Authority (RWSA). The projects include the Crozet Pump Station Upgrade and Flow Equalization Tank and the Airport Road Pump Station. The status of the projects was not confirmed as part of this bid review. WRA understands that ACI has successfully completed projects for the RWSA, including the Finished Water Pump Station at the Crozet Water Treatment Plant.

ACI also recently bid the Lambeth Pump Station Improvements Project for the City of Charlottesville. WRA is the engineer of record for the project. ACI was the sole bidder for the project. WRA reviewed the ACI bid package with the City and the project is anticipated to move forward, with ACI under contract.

ACI has also successfully completed a number of projects for the ACSA. One of the most recently completed projects is the Glenmore Tank and Pump Station. WRA understands that this project was also successfully completed with all improvements properly commissioned and placed into service.

In addition, WRA performed a review of outstanding complaints or claims against Anderson Construction, Inc. with the Virginia Department of Professional and Occupational Regulation (DPOR). A review of Anderson Construction, Inc. Class A license (license # 2705029239) revealed that no open complaints or claims against the company. In addition, the review indicated that no previous or closed complaints were evident since 2002. The research also showed that

9030 Stony Point Parkway, Suite 220

Richmond, Virginia 23235

Mr. Jeremy Lynn Albemarle County Service Authority Page 2 April 29, 2022

the Class A license received initial certification on June 15, 1995, and is currently scheduled to expire on June 30, 2023.

Contact with suppliers and/or subcontractors for ACI to confirm account and payment status were not performed as part of this bid review.

#### Recommendation of Project Award

Through our understanding of past work histories and recent project experience, WRA understands that ACI is a well-established and financially stable contractor. Based on the bid review and WRA's limited investigation, ACI is the lowest, responsive, responsible bidder. WRA recommends that the ACSA award the contract for the Madison Office Park Pump Station Replacement Project to Anderson Construction, Inc. for the adjusted bid amount of \$1,609,999.93.

If you require any additional information or have any questions or concerns, please contact us at your earliest convenience.

Very truly yours,

Whitman, Requardt & Associates, LLP

Vice President

Charles Luck, P.E.

Enclosures

cc: File 46480-023

# Albemarle County Service Authority, Virginia Madison Office Park Pump Station Replacement Project ACSA Project No. 2016-02

Bid Opening Date: March 30, 2022

•				Anderson Construction, Inc.							
Item No.	Description	Units	Estimated Quantities	Unit Price	Computed Total Price	Total Price (submitted by Anderson Construction, Inc.)					
1	Mobilization	L.S.	1	\$80,500.00	\$80,500.00	\$80,500.00					
2	Emergency Bypass Connection	L.S.	1	\$96,600.00	\$96,600.00	\$96,600.00					
3	8" Gravity Sewer Replacement	LF	31	\$8,226.01	\$255,006.31	\$255,006.37					
4	Sewer Lateral Connection	LF	40	\$98.90	\$3,956.00	\$3,956.00					
5	Mechanical Grinder and Manhole	L.S.	1	\$112,700.00	\$112,700.00	\$112,700.00					
6	Existing Madison Office Park PS Demolition and Wet Well Rehabilitation	L.S.	1	\$80,500.00	\$80,500.00	\$80,500.00					
7	Madison Office Park Pump Station, Complete, In- Place	L.S.	1	\$963,406.37	\$963,406.37	\$963,406.37					
8	Additional Unclassified Excavation as directed by Engineer or Owner (Contingent Item)	CY	75	\$43.70	\$3,277.50	\$3,277.50					
9	Additional Select Fill or Borrow Material (Contingent Item)	CY	75	\$54.05	\$4,053.75	\$4,053.76					
10	Miscellaneous Restoration and Landscape Allowance	L.S.	1	\$10,000.00	\$10,000.00	\$10,000.00					
		. <del>'</del>		Total Bid Amount	\$1,609,999.93	\$1,610,000.00					

#### AGENDA ITEM EXECUTIVE SUMMARY

#### **CONSENT AGENDA**

**AGENDA TITLE:** Pre-Warranty CCTV

Inspection

STAFF CONTACT(S)/PREPARER:

Robbie Lawson, CCTV Technician

AGENDA DATE: May 19, 2022

**ACTION:** Informational

**ATTACHMENTS:** Yes

**BACKGROUND:** With all the growth in Albemarle County and new infrastructure going in the ground currently, The ACSA has started to do Pre-Warranty Inspections on the sewer system. As a result, The Service Authority is up to date on newer sanitary sewer lines and manholes. The Inspectors and the CCTV crews work together at getting this accomplished.

**DISCUSSION:** The ACSA Engineers and Inspectors request our CCTV Technicians, Doug Herr and Robbie Lawson to CCTV new sewer lines and manholes that have just been put in. This is the optimal time to see if there is anything wrong with the new infrastructure before construction begins on the new houses or structures. Everything can be verified to be in good order before new construction begins.

Pre-Warranty CCTV Inspection starts with the Engineer or Inspector sending a Cityworks Work Order to Roland Bega. He then assigns the Work Order to Doug or Robbie. The Work Order has every sewer line and manhole that needs to be inspected. After Roland assigns the Work Order, Doug or Robbie go on location to televise all sewer lines and inspect all manholes on the Work Order. If any problems are found while televising or inspecting, the Inspector is informed by phone or sent an email with pictures so they can see the problem for themselves. Usually, they will come out and look at the problem onsite with the CCTV Technicians and discuss what might have caused this defect.

After all the inspections are finished, the Inspector is notified. If any other minor problems are found, those will be explained to the Inspector as well. The Inspector will relay the problems to the contractor and then the contractor will fix those issues. A follow-up inspection is done where the defects were to make sure they have been corrected. If everything is good, the ACSA will sign off on the Work Order. The Work Order can be used for reference that everything was satisfactory at the time of inspection

Examples of some problems that have been found during Pre-Warranty CCTV Inspection:

Manholes offset or not to grade (Buried)

Pipe connections in the manhole not sealed

Drop connections not installed or properly installed

Gravel or rocks in the line

Mud in the line (Attachment 1)

Laterals not connected properly (Attachment 2)

Construction debris (Attachment 3)

**BOARD ACTION REQUESTED: None** 

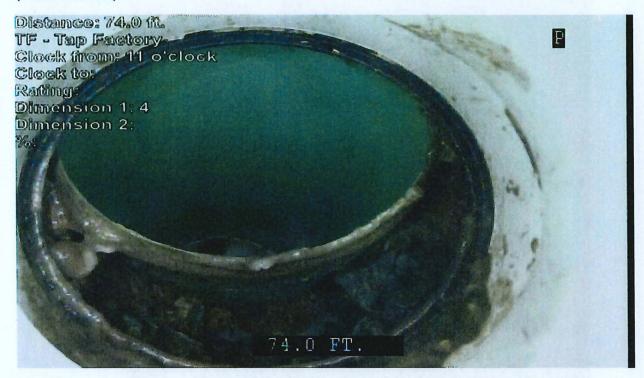
**ATTACHMENTS:** (Attachment 1)



# **AGENDA ITEM EXECUTIVE SUMMARY**

# **CONSENT AGENDA**

# (Attachment 2)



# (Attachment 3)



#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** Rivanna Water & Sewer Authority (RWSA) Monthly

Update

STAFF CONTACT(S)/PREPARER:

Gary O'Connell,

Executive Director Jay Class

AGENDA DATE: May 19, 2022

**CONSENT AGENDA:** Informational

**ATTACHMENTS:** Yes

**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 April 26<sup>th</sup> RWSA Board Meeting and other communications.

RWSA Board Meeting and other Updates and Approvals at the April 26th Board Meeting:

- RWSA Board Approval of Northern Area Drinking Water Projects Agreement The ACSA Board approved this agreement for signing at the April Board meeting.
- Morey Creek Interceptor Approval of the transfer of ownership to the ACSA. A significant part of this line was rehabilitated by RWSA in 2020. The size and nature of this line fits better into the ACSA Collection System. The volumes are more typical of our residential service and sewer connections. This sewer line originates just north of the Birdwood Golf Course. We are in the process of designing an extension to extend sanitary sewer to these neighborhoods, and this Morey Creek line will ultimately become part of that new sewer system. (See attached Report and Map). This item will be on the June ACSA Board Meeting agenda for approval.
- <u>Buck Mountain Property</u> Approval of a solicitation for sale process for a very small and limited use of this RWSA owned property, as well as parameters for leases on the property. This land acquired years ago for a potential reservoir site found to be unfeasible at the time.

# **RWSA Major Capital Project Updates:**

• South Rivanna and Observatory Water Treatment Plant Renovations

Design Engineer:

Construction Contractor:

Construction Start: Percent Completion:

Completion Date:

Base Construction Contract:

Approved Capital Budget:

Short Elliot Hendrickson, Inc. (SEH)

**English Construction Company** 

May 2020

56%

May 2023 \$37,223,349.89

\$43,000,000

#### **AGENDA ITEM EXECUTIVE SUMMARY**

#### **Current Status:**

Work continues on the South Rivanna Water Treatment Plant with completion of the Alum and Fluoride Chemical Storage Building, the Administration Building, and replacement of a clarifier drive. Two new filters have been completed. Work at the Observatory Water Treatment Plant includes the new Chemical Storage Building, sedimentation basin improvements, and a large retaining wall.

# History:

The Observatory project will consider the design and costs for upgrading the plant systems to achieve a consistent 7 MGD plant capacity, as well as consider the costs involved with upgrading the plant to 10 or 12 MGD capacity. Much of the Observatory Water Treatment Plant is original to the 1953 construction.

At the South Rivanna Water Treatment Plant significant needs were identified and assembled into a single project. The projects include: expansion of the coagulant storage facilities; installation of additional filters to meet firm capacity needs; the addition of a second variable frequency drive at the Raw Water Pump Station; the relocation of the electrical gear from a sub-terrain location at the Sludge Pumping Station; a new Administration building onsite for additional office, lab, control room and storage space; improvements to storm sewers to accept allowable WTP discharges; and the construction of a new metal building to cover the existing liquid lime feed piping and tanks. The scope of this project will not increase plant treatment capacity, which is at 12 MGD.

#### **Crozet Flow Equalization Tank**

Design Engineer: **Construction Start:** 

Percent Complete:

**Expected Completion Date: Base Contract** 

**Total Capital Project Budget:** 

Schnabel Engineering

September 2020

89%

June 2022 \$4,478,216.31

\$5,400,000

#### **Current Status:**

Final construction of the tank continues with only completion of the tank dome, a second round of leak testing, and painting remaining. The new pumps are set on bases, but the new motors and variable speed drives are not yet complete. SCADA and control work is in progress.

