

BOARD OF DIRECTORS' MEETING

December 19, 2024
9:00 A.M.

AGENDA

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

9:00 a.m.	1. Call to Order and Establish a Quorum –Statement of the Board Chair
9:05 a.m.	2. Recognitions – Jennifer Bryant, 25 Years of Service; Jeffrey Herr Retirement – 33 Years of Service
9:15 a.m.	3. Approve Minutes of November 21, 2024
9:25 a.m.	4. Matters from the Public
9:30 a.m.	5. Response to Public Comment
9:35 a.m.	6. Consent Agenda
	a. Monthly Financial Reports
	b. Monthly Capital Improvement Program (CIP) Report
	c. CIP Authorizations
	d. Monthly Maintenance Update
	e. IT Monthly Update
	f. Rivanna Water and Sewer Authority (RWSA) Monthly Update
	g. ACSA Board Policy Issues Agenda 2024
	h. 2025 ACSA Board of Directors Meeting Schedule
	i. 2025 ACSA Holiday Schedule
9:55 a.m.	7. ACSA Annual Investments Report
10:15 a.m.	8. FY 2026 Budget Guidelines and Schedule
10:25 a.m.	9. Items Not on the Agenda
	10. Adjourn



ALBEMARLE COUNTY SERVICE AUTHORITY

STATEMENT OF CHAIR TO OPEN DECEMBER 19, 2024 MEETING

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

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

R E S O L U T I O N

***WHEREAS Jennifer Bryant began her career on
November 1, 1999, and has served the Albemarle County
Service Authority for***

25 Y E A R S; and

***WHEREAS her dedicated and exemplary service in both the
Customer Service and Finance departments has contributed
significantly to the success and growth of the ACSA over the
years; and***

***WHEREAS she has been a key player in the development and
implementation of systems and processes that have improved
the overall efficiency of the ACSA's payroll and accounting
operations; and***

***WHEREAS the Albemarle County Service Authority and its
customers have greatly benefited from her impeccable work
ethic and attention to detail; and***

***WHEREAS the Board of Directors of this Authority believes
that such recognition should be publicly made;***

***NOW, THEREFORE, BE IT RESOLVED that the Board of
Directors of the Albemarle County Service Authority expresses
its sincere gratitude to
Jennifer Bryant
for her service to the customers of the
Albemarle County Service Authority.***

***I hereby certify the foregoing to be a true and exact copy of a resolution
adopted by the Board of Directors of the Albemarle County Service
Authority in a regularly scheduled meeting held November 21, 2024, by a
vote of __ to __.***

Quin Lunsford, Secretary-Treasurer

R E S O L U T I O N

***WHEREAS Jeffrey Herr began his career on
September 3, 1991, and has served the Albemarle County
Service Authority for over***

33 Y E A R S; and

***WHEREAS his careful attention to the construction of new
water and sewer infrastructure, as well as his dedication,
loyalty, and commitment to excellence, have greatly
contributed to the reliability of the public water and sewer
systems in Albemarle County; and***

***WHEREAS the Albemarle County Service Authority, and
the development community, have greatly benefited from his
excellent communication skills and thorough knowledge of
and adherence to ACSA construction specifications; and***

***WHEREAS the Board of Directors of this Authority
believes that such recognition should be publicly made,***

***NOW, THEREFORE, BE IT RESOLVED that the
Board of Directors of the Albemarle County Service
Authority expresses its sincere gratitude to
Jeffrey Herr
for his service to the
Albemarle County Service Authority.***

*I hereby certify the foregoing to be a true and exact copy of a
resolution adopted by the Board of Directors of the Albemarle County
Service Authority in a regularly scheduled meeting held December 19,
2024, by a vote of __ to __.*

Quin Lunsford, Secretary-Treasurer

Albemarle County Service Authority Board of Directors

The Board of Directors of the Albemarle County Service Authority (ACSA) met in a regular session on November 21, 2024, at 9:00 a.m. at the Administration and Operations Center at 168 Spotnap Road in Charlottesville, Virginia.

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

Members Absent: None.

Staff Present: Roland Bega, Tim Brown, Jayden Damron, Mike Derdeyn, Deanna Davenport, Tonya Foster, Eric Gates, Tanya Johnson, Terri Knight, Quin Lunsford, Jeremy Lynn, Alex Morrison, Emily Roach, William Roach, Sabrina Seay, Jeffrey Sprouse, Danielle Trent, April Walker.

Staff Absent: None.

Public Present: Matt Heatwole, Brown Edwards.

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

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

2. Recognitions – Roland Bega, 25 Years of Service; VRWA Tapping Contest; AWWA Hydrant Hysteria Competition; Basic Management & Supervisory Leadership Training Program

Mr. Lunsford stated that Jennifer Bryant was not able to attend the Board meeting today so if it was ok with the Board, her recognition will be moved to next month. Mr. Armstrong stated that it would be fine to move the recognition to next month and noted that the next recognition was for Roland Bega.

Alex Morrison, Director of Operations, came forward to speak about Mr. Bega. He stated that as an operations supervisor overseeing sewer, hydrants and valves, Mr. Bega's hard work and leadership have been

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1 essential in ensuring the ACSA delivers vital resources every day. He stated
2 that throughout his career, Mr. Bega has shown unwavering dedication and
3 has grown into a leader who now mentors others and helps them succeed.
4 He mentioned that Mr. Bega's work is a pillar of strength for both the
5 organization and the community.

6 Mr. Morrison stated that, of course, every seasoned professional like
7 Mr. Bega has a story from early in their career. He stated that he heard about
8 a time when Mr. Bega and Larry Jones, a former ACSA employee,
9 disassembled a hydrant without closing the valve. He stated that this sent
10 water soaring into the air on a winter day and drew the attention of the local
11 news. He stated that he is sure Mr. Bega learned from that experience, and
12 that his hydrant technicians know better than to make that same mistake.

13 Mr. Morrison congratulated Mr. Bega on his 25 years of incredible
14 service and stated that his contributions have made a lasting impact on
15 everyone at the organization. Mr. Armstrong read the recognition resolution
16 for Mr. Bega (Attached as Page_____).

17 ***Mr. Tolbert moved to approve the recognition resolution;***
18 ***seconded by Ms. Palmer. All members voted aye.***

19 Mr. Morrison stated that the next recognition was for William Roach
20 and Roland Bega for their first-place victory at the Virginia Rural Water
21 Association Tapping Contest. He stated that it is a competition that tested
22 their ability to tap into a pressurized water main and connect it to a meter
23 setter with speed, accuracy, and safety. He noted that their win is a
24 testament to their technical skills and dedication and adds to the ACSA's
25 proud tradition of excellence in these events.

26 Mr. Morrison stated that he would now share a video of their
27 outstanding performance. Mr. Armstrong asked how many years in a row
28 they have won the competition, as it seems they win every time. Mr. Morrison
29 stated that they were trying to figure that out the other day, but the plaque
30 with all the previous wins listed is being engraved again.

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1 Mr. Morrison stated that the next recognition was for Jeffrey Sprouse,
2 William Roach, and their coach Jayden Damron. He stated that they
3 showcased their expertise at the American Water Works Association
4 Hydrant Hysteria Competition. He stated that they assembled a fire hydrant
5 from the ground up, under tight time constraints. He noted that their precision
6 and ability to problem-solve under pressure highlighted the exceptional skills
7 the ACSA relies on in its field operations. He added that he would now share
8 a video of that competition as well.

9 Ms. Palmer stated that both videos were great, but she really
10 appreciated the effortless leap by Mr. Roach over the hose in the first video.

11 Mr. Morrison stated that for the last recognition, he would have Eric
12 Gates come forward. He noted that three other gentlemen that were to be
13 recognized were not able to attend the meeting. He noted that Eric Gates,
14 Brandon Gibson, Dylan Shifflett, and Chris Ragland, successfully completed
15 a three- week Basic Management & Supervisory Leadership Training
16 Program. He stated that the course focused on developing key skills such
17 as effective communication, conflict resolution, and team collaboration. He
18 stated that their participation in the program demonstrates a commitment to
19 personal growth and leadership development, helping them to prepare for
20 greater responsibilities and strengthening their team.

21
22 3. Approve Minutes of October 17, 2024

23 There were no corrections or additions to the minutes of October 17,
24 2024.

25 ***Mr. Parcels moved to approve the minutes of October 17, 2024;***
26 ***seconded by Ms. Palmer. All members voted aye.***

27
28 4. Matters from the Public

29 There were no matters from the public.

30
31 5. Response to Public Comment

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1 There was no response to public comment.

2

3 6. Consent Agenda

4 **a. *Monthly Financial Reports*** – Mr. Parcels stated that the arrearages
5 seem to be increasing and asked why that is happening. Mr. Lunsford
6 replied that there is really one account driving that change. He stated
7 that there was a change in ownership of an apartment complex and
8 some delinquency in that payment. He noted that it has been
9 communicated that \$54,000 should be received this week.

10 Ms. Swanson stated that she had a question about billed
11 consumption section of the Water and Sewer Report on page 45. She
12 asked how Home Depot is consuming water if it is under construction.
13 Ms. Knight replied that Home Depot purchased the entire structure,
14 aside from Belk who owns their space. Ms. Swanson asked what Home
15 Depot was using the water for. Ms. Knight replied that they are using
16 water for dust control and construction purposes, but any of the units in
17 the mall that are using water is included in that consumption.

18 Ms. Swanson asked about the State Farm location, and how there is
19 such a difference between the water consumption and the sewer usage.
20 Mr. Lunsford replied that there is an exclusion meter on a cooling tower
21 at that property, so they are using water in their HVAC system that is not
22 enter the wastewater system. He noted further back in the report, that
23 the consumption of that facility has changed dramatically as the new
24 tenant has virtually stopped operations for the time being. Ms. Swanson
25 asked if he knew why they stopped operations. Mr. Lunsford replied that
26 via informal channels, he heard that they may be reworking a
27 manufacturing process and may be struggling to get FDA approval to
28 label the sugar-like substance they are making, in the way they would
29 like to have it labeled.

30 **b. *Monthly Capital Improvement Program (CIP) Report*** – Ms. Palmer
31 asked when and where the community meeting will be for the Bellair-

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1 Liberty Hills Sewer project, because she will attend if she is able to. Mr.
2 Lynn replied that the meeting will be at 7pm, on December 9th, at the
3 Boar's Head Inn. He stated that Boar's Head is their typical location for
4 community meetings, and they have given the ACSA access to that
5 space. He stated that he will send the Board that information. He added
6 that they have not sent out a public notice yet, but they have been
7 working with the HOA.

8 Mr. Roberts stated that he had a question about the Ragged
9 Mountain Phase 1 Water Main Replacement Project on page 71. He
10 asked if the contract is for \$53 million and the ACSA is paying \$600,000
11 of that, who is paying the rest. Mr. Lynn replied that the cost allocation
12 for the \$53 million will be split between the City of Charlottesville and the
13 ACSA. He noted that the ACSA added scope to the project, to install a
14 finished water line from the Fontaine Research Park, under the bypass,
15 to Fontaine Avenue Ext. He stated that this portion of the project is the
16 \$600,000 referred to in the memo. He added that this money will come
17 straight out of the ACSA's CIP budget. Mr. Roberts asked if the RWSA
18 will use bonds for this project. Mr. Lunsford replied yes.

19 ***c. Capital Improvement Program (CIP) Report –***

20 ***d. Monthly Maintenance Update –***

21 ***e. Rivanna Water and Sewer Authority (RWSA) Monthly Update –*** Mr.
22 Roberts stated that he had a question about the Ragged Mountain to
23 Observatory Raw Water Line. He asked what the impact was of the
24 water line that was broken during the storm. Mr. Lunsford replied that
25 there is currently no transfer from Sugar Hollow to Ragged Mountain.
26 He stated that RWSA purposefully lowered the level of the Ragged
27 Mountain Reservoir to complete some dam work. He noted that per Bill
28 Mawyer, RWSA Executive Director, they are scheduled to have the
29 pipeline fixed by the end of this calendar year. Mr. Lynn added that
30 RWSA has reduced production from Observatory and pushed it to South
31 Rivanna, which limits how much is being pulled out of Ragged Mountain.

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1 Ms. Palmer stated that the Mechums River Pump Station is on her
2 dog-walking route, and she was recently there and spoke with the
3 Faulconer construction crew. She stated that they mentioned that they
4 were going to build a concrete platform to bring the equipment in. She
5 stated that the Mechums River is incredibly entrenched and the banks
6 around the pump station have change dramatically, creating a slew. She
7 stated that her concern is how to keep the pump station intact if there is
8 a bad storm. She mentioned that it is a precarious situation, which is why
9 she suggesting taking the pump station down. Mr. Lunsford stated that
10 he has notes to have conversations related to the removal of the old
11 pump station.

12 ***f. ACSA Board Policy Future Issues Agenda 2024 –***

13 ***g. VERIP Application –***

14 ***Mr. Roberts moved to approve the consent agenda, seconded***
15 ***by Mr. Parcells. All members voted aye.***

16
17 ***7. Annual Comprehensive Financial Report (ACFR) Presentation***

18 Mr. Lunsford stated that Matt Heatwole with Brown Edwards, the
19 ACSA's auditor, is present at the meeting today. He stated that Mr.
20 Heatwole would provide an overview of the audit, Brown Edwards' opinions,
21 and other important information, and Ms. Tanya Johnson would give an
22 overview of the Annual Comprehensive Financial Report (ACFR).

23 Mr. Heatwole stated that he really enjoyed the maintenance videos
24 and jokingly mentioned that perhaps his firm should conduct an accounting
25 competition. He stated that he would briefly discuss the audit, which they
26 finished about a month ago. He noted that they met with the Board members
27 from the audit committee, Mr. Parcells and Mr. Tolbert, and it was great as
28 always. He mentioned that the audit went very smoothly, and he is happy
29 to report that Brown Edwards is issuing an unmodified, clean audit opinion
30 on the financial statements and disclosures. He noted that this means they
31 performed their audit procedures on those amounts and feel they are

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1 materially correct and in accordance with generally accepted accounting
2 principles. Mr. Armstrong added that the Board owes a thank you to Mr.
3 Parcels and Mr. Tolbert for carrying that oar again this year. Mr. Heatwole
4 concurred and thanked Mr. Lunsford and the finance team as well for a very
5 smooth audit.

6 Mr. Heatwole stated that the audit opinion is in the financial
7 statements document, a few pages in. He mentioned that in the back of the
8 actual report is also what they call their yellow book audit opinion. He noted
9 that if there were any findings related to internal controls that were
10 significant, or any material compliance findings, they would be disclosed in
11 that section. He stated that he is happy to report that there were none in FY
12 2024. He added that there is also Brown Edwards' standard letter to the
13 Board, which is a required communication and pieces together how they
14 arrived at a clean audit opinion. He stated that it also includes a
15 management representation letter, which is an important document they
16 obtain from Mr. Lunsford every year. He thanked the Board and the finance
17 team for the opportunity to work with the ACSA again.

18 Mr. Roberts stated that he has been involved in a lot of audits, and
19 sometimes they can bring confusion and ideas on how things can be fixed.
20 He stated that he believes it is a full team effort from the entire ACSA to
21 receive an audit with no audit points. He stated that they should be
22 commended because he will be going to another meeting where there may
23 be 4 or 5 audit points that will have to be corrected. Mr. Heatwole concurred
24 and added that it is the culmination of the entire year – these processes,
25 controls, reconciliation, and communication between the departments on
26 various activities. He stated that, as Mr. Roberts mentioned, it is very much
27 a team effort to get to that point and report those numbers accurately.

28 Ms. Johnson stated that she cannot take any credit for the audit as
29 she was not there, but she commends the team for their accomplishments
30 this year. She stated that she would be presenting an overview of the FY
31 2024 Annual Comprehensive Financial Report (Attached as Pages_____).

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1 She mentioned that she would begin with some FY 2024 financial highlights
2 followed by operational information, and a summary at the end.

3 Ms. Johnson moved to the financial highlights slides. She stated that
4 this year, the net position totaled \$237 million. She stated that this was an
5 increase of \$8 million, or almost 4%, over last fiscal year. She mentioned
6 that operating revenues were \$39 million and operating expenses totaled
7 \$43 million. She noted that operating revenues grew by \$5 million, which
8 was an increase of almost 15% compared to FY 2023. She added that
9 operating expenses, including the depreciation expense, increased by \$4.7
10 million, which is a change of 12% compared to last fiscal year. She added
11 that capital contributions totaled \$10 million, which was a decrease of \$2.7
12 million, or 20%, from fiscal year 2023.

13 Ms. Johnson stated that the next slide included a bar graph that
14 shows total assets from FY 2020 to 2024. She stated that the ACSA's total
15 assets have shown consistent growth year over year, which is driven by an
16 increase in water sales and sewer treatment, and investment performance
17 in the current year. She noted that the next slide shows a pie chart of assets
18 by type for the fiscal year.

19 Ms. Johnson moved to the next slide, showing the ACSA's total
20 liabilities from FY 2020 to FY 2024. She stated that the total liabilities
21 increased nearly 15% over the prior fiscal year, which reflects the increase
22 in unearned revenues of \$1.6 million. She added that accounts payable
23 increased by \$700,000 as well. She mentioned that the next slide showed
24 a pie chart of the total liabilities by type for FY 2024.

25 Ms. Johnson stated that that revenues and expenses by fiscal year
26 are shown on the next slide. She noted that water and sewer revenues
27 increased \$5.1 million over the prior year, or 14.8%, which was due to water
28 consumption increasing by 4.2% and water treatment increasing by 3.7%
29 over the prior year.

30 Mr. Parcels asked to go back to the slide showing total liabilities by
31 fiscal year. He noted the 15% increase from FY 2023 to FY 2024, yet there

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1 was about a 7% drop between FY 2022 and FY 2023. He asked why the
2 liabilities changed so significantly. Mr. Lunsford stated that proportionally,
3 in terms of the difference between current and long-term liabilities, it is most
4 likely related to the fluctuation in pension liabilities. He stated that it is rather
5 volatile with big swings in the market and how the actuaries determine those
6 liabilities. Mr. Parcels stated that his recollection was that it was a relatively
7 consistent thing that would be trending. Mr. Lunsford replied that there was
8 an effort to smooth that, but there can be considerable changes. He added
9 that he would gather specifics related to FY 2022, 2023, and 2024, but his
10 guess would be the pension liabilities.

11 Ms. Johnson stated that the purchase of water and sewer treatment,
12 and ACSA departmental expenses, increased by \$4.7 million, or 13.4% over
13 the prior fiscal year.

14 Ms. Johnson stated that in terms of net position, illustrated by the bar
15 graph on the next slide, there was an increase of \$8.3 million over the prior
16 fiscal year. She stated that the unrestricted net position increased \$4.9
17 million and net investment in capital assets increased \$3.3 million, or 1.9%.