#### History:

A 2016 update to the 2006 wastewater model was completed which evaluated the I&I (Infiltration and Inflow) reduction goals previously established and future capital project needs. Based on the results of that study, it was determined that the Crozet Interceptor system and namely the existing Crozet Pump Stations (1 through 4) have adequate

#### **AGENDA ITEM EXECUTIVE SUMMARY**

capacity to handle the 2015 peak wet weather flow from the Crozet service area during a two-year storm. However, as the projected growth in the Crozet service area occurs, peak wet weather flows in the area, under the storm conditions established in the updated model, will begin to exceed the firm capacities of the pump stations by 2025.

A flow equalization tank is under construction which would also provide a significant benefit to the maintenance of the Crozet Pumping Station system which currently lacks system storage necessary to allow adequate time to perform repairs on the pumps and the associated force mains while the system is down.

# Airport Road Water Pump Station and Piping

Contractor:

**Anderson Construction** 

Bidding:

**Construction Start:** 

December 2021

Percent Complete:

5%

Completion Date:

December 2023 \$8,520,312.50

Base Contract: Budget:

\$10,000,000

# **Current Status:**

Contractor has acquired enough ductile iron pipe to begin work on the Kohl's site, and pipe installation will begin in May.

# 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 (11%) and Easement Acquisition

in Progress

Construction Start:

2025

Completion:

2028

**Current Project Estimate:** 

\$29,375,000

#### AGENDA ITEM EXECUTIVE SUMMARY

# **Current Status:**

Preparation of engineering plans and specifications is underway. Topographic survey work to the west of the proposed pump station is nearing completion, with further survey efforts to the east of the site soon to commence. A hydraulic evaluation of the future South Fork Rivanna Reservoir (SRR) to Ragged Mountain Reservoir (RMR) transfer system is also underway, which will further inform design of the RMR Pump Station and associated yard piping. Fifty-percent plans for the water line have been submitted for review. Easement negotiations with one private owner, UVA, and the UVA Foundation continue.

# **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 construction, will have the capacity to treat 10 million gallons per day (mgd). The new single water line is expected to 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 or will require significant upgrades with the Observatory WTP expansion. The pump station will pump up to 10 million gallons per day (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 Raw Water Line-Birdwood to Old Garth Road

Design Engineer:

Kimley-Horn

Project Start:

June 2021

Project Status: Construction Start: 90% Design Summer 2022

Completion:

2023

**Current Project Estimate:** 

\$1,980,000

#### **Current Status:**

Preparation of engineering plans and specifications is substantially complete for a 0.25-mile section of the 36" raw water pipe from Birdwood to Old Garth Road. One remaining easement is under negotiation with the UVA Foundation (UVAF) for this phase of the project. Design documents have been submitted to local regulatory authorities for review. Finalization of permits, design, and bidding are currently on hold awaiting the final UVAF easement.

#### AGENDA ITEM EXECUTIVE SUMMARY

#### History:

This project is the continuation of the SRR to RMR 36" raw water pipeline built on the Birdwood Golf Course. Design efforts were authorized in June 2021 with construction anticipated in summer 2022.

# Beaver Creek Dam and Pump Station and Piping Improvements

Design Engineer:

Schnabel Engineering (Dam)

Design Engineer:

Hazen and Sawyer (Pump Station)

**Project Start:** 

February 2018

**Project Status:** 

73% NRCS Planning Process

**Construction Start:** 

2024 2026

Completion:

Budget:

\$30,870,000

# Current Status:

RWSA staff is moving forward with development of a Joint Permit Application and supporting documents for submission to DEQ in June. Remaining NRCS requirements, including review and approval of the planning study, are scheduled for completion by December 2022. An application for design and construction funding from NRCS will be submitted in 2022.

# 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. A federal grant totaling \$341,000 was secured from the National Rural Conservation Service (NRCS) to cover the costs of an Environmental Assessment for the dam modifications. Staff will continue to pursue federal funding in the 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:** 

35% Design January 2023

**Construction Start:** Completion:

April 2024

Budget:

\$5,850,000

#### AGENDA ITEM EXECUTIVE SUMMARY

#### **Current Status:**

Baker has recommended a water line route that will cross the river parallel to the west side of the Berkmar Bridge and follow Rio Mills Road until it intersects the new 24" water line in Route 29.

#### 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.

# • South Fork Rivanna Reservoir to Ragged Mtn. Reservoir Water Line Right-of-Way

Design Engineer: Michael Baker International (Baker)

Project Start: October 2017

Project Status: Easement Acquisition Underway

Completion Date: 2022

Total Capital Project Budget: \$2,295,000

# **Current Status:**

Progress continues in RWSA efforts to acquire 8 miles of easements and agreements (with VDOT) for this 36" water line. Discussions continue on remaining easements with the UVA Foundation and one final private property owner.

#### History:

The approved 50-year Community Water Supply Plan includes the future construction of a raw water line from the South Fork Rivanna Reservoir to the Ragged Mountain Reservoir. This water line will replace the existing Upper Sugar Hollow Pipeline along an alternative alignment to increase raw water transfer capacity in the Urban Water System. This project includes a routing study, preliminary design, and preparation of easement documents, as well as acquisition of water line easements along the approved route.

#### Urban Finished Water Infrastructure Master Plan

Design Engineer: Michael Baker International (Baker)

Project Start: November 2018
Project Status: 100% complete

Completion: 100% completion

Total Capital Project Budget: \$253,000

#### AGENDA ITEM EXECUTIVE SUMMARY

#### **Current Status:**

A final report of the Master Plan will be presented to the RWSA Board in May.

# **History**:

As identified in the 2017 RWSA Strategic Plan, the Authority has a goal to plan, deliver and maintain dependable infrastructure in a financially responsible manner. RWSA staff has identified asset master planning as a priority strategy to improve overall system development. Many previously identified projects in the urban finished water treatment and distribution system are in preliminary engineering design, or construction. As such, RWSA staff has identified a need to develop a current and ongoing finished water master plan.

# • Upper Schenks Branch Interceptor, Phase II

Design Engineer: Frazier Engineering, P.A.

Project Start:

Project Status:

Design

TRD

Construction Start: TBD Completion: TBD

Current Project Estimate: \$4,725,000

#### <u>Current Status</u>

A revised draft alignment of the sewer line being installed within easements and out of the roadway have been completed and are being shared with the City of Charlottesville and Albemarle County for review.

# SRR to RMR Pipeline – Pretreatment Pilot Study

Design Engineer: SEH
Project Start: August 2020

Project Status: 100% (Phase 1)

60% (Phase 2)

Completion: July 2022

Budget: \$22,969 (Phase 1)

\$98,629 (Phase 2)

#### **Current Status:**

Phase 2 of the study continues and includes detailed reservoir water quality modeling performed by DiNatale Water Consultants. Development of a more detailed reservoir model is underway.

#### ALBEMARLE COUNTY SERVICE AUTHORITY

#### **AGENDA ITEM EXECUTIVE SUMMARY**

#### History:

As part of the SRR to RMR Pipeline project, the impact of sending raw water from the SRR to RMR has been previously studied and a significant amount of pretreatment was initially identified as being needed to avoid reducing the quality of the raw water contained within the RMR. With the pipeline easement acquisition process well underway and additional information now available associated with the proposed timing of this overall project based on water demand projections, the intent of this project is to update the pretreatment needs anticipated.

The study is anticipated to be completed in four phases: 1. Analysis and Correlation of Existing Water Quality and Seasonal Weather Data; 2. Enhanced Water Quality Sampling; 3. Pretreatment Piloting; 4. Level Setting for the Final Pretreatment Solution. Phase 1 commenced in January 2021 and was completed in July 2021. Phase 2 began in June 2021.

#### • Central Water Line Project – Routing Study

Design Engineer: Michael Baker International (Baker)

Project Start: July 2021
Project Status: 5% Design

Construction Start: 2024 Completion: 2029

Budget: \$31,000,000

#### **Current Status:**

Survey and utility designation work has begun and will continue along the proposed 5-mile alignment through May 2022. A drone survey of the proposed CWL alignment has been posted on RWSA's web page. RWSA and City staff attended the Neighborhood Association meetings to present information on this project, and other presentations have been held; City Council will take up the project at their June meeting.

#### History:

Route alignment determination, hydraulic modeling, and preliminary design were underway in 2017. Due to the complicated nature of RWSA finished water systems, it was decided at the August 2018 Board meeting that a more comprehensive approach was warranted, and that RWSA should complete an Urban Finished Water Master Infrastructure Plan prior to moving forward with final design and construction of a Central Water Line. The hydraulic connectivity in the Urban System is less than desired, creating operational challenges and reduced system flexibility and redundancy. In 1987, the City and ACSA developed the Southern Loop Agreement which laid out two key phases (with the first being built at the time). The 1987 Agreement and planning efforts were a starting point for this current project. 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.

#### **AGENDA ITEM EXECUTIVE SUMMARY**

#### Security Enhancements

**Construction Contractor:** 

**Construction Start:** 

Percent Complete:

Security 101

March 2020

99% (WA 2 & 3)

80% (WA 4)

Based Construction Contract +

Change Orders to Date = Current Value:

\$718,428.00 (WA1) + \$91,130.32 (WA2)

+\$128,166.69 (WA3) + \$189,698.95

(WA4) = \$1,127,423.96 (total)

December (WA 2 & 3)

February 2022 (WA 4)

Budget: \$2,810,000

#### **Current Status:**

Completion:

Access control system installation has been completed on all exterior doors at MCAWRRF, as well as all WTP motorized gates. The Card Access System is in use at the Administration, Engineering, and Maintenance Buildings at MCAWRRF, as well as at various process buildings across the site and at the WTP gates. The only task that remains is some door and lock hardware improvements under WA #2, which will enhance the functionality of the card access system. Finally, WA #4 includes security conduit at the South Rivanna and Observatory WTPs that was not included in the Improvements Project. This work began on November 2, 2021, with the majority of the work at South Rivanna WTP now complete, except for the Filter Building, which is currently ongoing heavy construction work as part of the Improvements Project. Security 101's subcontractor is transitioning to Observatory, where they'll finish the necessary work at that site, prior to completing work in the South Rivanna Filter Building.

#### History:

As required by the Federal Bioterrorism Act of 2002 and the American Water Infrastructure Act of 2018, water utilities must conduct Vulnerability Assessments and have Emergency Response Plans. RWSA recently completed an updated Risk Assessment of its water system in collaboration with the Albemarle County Service Authority (ACSA), City of Charlottesville (City), and University of Virginia (UVA). A number of security improvements that could be applied to both the water and wastewater systems were identified. The purpose of this project will be to install security improvements a RWSA facilities including treatment plants, including additional security gate and fencing components, vehicle bollards, facility signage, camera system enhancements, additional security lighting, intrusion detection systems, door and window hardening, installation of industrial strength locks, communication technology and cable hardening, and an enhanced access control program.

010101RWSAUpdateExecSumm051922





#### **MEMORANDUM**

TO:

RIVANNA WATER & SEWER AUTHORITY

**BOARD OF DIRECTORS** 

FROM:

JENNIFER WHITAKER, DIRECTOR OF ENGINEERING AND

**MAINTENANCE** 

**REVIEWED BY:** 

**BILL MAWYER, EXECUTIVE DIRECTOR** 

SUBJECT:

TRANSFER OF OWNERSHIP TO ALBEMARLE COUNTY

SERVICE AUTHORITY – UPPER MOREY CREEK

INTERCEPTOR

DATE:

**APRIL 26, 2022** 

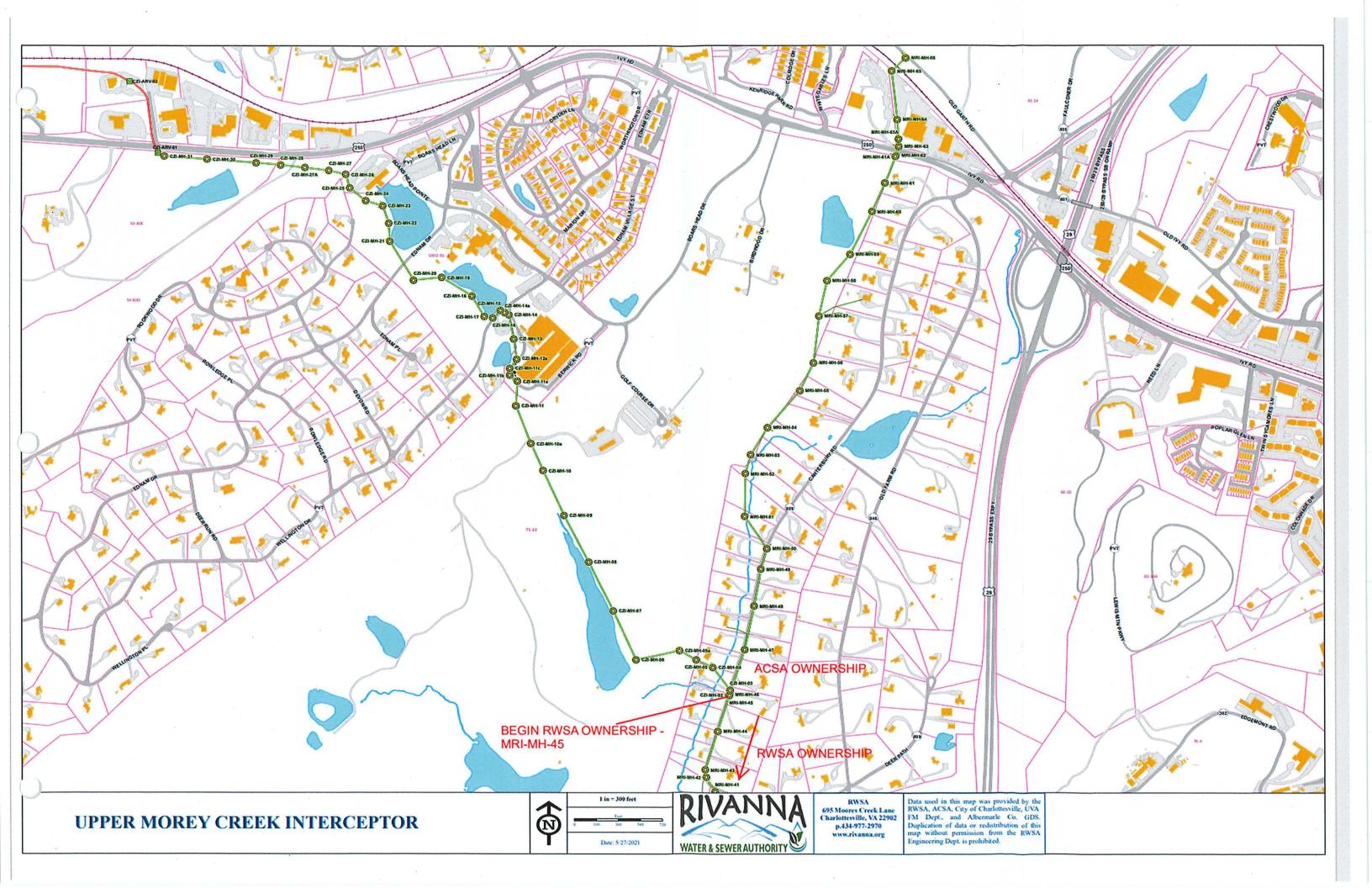
In 2019-2020, RWSA rehabilitated a significant portion of the Morey Creek Interceptor (MRI), known as the Upper Morey Creek Interceptor. This portion of MRI originates just North of the Birdwood Golf Course and contains approximately 5,800 LF of 12" Vitrified Clay Piping and 23 manholes. Upper MRI carries on average approximately 60,000 gallons per day of dry weather sanitary sewage, mostly from residential and small non-residential sewer connections. The nature and volume of the discharges into this sewer aligns better with sewers owned and operated by the Albemarle County Service Authority (ACSA), thus staff recommends that ownership of the Upper MRI be transferred to ACSA.

#### Background

The Morey Creek Interceptor (MRI) was constructed in 1975 and carries sanitary sewage from the Western portion of the Urban Area of Albemarle County Southward, towards the Moores Creek Interceptor and ultimately the Moores Creek Advanced Water Resource Recovery Facility (MCAWRRF). The uppermost reach of MRI is known as the Upper MRI and is a 12" sanitary sewer that originates just North of the Birdwood Golf Course. From the first manhole (MH-66) to the manhole on MRI where RWSA's Crozet Interceptor (CZI) ties in (MH-45), the sewer is characterized by small residential and non-residential direct connections and acts as a low-flow collector sewer. At MRI-MH-45, CZI ties into MRI, and the downstream portions of MRI act as a typical RWSA Interceptor, with high flows and relatively few direct connections. The number of residential connections upstream of MRI-MH-45 is increasing each year, due to existing septic systems tied to homes in the Bellair and Liberty Hills Neighborhoods failing. It is RWSA staff's understanding that ACSA intends to extend sanitary sewer service to these neighborhoods, and the Upper MRI will ultimately become a part of this new collector system.

In 2019, Closed-Circuit Television (CCTV) footage revealed that the 12" Upper MRI was in need of significant amounts of sewer and manhole rehabilitation, to include cured in place piping (CIPP), manhole coatings, and point repairs. These efforts were completed in May 2021. With Upper MRI rehabilitated to the confluence of MRI & CZI, and the low flow characteristics of Upper MRI, staff recommends the Upper MRI from MRI-MH-66 to MRI-MH-45 be transferred to ACSA.

Attachment



June '22	July '22	Aug. '22	Sept. '22	Oct. '22	Nov. '22	Dec. '22	Jan. '23	Feb. '23	Pending Issues
June 16th	July 21st	August 18th	September 15th	October 20th	November 17th	December 15th	January 19th	February 16th	Water Supply Plan Project Status I
Recognitions	Recognitions	Recognitions	Recognitions	Recognitions	Recognitions	Recognitions	Recognitions	Recognitions	Water Treatment Plants
-	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	RWSA CIP Central Water Line Northern Water System Agreei
Authorizations_	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorizations	Capital Project Authorization	Capital Project Authorizations	Annual Water Quality Reports (
Public Hearing on Budget, Rates and CIP	Strategic Plan Update	GIS; Satellite Imaging;	Resolution-Imagine a Day Without Water	Operational Presentation - Training and	Operational Presentation - Exclusion Meter	Operational Presentation - 4 Story Backflow	Operational Presentation	Operational Presentation	Board Organizational Meeting each  Annual Report - January
		Drone Use	÷	BizLibrary	Program - Maintenance				, umaar kopon sanaar,
Rates, CIP and Rules and Regulations	City Works-Online Customer Request (Demo) and Work Order Process	Year-End Appropriations	Report on status of customer accounts in arrears	Energy Audit Report	Annual Financial Report	Budget Guidelines and Schedule for FY '24 Budget	Board Organizational Meeting	PAFR (Popular Annual Financial Report) Presentation	Water Audit and Energy Aud
Personnel Management Plan (salary schedule and	Service Recognitions for Kenny Barrow, Mike Lynn and Jay Thomas	Service Recognition for Pete Gorham	Water Audit Report		Strategic Plan Process 2023-2025	Annual Investment Report	ACSA Annual Report 2021		Strategic Plan 2020-2022 Upd January and July New Strategic Plan Process 202
edits) Service Recognition	AMI Video - Status on	Investment Policy				Best Practices Review	Stratogia Dlan		Annual Water Conservation Re
-	AMI Project	Socially, Responsibly				Panel	Updated 2020-2022 Final Report		January
Water Quality Reports	***************************************	Customer Survey					New Strategic Plan Draft 2023-2025		National Drinking Water Week Imagine a Day Without Water - Se
Morey Creek Sewer Transfer from RWSA							Water Supply Plan and Treatment Projects Updates		AMI Updates - Customer Portal
						·	Annual Water Conservation Report (Consent Agenda)		Federal/State Water Quality Reg
									Emergency Preparedness - Re Exercise
									Annual Investments Repor
									Operational Presentations Security Assessment - Final Upo
									Report  ACSA Customer Communicat
									Avon Satellite Operations Ce
									Training and Biz Library
									Federal Infrastructure Grant F
Executive Director Performance Review and Goals				Tentative - Strategic Plan Process	Executive Director Mic Year Performance Review	1-		,	Data Management and Manage Dashboards

5/19/2022

#### ALBEMARLE COUNTY SERVICE AUTHORITY

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** Advanced Metering Infrastructure (AMI) Monthly Update

AGENDA DATE: May 19, 2022

**ACTION:** Informational

STAFF CONTACT/PREPARER: Quin Lunsford Director of Finance

**ATTACHMENTS: N/A** 

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 work closely with the selected vendor (Core & Main/Sensus) and the project management consultant (Esource). accomplishments since the last update include:

- Installation of all but one the remaining collection antennas has been completed. These installations enable the ACSA to communicate with our meters throughout the ACSA's service area. Locations were selected through a comprehensive propagation study to leverage ACSA/RWSA assets (mainly water tanks) and other existing structures to provide redundant coverage for most of our system. The ACSA, with support from Core & Main/Esource continue to evaluate options/alternatives related to one of the antenna sites. This site, originally proposed near the Observatory water tank, has proved difficult as rock was encountered where the structure was to be installed.
- We continue to monitor meters that have already been deployed and have been able to notify customers that may unknowingly have a water leak or other issue.
- Supply chain disruptions continue to impact meter manufacturers and significant improvement in delivery of outstanding meters isn't expected until at least October of 2022. Upon improvement of meter/component availability, the ACSA is poised and prepared for final deployment of the remaining 20,000 meters.