18 Ms. Johnson moved to the next slide, outlining some of the ACSA's
19 operating information for FY 2024. She stated that there were 502 new
20 connections established, over 277,000 meters were read, and nearly 5,200
21 service orders were processed. She mentioned that the following two slides
22 show connections by fiscal year and billed consumption. She noted that the
23 long-term trend shows increases in consumption from year to year, with
24 fiscal year 2024 showing a 4.2% increase from last fiscal year. She added
25 that sewer treatment increased from last fiscal year as well, by 3.7%.

26 Ms. Johnson stated that, in summary, there was significant growth in
27 investment income for fiscal year 2024, and an increase in both water
28 consumption and sewer treatment. She noted that there was also a
29 significant increase in the cost to treat water and sewer. She stated that she
30 wanted to thank all the ACSA departments for their contribution to the CAFR
31 this year, especially Deanna Davenport, Tonya Foster, and Jennifer Bryant.

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1 She added that she also wanted to thank the Human Resources and
2 Administration department for their support as well.

3 Mr. Parcells asked about the billed consumption. He stated that they
4 used to show the per capita consumption, which had been level and even
5 decreasing in prior years. He asked what the status of that was now. Mr.
6 Lunsford stated that he does not think they have run those numbers
7 recently, but it is something they can include in next month's agenda. He
8 stated that his intuition is that it would be steady.

9 Ms. Palmer asked if the ACSA still receives applications for toilet
10 rebates or has pretty much everyone done it already. Mr. Lunsford replied
11 that they still receive a few. He noted that Mrs. Roach and her team are
12 working on a revamp of the toilet rebate program, which will hopefully get
13 more participation and take customers to that next level of efficiency in
14 toilets. Mrs. Roach stated that the goal is to have the new program launched
15 by January 1, 2025. Ms. Palmer stated that she is curious as to whether
16 there are that many high-consuming toilets in the system. Mrs. Roach stated
17 that the ACSA will be focusing on rebating customers who purchase
18 WaterSense labeled toilets, which use 1.2 gallons per flush. Ms. Swanson
19 mentioned including rebuilds, as that must be done eventually with the low-
20 flow toilets.

21 Ms. Swanson asked if the yields are ever provided in the financial
22 investment portion of the ACFR. Mr. Lunsford replied that next month, the
23 staff will be providing its annual investments update with PFM, who
24 manages the portfolio outside of the LGIP. He stated that the yields
25 information will be available there, but there are monthly investment reports
26 that show that as well. He noted that inside each of those classifications is
27 a number of investments, so he will need to figure out what would be the
28 best way to efficiently share that information.

29 Ms. Swanson asked how the 2.5% inflation rate is decided, in terms
30 of the pension details, because that does not seem to be what everyone
31 has been experiencing. Mr. Lunsford replied that actuary sciences is a

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1 complicated business, and he does not know. Mr. Parcels stated that he
2 believes it is a government number, as that is what social security is using.

3 Ms. Palmer stated that it used to be that the ACSA's connections
4 were growing about 1.5% per year. She stated that they look to be higher,
5 based on the information in the ACFR. She asked if the 1.5% was still a true
6 estimate. Mr. Lunsford referred the Board to page 66 of the ACFR, or page
7 218 of the Board packet. He stated that the very first line shows new
8 connections by year. He stated that he is not sure of the exact percentage
9 translation, but the ACSA has seen about 300-535 new connections in the
10 last 10-year period. He added that he can get the percentages for the Board.

11 Mr. Roberts asked about how depreciation works. Mr. Lunsford
12 replied that the capitalization policy is that anything over \$5,000 and has a
13 useful life of longer than one year is depreciated over the useful life. He
14 noted that the useful life can vary depending on the type of asset. He noted,
15 for example, a water line's useful life may be around 60 years, while a
16 vehicle could be about 5 years. Mr. Parcels asked if the type was a
17 standardized thing across the Board, from an accounting point of view. Mr.
18 Lunsford replied that it is consistent. He stated that the ACSA is able to use
19 judgement and historical information, which has to be justified with the
20 auditors.

21
22 8. **ACSA General Water and Sewer Construction Specifications Update**
23 **and Approval**

24 Jeremy Lynn, Director of Engineering, came forward to discuss the
25 specifications update with the Board. He noted that the Board has a copy of
26 the rewrite in their Board packet. He stated that he would go over the process
27 that has gotten them to this point today, and then discuss the document itself.

28 Mr. Lynn stated that this process began in December 2023 with an
29 in-depth review of the ACSA General Water and Sewer Construction
30 Specifications by a core group made up of members from both the
31 engineering and maintenance departments. He stated that the staff

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1 members in the core group were Justin Weiler, Richard Nelson, John
2 Anderson, and Keane Rucker from engineering, Alex Morrison, Director of
3 Operations, Operations Supervisors Roland Bega and Robbie Lawson, as
4 well as Jay Thomas and David Hensley, ACSA Construction Inspectors. He
5 stated that depending on the topic that was going to be discussed at each
6 session, other members of the maintenance department were pulled into the
7 meetings. He noted that for conversations about sewer, Dwayne Shifflett and
8 Doug Herr joined the meetings, and William Roach, Jason Thomas, and
9 Jake Duff were included in conversations about water. He added that there
10 were nine workshops in total, which lead to the reorganization and
11 restructuring of the document.

12 Mr. Lynn stated that once there was a draft version completed, it was
13 shared with a small group of developers, local engineers, and the Albemarle
14 County staff, to provide input on the document. He stated that it was also
15 shared with the Virginia Department of Health (VDH) and the Virginia
16 Department of Environmental Quality (DEQ). He stated that the ACSA has
17 approval on the document from VDH. He noted that DEQ does not issue
18 approvals, but they have acknowledged receipt of the document and will
19 place it in their files.

20 Mr. Lynn stated that in terms of the document itself, it covers general
21 conditions, technical specifications, and details for water and sewer utilities
22 that will be constructed and dedicated to the ACSA. He stated that other than
23 the restructuring, a majority of the document and its contents is the same,
24 but he wanted to highlight four specific changes that he wanted the Board to
25 be aware of.

26 Mr. Lynn stated that section 2.1 is an independent water line
27 connection requirement. He stated that this will require more than one
28 connection for larger developments, for water quality and redundancy
29 purposes. He mentioned that this has the potential to lead to developer
30 requests for condemnation. He noted that if the second connection is an off-

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1 site connection that requires an easement from an adjacent property owner,
2 there may be condemnation issues brought to the Board for consideration.

3 Mr. Lynn stated that section 2.7.1 moves away from the continued
4 use of concrete thrust blocks and towards the use of restrained joint pipe.
5 He stated that restrained joint pipe allows for a better installation in fill areas,
6 as well as the installation of utilities in congested areas which is becoming
7 more common. He noted that this is a change that will be beneficial for both
8 contractors and the ACSA.

9 Mr. Lynn stated that section 3.1 outlines guidance on desired
10 sanitary sewer locations. He stated that the ACSA prefers to see sewer along
11 or in the VDOT right-of-way, or in open space. He stated that they have seen
12 an increased number of conflicts with fences, buildings, and decks
13 encroaching into the easements, and access is becoming increasingly
14 difficult in back yards. He noted that the goal is to find a spot that makes
15 sense for long-term maintenance without infringing on the future
16 development rights of the property owner.

17 Mr. Lynn stated that the last change he wanted to highlight was a
18 restructuring and reorganization of the water and sewer details. He stated
19 that there were some improvements made on those, including a title block to
20 ensure it was clear that those are the ACSA's details. He stated that these
21 are extremely helpful for field crews as they do not have the entire
22 specifications document, but they have the plans which have the details. He
23 added that at this time, the staff would ask that the Board adopt the updated
24 specifications document.

25 Mr. Parcels asked how the feedback from the development
26 community was in response to the change in section 2.1. Mr. Lynn replied
27 that when they did research on the second connection requirements, the
28 ACSA staff found utilities that had set the limit at 40-50 ERCs. He stated that
29 given some of the challenging sites, the ACSA felt that number was too low.
30 He stated that they proposed to go with 100 ERCs. He mentioned that they
31 did not receive a lot of feedback. He stated, however, that the development

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1 community was concerned about how supportive the ACSA Board would be
2 in considering a condemnation.

3 Mr. Parcels asked if there would be any retroaction with
4 developments that would require that second connection. Mr. Lynn replied
5 that if something has already been approved and under construction, the
6 ACSA is not going to look back and retroactively make changes. He stated
7 that this will be for developments moving forward. He stated that in terms of
8 anything being developed currently, the ACSA will have to weigh the
9 circumstances in terms of whether they knew this change was coming or not.
10 He noted that the apartments on Rio Road near John Warner Parkway
11 adhere to the new requirements and have two feeds, although those plans
12 were approved before the change.

13 Ms. Swanson asked if the same was true of the apartments off
14 Hydraulic Road. Mr. Lynn replied that they do not have two connections but
15 there is a way to connect to The Blake, which the ACSA will be looking to do
16 as a future CIP project. He noted that those plans were approved well before
17 the change was even a consideration.

18 Mr. Armstrong asked Mr. Lynn to speak to how the ACSA arrived at
19 100 ERCs, when other utilities use 40-50. Mr. Lynn stated that given the
20 topography of the community and the fact that growth pays for growth, there
21 is not a lot of backbone infrastructure on the outskirts where the development
22 is occurring that will make it easy for a developer to have that second
23 connection. He stated that 50 is a low number and most apartment
24 communities will exceed that. He added that 100 makes more sense for the
25 ACSA community.

26 Mr. Parcels asked about the new construction on Old Ivy Road. Mr.
27 Lynn stated that Old Ivy Residences is a development of 525 units. He stated
28 that they have established two connections on their approved site. He stated
29 that sometimes if there is water main along the front edge of the property
30 and a strategically located valve between the two connections, independent
31 connections can be created, which is what was done with this site. He noted

Albemarle County Service Authority Board of Directors

1 that they are also exploring a backdoor connection to the University Village
2 site, which would be yet another connection and provide redundancy for the
3 University Village property. He added that this new requirement may lead to
4 some smaller, interconnect projects that the ACSA may tackle with future
5 CIP projects.

6 Ms. Palmer referred to Section 2.11 regarding crossing water
7 courses, and asked Mr. Lynn to explain the increase in the minimum cover
8 from three feet to five feet. She asked if this referred to crossing under the
9 water. Mr. Lynn replied that this would be in a situation where they are going
10 under a stream. He stated that with increased development and the
11 imperviousness of some sites, they are seeing undercutting in the streams.
12 He stated that by increasing the minimum to five feet ensures that the three
13 feet remains in place if that undercutting occurs. He noted that there have
14 been a few instances where the ACSA's water main was exposed due to
15 undercutting.

16 Ms. Palmer also asked about the elimination of the concrete
17 encasement for utility stream crossings. She asked if the assumption is that
18 the concrete is not necessary at five feet, or if it was being eliminated
19 because it causes corrosion. Mr. Lynn replied that the concrete is creating
20 unintended consequences, but it is also very difficult to remove if repairs
21 must be made to the water line. Ms. Palmer asked if this was the case for
22 sewer too. Mr. Lynn replied that this is for water and sewer. He mentioned
23 that the sewer is trickier because they have to be aware of gravity, so they
24 may have to consider an aerial crossing.

25 Ms. Palmer stated that her next question was about Section 3.1
26 which provides guidance on the location of sanitary sewer lines. She asked
27 if the ACSA had a list of things that are allowed to be built within their
28 easements that is included in the easement agreements. Mr. Lynn replied
29 that the ACSA's easement language is very restrictive and does not allow
30 for items such as fences, overhangs, trees, and buildings. He mentioned,

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1 however, that if a building permit process is not followed, the ACSA does not
2 know that these things are being built.

3 Ms. Palmer stated that she read yesterday that the Albemarle County
4 Board of Supervisors is considering reverting back to the buffer regulations
5 that were in place before 2014. She stated that she gathered from what she
6 read, that the County will start inspecting more buffers not only during
7 construction, but post-construction maintenance as well. She mentioned that
8 the ACSA installs sewers along streams for gravity reasons but does not
9 allow any vegetation in its easements. She asked if Mr. Lynn foresees any
10 conflict with this. Mr. Lynn replied that there is an ongoing struggle between
11 the utility trying to maintain the sewer and the County's desire to have
12 landscaping requirements. Ms. Palmer stated that it is not landscaping but
13 rather protection for the entrenchment. Mr. Lynn stated that it will be
14 something that both sides will have to figure out how to effectively manage.

15 ***Mr. Parcels moved to approve the adoption of the revised ACSA***
16 ***General Water and Sewer Construction Specifications, seconded by***
17 ***Ms. Palmer. All members voted aye.***

18
19 9. Information Technology (IT) Monthly Information for Board

20 April Walker, Director of Information Technology, stated that she
21 wanted to introduce this new item that will be added to the monthly consent
22 agenda in the Board packet (Attached as Pages_____). She stated that IT
23 will be joining the other departments at the organization in being transparent
24 and providing the Board with monthly updates of what IT is working on.

25 Ms. Walker stated that the end goal of this report is to eventually
26 begin showing data comparisons highlighting things like growth in the
27 department. She stated that the first slide shows an overview of the IT
28 department and what they maintain. She stated that the second slide
29 outlines some quantifiable numbers of routine tasks that IT performs each
30 month, such as responding to alarms and help desk tickets, or digitizing
31 assets for Cityworks and GIS.

Albemarle County Service Authority Board of Directors

1 Mr. Parcels asked what it means to digitize sewer lines. Ms. Walker
2 stated that the construction inspectors will GPS locate the ACSA's assets as
3 they are put in the ground. She stated that when that information comes back
4 to the IT department, the GIS team draws those lines in using the points they
5 shoot for the GIS. Mr. Parcels asked if that means that everything will have
6 a specific reference point. Ms. Walker replied yes. She stated that the data
7 could come from CIP projects or assets that are being reverified. Mr. Parcels
8 stated that when listing the data status in the report, it would be helpful to
9 give the percentage of the total assets that the numbers represent.

10 Mr. Parcels stated that the report shows the IT department
11 investigated 433 physical security alerts at the ACSA Operations Center. He
12 asked if this was a representation of the security breach attempts. Ms.
13 Walker stated that those numbers refer to the physical security for the
14 operations building, which could be anything from holding the door open too
15 long or someone does not arm the system properly. Mr. Parcels stated that,
16 again, it would be helpful to track that data over time. He also asked about
17 the 3,274 security alerts at the pump stations. Ms. Walker stated that
18 because of the number of pump stations that the ACSA has, and the fact
19 that they are not staffed during the day, the alarm system monitors for any
20 activity at those stations. She mentioned that the alarms could be anything
21 from staff checking the station to people walking their dog near the station.
22 She stated that each one sends an alert, and they have to investigate each
23 one.

24 Ms. Walker stated that the last three slides highlight IT's large project
25 participation. She stated that most of the ACSA's projects have an IT
26 component at some level. She mentioned that as projects are completed,
27 they will be removed from the list, and new projects will be added as they
28 arise.

29 Ms. Swanson stated that the ACFR showed a subscription liability
30 update. She asked what software is part of that subscription liability. Mr.
31 Lunsford replied that the subscription liability is for the ERP software. He

Albemarle County Service Authority Board of Directors

1 stated that there is an incredibly complicated evaluation process to
2 determine what subscriptions need to be reported that way as opposed to
3 an expense.

4 Mr. Lunsford stated that there was not an organic way for Ms. Walker
5 to share a lot of the information about what she and her team are doing. He
6 stated that there is certainly an opportunity to add some context to better
7 illustrate what some of the data means. He stated that this gives Ms. Walker
8 a chance to share some of the projects that she is leading or supporting
9 within the consent agenda.

10
11 **10. New Customer Packet Introduction**

12 Mr. Lunsford stated that the ACSA's Strategic Plan emphasizes an
13 improved customer experience, and the staff has identified several
14 opportunities to do so. He stated that this specific opportunity was a
15 collaboration between the ACSA and its communications consultant,
16 Letterpress Communications. He stated that Tanya Johnson, Director of
17 Finance, and Terri Knight, Customer Service Supervisor would be
18 presenting this item together (Attached as Pages_____).

19 Ms. Knight stated that she would begin by passing out a card that will
20 be given to all new ACSA customers. She mentioned that eventually, the
21 ACSA will conduct a campaign to get it to all customers once the new
22 website is up and running. She stated that the ACSA worked with Letterpress
23 to come up with something that customers would look at and keep, and they
24 suggested a magnet.

25 Ms. Knight stated that it is the goal of the ACSA to provide best-in-
26 class service to all their customers. She stated that some customers see the
27 words "Service Authority," and are not sure what services the organization
28 provides so the ACSA is trying to diligently communicate that information.

29 Ms. Knight stated that the Board should all have a copy of the
30 Customer Guide in their packets. She stated that it is on the ACSA's website,
31 located on the main page for easy access. She stated that the first page is

Albemarle County Service Authority Board of Directors

1 an introduction, with a map of the area's water supplies. She noted that the
2 ACSA's Mission and Vision statement are shared at the bottom of the page
3 as well.

4 Ms. Knight stated that the second page contains the table of
5 contents, as well as a letter from the ACSA's Executive Director. She stated
6 that billing and rates are outlined on the third page. She mentioned that it
7 gives a brief statement about how the rates are set, as well as the various
8 methods by which to pay and what to expect on the first bill.

9 Ms. Knight moved to the next page, which shows an illustration
10 explaining who is responsible for what. She noted that this has been
11 extremely useful, especially when it comes to service lines. She added that
12 there is also an option to assist customers with locating their meter.

13 Ms. Swanson stated that she wanted to make a point about the
14 illustration being of a single-family home, as opposed to an apartment. She
15 stated that the area is increasingly seeing more apartments and as she
16 understands it, a lot of them are switching to electronic metering systems so
17 each unit is billed separately. Ms. Knight stated that a lot of management
18 companies are using private, third-party metering. Ms. Swanson asked if
19 there would be a way to create another illustration that captures that
20 scenario.

21 Mr. Lunsford stated that in that situation, the ACSA still has one
22 relationship with the apartment complex. He stated that the management
23 company that owns the complex is metering the individual units. Ms.
24 Swanson stated that she understands the ACSA is not doing the metering,
25 but the residents are still customers indirectly. She stated that she feels they
26 should still be served by a customer communication, so they understand, as
27 a renter, how they interact with the landlord or metering company.

28 Mr. Derdeyn stated that the Virginia Residential Landlord and Tenant
29 Act requires very clear communication from landlord to tenant, about
30 whether they are using sub-rated metering or ratio billing. He stated that as
31 part of the leasing process, this does have to be explained to the tenant.

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1 Mr. Lunsford stated that Ms. Swanson has a valid perspective, and
2 it is a challenge, similar to when there is a water emergency. He stated that
3 if there is a boil water notice, the ACSA has to figure out how to get in touch
4 with the people that are using the water. He stated that they can contact their
5 one customer, but the challenge is to get in touch with the hundreds of
6 people behind that customer to ensure they are informed. He added that the
7 ACSA is aware of this communication challenge and the staff is working on
8 figuring out how to communicate more effectively.