**BUDGET IMPACT:** Informational only.

**RECOMMENDATIONS:** None

**BOARD ACTION REQUESTED:** None; informational item only.

ATTACHMENTS: N/A

#### ALBEMARLE COUNTY SERVICE AUTHORITY

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** Proclaiming Drinking

Water Week May 1-7, 2022

STAFF CONTACT(S)/PREPARER:

Emily Roach, Human Resources and Administration Manager 4

AGENDA DATE: May 19, 2022

**ACTION:** 

**ATTACHMENTS: YES** 

BACKGROUND: For more than four decades, the American Water Works Association (AWWA) and its members have celebrated National Drinking Water Week, giving water professionals and the communities they serve the opportunity to recognize the vital role water plays in all our lives. This year's Drinking Water Week took place May 1-7, 2022, beginning with a celebration on the Rivanna River. Various events such as a water quality monitoring demonstrations and pop-up environmental education activities were held to not only commemorate the importance of water, but also the importance of the infrastructure that is required to carry it to and from homes and businesses, and the critical work that water professionals accomplish around the clock to ensure the delivery of that water.

More information on Drinking Water Week and surrounding events can be found on our website and Facebook, Twitter, and Instagram accounts.

**BOARD ACTION REQUESTED:** Approval of Resolution

**ATTACHMENTS:** Resolution Proclaiming Drinking Water Week





#### **Drinking Water Week Proclamation**

WHEREAS, water is our most valuable natural resource; and

WHEREAS, only tap water delivers public health protection, fire protection, support for our economy, and the quality of life we enjoy; and

WHEREAS, each measure of a successful society – such as low mortality rates, economic growth and diversity, productivity, or public safety – is in some way related to access to safe water; and

WHEREAS, we are all stewards of the water infrastructure upon which future generations depend; and

WHEREAS, each citizen of our community is called upon to help protect our source waters from pollution, to practice water conservation, and to get involved in local water issues;

NOW, THEREFORE, be it resolved that by virtue of the authority vested in the Albemarle County Service Authority, we do hereby proclaim May 1-7, 2022 as Drinking Water Week.

#### ALBEMARLE COUNTY SERVICE AUTHORITY

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** Proposed Fiscal

Year 2023 Budget and Rates

Workshop

AGENDA DATE: May 19, 2022

**ACTION:** Informational

**ATTACHMENTS:** Yes

STAFF CONTACT/PREPARER:
Quin Lunsford, Director of Finance

**BACKGROUND:** The proposed fiscal year 2023 budget was provided in May and available on the Authority's website for Board consideration.

The Board meeting today provides an opportunity to review the Fiscal Year 2023 budget and rates in detail and highlight key initiatives for the upcoming fiscal year. We will also review fiscal year 2022 projections and financial impacts as our community continues to recover from the COVID-19 Pandemic. The presentation has been designed in a workshop format and provides an opportunity for discussion.

The budget is scheduled to be considered for adoption at the June 16<sup>th</sup> Board meeting, following a Public Hearing.

#### **ATTACHMENTS:**

1. Proposed FY 2023 Budget - Presentation Slides

Fiscal Year 2023 Budget & Rate Workshop



Fiscal Year 2023
Annual Operating
and Capital
Improvement
Budget

July 1, 2022 to June 30, 2023

May 19, 2022



# Budget Workshop Agenda

- ACSA Overview
- ♦ FY 2022 Update and Forecasts
- Water and Sewer Rate Analysis
- ♦ FY 2023 Budget Highlights/Summary
- Proposed Rate Review
- ♦ Value of Water/Customer Bill Comparisons
- Departmental Budget Proposals
- Capital Improvement Program Overview
- ♦ Next Steps

## Clean, Safe, Reliable



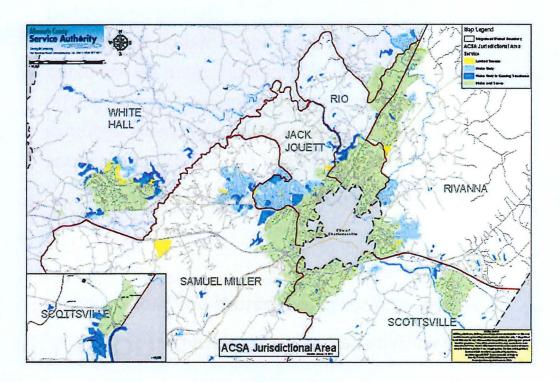
**Vision:** Serve and conserve today, sustain for tomorrow, and protect our resources forever.

♦ Mission: With pride and dedication we serve our customers by providing clean, safe water, exemplary wastewater services, and fire protection infrastructure. Together with our community partners, we maintain and improve our utility system in a timely, cooperative, and financially responsible manner.

#### Albemarle County Service Authority (ACSA)

- ♦ Founded in 1964
- ♦ Serving 81,900+ customers

- ♦ 364 Miles of Water Lines
- 20 Pump Stations



# Fiscal Year 2022 Update

#### Operating Revenues (adjusted for seasonal variations through April 2022)

- Water Revenues exceed budgeted expectations by 6.51% or \$894,000
- ♦ Sewer Revenues exceed budgeted expectations by 9.88% or \$1,147,000

#### ♦ Operating Expenses (through April 2022)

- Water Expenses below budgeted expectations by 0.37% or \$38,000
- Sewer Expenses below budgeted expectations by 2.05% or \$165,000
- ♦ Departmental Expenses below budgeted expectations by 13.4% or \$1,204,000

Projections for the Remainder of Fiscal Year 2022

### Operating Revenue Projections:

- ♦ Water Revenues:
  - Expected to exceed budgeted amounts by approximately 6% of budgeted amounts (\$992,000)
- ♦ Sewer Revenues:
  - Expected to exceed budgeted amounts by approximately 9% (\$1,260,000)

Formal Water and Sewer Rate Analysis

# Rate Study and Analysis Findings

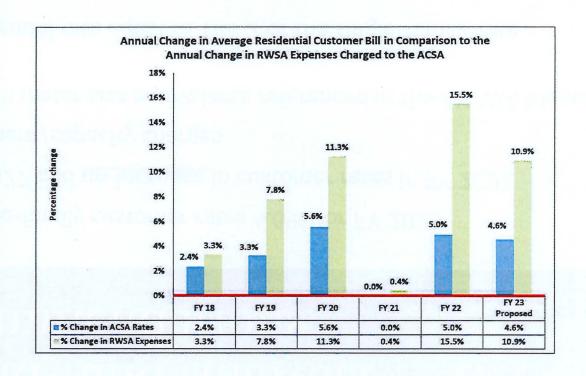
- The ACSA's most significant water and sewer expenses are the wholesale services provided by RWSA
  - Nearly 60% of operating budget
  - Expected average increases year over year for FY 23 FY 27:
    - Water 8%
    - Sewer 7%

# Rate Study and Analysis Recommendations

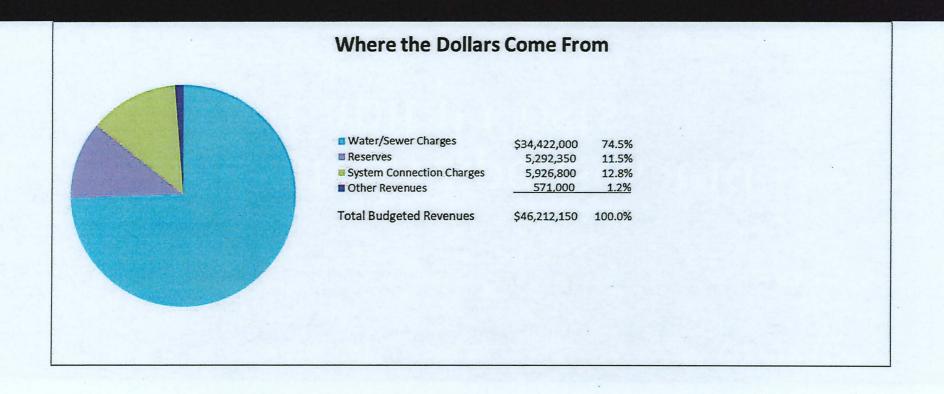
- ♦ Recommendation to increase single-family customer rates 4.6% for FY 2023
  - ♦ Follows a 5% increase in FY 2022 and no increase in customer rates in FY 2021
- ♦ Maintain current system development/capacity charges
- Adjust service charges to align with meter size equivalents referenced in the AWWA Manual
   M1
- ♦ Adjust the multi-family/non-residential rate equal to Tier 2 of the single-family-rate
- Use of reserves to smooth customer rate increases over time

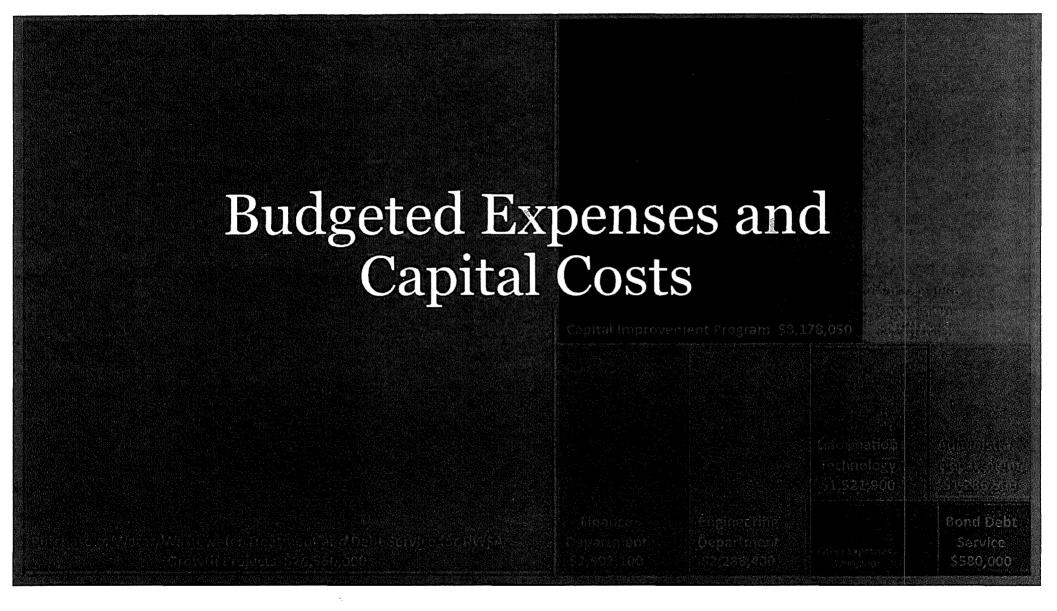
#### FY 2023 Budget Development

- Increase of 4.6% in single-family customer rates
- Anticipated increase in RWSA treatment/debt service costs 10.9%

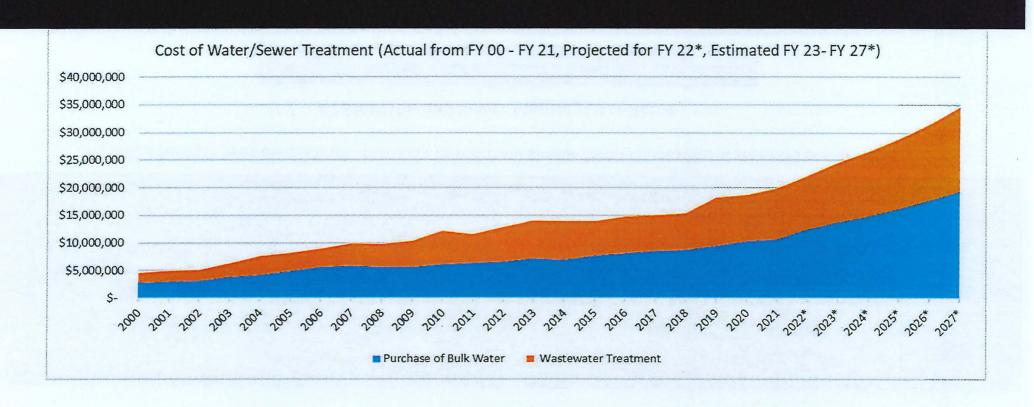


# Revenue Streams





# Actual and Projected Costs of Water/Wastewater Treatment



# Proposed Water and Sewer Rates FY 2023

FY 2023 Budget proposes a 4.6% increase in monthly single-family customer water and sewer rates

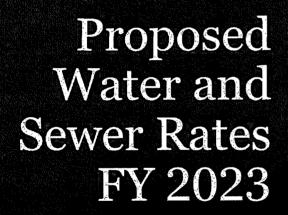
#### **ACSA Water and Sewer Monthly User Rates**

	FY 2022	FY 2023
Service Charge	\$ 9.00	\$ 9.45
/olume Charge - Single-Family Residential per 1,000 gallons)		
Level 1 (0-3,000 gallons)	\$ 4.70	\$ 5.05
Level 2 (3,001-6,000 gallons)	\$ 9.43	\$10.14
Level 3 (6,001-9,000 gallons)	\$14.13	\$15.19
Level 4 (over 9,000 gallons)	\$18.86	\$20.27
Multi-Family/Non-Residential	\$ 9.09	\$10.14
Sewer/All Users (per 1,000 gallons)	\$ 9.94	\$10.24

# Additional Recommendations for Changes to Ancillary Charges

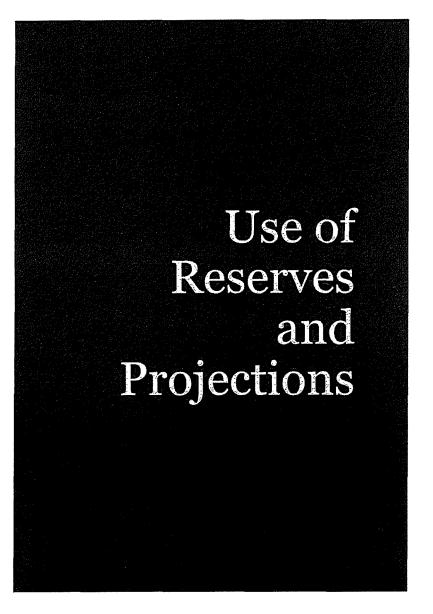
- ♦ To more closely recover actual costs of services, recommendations to update charges for:
  - ♦ Temporary Water Service
  - Deposits for temporary use of fire-hydrants
  - ♦ Meter testing
  - ♦ Service Connecting (Tap)/Line Tapping charges
  - **⋄** Construction Inspection Fees
  - ♦ Fats, Oils, and Grease (FOG) program
  - ♦ Miscellaneous charges
- To align with actual cost of services provided

Temporary Water Service	-				*	
Initial Fee	<b>'\$</b>	2	5.00	\$	50.00	
Each 30-Day Extension .	:\$:	.2	5.00	- 5	50.00	
Meter Size - 3/4 & 3" - Deposit	. \$		0.00	S.	300.00	
Meter Size -1 1/2" - Deposit	-3		0.60,	- \$	400,00	
Meter Size – 2. – Deposit	3	35	0,00	\$	500.00.	
Temporary Use of Fire Hydranis-Deposit			. :			
1" hydrant meter mon-refundable portion	\$	550,00/96			00.007\$700.00	
1 1/2" hydrant meter/non-sclundable portion 3" hydrant meter/non-sclundable portion		.800.00/58		.s. 950,00/\$150,00 No Cho / \$200,00		
3 hydrant measmon-reumbasse portion:	3 2	20.00/ m			25.00/ month	
			ALAMAT .		ZJ.OG HICHET	
Moter Testing Charge 3/4 - 1 Meter	- 1-5	100	88		200.00	
1.6° - 2. Major	<u>.</u>	150		*	250.00	
Service Connection (Rep.) Charge			FY 2022		posed FY 2023	
54 meter and connection		3.	1.025.00	3	1,115,00	
1 meter and connection		5	1.00100	3	1,182.00	
3/4" moler only		5	184.00	5	200.00	
1 meter only	<del></del>	3"	27700	+ -	300.00	
Line Tapping Feet		<del></del>				
Machine - E-4 line size 1-4 -3	<del> </del>	. 5	140.DC	1 5	.170.50	
Machare - B100, are size 4' - 24'		1 3.	140.00	+ -	170.00	
Machine - A-2, line size C - 24*	<del></del>	\$	210.00	+ 3	250.00	
Machine - CL-12 line size 4-24			84,00/mch	S	100.00/nch	
Miscellaneous Charges		1.				
Account Charge		. \$	8.00	-5	12.00	
Delinquant Cut of/On-Fee		\$	20.00	\$	. 35.00	
Reconnection Fee - After work his weekends		5	:72.00	5	60.03	
Paccrimection Fee 34" - 1 ½" metar		\$	26.00	3	35,00	
Reconnection Fee 2-4" maker		3	33.00	- 5	50.00	
Special Service Fee - trip during normal work hrs.		- \$	28.00	\$	35.00	
Special Service Fee - trip after work his /weekend		5	72.00	3	80.00	
Meter Re-read Fee		\$	20.00	3	35.00	
Construction Plan Review Charge	<del></del>	3	49,00	-	60,00	
As-built Plan Review - Engineer		5.	49.00	5	50.00	
As-built Plan Heview - Inspector		5	34.00	3	40.00	
Impation System Plan Review and Meter Sizing		.\$	25.00	5	20.00	
Mater lampering Fee		5	250.00	5	300.00	
Construction Inspection Feet:		+		+		
Water and/or Sewer lines greater than 400 linear fee	·	5	0.78-linear foot	5	0.94/invarioot	
He-inspection Fee of Kew Water/Sewer Lines	<del></del>	- 3	34.00/hour	3	40,00/haur	
Fate, Oils, and Grosse (FOG)		+		<del>                                     </del>	- 14	
FOG Waste Discharge Permit			250:00/3 veors		303.00/3-years	



The proposed increase in customer water and sewer rates is attributable to:

- **RWSA** treatment and capital cost increases
  - Water: +10.6% increase compared to prior FY or \$1.32M
  - Sewer: +11.3% increase compared to prior FY or \$1.09M
- Total departmental operating budget increase of 13.7% or \$1.5M



#### The proposed budget includes:

- \$1.5M from rate stabilization reserves, to fund "non-growth" ACSA CIP
- \$3.8M from "growth reserves" to fund ACSA "growth"
  CIP
- Use of reserves proposed to mitigate the rate increase required by customers in the upcoming year as the community continues to recover from the COVID-19 Pandemic
- Sound financial management and growing system provides the opportunity to more smoothly increase customer rates over time

Sample Monthly Combined Water and Sewer Bill

#### Sample Monthly Combined (Water and Sewer) Bills

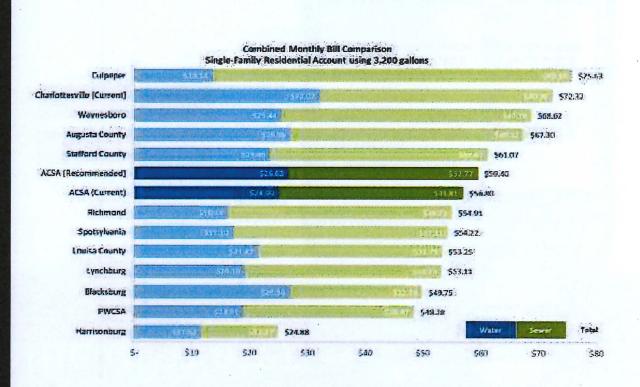
Combined Water and Sewer	Meter Size	Monthly Usage (gallons)	Current Bill	Recommended FY 2023 Bill	Monthly \$ Change
Single-Family	Pers				
Minimal User	3/4"	1,200	\$ 26.57	\$ 27.80	\$ 1.23
Small User	3/4"	2,500	\$ 45.60	\$ 47.68	\$ 2.08
Average User	3/4"	3,200	\$ 56.80	\$ 59.40	\$ 2.60
Large User	3/4"	6,200	\$ 115.84	\$ 121.55	\$ 5.71
Excessive User	3/4"	7,700	\$ 151.95	\$ 159.69	\$ 7.74
Multi-Family/Non-Residentia	ıl				
Multi-Family	1"	33,700	\$ 658.59	\$710.44	\$ 51.85
Com. (Offices)	1"	6,300	\$ 137.17	\$ 152.02	\$ 14.85
Com. (Other)	3/4"	4,700	\$ 98.44	\$ 105.24	\$ 6.80
Industrial	11/2"	16,500	\$ 345.13	\$ 383.52	\$ 38.39
Institutional	3/4"	13,000	\$ 256.39	\$ 274.39	\$ 18.00