9 Mr. Tolbert stated that the ACSA would not even know the names of
10 the renters, and they are constantly changing. Ms. Swanson stated that
11 perhaps one way to approach it would be to create a landlord communication
12 for the multi-family community. Mr. Lunsford asked the Board to allow the
13 staff to think about that and get back to them. Ms. Knight added that she
14 feels Ms. Swanson has highlighted an area that they can explore further and
15 figure out how to work with the landlord community.

16 Ms. Palmer stated that she always heard the apartment communities
17 were not individually metering the units because it was too costly, and the
18 meters would take up too much space. She asked if the metering
19 infrastructure is now smaller or if the cost-benefit ratio is more favorable now,
20 as to why they are going to individual metering. Mr. Lunsford replied that he
21 suspects a lot of it has to do with the automation of reading the meter. Mr.
22 Parcels added that there are a lot more reliable electronic devices that can
23 be attached to the line to read flow rates, so they do not have to put a
24 physical meter in the ground.

25 Ms. Knight stated that the next page of the guide outlines how to
26 report a problem or water outage. She noted that the ACSA also posts
27 planned outage alerts on their website and social media platforms, which
28 customers can follow for updates. She noted that the toilet and rain barrel
29 rebate programs are outlined on the following page, which the ACSA would
30 like all customers to be aware of.

Albemarle County Service Authority Board of Directors

1 Ms. Knight stated that there is a water quality statement on the next
2 page. She stated that the ACSA is very proud of the quality of the water and
3 wanted to share for those customers that are not aware. She added that the
4 following page gives tips about how to save water.

5 Ms. Palmer stated that she wanted to point something out on the
6 water conservation page. She stated that one of the conservation tips
7 mentions investing in native plants such as Black-Eyed Susans and
8 geraniums. She stated that the average person that looks at the word
9 “geranium,” is going to think of a hot-house geranium that is purchased all
10 the time. She stated that the native geranium is a small, perennial flower that
11 grows in the shade. She stated that including “native” in the description
12 would probably be more instructive for someone who is not a plant person.

13 Mr. Parcels mentioned that one of the tips instructs customers to
14 only flush the “3 P’s” to avoid clogs and damage to pipes. He asked if the
15 staff has noticed a reduction in this issue with increased awareness about
16 what not to flush down the toilet. Mr. Morrison replied that they have not seen
17 a huge change. He stated that the grinders really help with some of the
18 issues encountered in the manholes. He mentioned that no matter how much
19 they educate customers, there will still be the issue of things being flushed
20 down the toilet that should not be. He stated that it is usually an “out of sight,
21 out of mind” situation for the customer. He added that the grinders have
22 helped with the wet well cleaning, so there is a benefit to operations and
23 maintenance.

24 Ms. Knight stated that the last two pages of the guide outline how to
25 inspect for leaking toilets and some general community resources that new
26 customers may not be aware of. Ms. Johnson added that it is important to
27 provide the community with information about what the ACSA does.

28 Mr. Parcels stated that the way the guide is broken down into
29 different topics with large text makes it easier to read and quicker to
30 understand. The Board concurred and agreed it was a job well done.

31

Albemarle County Service Authority Board of Directors11. Items Not on the Agenda

Mr. Lunsford stated that he had a couple of brief items to mention. He stated that this Friday, the ACSA will host its family bowling night. He stated that it is a small thank you to families that have to sacrifice time with staff for emergencies or after-hours work. He mentioned that it is a great event that everyone enjoys, and they are looking forward to it.

Mr. Lunsford stated that the ACSA will also have its annual luncheon on Friday, December 13th. He mentioned that it will be held at the DoubleTree Hotel again this year. He stated that it will be a good meal and a good time, and he hopes that the Board members that are able to come, will attend.

Mr. Lunsford stated that he also wanted to briefly mention some information gathered from the recent RWSA Board meeting. He stated that Ms. Palmer had asked about the future capacity needs in Crozet specifically. He mentioned that during the presentation, which was a high-level overview, RWSA indicated that there should not be any capacity issues before 2045. He stated that between 2045-2070, there will be a need for additional water to support the Crozet community.

Mr. Lunsford noted that RWSA was successful in permitting the withdrawal that had been previously grandfathered. He stated that with the upgrades to the Beaver Creek Dam, RWSA was required to obtain a permit, which allows 2.2 MGD. He noted that the permit is for 15 years, after which time they will have to reapply. Ms. Palmer stated that it was 2 MGD before, so that means they only got another .2 MGD. Mr. Lunsford stated that he could not find what it was before in the grandfathering language, but it is 2.2 MGD currently.

Mr. Lunsford stated that RWSA also spoke some about the future capacity needs. He noted that the bulk of those water supply projects are in RWSA's current CIP, and some are starting in FY 2025, with the last ending in FY 2031.

Albemarle County Service Authority Board of Directors

1 Ms. Palmer asked if RWSA has a trajectory of the Crozet issue or if
2 Mr. Lunsford has the information that drove the 2045 timeframe for additional
3 capacity needs. Mr. Lunsford stated that the Weldon Cooper Center was
4 referenced in the presentation that Bill Mawyer, RWSA Executive Director,
5 provided, so there was some collaboration with UVA. He mentioned that Ann
6 Mallek, White Hall District representative for the Albemarle County Board of
7 Supervisors, added some information during the Board meeting as well,
8 indicating that development was not expected to continue at the current pace
9 in Crozet. Ms. Palmer asked if currently, the 2045 date is dependent upon
10 the Weldon Cooper population guide. Mr. Lunsford stated that he believes
11 that to be accurate. He stated that 2045-2070 is a broad range.

12 Ms. Palmer stated that she would be curious to understand the date
13 range better, in terms of whether it is just dependent upon the Weldon
14 Cooper study and population projections, or if it incorporates the County's
15 projections on development and infill that will happen in Crozet. Mr. Lunsford
16 stated that they will investigate the matter further.

17 Mr. Parcels stated in terms of the other side of the County, he never
18 hears any discussion about Totier Creek being a water supply for Scottsville.
19 He asked what Totier Creek supplies. Mr. Lunsford replied that Totier Creek
20 supplies Scottsville and there is sufficient capacity there. Ms. Palmer added
21 that the area has not grown as much as they would like it to, as it has become
22 more suburban.

23
24 12. Adjourn

25 ***There being no further business, Mr. Parcels moved that the***
26 ***meeting be adjourned, seconded by Mr. Tolbert. All members voted***
27 ***aye.***

28
29 _____
Quin Lunsford, Secretary-Treasurer

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

AGENDA TITLE: Monthly Financial Reports	AGENDA DATE: December 19, 2024
STAFF CONTACT/PREPARER: Tanya Johnson, Director of Finance	ACTION: Informational
	ATTACHMENTS: Yes

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

DISCUSSION:

- Water consumption for the month of October decreased 8.4% compared to September. Water consumption for the month of October 2024 compared to October 2023 decreased 6.9%.
- RWSA's invoice of \$2,733,598 for the month of October was paid on November 8, 2024.
- Unearned water and sewer connection charges totaled \$1,539,544 at month end.
- System connection charges are ahead of budgeted expectations with \$612,660 recognized in November.
- Water and Wastewater revenues for FY 2025 are above budgeted expectations by 10.18%. Please see the water/wastewater trend analysis included illustrating that when adjustment for expected variations in seasonal consumption are considered, revenues are 1.9% higher than budgeted expectations.

BUDGET IMPACT: Informational only.

RECOMMENDATIONS: None

BOARD ACTION REQUESTED: None; informational item only.

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

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

ALBEMARLE COUNTY SERVICE AUTHORITY

STATEMENT OF NET POSITION

November 31, 2024

ASSETS

Cash and cash equivalents	\$ 6,353,645
Accounts receivable	6,185,168
Investments	53,427,326
Capital assets: (net of accumulated depreciation)	188,034,147
Inventory	720,876
Prepays	2,985
Cash and cash equivalents, restricted	<u>404,242</u>
 Total assets	 <u>255,128,389</u>

DEFERRED OUTFLOWS OF RESOURCES

Combined deferred outflows of resources	<u>1,156,042</u>
---	------------------

LIABILITIES

Accounts payable	2,908,368
Accrued liabilities	452,469
Compensated absences	836,470
Net pension liability	3,030,688
Other post-employment benefits	1,088,723
Unearned connection fees	1,539,544
Long-term debt	<u>3,662,648</u>
 Total liabilities	 <u>13,518,910</u>

DEFERRED INFLOWS OF RESOURCES

Combined deferred inflows of resources	<u>799,130</u>
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NET POSITION

241,966,392

ALBEMARLE COUNTY SERVICE AUTHORITY
For the One Month Ending November 30
, 2024

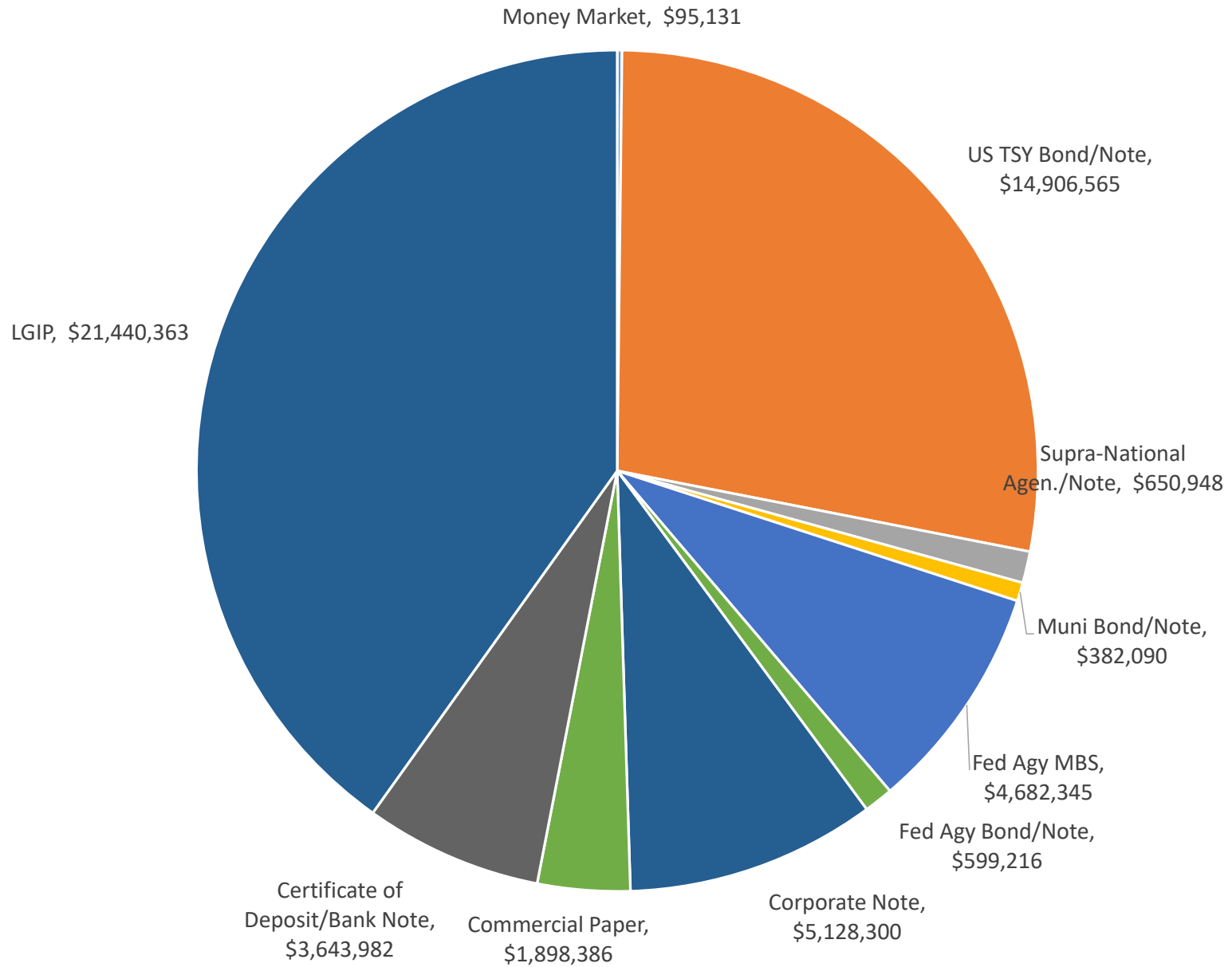
34

	Budget FY 2025	Budget Year-to-Date 2025	November Actual Year-to-Date	Actual vs. Budget	Variance Percentage
Revenues					
Water Sales	22,650,000.	9,437,500.	10,670,855.	1,233,355.	13.07%
Sewer Service	17,850,000.	7,437,500.	7,922,542.	485,042.	6.52%
Total operating revenues	40,500,000.	16,875,000.	18,593,397.	1,718,397.	10.18% A
Operating Expenses					
Purchase of bulk water	(18,148,000.)	(7,561,667.)	(8,073,109.)	(511,442.)	6.76% B
Purchase of sewer treatment	(13,782,000.)	(5,742,500.)	(5,189,363.)	553,137.	(9.63%) B
Administration	(1,585,600.)	(660,667.)	(518,745.)	141,922.	(21.48%) C
Finance	(3,283,100.)	(1,367,958.)	(1,188,285.)	179,673.	(13.13%) C
Information Technology	(2,143,000.)	(892,917.)	(879,496.)	13,421.	(1.50%) C
Engineering	(2,631,400.)	(1,096,417.)	(1,022,401.)	74,016.	(6.75%) C
Maintenance	(5,092,000.)	(2,121,667.)	(2,277,519.)	(155,852.)	7.35% C
Total operating expenses	(46,665,100.)	(19,443,792.)	(19,148,918.)	294,874.	(1.52%)
Operating gain(loss)	(6,165,100.)	(2,568,792.)	(555,521.)	2,013,271.	(78.37%)
Nonoperating Revenues					
System connection charges	8,000,000.	3,333,333.	3,947,030.	613,697.	18.41% D
Investment/Interest Income	2,000,000.	833,333.	1,332,601.	499,268.	59.91% E
Rental income	16,000.	6,667.	6,157.	(510.)	(7.64%)
Miscellaneous revenues	761,000.	317,083.	340,596.	23,513.	7.42% F
Total nonoperating revenues (expenses)	10,777,000.	4,490,417.	5,626,384.	1,135,967.	25.30%
Nonoperating Expenses					
Miscellaneous expenses	(890,300.)	(370,958.)	(319.)	370,639.	(99.91%) G
Bond interest charges	(183,859.)	(76,608.)	(83,781.00)	(7,173.)	9.36% H
Depreciation	0.	0.	(1,521,749.)	(1,521,749.)	0.00% I
Total nonoperating revenues (expenses)	(1,074,159.)	(447,566.)	(1,605,849.)	(1,158,283.)	258.80%
Capital contributions	0.	0.	737,652.	737,652.	
Change in Net Position	3,537,741.	1,474,059.	4,202,666.	2,728,607.	185.11%

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

- A.** Water and sewer revenues were more than budgeted amounts by 10.18%. Consumption through November (gallons) appears reasonable considering the ACSA's normal seasonal consumption pattern and abnormally dry/cool weather. Additional information related to seasonal revenue expectations can be found later in the Board packet.
- B.** Expenses related to purchases of bulk water and sewer treatment from the RWSA are less than budgeted amounts by 0.31%. Monthly billings prepared by the RWSA allocate total water/wastewater flows to the ACSA/City based on the consumption of each for the quarter immediately preceding.
- C.** Departmental operating budgets through the current month remain below budgeted expectations for the fiscal year. Departmental expenses will continue to be monitored throughout the fiscal year and are expected to align with the budget.
- D.** System connection charges are higher than the budgeted amount. Connection charges are often difficult to project and can fluctuate from year to year. These charges are dependent upon new customers connecting to the system.
- E.** Investment income, which includes both interest income and adjustments to fair market value are recorded in these accounts. Investment earnings are ahead of budgeted expectations through the current month.
- F.** Miscellaneous revenues consist of multiple lines and include inspection fees, plan review, reconnections/initial bill fees, invoiced water usage, and gains associated with sales of capital assets retired from service.
- G.** The budgeted amount includes expected outlays for capital equipment and other miscellaneous items. Equipment is capitalized when placed in service.
- H.** Bond interest charges are recorded as incurred.
- I.** Depreciation is not a budgeted line-item accounting for the variance. Depreciation expense is considered during the annual budgeting process as this expense is utilized to calculate the required contribution to the 3r reserve.