# Value of Water

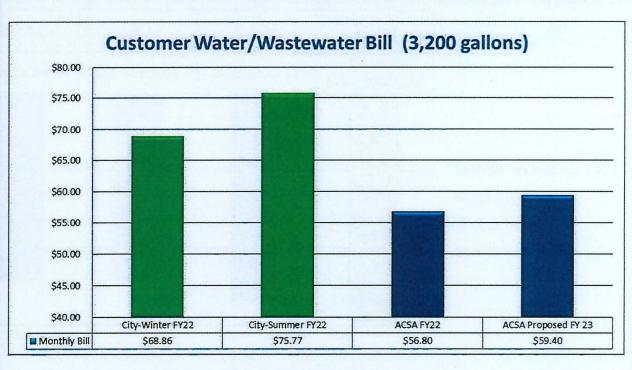




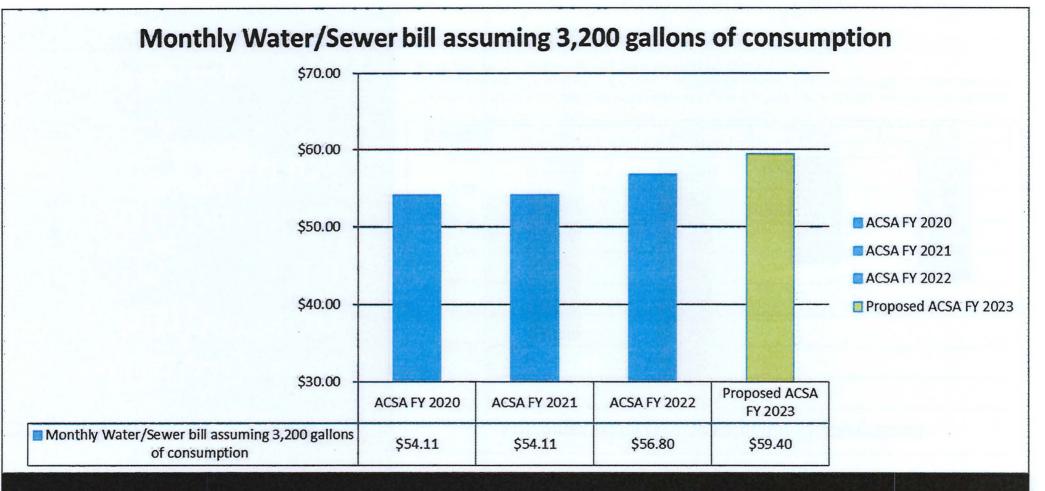
ACSA
Monthly Bill
Comparison
to
Comparable
Utilities



# ACSA Monthly Bill Comparison to Comparable Utilities



Assuming the details noted above, an ACSA customer's bill at the FY 23 proposed rates, would be 13%-22% less than a comparable bill from the City (FY 22 rates, additionally the City charges a 10% utility tax in addition to the monthly bill on consumption (not reflected in the City's bill above).

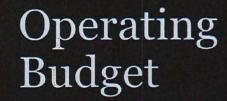


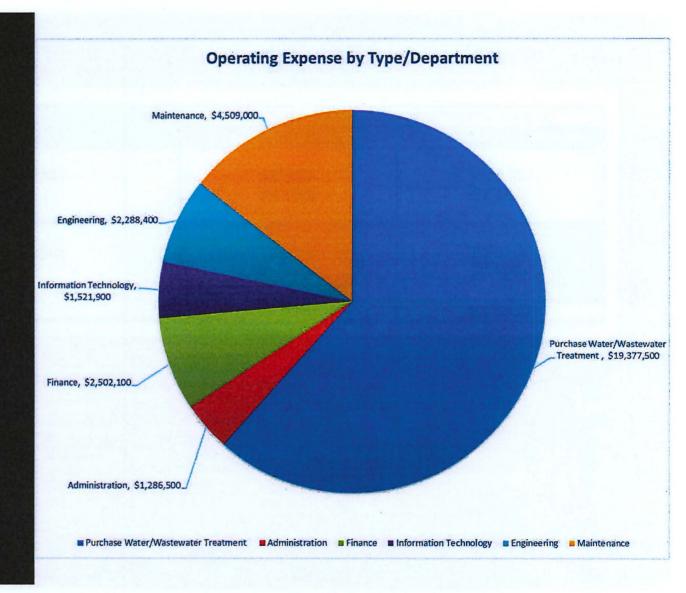
# Monthly Bill by Fiscal Year

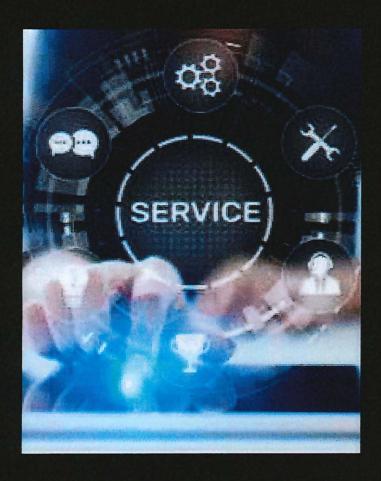
# System Connection Charges

No changes to system connection charges recommended for FY 2023. Comprehensive review performed through the rate study earlier this year.

		*per ERC (equivalent residential connection)			
	Total	\$13,470*	\$13,470*		
RWSA Capacity Charge	Water Wastewater	\$4,760* \$3,850*	\$4,760* \$3,850*		
ACSA System Development Charge	Water Wastewater	\$1,890* \$2,970*	\$1,890* \$2,970*		
		FY 2022	FY 2023		







## Administration

- - ♦ Perform a "Strategic Best Practices" review to include:
    - Performance and efficiency improvements

    - Data integration for strategic use of data for managerial decision making
    - Customer focused initiatives with benchmarking (metrics) for improved customer experiences
  - Provide assistance to the Board and staff in development of a new 3-year Strategic Plan 2023-2025
  - Expand customer communications through a variety of media, customer education and outreach:
    - Including a customer education program on the value and quality of water
  - Perform a customer and employee survey
  - ⋄ Support the Board of Directors in policy making



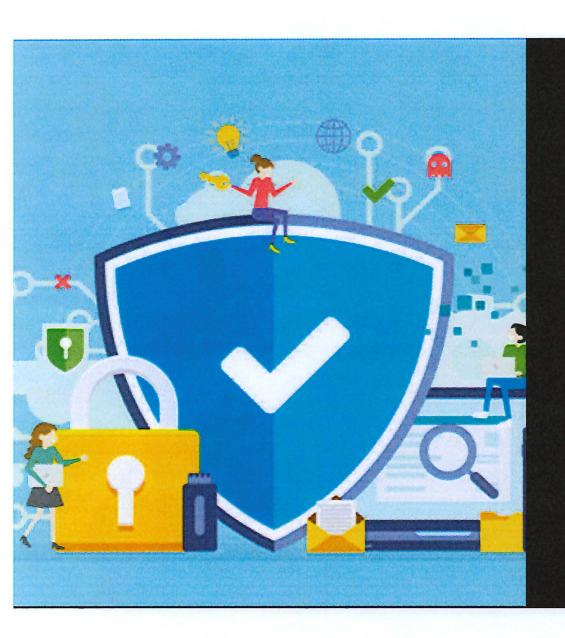
# Engineering

- ♦ Key initiatives for FY 2023:
  - ♦ Scheduled replacement and repair of aging equipment that supports:
    - Hydraulic Modeling
    - ♦ Reduction of infiltration and inflow
    - ♦ Monitoring of capacity in the wastewater system
  - ⋄ Training directed toward succession planning
  - Administration and oversight of the Capital Improvement Program



## Finance

- ♦ Key initiatives for FY 2023:
  - Administration of Advanced Metering Infrastructure (AMI) full system deployment and review/re-design of business processes
  - ♦ Training directed toward:
    - Succession planning
    - AMI, CMMS, ERP, and Electronic Bill Payment Upgrades
  - ♦ Continuation of strategic investment management
  - Comprehensive review and analysis of current billing system in preparation of formal procurement for replacement



# Information Technology

- ♦ Key initiatives for FY 2023:
  - Continue to support all ACSA staff and the various project implementations
  - ♦ Continue to strengthen data security and monitoring
  - ♦ Scheduled replacement and upgrade of:
    - ♦ Servers
    - ♦ PCs/field tablets
    - ♦ Firewall
  - ♦ Support the AMI implementation
  - Upgrade and expansion of ACSA physical security systems

# Maintenance



- ♦ Key initiatives for FY 2023:
  - Continue refinement of the CityWorks CMMS workorder and inventory system
  - ♦ Exclusion meter replacement program
  - ♦ Vulnerability/Risk assessment project implementation
  - Increased emphasis on training, specifically related to:
    - ♦ Emergency Response
    - ♦ Safety
    - ♦ Overall system knowledge
    - ♦ Succession planning



- ♦ Two Fleet Vehicles
  - ♦ Crane truck
  - ♦ Engineering fleet vehicle
- Large meter field testing equipment
- ♦ Mid-size excavator
- ♦ Sewer cleaning inspection camera (Nozzcam)
- ♦ Cues sewer camera with transporter
- ♦ Planned replacement/purchase of:
  - ♦ Two servers
  - ♦ Fifteen computers/fifteen field tablets
  - **♦ SCADA PLCs**
  - ♦ Firewall

# Capital Improvement Program (CIP) Proposed FY 2023

Project Type	Proposed Cost
Water Projects	\$ 4,861,550
Wastewater Projects	3,316,500
Total	\$ 8,178,050

### **Budget Next Steps**

- May 2022
  - Budget insert in customer bills
- June 16, 2022
  - Public Hearing
  - 2<sup>nd</sup> Budget Workshop
  - **Budget Adoption**
  - Rate Adoption
- FY 23
  - Development of the Strategic Plan (FY 23-25)
  - Long-range financial review and funding analysis



serviceauthority.org Customer Service: 434-977-4511 custserv@serviceauthority.org

# FY'23 Budget & Rates



July 1, 2022 - June 30, 2023

### **Continued Responsibility During Uncertain Times**

#### Dear Customer.

As we emerge from Covid, the ACSA continues down out path of Instituting necessary rate increases to support the Pavanna Water and Sewer Authority (RWSA), our wholesale provider of water and wastowater services, as they invest in upgrades to their systems. The estimated cost for their improvements is more than \$200 million over the next five years.

Once again, the ACSA will use our financial tools to reduce your financial burden. However, the HWSA's work must be supported with funding beyond the help that our reserves can provide; they must pass down to the ACSA a 10.9% cost increase for the next fiscal year to fund the essential water and wastewater system upgrades.

The ACSA is responsible for approximately 60% of the fiveSA's annual debt service, and charges from the RWSA make up about 62% of our annual operating budget. As a result, we must raise our rates in Fiscal Year 2023. and in the future, to ensure proper funding for all the important work.

The mission of the ACSA is to provide safe, reliable water for an excellent value. As I hope you noticed throughout the last couple of years, delivering safe water to you was a responsibility our employees held dear,

We at the ACSA remain mindful of the uncertain economic times. That's why we are again applying cash reserves to lower this year's proposed rate increase for you. The RWSA's cost increase to the ACSA is 10.9%; our proposed rate increase is 4.6% for our residential customers. It will be slightly higher for our multi family and non-residential customers who use a greater volume of water.

Once again, the staff of the ACSA and Lare extremely grateful for your patience and understanding during the last couple of years, and as we continue taking the right financial steps to protect your systems.

Executive Director, Albertairle County Service Authority

FY'23 RWSA cost increase charged to the ACSA

10.9%



4.6%

FY 23 Proposed ACSA Residential Rate Increase

### **ACSA Obligations**



62%

% of ACSA's Operating Budget allocated to RWSA's charges



60%

% of RWSA debt service paid for by the ACSA

# Sincere Thanks

- ♦ The development of the FY 2023 Budget proposal was a collaborative effort and was a successful endeavor thanks to:
- ♦ The ACSA Leadership Team
- Input from the Maintenance, Information Technology, Engineering, Administration, and Finance Departments
- ♦ The ACSA's accounting team, Deanna Davenport, Tonya Foster, Jennifer Bryant, and Theresa Whiting

Additional Questions?

### ALBEMARLE COUNTY SERVICE AUTHORITY

### **AGENDA ITEM EXECUTIVE SUMMARY**

**AGENDA TITLE: Classification &** 

Compensation Study – Recommendations

STAFF CONTACT(S)/PREPARER: Emily

Shifflett, Human Resource & Administration Manager

AGENDA DATE: May 19, 2022

**ACTION:** Informational

**ATTACHMENTS:** Yes

BACKGROUND: One of the important strategic goals for the ACSA is to recruit, retain, and motivate an experienced, high performing workforce to ensure we can continue to serve our customers as best as possible. Last fall, the ACSA retained the respected compensation and benefits firm, Frank & Associates, to conduct a classification and compensation study. The purpose of the study was to review our existing compensation and classification system and recommend changes to maximize the use of existing position descriptions and classifications, achieve internal equity among the classifications and market competitiveness of existing classifications, relieve compression by addressing longevity placement, and survey the relevant and agreed upon market to compare ACSA and market salaries.

**RECOMMENDATION:** After compiling and analyzing data obtain from various sources, including job questionnaires completed by ACSA employees, Frank & Associates has made the following recommendations:

- New Salary Structure expand the current salary structure from a 50% spread from the minimum to maximum points, to a 60% spread from minimum to maximum. They also recommend a 10% increase to all midpoints.
- Grade Structure Change Add a grade and place positions within the new grade structure
- Salary Increase 10% pay increase across the board for all employees, effective July 1, 2022