Allocation of Investments by Type



Portfolio Summary and Statistics

For the Month Ending **November 30, 2024**

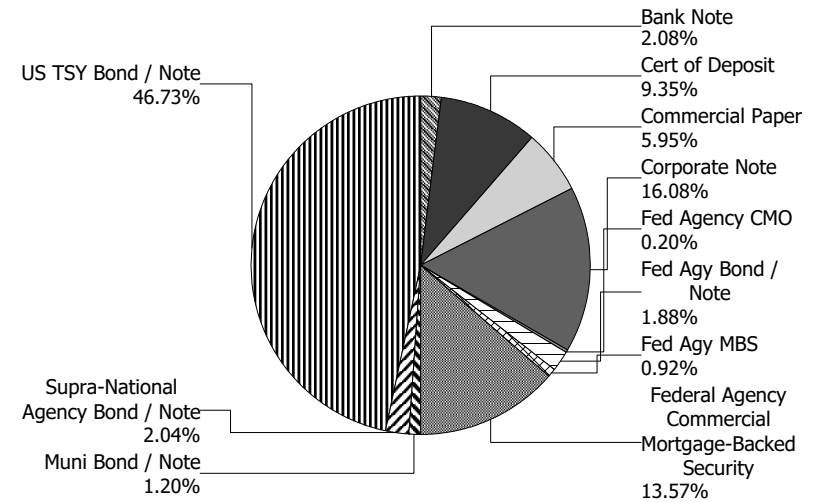
ACSA OPERATING FUNDS - 03100100

Account Summary

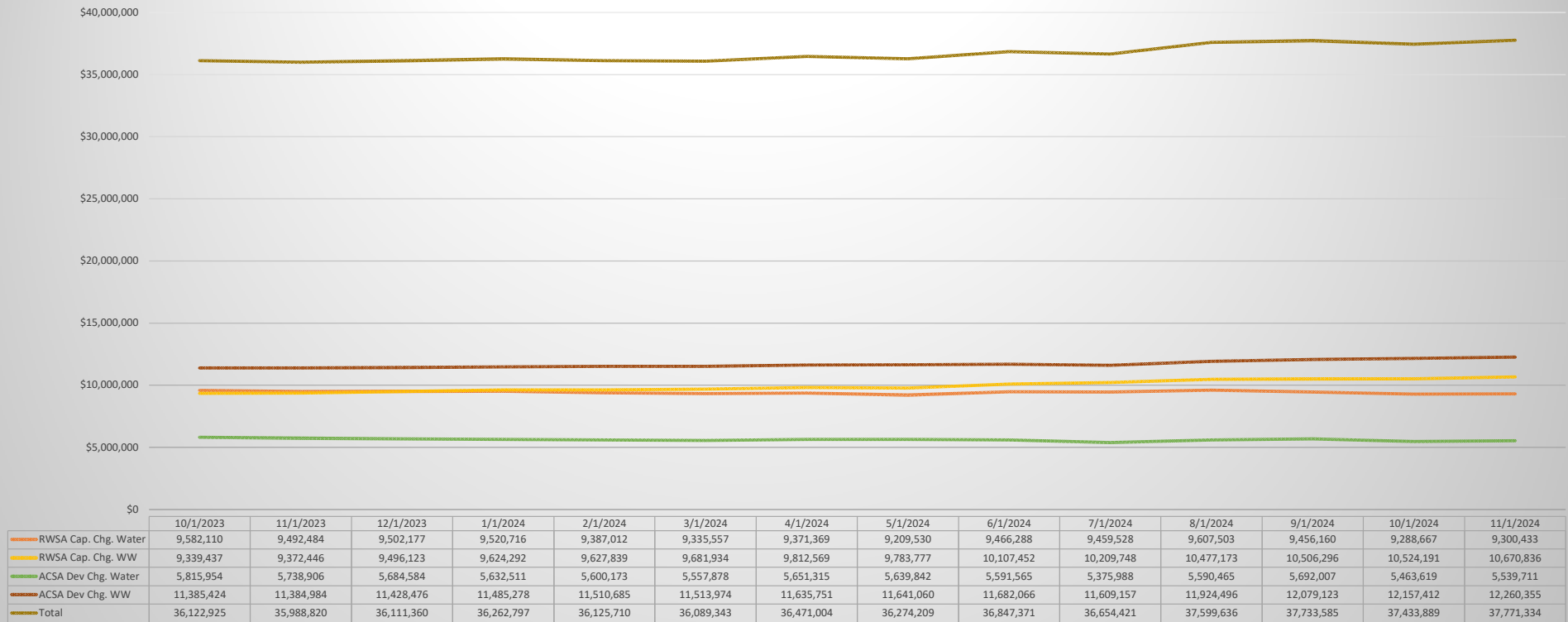
Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	14,935,000.00	14,906,564.82	46.73
Supra-National Agency Bond / Note	650,000.00	650,947.80	2.04
Municipal Bond / Note	380,000.00	382,090.14	1.20
Federal Agency Mortgage-Backed Security	305,368.18	291,966.94	0.92
Federal Agency Commercial Mortgage-Backed Security	4,452,816.65	4,328,049.15	13.57
Federal Agency Collateralized Mortgage Obligation	68,635.43	62,329.07	0.20
Federal Agency Bond / Note	600,000.00	599,215.80	1.88
Corporate Note	5,140,000.00	5,128,300.22	16.08
Commercial Paper	1,925,000.00	1,898,386.27	5.95
Certificate of Deposit	2,975,000.00	2,981,877.30	9.35
Bank Note	655,000.00	662,104.67	2.08
Managed Account Sub-Total	32,086,820.26	31,891,832.18	100.00%
Accrued Interest		289,026.40	
Total Portfolio	32,086,820.26	32,180,858.58	

Unsettled Trades **0.00** **0.00**

Sector Allocation



Capacity/System Development Reserves



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

Albemarle County Service Authority
Connection Fee Analysis
October 2024

Area	October 2024 Monthly Connection Fees	October 2023 Monthly Connection Fees	\$ Change	% Change
Crozet	\$ 281,470	\$ 185,670	\$ 95,800	52%
Urban	845,328	429,720	415,608	97%
Scottsville	-	-	-	
Total Connection fees	\$ 1,126,798	\$ 615,390	\$ 511,408	83%
Through October				
Area	YTD FY 2025 Connection Fees	YTD FY 2024 Connection Fees	\$ Change	% Change
Crozet	\$ 858,670	\$ 1,162,215	\$ (303,545)	-26%
Urban	2,475,700	1,625,630	850,070	52%
Scottsville	-	-	-	-
Total Connection fees	\$ 3,334,370	\$ 2,787,845	\$ 546,525	20%

Area	October 2024 ERC's	October 2023 ERC's	Change	% Change
Crozet	20	13	7	54%
Urban	59	30	29	97%
Scottsville	-	-	-	-
Total ERC's	79	43	36	84%
Through October				
Area	YTD FY 2025 ERC's	YTD FY 2024 ERC's	Change	% Change
Crozet	60	81	(21)	-26%
Urban	170	112	58	52%
Scottsville	-	-	-	-
Total ERC's - YTD	230	193	37	19%

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

**Albemarle County Service Authority
Three Year Connection Fee Comparison
October 2024**

Area	October 2024 ERC's	October 2023 ERC's	October 2022 ERC's
Crozet	20	13	16
Urban	59	30	69
Scottsville	-	-	-
Total ERC's	79	43	85

Through October			
Area	YTD 2025 ERC's	YTD 2024 ERC's	YTD 2023 ERC's
Crozet	60	81	54
Urban	170	112	187
Scottsville	-	-	-
Total ERC's - YTD	230	193	241

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

**Albemarle County Service Authority
Water and Sewer Charges from the RWSA
Fiscal Year 2025**

	FY 2025	FY 2024	Increase	
	RWSA Charges	RWSA Charges	(Decrease)	
July	\$ 2,622,835	\$ 2,352,971	\$ 269,864	11.47%
August	2,648,222	2,352,440	295,782	12.57%
September	2,718,386	2,286,484	431,902	18.89%
October	2,733,598	2,277,041	456,557	20.05%
November	2,540,444	2,204,989	335,455	15.21%
December		2,249,566		
January		2,356,246		
February		2,269,378		
March		2,342,273		
April		2,265,591		
May		2,313,334		
June		2,283,431		
	\$ 13,263,485	\$ 27,553,743		

YTD	\$ 13,263,485	\$ 11,473,924	\$ 1,789,560	15.60%
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Note: The charges noted above from the RWSA include operating and debt service charges.

**Albemarle County Service Authority
Consumption Analysis
Fiscal Year 2025**

	FY 2025 Consumption	FY 2024 Consumption		Monthly Precipitation (In.)	
				FY 2025	FY 2024
July	178,898,841	154,300,020	15.94%	2.97	5.44
August	167,569,158	170,746,002	-1.86%	4.56	2.51
September	168,622,791	176,070,325	-4.23%	11.90	2.98
October	154,505,280	165,947,566	-6.90%	1.89	0.59
November		154,337,781	-100.00%		3.67
December		145,323,150	-100.00%		4.80
January		137,727,440	-100.00%		6.58
February		135,574,438	-100.00%		2.31
March		137,885,342	-100.00%		3.70
April		136,213,084	-100.00%		4.67
May		153,343,279	-100.00%		2.31
June		162,940,773	-100.00%		4.81
	669,596,070	1,830,409,200		21.32	44.37
YTD	669,596,070	667,063,913	0.38%	21.32	11.52

Note: Consumption through October 2024 is 0.38% more than the same period in fiscal year 2024. Monthly precipitation figures have been included for comparison purposes. Trends in rainfall can sometimes correlate with trends in consumption however, depending on the intensity, days between rain events, or other factors, this may not always be the case.

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



Water and Sewer Report

(Volumes in Gallons)

October 2024
Corrected

Metered by Area:	Water	Sewer
Crozet	18,984,623	16,191,824
Scottsville	1,200,741	912,514
Urban	134,275,351	112,803,036
Red Hill	44,565	0
Total	154,505,280	129,907,374

Number of Installed Meters:	
Urban	37
Crozet	11
Scottsville	0
Total	48

Wastewater Flows by Sewer Plant:	
Total Urban and Crozet	128,994,860
less Glenmore WRRF	-4,040,563
Moore's Creek AWRRF	124,954,297
Scottsville WRRF	912,514
Total	125,866,811

Hydrant Meter Consumption (billed by invoice):	
Urban	446,300
Crozet	2,900
Scottsville	0
Total	449,200

Unmetered Leak Consumption:	
Crozet Ave-10/17/2024	Crozet 180,000
West Main St-10/29/2024	Scottsville 10,000
Total	190,000

Billed Consumption for Selected Customers					
	Water	Sewer		Water	Sewer
VA Land Holding	320,052	320,052	Boar's Head Inn	462,874	425,281
Southwood Mobile Homes	1,721,020	2,180,000	Farmington, Inc.	984,134	649,432
Turtle Creek Apts.	1,422,984	1,419,285	Westgate Apts.	1,214,634	1,213,334
Barracks West Apartments	1,364,529	1,364,529	PR Charger C'ville Holdings	2,093,775	2,093,775
Monroe Health & Rehab.	648,106	648,106	Four Seasons Apts	1,688,989	1,688,989
Sunrise Senior "Colonnades"	975,139	796,739	Ch'ville/Alb Airport	175,462	176,264
ACRJ	938,800	776,800	State Farm	126,160	48,460
Westminster Canterbury	1,555,570	1,486,570	Hyatt @ Stonefield	514,323	501,755
SEMF Charleston	1,396,995	1,396,995	Doubletree Hotel	755,897	755,897
Martha Jefferson Hospital	2,620,619	1,439,889	Arden Place Apts	476,893	476,893
Crozet Mobile Home Village	245,748	245,748	Hilton Garden Inn	251,060	251,060
The Home Depot	436,657	436,657	The Blake @ Charlottesville	221,373	221,373
County of Albemarle	1,981,638	1,193,430	The Lodge @ Old Trail	236,422	236,422
University of Virginia	2,305,338	2,299,065	Gov't-Defense Complex	863,138	810,748
Wegmans	332,785	332,785	Harris Teeter Stores	166,333	166,333



October 2024

WATER

Class Type	Number of Connections by Area			Total
	<u>Urban</u>	<u>Crozet</u>	<u>Scottsville</u>	
Single-Family Residential	16,381	4,048	195	20,624
Multi-Family Residential	585	56	3	644
Commercial (Offices)	201	12	5	218
Commercial (Other)	938	77	54	1,069
Industrial	39	11	4	54
Institutional	174	32	12	218
Total Water Connections	18,318	4,236	273	22,827
Plus Multiple Units	14,123	854	89	15,066
Total Water Units	32,441	5,090	362	37,893

SEWER

Class Type	Number of Connections by Area			Total
	<u>Urban</u>	<u>Crozet</u>	<u>Scottsville</u>	
Single-Family Residential	14,071	3,774	157	18,002
Multi-Family Residential	554	54	4	612
Commercial (Offices)	186	12	5	203
Commercial (Other)	730	52	46	828
Industrial	15	5	1	21
Institutional	136	25	10	171
Total Sewer Connections	15,692	3,922	223	19,837
Plus Multiple Units	13,698	850	56	14,604
Total Sewer Units	29,390	4,772	279	34,441

POPULATION SERVED

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

	<u>Urban</u>	<u>Crozet</u>	<u>Scottsville</u>	<u>Total</u>
Total Water Customers	76,260	12,255	710	89,225
Total Sewer Customers	69,423	11,560	533	81,515

**Albemarle County Service Authority
Major Customer Analysis
October 2024 and September 2024**

	October 2024		September 2024		Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
Four Seasons Apts.	1,688,989	1,688,989	1,016,623	1,714,907	66.14%	-1.51%
Westgate Apts.	1,214,634	1,213,334	1,131,416	1,130,116	7.36%	7.36%
PR Charger C'ville Holdings	2,093,775	2,093,775	2,123,044	2,123,044	-1.38%	-1.38%
Martha Jefferson Hospital	2,620,619	1,439,889	2,681,949	1,292,858	-2.29%	11.37%
SEMF Charleston	1,396,995	1,396,995	1,511,273	1,511,273	-7.56%	-7.56%
Turtle Creek Apts.	1,422,984	1,419,285	1,560,902	1,556,870	-8.84%	-8.84%
Southwood Mobile Homes	1,721,020	2,180,000	1,891,970	1,880,000	-9.04%	15.96%
Barracks West Apartments	1,364,529	1,364,529	1,587,061	1,587,061	-14.02%	-14.02%
Westmisnster Canterbury	1,555,570	1,486,570	1,846,000	1,797,000	-15.73%	-17.27%
University of Virginia	2,305,338	2,299,065	2,754,780	2,747,758	-16.31%	-16.33%
County of Albemarle	1,981,638	1,193,430	2,450,154	1,412,400	-19.12%	-15.50%
ACRJ	938,800	776,800	1,185,780	994,780	-20.83%	-21.91%
State Farm	126,160	48,460	283,700	44,516	-55.53%	8.86%

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

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

Albemarle County Service Authority
Major Customer Analysis
October 2024 and October 2023

	October 2024		October 2023		Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
Four Seasons Apts.	1,688,989	1,688,989	1,349,304	1,349,304	25.17%	25.17%
University of Virginia	2,305,338	2,299,065	1,888,314	1,885,590	22.08%	21.93%
Martha Jefferson Hospital	2,620,619	1,439,889	2,312,811	1,268,216	13.31%	13.54%
PR Charger C'ville Holdings	2,093,775	2,093,775	2,051,355	2,051,355	2.07%	2.07%
Turtle Creek Apts.	1,422,984	1,419,285	1,414,974	1,409,063	0.57%	0.73%
Westgate Apts.	1,214,634	1,213,334	1,229,620	1,228,620	-1.22%	-1.24%
Southwood Mobile Homes	1,721,020	2,180,000	1,745,910	2,030,000	-1.43%	7.39%
SEMF Charleston	1,396,995	1,396,995	1,468,076	1,468,076	-4.84%	-4.84%
ACRJ	938,800	776,800	1,115,390	954,390	-15.83%	-18.61%
Westmisnster Canterbury	1,555,570	1,486,570	1,851,870	1,756,870	-16.00%	-15.39%
County of Albemarle	1,981,638	1,193,430	2,692,310	1,550,546	-26.40%	-23.03%
Barracks West Apartments	1,364,529	1,364,529	1,940,448	1,940,448	-29.68%	-29.68%
State Farm	126,160	48,460	3,168,940	3,077,313	-96.02%	-98.43%

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

* -- Consumption/usage in gallons.

Albemarle County Service Authority

Major Customer Analysis

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

	YTD FY 2025		YTD FY 2024		Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
University of Virginia	10,948,701	10,923,464	8,797,503	8,783,744	24.45%	24.36%
County of Albemarle	9,882,200	4,523,925	8,406,050	4,697,043	17.56%	-3.69%
Martha Jefferson Hospital	11,097,541	5,585,893	10,324,310	5,089,454	7.49%	9.75%
Turtle Creek Apts.	5,726,704	5,707,517	5,434,016	5,420,372	5.39%	5.30%
Southwood Mobile Homes	7,249,590	7,880,000	7,173,900	8,480,000	1.06%	-7.08%
ACRJ	4,384,410	3,612,410	4,182,560	3,525,560	4.83%	2.46%
Four Seasons Apts.	5,996,306	5,996,306	5,996,773	5,996,773	-0.01%	-0.01%
Westgate Apts.	4,856,775	4,851,775	4,877,058	4,871,158	-0.42%	-0.40%
PR Charger C'ville Holdings	8,354,371	8,354,371	8,556,628	8,556,628	-2.36%	-2.36%
Westminster Canterbury	7,101,180	6,645,180	7,091,970	6,724,970	0.13%	-1.19%
SEMF Charleston	5,808,744	5,808,744	6,381,202	6,381,202	-8.97%	-8.97%
Barracks West Apartments	5,770,500	5,770,500	6,782,718	6,782,718	-14.92%	-14.92%
State Farm	2,762,620	2,028,246	8,431,120	7,868,723	-67.23%	-74.22%

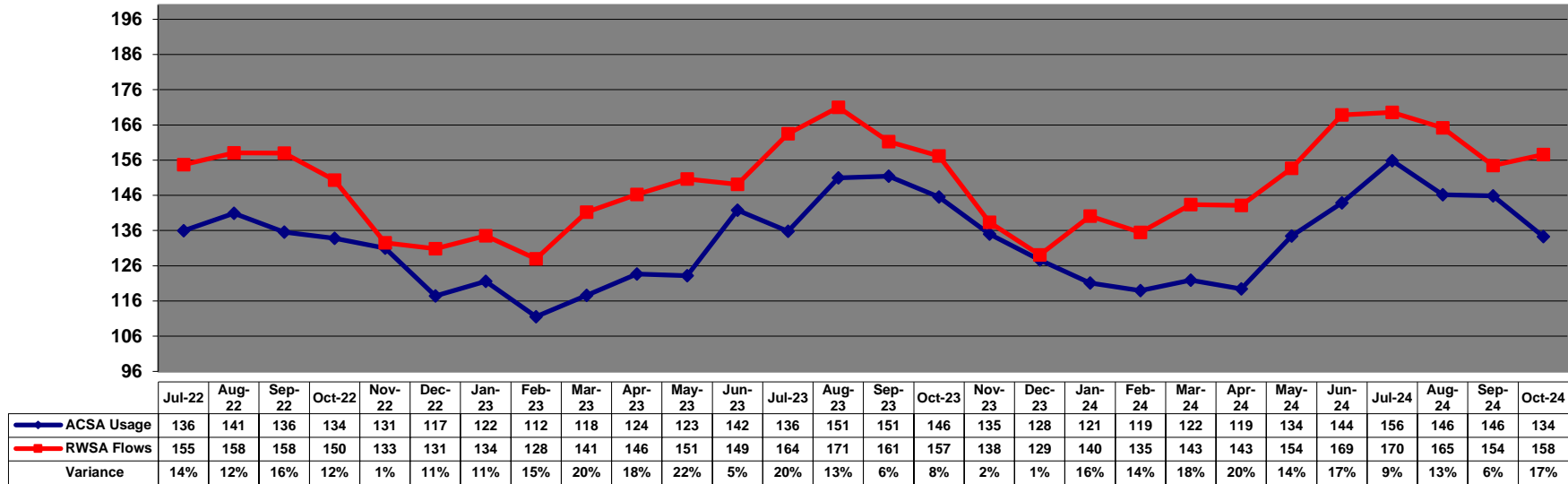
Note: Only major customers of the ACSA have been analyzed above. For purposes of this analysis, major customers are those who, on average, consume over one million gallons per month. Variations can occur for a variety of reasons including but not limited to: conscious conservation efforts, expansion,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

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

FY 2023, 2024, and 2025 Urban Water Comparison RWSA Flows & ACSA Customer Usage

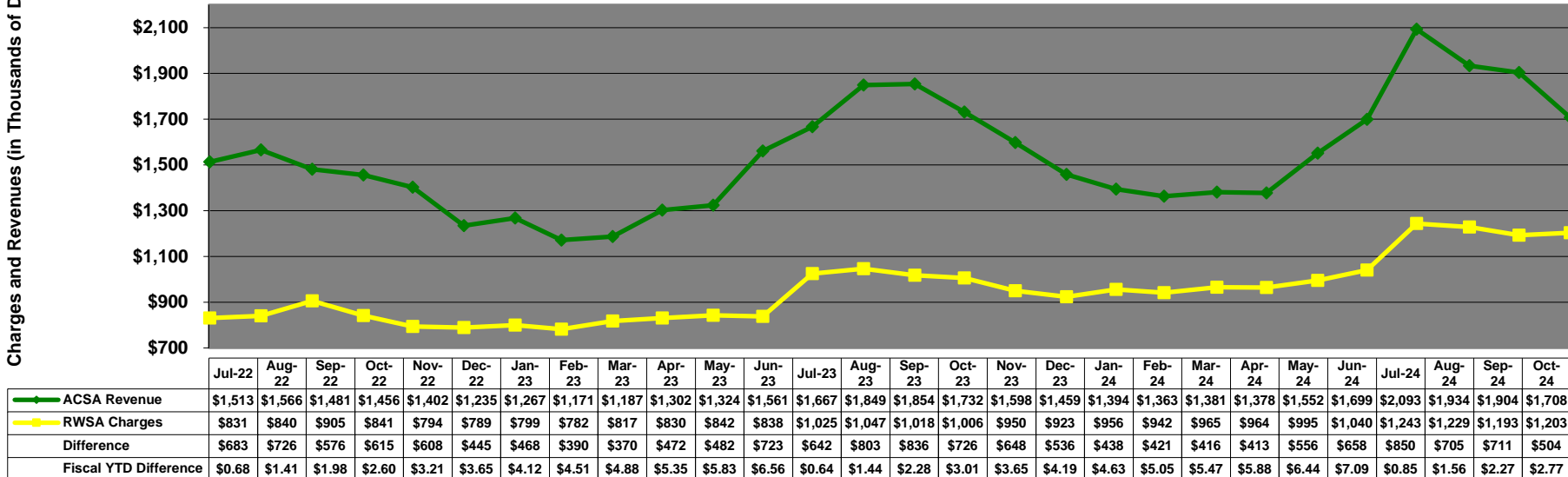
48

Flows & Usage (in Millions of Gallons)



Charges and Revenues (in Thousands of Dollars)

FY 2023, 2024, and 2025 Urban Water Comparison RWSA Billed Water Charges & ACSA Billed Water Revenues

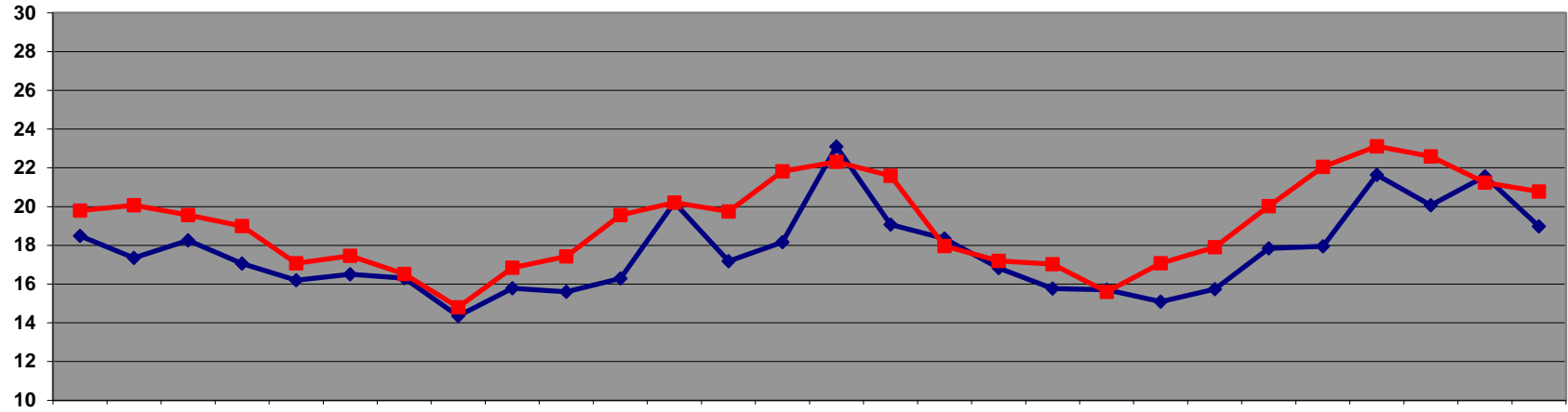


Note: Fiscal YTD Difference (ONLY) in Millions of Dollars

FY 2023, 2024, and 2025 Crozet Water Comparison RWSA Flows & ACSA Customer Usage

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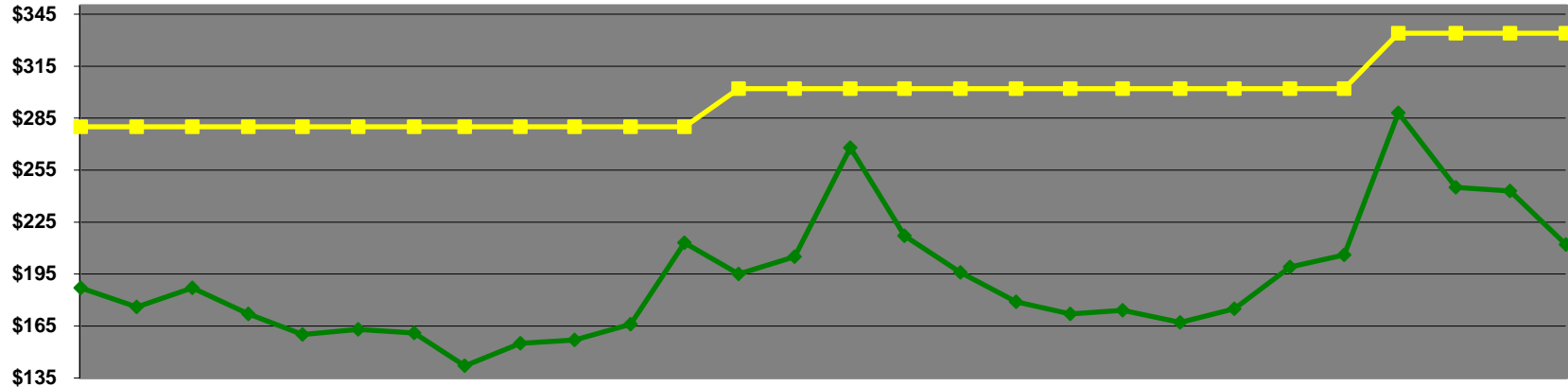
Flows & Usage (in Millions of Gallons)



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
ACSA Usage	18	17	18	17	16	17	16	14	16	16	16	20	17	18	23	19	18	17	16	16	15	16	18	18	22	20	22	19
RWSA Flows	20	20	20	19	17	17	17	15	17	17	20	20	20	22	22	22	18	17	17	16	17	18	20	22	23	23	21	21
Variance	7%	16%	7%	11%	5%	6%	1%	3%	7%	12%	20%	0%	15%	20%	-3%	13%	-2%	2%	8%	-1%	13%	14%	12%	23%	7%	13%	-1%	9%

FY 2023, 2024, and 2025 Crozet Water Comparison RWSA Billed Water Charges & ACSA Billed Water Revenues

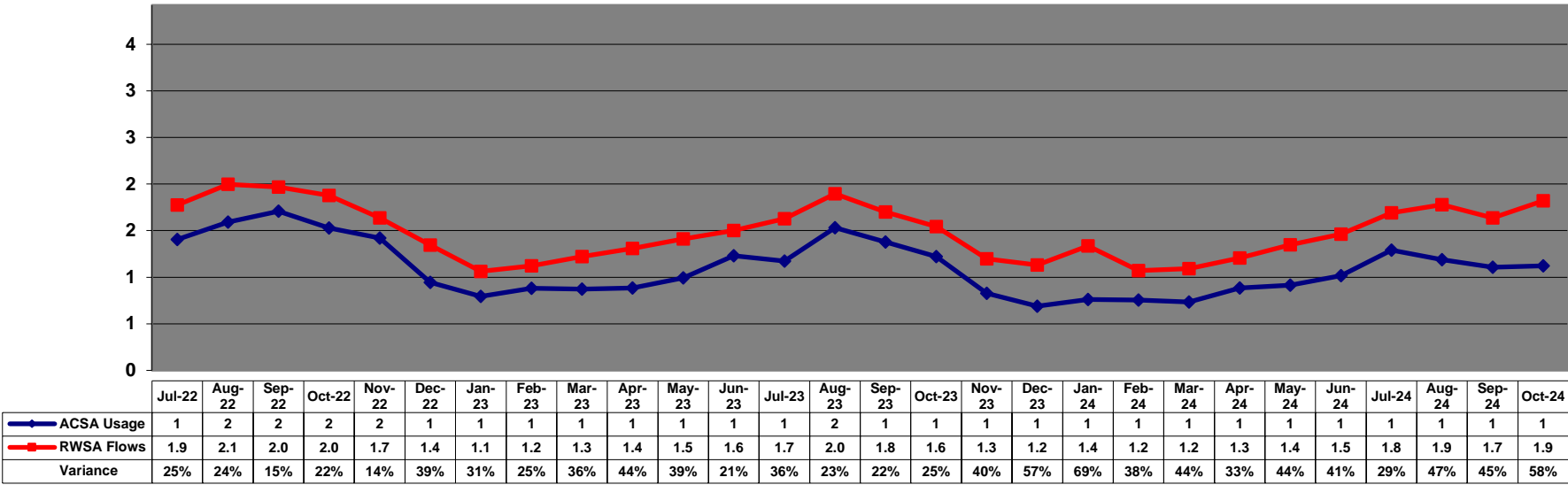
Charges and Revenues (in Thousands of Dollars)



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
ACSA Revenue	\$187	\$176	\$187	\$172	\$160	\$163	\$161	\$142	\$155	\$157	\$166	\$213	\$195	\$205	\$268	\$217	\$196	\$179	\$172	\$174	\$167	\$175	\$199	\$206	\$288	\$245	\$243	\$212
RWSA Charges	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$280	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$334	\$334	\$334	\$334
Difference	(\$93)	(\$104)	(\$93)	(\$108)	(\$120)	(\$117)	(\$119)	(\$138)	(\$125)	(\$123)	(\$114)	(\$67)	(\$107)	(\$97)	(\$34)	(\$85)	(\$106)	(\$123)	(\$130)	(\$128)	(\$135)	(\$127)	(\$103)	(\$96)	(\$46)	(\$89)	(\$91)	(\$122)
Fiscal YTD Difference	(\$0.09)	(\$0.20)	(\$0.29)	(\$0.40)	(\$0.52)	(\$0.64)	(\$0.75)	(\$0.89)	(\$1.02)	(\$1.14)	(\$1.25)	(\$1.32)	(\$0.11)	(\$0.20)	(\$0.24)	(\$0.32)	(\$0.43)	(\$0.55)	(\$0.68)	(\$0.81)	(\$0.95)	(\$1.07)	(\$1.18)	(\$1.27)	(\$0.05)	(\$0.14)	(\$0.23)	(\$0.35)

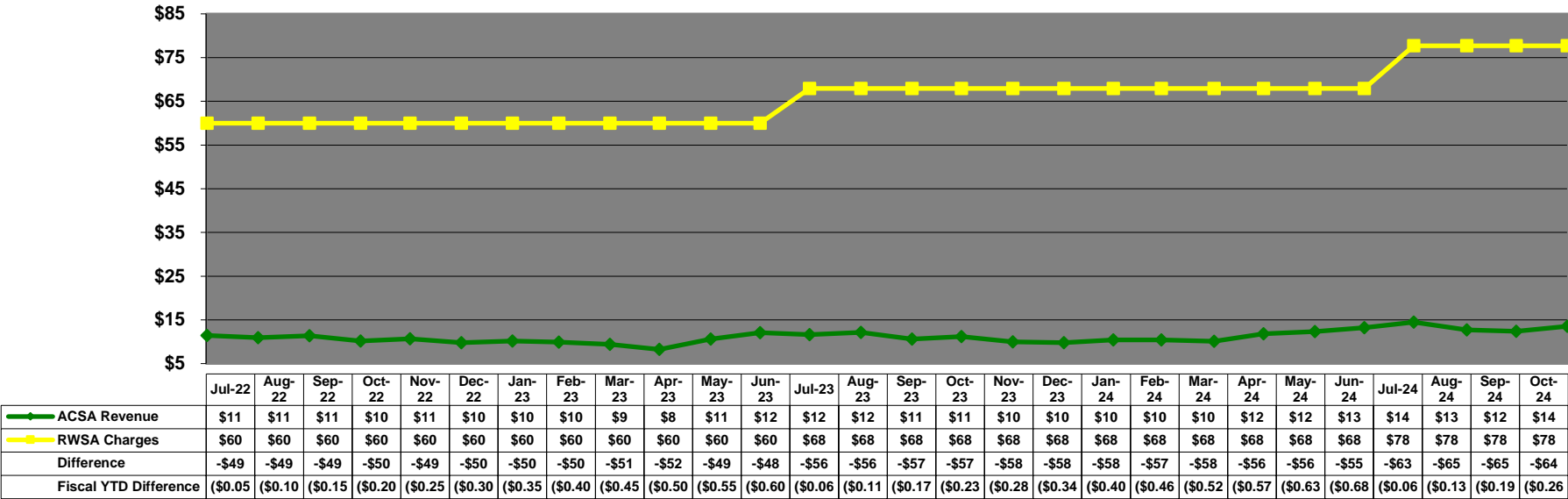
FY 2023, 2024, and 2025 Scottsville Water Comparison
RWSA Flows & ACSA Customer Usage

Flows & Usage (in Millions of Gallons)



Charges and Revenues (in Thousands of Dollars)

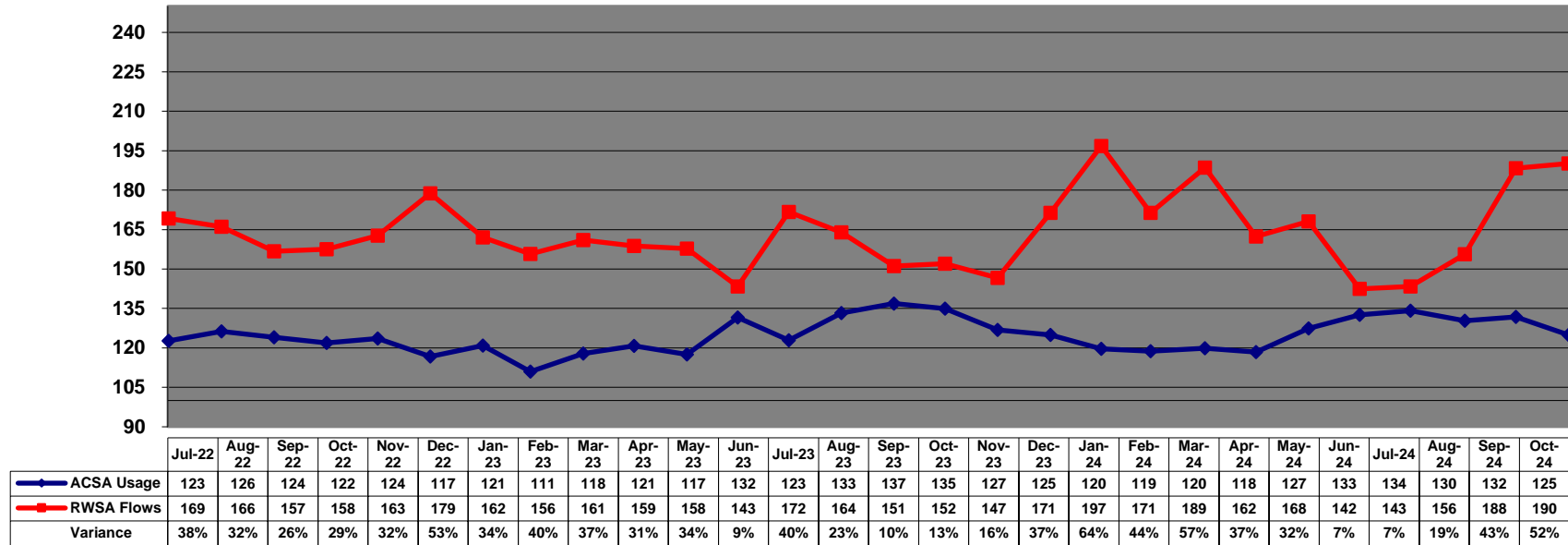
FY 2023, 2024, and 2025 Scottsville Water Comparison
RWSA Billed Water Charges & ACSA Billed Water Revenues



**FY 2023, 2024, and 2025 Urban (including Glenmore) & Crozet Sewer Comparison
ACSA Customer Usage & RWSA Flows**

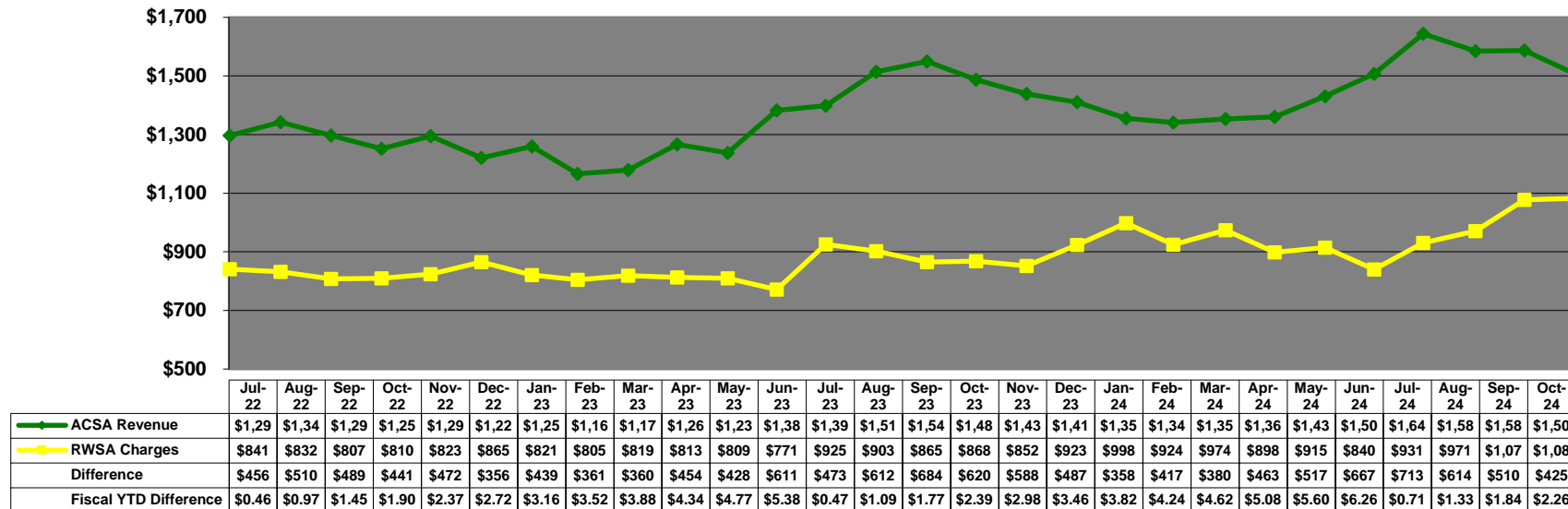
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Usage & Flows (in Millions of Gallons)