**BOARD ACTION REQUESTED:** Informational.

ATTACHMENTS: - Classification & Compensation Study Power Point

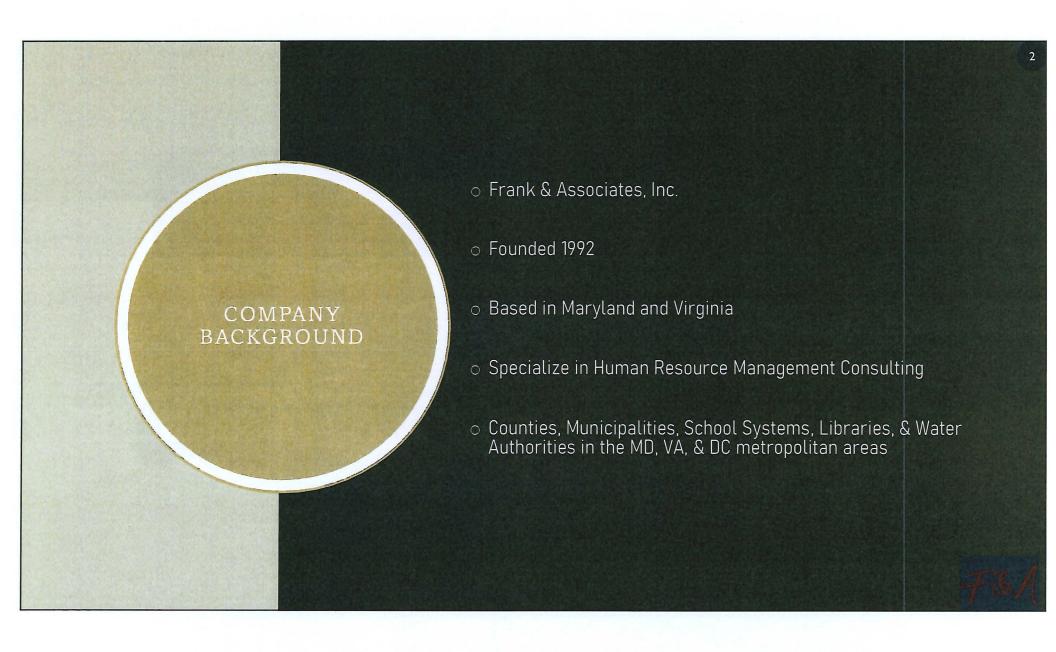
- New Classification Plan

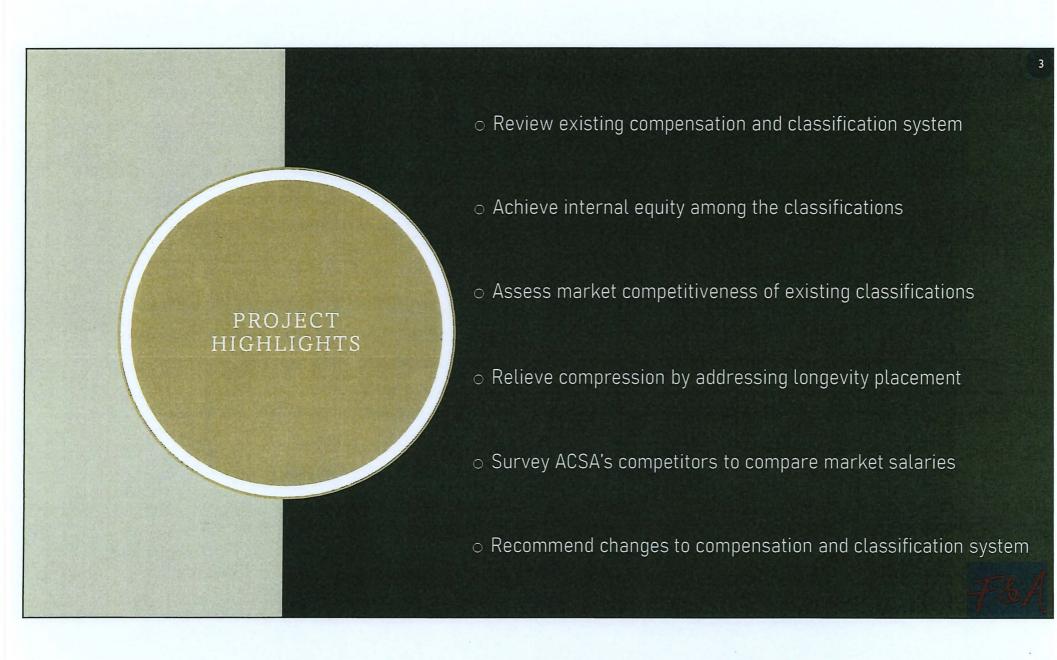
- New Compensation Structure

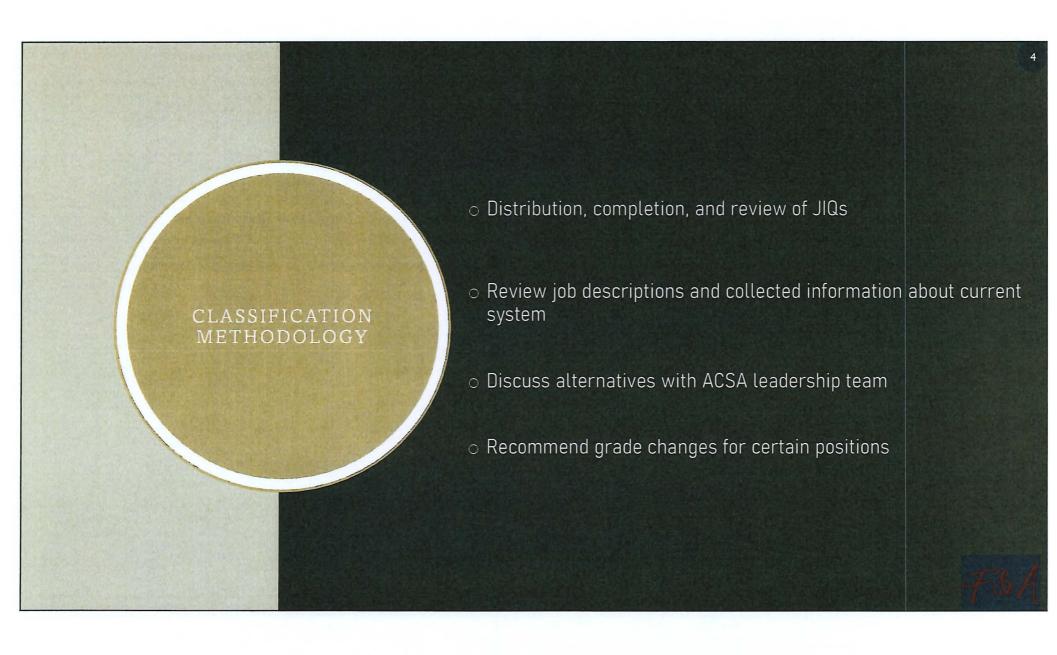


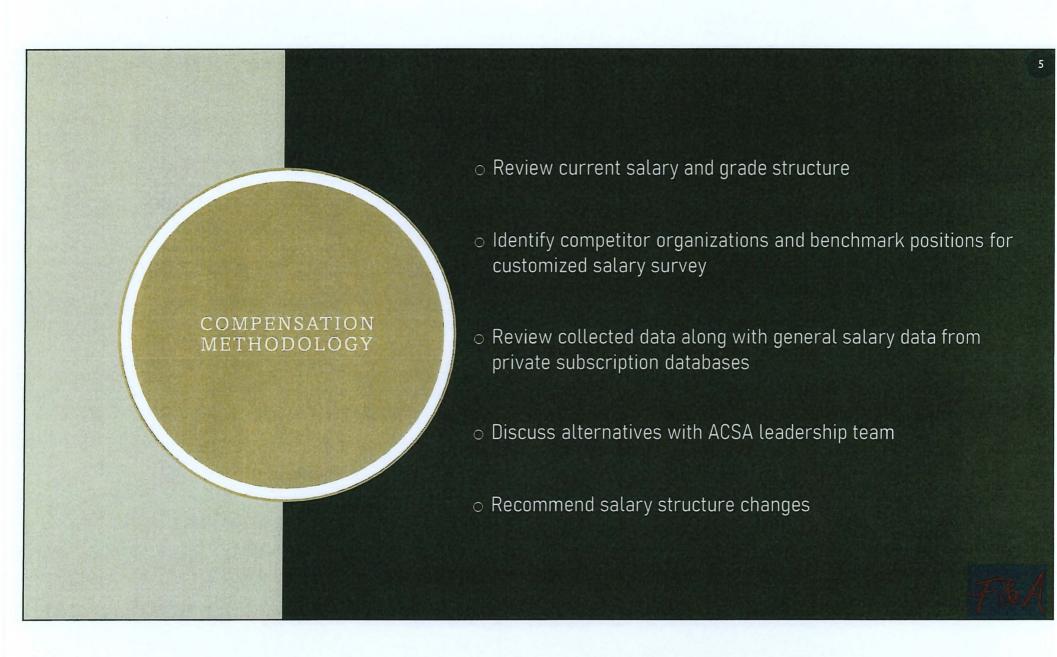


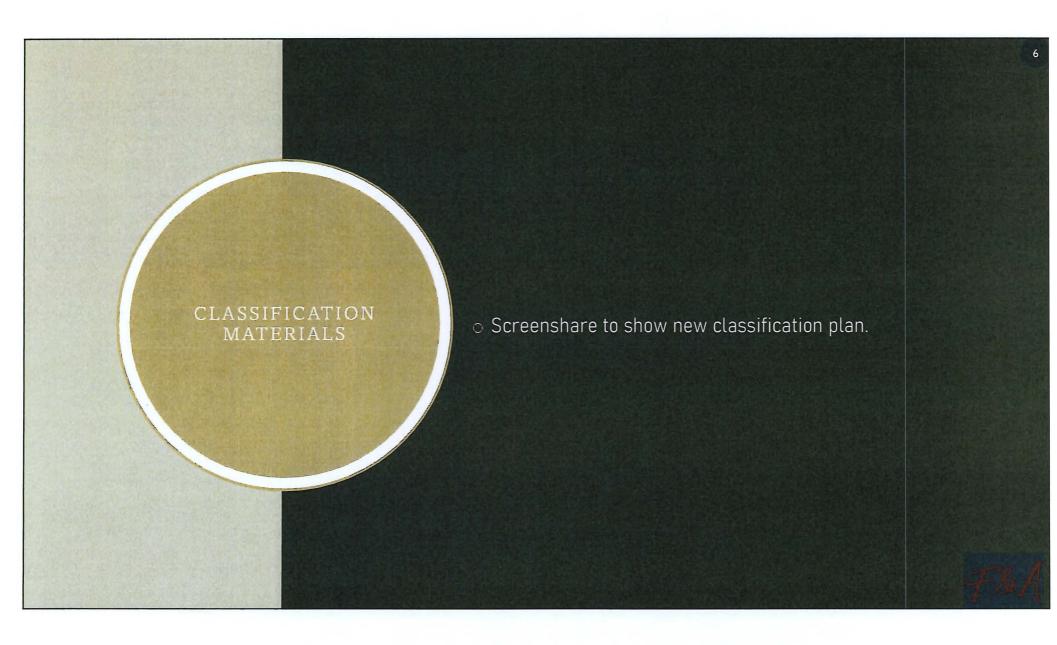
CLASSIFICATION & COMPENSATION STUDY











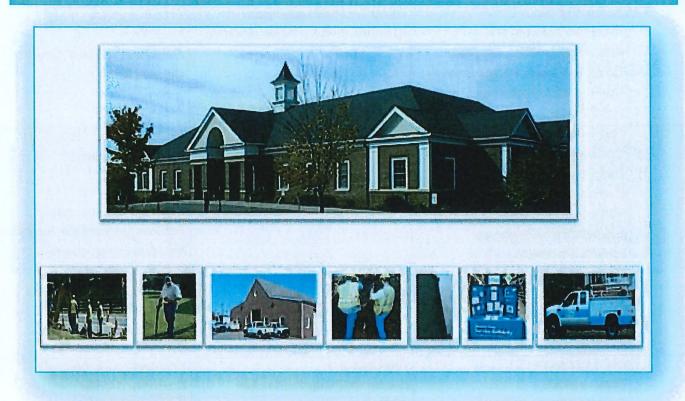


# THANK YOU ACSA!

We appreciate the opportunity to speak with you today and look forward to serving your organization.

FOA





# **Current-Recommended Grades & Job Titles**



## **CURRENT GRADE/TITLE STRUCTURE**

GRADE	CURRENT CLASSIFICATION PLAN	RECOMMENDED CHANGES	PROPOSED CLASSIFICATION PLAN
1	Meter Technician I		Meter Technician I
	Utility Worker I		Utility Worker I
	Accounting Clerk	Utility Location Technician	Accounting Clerk
	Meter Technician II	Customer Service Representative I	Meter Technician II
•	Administrative Office Associate		Administrative Office Associate
2	Customer Service Representative I		Utility Worker II
	Utility Location Technician		
	Utility Worker II		
	Engineering Technician I	Engineering Technician I	Utility Location Technician
	Customer Service Representative II	Customer Service Representative II	Customer Service
	Senior Meter Technician		Representative I
	Executive Assistant		Executive Assistant
	Facilities Maintenance Technician		Senior Meter Technician
3	Electrical Pump Apprentice		Facilities Maintenance Technician
	Hydrant Technician		Electrical Pump Apprentice
	Valve Technician	Contraction Characteristics In	Hydrant Technician
	Utility Worker III		Valve Technician
	Maintenance Administrative		Utility Worker III
	Assistant		Maintenance Administrative Assistant
	GIS Technician	Crew Leader I	Engineering Technician I
	Crew Leader I	Electrician/Pump Technician	Customer Service
	Electrician/Pump Technician	CCTV Technician I	Representative II
	Sr. Util. Location Technician	Procurement/Financial Specialist	GIS Technician
4	Procurement/Financial Specialist	Payroll/Revenue Specialist	Sr. Util. Location Technician
24	Payroll/Revenue Specialist	Human Resources Technician	CCTV Technician I
	CCTV Technician I		
	Human Resources Technician		
	Systems Analyst	Crew Leader II	Crew Leader I
	Crew Leader II	SCADA Technician	Electrician/Pump Technician
	SCADA Technician	CCTV Technician II	CCTV Technician I
	Reg. Compliance Spec.		Procurement/Financial Specialist
	Construction Inspector		Payroll/Revenue Specialist
=	Hydraulic Modeling Technician		Human Resources Technician
5	Sr. Customer Service		Reg. Compliance Spec.
	Representative		Systems Analyst
	CCTV Technician II		Construction Inspector
13.2			Hydraulic Modeling Technician
			Sr. Customer Service
			Representative



# CURRENT GRADE/TITLE STRUCTURF3

GRADE	CURRENT CLASSIFICATION PLAN	RECOMMENDED CHANGES	PROPOSED CLASSIFICATION PLAN
	Meter Operations Supervisor	Civil Engineer	Crew Leader II
	Civil Engineer	Accounting Supervisor	SCADA Technician
6	Accounting Supervisor	Customer Service Supervisor	CCTV Technician II
	Customer Service Supervisor	Meter Operations Supervisor	
	Environmental Compliance Specialist	Operations Supervisor	Civil Engineer
	Operations Supervisor	Facilities Supervisor	Accounting Supervisor
	Facilities Supervisor		Customer Service Supervisor
	GIS and CMMS Coordinator		Meter Operations Supervisor
7	Systems Engineer		GIS and CMMS Coordinator
	ISO Systems Engineer		Systems Engineer
	Modeling Engineer		ISO Systems Engineer
			Modeling Engineer
			Environmental Compliance Specialist
	Sr. Civil Engineer	Sr. Civil Engineer	Operations Supervisor
8			Facilities Supervisor
	Manager of Information Technology	Manager of Information	Sr. Civil Engineer
	Human Resources and	Technology*	
9	Administration Manager	Human Resources and Administration Manager*	
	Operations Manager	Operations Manager*	
	Director of Engineering	Director of Engineering	Director of Information Technology
	Director of Finance	Director of Finance	*(New Title)
10			Director of Human Resources and Administration *(New Title)
			Director of Operations *(New Title)
			Director of Engineering
11			Director of Finance

Salary Scale Recommendation for ACSA FY2023 10 Percent Midpoint Adjustment Effective July 1, 2022 Including 60 Percent Range from Minimum to Maximum and Additional Grade 11

	Curr	ent Salary S	cale		
Grade	irade <u>Minimum Midpoint</u> <u>Maximum</u> Sprea		Spread Min to Max		
1	\$33,121	\$41,402	\$49,682	50%	
2	\$37,262	\$46,577	\$55,892	50%	12.5%
3	\$41,954	\$52,442	\$62,931	50%	12.6%
4	\$47,198	\$58,998	\$70,797	50%	12.5%
5	\$53,086	\$66,358	\$79,629	50%	12.5%
6	\$59,711	\$74,638	\$89,566	50%	12.5%
7	\$67,163	\$83,954	\$100,744	50%	12.5%
8	\$75,535	\$94,419	\$113,303	50%	12.5%
9	\$85,012	\$106,265	\$127,518	50%	12.5%
10	\$95,592	\$119,490	\$143,388	50%	12.4%

N	ew Proposed	d Salary Scale	(10% Midpoi	nt, 60% Range Width)	
Grade	<u>Minimum</u>	Midpoint	Maximum	Spread Min to Max	
1	\$35,032	\$45,542	\$56,052	60%	
2	\$39,411	\$51,235	\$63,058	60%	12.59
3	\$44,374	\$57,687	\$70,999	60%	12.69
4	\$49,921	\$64,897	\$79,874	60%	12.59
5	\$56,149	\$72,994	\$89,838	60%	12.59
6	\$63,155	\$82,102	\$101,049	60%	12.59
7	\$71,038	\$92,349	\$113,660	60%	12.59
8	\$79,893	\$103,861	\$127,829	60%	12.59
9	\$89,916	\$116,891	\$143,866	60%	12.59
10	\$101,107	\$131,439	\$161,771	60%	12.49
11	\$113,745	\$147,869	\$181,993	60%	12.59



MOTION:	MEETING DATE: May 19, 2022
SECOND:	
RES	SOLUTION
	d of Directors of the Albemarle County Service into Executive Session to consider the following
Pursuant to Va. Code §2.2-35 regarding specific legal matter	711 A (7) to consult with legal counsel and staff rs requiring legal advice.
VOTE:	
AYES:	
NAYS:	
	departure from the requirements of the Act should
ABSENT DURING VOTE:	
ABSENT DURING EXECUTIVE MEETIN	NG:
	Gary B. O'Connell, Secretary-Treasurer
	, , , , , , , , , , , , , , , , , , , ,



M	U.	TI	0	N	

MEETING DATE: May 19, 2022

SECOND:

### CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Board of Directors of the Albemarle County Service Authority has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, §2.2-3711 A (7) of the Code of Virginia requires a certification by this Board that such executive meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge. (i) only public business matters lawfully exempted from

open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board.
VOTE:
AYES:
NAYS:
(For each nay vote, the substance of the departure from the requirements of the Ac should be described).
ABSENT DURING VOTE:
ABSENT DURING EXECUTIVE MEETING:

Gary B. O'Connell, Secretary-Treasurer