**FY 2023, 2024, and 2025 Urban (including Glenmore) & Crozet Sewer Comparison
ACSA Billed Sewer Usage & RWSA Billed Sewer Charges**

Charges & Revenues (in Thousands of Dollars)

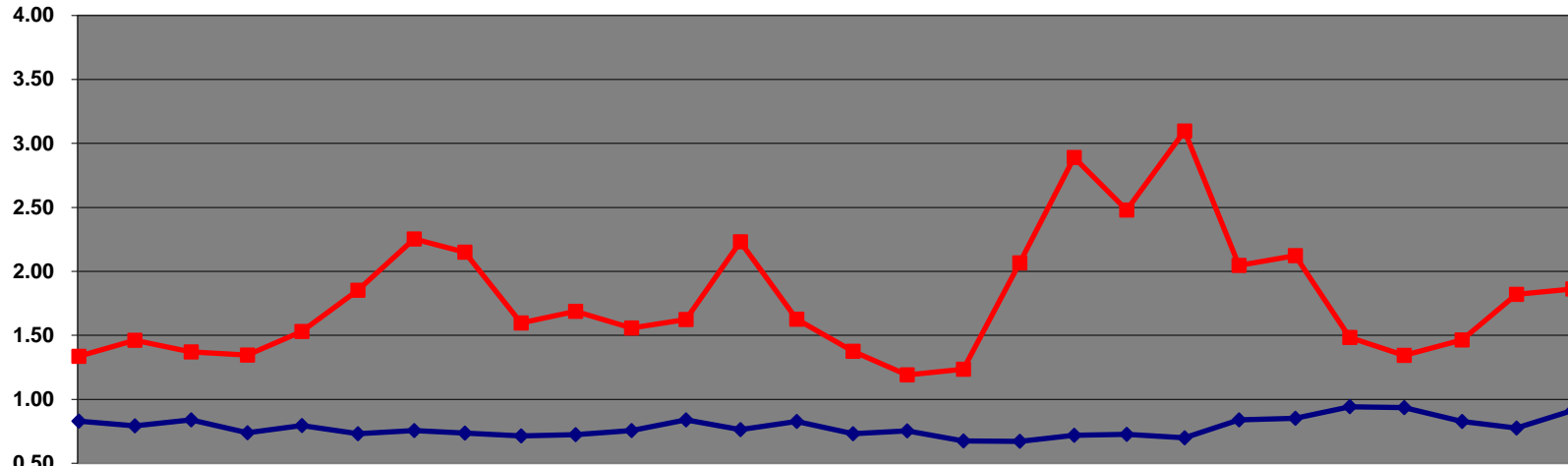


Note: Fiscal YTD Difference (ONLY) in Millions of Dollars

FY 2023, 2024, and 2025 Scottsville Sewer Comparison ACSA Customer Usage & RWSA Flows

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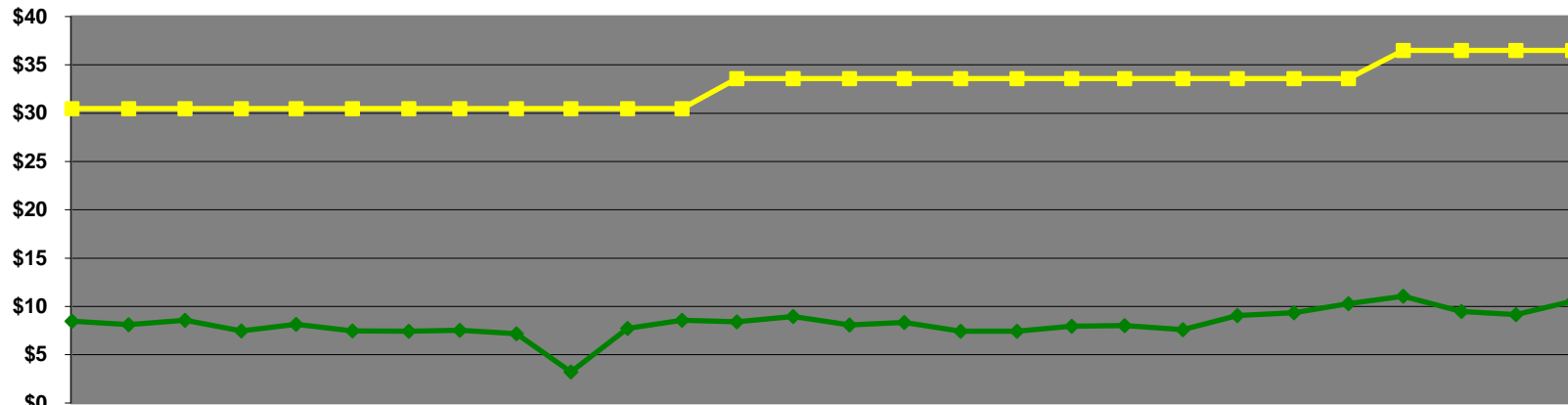
Usage & Flows (in Millions of Gallons)



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
ACSA Usage	0.83	0.79	0.84	0.74	0.80	0.73	0.75	0.74	0.71	0.72	0.76	0.84	0.76	0.83	0.73	0.75	0.67	0.67	0.72	0.73	0.70	0.84	0.85	0.94	0.93	0.83	0.77	0.91
RWSA Flows	1.34	1.46	1.37	1.35	1.53	1.85	2.25	2.15	1.60	1.69	1.56	1.62	2.23	1.63	1.38	1.19	1.24	2.07	2.89	2.48	3.10	2.05	2.12	1.48	1.34	1.46	1.82	1.86
Variance	61%	84%	63%	82%	92%	154%	198%	192%	124%	133%	106%	93%	192%	97%	88%	58%	83%	208%	301%	242%	344%	144%	149%	58%	44%	77%	135%	104%

FY 2023, 2024, and 2025 Scottsville Sewer Comparison ACSA Billed Sewer Usage & RWSA Billed Sewer Charges

Charges & Revenues (in Thousands of Dollars)



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
ACSA Revenue	\$8.48	\$8.11	\$8.57	\$7.47	\$8.15	\$7.46	\$7.44	\$7.53	\$7.19	\$3.22	\$7.74	\$8.58	\$8.42	\$8.95	\$8.07	\$8.33	\$7.44	\$7.42	\$7.96	\$8.02	\$7.61	\$9.05	\$9.36	\$10.30	\$11.05	\$9.49	\$9.16	\$10.53
RWSA Charges	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$34	\$34	\$34	\$34	\$34	\$34	\$34	\$34	\$34	\$34	\$34	\$34	\$36	\$36	\$36	\$36
Difference	-\$22	-\$22	-\$22	-\$23	-\$22	-\$23	-\$23	-\$23	-\$23	-\$27	-\$23	-\$22	-\$25	-\$25	-\$25	-\$25	-\$26	-\$26	-\$26	-\$26	-\$26	-\$25	-\$24	-\$23	-\$25	-\$27	-\$27	-\$26
Fiscal YTD Difference	-\$0.02	-\$0.04	-\$0.07	-\$0.09	-\$0.11	-\$0.13	-\$0.16	-\$0.18	-\$0.20	-\$0.23	-\$0.25	-\$0.28	-\$0.03	-\$0.05	-\$0.08	-\$0.10	-\$0.13	-\$0.15	-\$0.18	-\$0.20	-\$0.23	-\$0.25	-\$0.28	-\$0.30	-\$0.03	-\$0.05	-\$0.08	-\$0.11

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

Single-Family Residential Water Usage

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

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

	FY 2024											
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	46,186,939	46,955,054	47,747,914	46,680,010	47,232,775	46,900,575	46,887,506	45,996,822	45,827,255	46,036,892	47,780,002	47,875,553
Level 2 (3,001 - 6,000 gallons)	15,834,490	16,832,305	18,509,951	15,902,249	16,363,806	14,914,361	15,260,215	13,399,431	13,147,547	13,022,922	16,802,275	17,350,136
Level 3 (6,001 - 9,000 gallons)	4,271,446	4,916,430	6,033,699	4,583,776	4,409,091	2,899,484	2,944,132	2,249,613	2,237,129	2,308,042	3,982,755	4,614,178
Level 4 (over 9,000 gallons)	5,743,519	6,973,528	8,880,933	6,336,335	4,866,834	2,138,821	1,860,892	1,447,502	1,143,464	1,180,879	3,039,434	4,885,532
Total	72,036,394	75,677,317	81,172,497	73,502,370	72,872,506	66,853,241	66,952,745	63,093,368	62,355,395	62,548,735	71,604,466	74,725,399

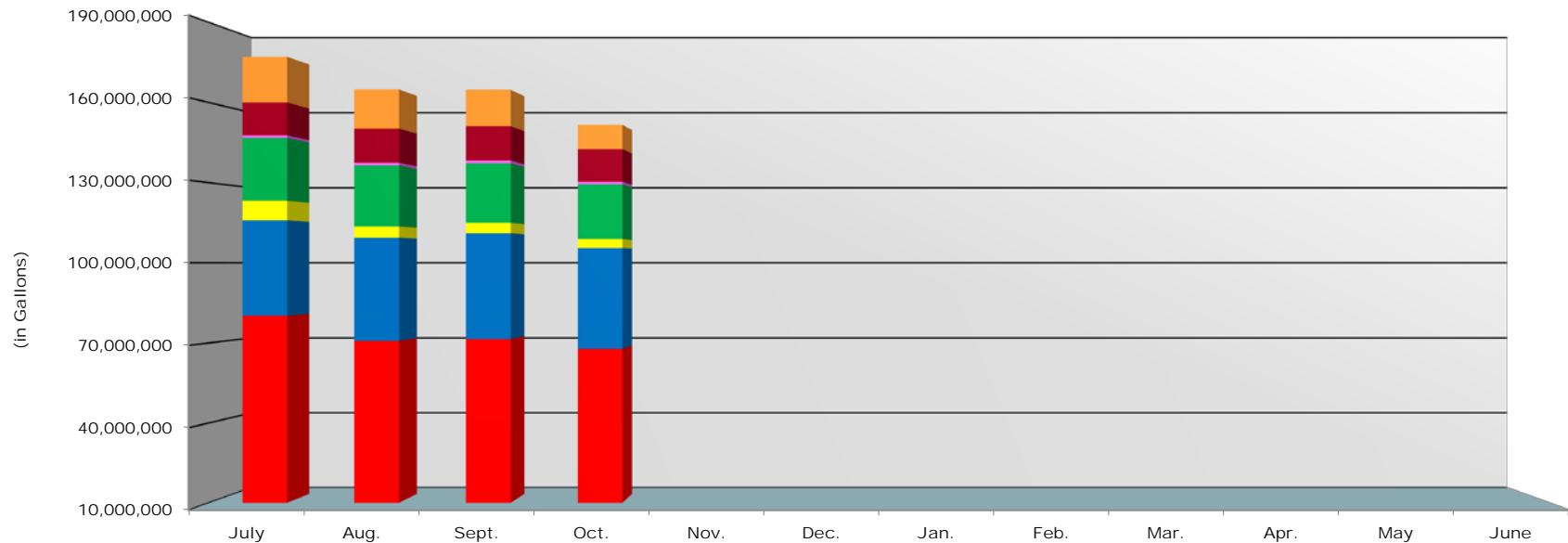
	FY 2025											
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	48,258,421	47,554,370	47,554,370	47,586,217								
Level 2 (3,001 - 6,000 gallons)	19,809,724	16,778,453	16,778,453	16,138,831								
Level 3 (6,001 - 9,000 gallons)	7,348,528	4,954,506	4,954,506	4,136,026								
Level 4 (over 9,000 gallons)	12,997,404	6,847,041	6,847,041	3,767,467								
Total	88,414,077	76,134,370	76,134,370	71,628,541	-	-	-	-	-	-	-	-

System-Wide Irrigation Water Usage

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

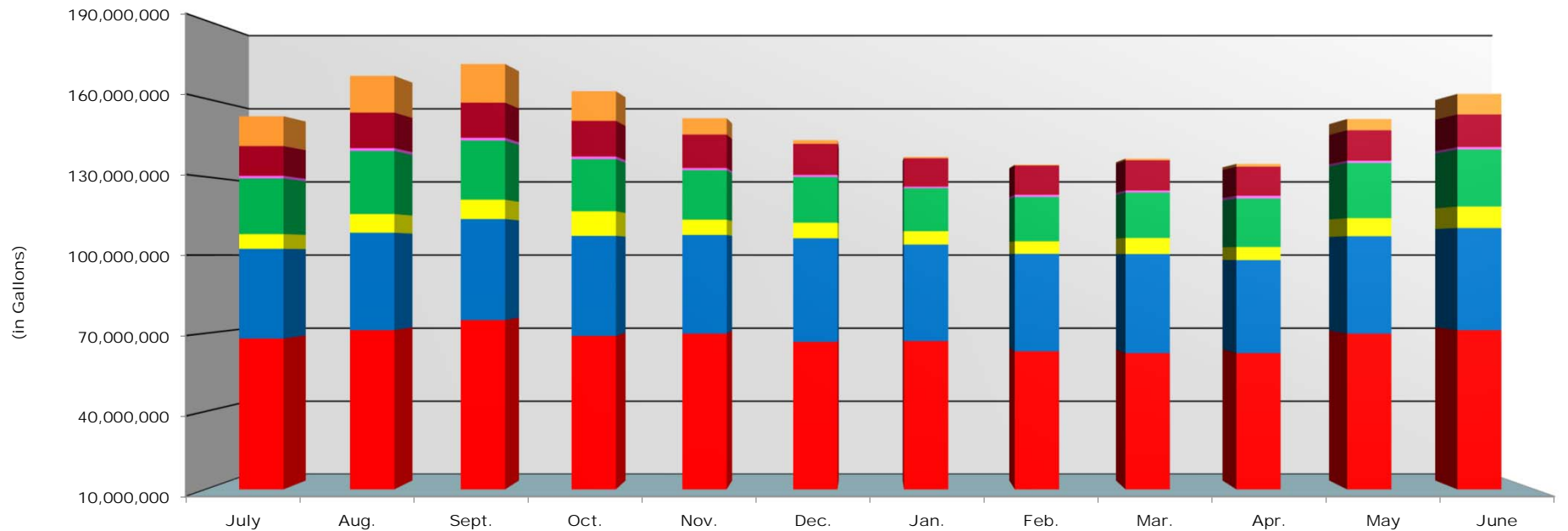
FY 2025	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	347,071	330,587	268,731	287,513								
Level 2 (3,001 - 6,000 gallons)	1,007,683	881,914	820,898	758,217								
Level 3 (6,001 - 9,000 gallons)	1,233,710	1,027,917	1,004,548	823,672								
Level 4 (over 9,000 gallons)	14,490,967	12,456,184	11,529,651	7,212,387								
Total	17,079,430	14,696,602	13,623,827	9,081,789	-	-	-	-	-	-	-	-

Monthly Water Consumption Fiscal Year 2025



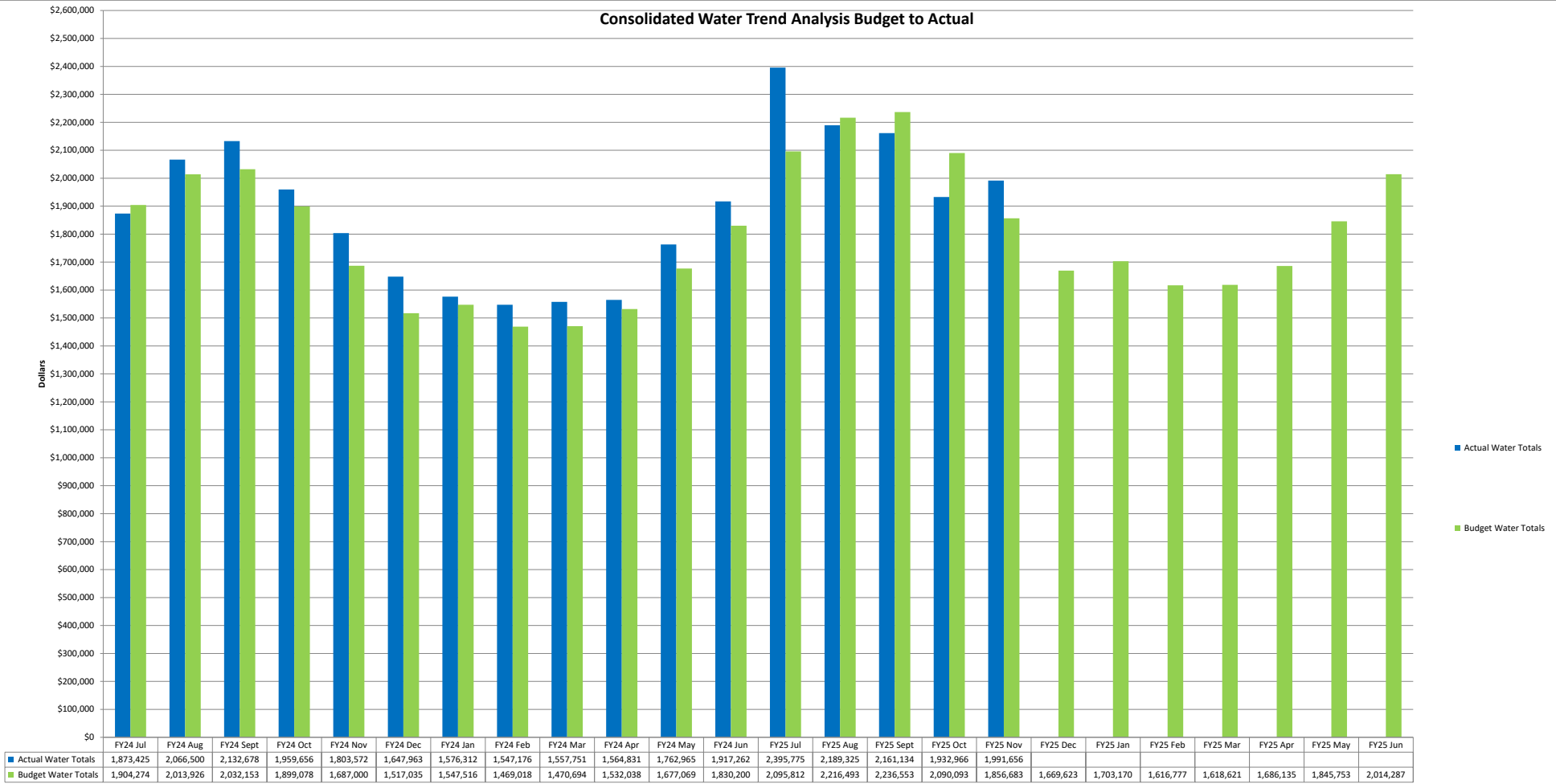
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
% Irrigation to total	9.64%	8.91%	8.27%	5.99%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Total Irrigation	17,079,430	14,696,602	13,623,827	9,081,789	0	0	0	0	0	0	0	0
Institutional - Domestic Consumption	12,328,689	12,717,097	12,852,592	12,226,743								
Industrial - Domestic/Processing less Exclusion	896,757	1,001,502	989,373	921,447								
Comm. (Other) - Domestic Consumption	23,544,391	22,901,694	22,343,612	20,525,442								
Offices - Domestic Consumption	7,326,174	4,224,213	3,900,576	3,395,625								
MFR - Domestic Consumption	35,779,666	38,616,171	39,588,858	37,631,815								
SFR - Domestic Consumption	80,148,241	70,757,380	71,457,368	67,842,949								

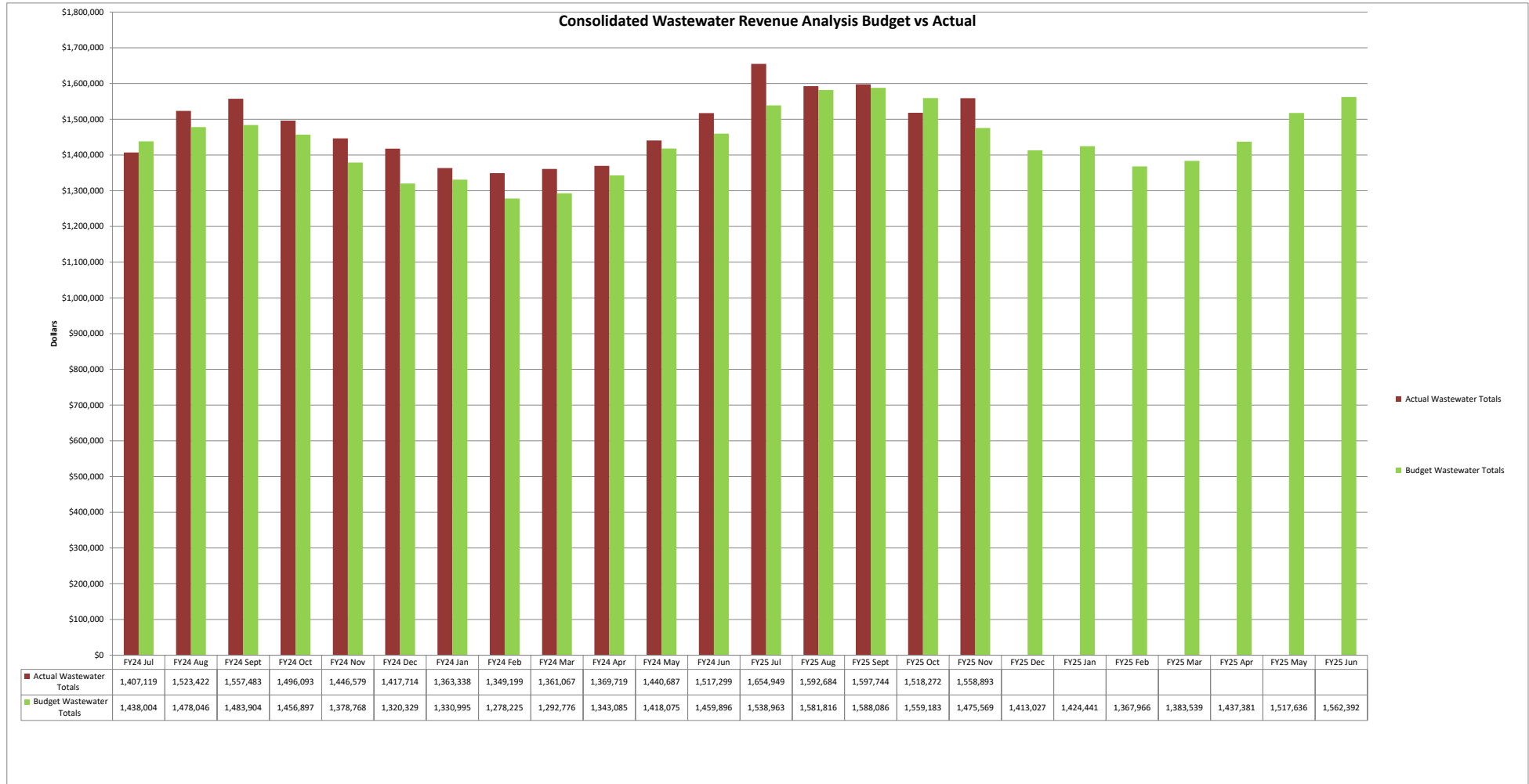
Monthly Water Consumption Fiscal Year 2024



	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
% Irrigation to total	7.48%	8.35%	8.57%	7.01%	4.10%	1.02%	0.36%	0.25%	0.47%	0.80%	2.85%	4.88%
Total Irrigation	11,456,536	14,098,787	14,847,145	11,424,153	6,256,436	1,469,709	498,886	334,491	638,165	1,075,842	4,335,899	7,891,307
Institutional - Domestic Consumption	11,422,399	13,645,824	13,463,936	13,656,468	12,824,386	11,907,305	10,858,597	11,228,113	11,589,322	11,148,142	11,655,610	12,507,954
Industrial - Domestic/Processing less Exclusion	966,653	1,077,656	1,057,633	1,026,110	861,358	803,364	609,853	850,907	820,801	1,073,059	877,108	942,031
Comm. (Other) - Domestic Consumption	21,360,672	24,192,909	22,706,395	19,990,643	18,980,282	17,518,883	16,504,729	16,999,535	17,370,595	18,578,119	21,141,516	21,882,439
Offices - Domestic Consumption	5,673,746	7,197,381	7,399,598	9,429,273	5,856,409	5,992,764	5,129,796	4,792,091	6,193,567	5,037,281	6,951,469	8,226,787
MFR - Domestic Consumption	34,431,191	37,357,730	38,794,918	38,384,145	37,854,340	39,754,868	37,028,178	37,421,461	37,990,377	35,663,074	37,363,418	39,186,516
SFR - Domestic Consumption	67,945,359	71,189,646	75,030,729	68,975,926	69,843,962	66,666,670	66,994,095	63,050,754	62,387,420	62,393,044	69,866,621	71,194,441

Consolidated Water Trend Analysis Budget to Actual







Albemarle County Service Authority

November 2024 Payments

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION OVER \$5,000
508363511	11/08/2024	Rivanna Water & Sewer Authority	2,733,597.78	Water & Sewer Treatment
62005	11/26/2024	Valley Contracting LLC	631,311.00	Crozet Phase 4 Watermain
70442	11/01/2024	Valley Contracting LLC	306,247.64	Crozet Phase 4 Watermain
61962	11/26/2024	Cues Incorporated	291,551.85	Unit #20 Replacement
70384	11/01/2024	Commonwealth Excavating	263,031.25	Biscuit Run Sewer
ACH	11/15/2024	Payroll	197,437.71	Net Pay
ACH	11/29/2024	Payroll	191,639.00	Net Pay
70370	11/01/2024	Anderson Construction Incorporated	196,708.76	Madison Park Pump Station
70416	11/01/2024	THC Enterprises Inc	175,900.00	5500 Series Crew or Club Cab
61949	11/26/2024	Azteca Systems Holdings LLC	73,474.13	Cityworks Software Renewal
508363519	11/15/2024	IRS - Federal Tax Deposit	72,303.00	Payroll
509990159	11/29/2024	IRS - Federal Tax Deposit	69,568.99	Payroll
61947	11/26/2024	Anderson Construction Incorporated	65,954.13	Madison Park Pump Station
509990150	11/25/2024	The Bank of New York Mellon	48,955.73	Debt Service
61906	11/15/2024	Michael Baker International Incorporated	45,389.65	Raintree and Fieldbrook PVC
509990158	11/29/2024	County of Albemarle	43,657.67	Payroll
508363515	11/29/2024	Virginia Retirement System	43,614.38	Payroll
509990155	11/29/2024	Virginia Retirement System	43,613.99	Payroll
70432	11/01/2024	Safeware Incorporated	42,400.00	AED Purchase for Field Vehicles
508363518	11/29/2024	County of Albemarle	40,992.86	Payroll
61989	11/26/2024	Paymentus Corporation	31,877.30	Transaction Fees
70423	11/01/2024	Paymentus Corporation	29,405.42	Transaction Fees
61970	11/26/2024	Fire-X Corporation	22,349.32	Fire Suppression System
70400	11/01/2024	Harrisonburg Construction	20,706.75	Security Improvements
62007	11/26/2024	Whitman, Requardt & Assoc LLP	18,505.74	SCADA Phase 3 Programming
70439	11/01/2024	U S Postmaster	18,000.00	Bulk Mail Postage Permit 205
61937	11/15/2024	Verizon Wireless Services LLC	17,539.42	Cellular Service & 6 iPad
61992	11/26/2024	Ramboll Americas Engineering	16,908.20	Northfields Water Main
61882	11/15/2024	Harris Systems USA Incorporated	16,805.71	Billmaster
61873	11/15/2024	Bank of America	16,110.46	Supplies & Memberships
70431	11/01/2024	S L Williamson Company Inc	15,811.14	Pavement - Jarman Lake Road
61963	11/26/2024	Daly Computers Incorporated	15,470.00	Microsoft 365 Software Renewal
61976	11/26/2024	Marsha Herbert	14,493.23	Customer Refund
61880	11/15/2024	Core & Main LP	13,884.49	AMI
508363520	11/15/2024	Virginia Dept of Taxation	12,735.65	Payroll
509990160	11/29/2024	Virginia Dept of Taxation	12,160.41	Payroll
61894	11/15/2024	Fortiline Incorporated	11,884.04	Inventory
70444	11/01/2024	Whitman, Requardt & Assoc LLP	11,415.48	SCADA Assessment
61940	11/15/2024	Weatherman-Collins Contracting LLC	9,792.00	Repair Utility Patch - Route 240
61953	11/26/2024	Brown, Edwards & Company LLP	7,900.00	FY24 Audit
70391	11/01/2024	EWT Holdings III Corporation	7,840.80	Bioxide
70387	11/01/2024	Dewberry Engineers Incorporated	7,216.50	Avon Operations Center B&C
61900	11/15/2024	Letterpress Communications LLC	6,905.60	Communications Services
70412	11/01/2024	Mansfield Oil Company of Gainesville Inc	6,833.91	Fuel

61909	11/15/2024	Norfolk Southern Railway Company	6,749.18	Lease of Tower for AMI
61893	11/15/2024	Flora Pettit PC	5,995.00	Legal services
70389	11/01/2024	Dominion Energy Virginia	5,915.39	Energy
508363517	11/15/2024	VALIC	5,812.50	Payroll
509990157	11/29/2024	VALIC	5,812.50	Payroll
70415	11/01/2024	Michael Baker International Incorporated	5,482.28	Bellair - Liberty Hills Sewer
70406	11/01/2024	L/B Water Service Incorporated	5,418.00	Electrofusio Machine
61977	11/26/2024	Honeycar CVL RVA Incorporated	5,225.46	Customer Refund
70385	11/01/2024	Consolidated Pipe & Supply	5,160.00	HydroVerge Hydrant Buddy
70424	11/01/2024	The Pitney Bowes Bank Incorporated	4,900.00	
70449	11/02/2024	Ferguson US Holdings Inc	4,600.00	
61999	11/26/2024	Schnabel Incorporated	4,562.00	
508363514	11/15/2024	Nationwide	4,413.00	
509990154	11/29/2024	Nationwide	4,413.00	
61996	11/26/2024	RSG Landscaping LLC	4,400.57	
70430	11/01/2024	RSG Landscaping LLC	4,400.57	
61936	11/15/2024	Cellco Partnership	4,151.11	
509990152	11/29/2024	ICMA Membership Renewals	4,049.16	
508363512	11/15/2024	ICMA Membership Renewals	4,042.98	
61990	11/26/2024	Prism Contractors	3,933.00	
61967	11/26/2024	Ed's Floor Care Services LLC	3,703.33	
70390	11/01/2024	Ed's Floor Care Services LLC	3,703.33	
61908	11/15/2024	MSB Coach	3,682.63	
61982	11/26/2024	Michael Baker International Incorporated	3,356.13	
61884	11/15/2024	Dominion Energy Virginia	3,340.96	
61901	11/15/2024	Lowe's	3,307.55	
61883	11/15/2024	Dewberry Engineers Incorporated	3,135.00	
70396	11/01/2024	Fortiline Incorporated	2,691.88	
61927	11/15/2024	The Archer Company	2,637.50	
70407	11/01/2024	Letterpress Communications LLC	2,587.50	
61995	11/26/2024	Mary E Rowe	2,558.02	
61998	11/26/2024	Safeware Incorporated	2,480.00	
61903	11/15/2024	Mansfield Oil Company of Gainesville Inc	2,431.51	
61861	11/15/2024	ABC Extinguishers LLC	2,297.77	
509990164	11/27/2024	Energy Earth LLC	2,050.00	
61938	11/15/2024	VA Utility Protection Service Inc	2,037.80	
62009	11/29/2024	Guardian	1,871.18	
61955	11/26/2024	Caton Construction Group Inc.	1,750.00	
61885	11/15/2024	DPR Construction	1,680.81	
61993	11/26/2024	Rappahannock Electric Cooperative	1,679.02	
61959	11/26/2024	Comcast	1,663.83	
70383	11/01/2024	Comcast	1,663.83	
70426	11/01/2024	Rappahannock Electric Cooperative	1,644.33	
61933	11/15/2024	University of Virginia	1,600.00	
508363522	11/15/2024	ACSA Flexible Spending	1,573.15	
509990162	11/29/2024	ACSA Flexible Spending	1,573.15	
61966	11/26/2024	Dominion Energy Virginia	1,544.27	

508363521	11/15/2024	Flexible Benefit	1,524.00
509990161	11/29/2024	Flexible Benefit	1,524.00
61924	11/15/2024	Safeware Incorporated	1,482.88
62011	11/29/2024	Minnesota Life Insurance Co	1,456.39
61964	11/26/2024	Dewberry Engineers Incorporated	1,375.00
61951	11/26/2024	Boys & Girls Club of Central Virginia	1,373.92
61902	11/15/2024	Mailing Services of Virginia	1,333.68
61866	11/15/2024	Allison Partners	1,320.00
70420	11/01/2024	Tom Selinger	1,246.67
61923	11/15/2024	S L Williamson Company Inc	1,242.63
70405	11/01/2024	Matthew Kline	1,181.67
61984	11/26/2024	Rumi Moinuddin	1,136.46
61916	11/15/2024	Piedmont Pools Incorporated	1,127.15
70380	11/01/2024	Kip Chatterson	1,100.22
70408	11/01/2024	Mailing Services of Virginia	1,090.74
509990151	11/29/2024	VACORP	1,027.30
61921	11/15/2024	Rivanna Water & Sewer Authority	1,011.83
70397	11/01/2024	Jonthan Gardner	1,000.00
62001	11/26/2024	Traffic Safety Supplies LLC	914.00
62004	11/26/2024	HD Supply Facilities Maint LTD	907.17
61917	11/15/2024	Veronica Reinhardt	895.30
61920	11/15/2024	Rivanna Solid Waste Authority	892.00
61983	11/26/2024	Mid-Atlantic Controls Corp	855.00
61950	11/26/2024	Blue Ridge Bread	826.95
508363516	11/29/2024	AFLAC	806.34
509990156	11/29/2024	AFLAC	806.34
62006	11/26/2024	Valley Landscaping Incorporated	800.00
61972	11/26/2024	Fortiline Incorporated	783.68
61986	11/26/2024	Richard Nunley	727.84
70368	11/01/2024	Advance Stores Company Inc	724.79
61943	11/26/2024	A & N Diesel Repair LP	705.98
61898	11/15/2024	LB Technology Incorporated	700.00
61944	11/26/2024	Advance Stores Company Inc	690.70
61979	11/26/2024	Mailing Services of Virginia	667.44
61904	11/15/2024	US Electrical Services Incorporated	635.53
70441	11/01/2024	UVA-WorkMed	628.00
61879	11/15/2024	Clear Communication &	618.00
61969	11/26/2024	Ferguson US Holdings Inc	617.54
61886	11/15/2024	Micheal Dubovsky	580.54
61958	11/26/2024	Comcast	566.21
70382	11/01/2024	Comcast	566.21
61881	11/15/2024	Crown Castle	562.75
61961	11/26/2024	Crown Castle	562.75
70414	11/01/2024	McCarthy Tire Service	544.22
508363513	11/29/2024	ACAC	528.00
509990153	11/29/2024	ACAC	528.00
61975	11/26/2024	Hach Company	465.00

61863	11/15/2024	Albemarle County	440.00
70434	11/01/2024	Syn-Tech Systems	418.00
61978	11/26/2024	Wisconsin Quick Lube Inc	394.83
70443	11/01/2024	Protocol SSD Corporation	371.82
70375	11/01/2024	Brink's Incorporated	362.53
61952	11/26/2024	Brink's Incorporated	361.77
70402	11/01/2024	James M Cox Company Inc	350.80
61991	11/26/2024	Quality Welding Inc.	346.50
70401	11/01/2024	Hathaway Solutions LLC	332.02
61869	11/15/2024	Aqua Air Laboratories Inc	330.00
70413	11/01/2024	US Electrical Services Incorporated	320.24
62002	11/26/2024	The Artina Group	314.94
70438	11/01/2024	U. S. Bank	312.86
70403	11/01/2024	Wisconsin Quick Lube Inc	300.51
61911	11/15/2024	Barbara Olin	300.00
61932	11/15/2024	U. S. Bank	291.67
61899	11/15/2024	L/B Water Service Incorporated	275.00
70429	11/01/2024	Ricoh USA Incorporated	275.00
61939	11/15/2024	Protocol SSD Corporation	251.46
62000	11/26/2024	TSRC Incorporated	235.29
61928	11/15/2024	TSRC Incorporated	234.15
70393	11/01/2024	Ferguson US Holdings Inc	233.84
61910	11/15/2024	ODP Business Solutions LLC	229.61
61942	11/15/2024	Buckingham Combined Court	222.65
61968	11/26/2024	FedEx	222.44
70374	11/01/2024	Baird Snyder Incorporated	222.28
61862	11/15/2024	Advance Stores Company Inc	221.26
61930	11/15/2024	Troy's Auto & Diesel LLC	219.94
70386	11/01/2024	County of Albemarle	212.79
70445	11/01/2024	William A Wells	210.00
61960	11/26/2024	Core & Main LP	209.96
61918	11/15/2024	Republic Services #410	202.14
70418	11/01/2024	Evelyn Watkins	200.00
70410	11/01/2024	Malloy Ford	195.00
70392	11/01/2024	FedEx	190.90
70428	11/01/2024	Red Wing Business Advantage Account	188.59
61864	11/15/2024	David A Payne	177.70
61897	11/15/2024	Kaseya US LLC	170.00
70425	11/01/2024	W & H Resources Incorporated	153.47
70433	11/01/2024	Macro Retailing LLC	152.99
61934	11/15/2024	University of Virginia Foundation	150.00
61895	11/15/2024	Gingerich Outdoor Power Spec	149.99
70377	11/01/2024	Indpdnt Bttry Retailers of America	145.72
61987	11/26/2024	ODP Business Solutions LLC	141.66
62010	11/29/2024	Herbert Beskin Trustee	135.00
70411	11/01/2024	Larry Mangino	125.04
70369	11/01/2024	American Pest Incorporated	123.76

61890	11/15/2024	Ferguson US Holdings Inc	118.99
70436	11/01/2024	Traffic Safety Supplies LLC	117.25
70398	11/01/2024	Sinthia Gayto & Delores Mandosa	117.07
61889	11/15/2024	FedEx	115.09
70437	11/01/2024	Hannah Tutela	108.50
61874	11/15/2024	Santiago Burguener	104.26
61954	11/26/2024	MWP Supply Incorporated	104.03
70435	11/01/2024	TSRC Incorporated	100.32
61912	11/15/2024	Daniel Carter	100.00
61914	11/15/2024	James Crump	100.00
61988	11/26/2024	Toni Gilmer	100.00
70419	11/01/2024	Jessica Dettor	100.00
70427	11/01/2024	Red Bud Supply Incorporated	99.22
70376	11/01/2024	MWP Supply Incorporated	98.53
61971	11/26/2024	Flexible Benefit Administrators Inc	98.00
70395	11/01/2024	Flexible Benefit Administrators Inc	98.00
61913	11/15/2024	Erin Sanchez	94.00
70373	11/01/2024	Bailey Printing Incorporated	85.00
61980	11/26/2024	Martin Marietta Materials Incorporated	84.56
70417	11/01/2024	ODP Business Solutions LLC	80.09
62008	11/29/2024	Anytime Fitness-Pantops	80.00
70409	11/01/2024	Malloy Chevrolet Charlottesville LLC	80.00
62012	11/29/2024	Snap Fitness	79.92
70399	11/01/2024	Christopher Grogg	73.13
61887	11/15/2024	Rijal Durgapati	71.62
61935	11/15/2024	UVA-WorkMed	70.00
61872	11/15/2024	William Balke	69.96
61965	11/26/2024	Document Destruction of	69.95
70388	11/01/2024	Document Destruction of	69.95
70379	11/01/2024	Luanne Chamberlain	69.72
61974	11/26/2024	W W Grainger Incorporated	66.98
61945	11/26/2024	BPB Holding Corporation	66.54
61922	11/15/2024	Justin Rouse	64.21
61875	11/15/2024	MWP Supply Incorporated	58.47
61870	11/15/2024	Atlantic Builders	54.05
70447	11/01/2024	Bessy Zavala	53.76
61871	11/15/2024	Bailey Plumbing	53.55
509990163	11/01/2024	Energy Earth LLC	50.00
61946	11/26/2024	Amazon.com Sales Incorporated	47.94
61876	11/15/2024	Culpeper Auto Parts Incorporated	47.92
61925	11/15/2024	Taylor Schmidt	45.60
61892	11/15/2024	Flexible Benefit Administrators Inc	42.35
70372	11/01/2024	Atlantic Machinery Incorporated	42.31
61919	11/15/2024	Ricoh USA Incorporated	42.23
61957	11/26/2024	Clear Communication &	41.00
61896	11/15/2024	Paul Henry	40.92
61948	11/26/2024	Appalachian Power	40.74

70422	11/01/2024	Tina Overfelt	39.66
70367	11/01/2024	John R V Mayo	39.60
70378	11/01/2024	Central Virginia	38.32
61973	11/26/2024	Gingerich Outdoor Power Spec	37.99
61994	11/26/2024	Rexel USA Incorporated	37.77
70371	11/01/2024	Appalachian Power	36.92
61867	11/15/2024	BPB Holding Corporation	36.21
70421	11/01/2024	Tyler Oliver	36.00
61891	11/15/2024	Fisher Auto Parts Incorporated	35.21
61981	11/26/2024	US Electrical Services Incorporated	34.00
61907	11/15/2024	Aileen Morse	31.29
61915	11/15/2024	James Rowe	30.00
70440	11/01/2024	University Tire & Auto	30.00
70381	11/01/2024	City of Charlottesville	29.56
61878	11/15/2024	City of Charlottesville	26.71
61956	11/26/2024	City of Charlottesville	26.30
61877	11/15/2024	Charlottesville Sanitary	24.96
61941	11/15/2024	Dan Wine	24.46
61985	11/26/2024	Montague Miller &	22.70
61868	11/15/2024	API Service Center	20.00
62003	11/26/2024	University Tire & Auto	20.00
61860	11/15/2024	3 Sels Properties	16.71
70404	11/01/2024	John Kenney	14.71
61926	11/15/2024	Southern Property	13.54
61905	11/15/2024	Stephen T McLean Trust	13.43
61888	11/15/2024	Mourad Fahim	11.59
61931	11/15/2024	TWS Properties, LLC	9.77
70394	11/01/2024	Fisher Auto Parts Incorporated	7.48
61929	11/15/2024	Thryv Incorporated	6.50
70446	11/01/2024	Willow 1161 LLC	4.77
61997	11/26/2024	Ryan Homes	4.12
61865	11/15/2024	Donna Allen	1.27
			6,162,245.49

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: FY 2025 Capital Improvement Program (CIP) Report STAFF CONTACT(S)/PREPARER: Jeremy M. Lynn, P.E., Director of Engineering	AGENDA DATE: December 19, 2024 CONSENT AGENDA: ACTION: ■ INFORMATION: ■ ATTACHMENTS: YES
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BACKGROUND: Monthly CIP Memo including a status report on active CIP Projects and a list of Active Private Development Projects.

DISCUSSION:

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

BUDGET IMPACT: None.

RECOMMENDATIONS: None.

BOARD ACTION REQUESTED: Approval of the Consent Agenda.

ATTACHMENTS:

- Monthly CIP Report
- List of Active Private Development Projects

Albemarle County Service Authority (ACSA)
Capital Improvement Program Report
December 2024

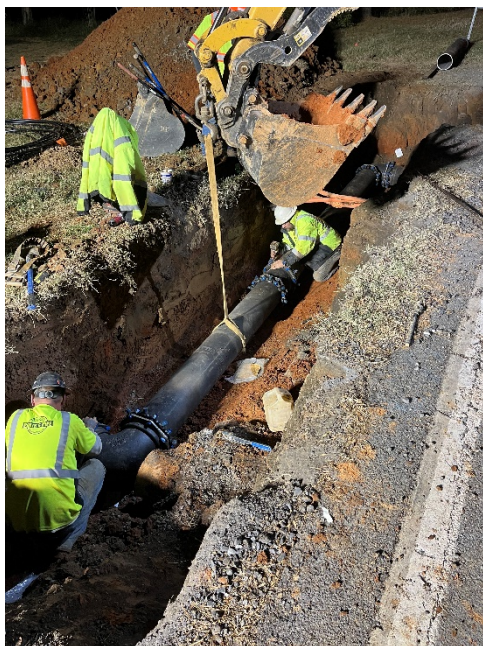
Water System CIP Projects

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

Consultant:	Michael Baker International, Inc. (Baker)
Project Status:	Construction
Percent Complete:	80%
Contractor:	Valley Contracting, LLC (Valley)
Construction Start:	January 2024
Completion:	September 2025
Total Budget:	\$7,322,350
Spent to Date:	\$5,309,308.04

Project Description: This project continues our systematic program to replace the aging and undersized asbestos-cement and PVC water mains in the Crozet Water System. Roads impacted by water replacement work include Crozet Avenue (Route 240), Rockfish Gap Turnpike (Route 250), Hillsboro Lane, Brownsville Road, and the neighborhood streets in Park View. This is the fourth of five phases that have been defined to carry out these improvements. Project Length = 19,400 LF.

12/10/2024: All schools along Route 250 have been switched over to the new water main. Valley is working along Crozet Avenue north of Locust Lane installing the new water main towards Tabor Street. Repaving efforts along a portion of Crozet Avenue are anticipated the week of December 9, 2024.





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

Consultant:	Whitman, Requardt & Associates, Inc. (WRA)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2025
Completion:	2027
Total Budget:	\$7,554,900
Spent to Date:	\$536,020.63

Project Description: This project continues our systematic program to replace undersized and deteriorating asbestos-cement and cast-iron water mains throughout our water distribution system. Roads impacted by water replacement work include James River Road, Warren Street, Hardware Street, Moores Hill, and the downtown streets of Page, Bird, and West Main. This project requires extensive coordination with the Rivanna Water and Sewer Authority (RWSA) as it includes the replacement of their asbestos-cement water main along James River Road. Project Length = 13,700 LF.

10/8/2024: ACSA and WRA are considering design options that may exist to minimize potential impact to a retaining wall at the intersection of Valley Street and Warren Street. Easement acquisition efforts continue, with two additional easements having been acquired, bringing our total to four.

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

Consultants:	Dewberry Engineers, Inc. (Dewberry) and Kimley-Horn and Associates (KHA)
Project Status:	Design/Construction
Percent Complete:	90%

Contractor:	RWSA Project – Thalle Construction
Construction Start:	Undetermined
Completion:	Undetermined
Total Budget:	\$2,436,400
Spent to Date:	\$190,017.14

Project Description: This project will replace the oldest active water main remaining in our system serving residents along Fontaine Avenue Extended and Reservoir Road. This cast iron pipe is over 90 years old and is severely tuberculated, which significantly reduces the flow capacity in this section. Project Length = 1,800 LF.

12/10/2024: RWSA has executed a construction contract with Thalle Construction and held an introductory meeting with them on December 4, 2024. RWSA anticipates scheduling a Pre-Construction Conference in January 2025. ACSA will need to obtain three easements for our portion of the project.

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

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2026
Completion:	2027
Total Budget:	\$7,530,000 Water and \$820,000 Sewer
Spent to Date:	\$463,553.12

Project Description: This project continues our systematic program to replace the aging and undersized asbestos-cement water mains in our system. The existing water mains are approximately 55 years old and have reached the end of their useful life. As a former well system that was connected to public water, most of the mains are also undersized. During design of the Northfields Water Main Replacement Project, ACSA staff identified several sections of sanitary sewer that could be installed along the roadway in coordination with the water main replacement work. These efforts will provide sanitary sewer service to nearly 20 existing neighborhood properties currently served by private septic fields. Project Length = 22,000 LF.

12/10/2024: Ramboll has submitted the remaining plats, and they are under review by ACSA staff.

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

Consultant:	ACSA Engineering Department
Project Status:	Construction
Percent Complete:	0%
Contractor:	Rocktown Excavating (Rocktown)
Construction Start:	December 2024
Completion:	January 2025

Total Budget:	\$60,700
Spent to Date:	\$2,012

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.

12/10/2024: Rocktown has received the VDOT Land Use Permit, and a Pre-Construction Conference with the ACSA was held on December 6, 2024. Rocktown is planning to mobilize to the site in January 2025 to begin construction activities.

6. Myrtle Street Water Main Replacement (Account Code 1772)

Consultant:	ACSA Engineering
Project Status:	Design
Percent Complete:	90%
Contractor:	ACSA Maintenance
Construction Start:	January 2025
Completion:	March 2025
Total Budget:	\$200,000
Spent to Date:	\$0

Project Description: This project continues our systematic program to replace PVC water mains that have been in service since the early 1980's. With VDOT's schedule to repave Myrtle Street (Crozet) in 2025, ACSA is proactively planning to replace this PVC water main. Project Length = 800 LF.

12/10/2024: ACSA staff have completed design of the water main replacement and are working to develop a construction cost estimate. Construction is anticipated to begin in January 2025 with funds from the Annual Water Repair and Replacement line item from the CIP budget.

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

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2025
Completion:	2026
Total Budget:	\$2,730,000
Spent to Date:	\$224,829.89

Project Description: This project continues our systematic program to replace PVC water mains that have been in service since the early 1980's and have recently experienced several breaks causing water service disruptions. Project Length = 5,700 LF.

12/10/2024: ACSA staff is targeting advertisement for construction on January 8, 2025, with bid opening anticipated February 11, 2025.

8. Barracks West Water Main Replacement (Account Code 1769):

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Design
Percent Complete:	95%
Contractor:	Undetermined
Construction Start:	2025
Completion:	2025
Total Budget:	\$3,402,500
Spent to Date:	\$219,131.50

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. Project Length = 4,300 LF.

11/12/2024: The property is under contract and closing is expected this winter. ACSA staff has been in communication with the contract purchaser on the easement required for this project.

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

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2026
Completion:	2026
Total Budget:	\$2,800,000
Spent to Date:	\$160,017

Project Description: This project continues our systematic program to replace PVC water mains that have been in service since the early 1980's and have recently experienced several breaks causing water service disruptions. Project Length = 3,000 LF.

12/10/2024: Dewberry has addressed comments received from ACSA on the 90% Design Documents and are working to address RWSA comments.

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

Consultant:	Whitman, Requardt & Associates, Inc. (WRA)
Project Status:	Construction
Percent Complete:	0%
Contractor:	Commonwealth Excavating, Inc. (CEI)
Construction Start:	January 2025

Completion:	October 2025
Total Budget:	\$1,667,800
Spent to Date:	\$150,239.41

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. Project Length = 1,500 LF.

12/10/2024: The contract has signed by CEI, and they have provided the bonds for review. Submittals have been received from CEI and are under review by ACSA staff.

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

Consultant:	Michael Baker International, Inc. (Baker)
Project Status:	Design
Percent Complete:	50%
Contractor:	Undetermined
Construction Start:	2027
Completion:	2028
Total Budget:	\$6,432,300
Spent to Date:	\$209,593.39

Project Description: This project continues our systematic program to replace the PVC water mains in the Raintree and Fieldbrook subdivisions that have been in service since the early 1980's. In addition to replacing these PVC mains, this project will also eliminate pipe saddles at the water service connections that have been failing due to corrosion. Project Length = 12,000 LF.

12/10/2024: Comments on the updated 50% Design Drawings have been returned to Baker and they are working on the 90% Design Drawings.

12. Exclusion Meters Replacement (Account Code 1759):

Consultant:	ACSA Engineering
Project Status:	Construction
Percent Complete:	64%
Contractor:	ACSA and Irrigation Contractors
Construction Start:	September 2019
Completion:	2025
Total Budget:	\$527,500
Spent to Date:	\$336,914.79

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 private exclusion meters and required all future irrigation meters be tapped separately off our water mains. This project is a multi-year replacement program by our in-house CIP Crew to install dedicated, ACSA owned irrigation meters that will eliminate all remaining exclusion meters in our system.

12/10/2024: ACSA staff continues to work closely with several irrigation contractors to upgrade private exclusion meters to be compatible with our AMI system with the ACSA covering these costs. ACSA Maintenance has recently completed several switchovers as well. There are currently 176 private irrigation exclusion meters remaining in our system.

Sewer System CIP Projects

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

Consultant:	Whitman, Requardt & Associates, Inc. (WRA)
Project Status:	Construction
Percent Complete:	80%
Contractor:	Anderson Construction, Inc. (ACI)
Construction Start:	October 2022
Completion:	February 2025
Total Budget:	\$1,940,000
Spent to Date:	\$1,644,838.27

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

12/10/2024: Construction activity has been on hold as ACI waits for Dominion Energy to reestablish permanent power service.

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

Consultant:	Michael Baker International, Inc. (Baker)
Project Status:	Design
Percent Complete:	90%
Contractor:	Undetermined
Construction Start:	2026
Completion:	2028
Total Budget:	\$6,683,800
Spent to Date:	\$360,523.35

Project Description: With the continued growth in the Hollymead Town Center area, the existing sewer collector serving the airport and the area west of Route 29 has insufficient capacity to handle full build-out. The existing sewer was originally sized to serve the light industrial zoning designated for that area at the time of construction. The increased density specified in the County

Comprehensive Plan for the same drainage basin will exceed the capacity of the existing sewer. A study of the drainage basin was completed in 2016 with the recommendation the sewer main be increased in size by replacing it in place. Project Length = 6,900 LF.

12/10/2024: Easement acquisition efforts continue with all property owners having been contacted where easements are needed. One property owner executed an easement in November 2024. To date, 10 of 24 easements having been obtained.

15. Buckingham Circle Sewer (Account Code 1802):

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Design
Percent Complete:	0%
Contractor:	Undetermined
Construction Start:	2028
Completion:	2029
Total Budget:	\$2,175,000
Spent to Date:	\$4,257.00

Project Description: Over the past few years, numerous residents of the Buckingham Circle Subdivision have contacted the ACSA expressing interest in connecting to public sanitary sewer service. 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, more than 70% of the property owners have expressed interest in connecting to public sewer if it was made available.

12/10/2024: Dewberry has provided a design exhibit that shows the preferred sanitary sewer design that includes a small section of shared low-pressure force main. Dewberry is updating high-level construction cost estimates for this design.

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

Consultant:	Michael Baker International, Inc. (Baker)
Project Status:	Design
Percent Complete:	50%
Contractor:	Undetermined
Construction Start:	2025
Completion:	2026
Total Budget:	\$6,893,715
Spent to Date:	\$286,604.84

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

many of the property owners are interested in connecting to public sewer if it was made available.

12/10/2024: A well-attended community meeting was held the evening of December 9, 2024, to share the overall sewer design with the residents.



17. FY 2025 Miscellaneous Sewer Rehabilitation (Account Code 1909):

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Construction
Percent Complete:	Underway
Contractor:	Prism Contractors & Engineers, Inc. (Prism)
Construction Start:	June 2024
Completion:	June 2025
Total Budget:	\$500,000
Spent to Date:	\$20,361.53

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

12/10/2024: Prism has installed the segmental liner in Forest Lakes South that was issued under Work Order No. 2.

Non-Utility and Facility CIP Projects

18. Energy Audit (Account Code 1625):

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Construction
Percent Complete:	40%
Contractor:	ACSA Facilities Group
Construction Start:	July 2023

Completion:	March 2025
Total Budget:	\$390,000
Spent to Date:	\$285,936.57

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

11/12/2024: The Service Disconnect Switchboard is currently showing an estimated ship date of February 24, 2025. ACSA staff will begin the process of obtaining pricing for the charging stations over the next month.

19. Avon Operations Center (Account Code 1622):

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Construction
Percent Complete:	0%
Contractor:	Daniel & Company, Inc. (DCI)
Construction Start:	January 2025
Completion:	July 2026
Total Budget:	\$18,000,000
Spent to Date:	\$783,547.18

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

12/10/2024: The County has issued Site Plan Approval for the project. DCI attended separate Pre-Construction Conferences with both County and ACSA staff on December 5, 2024. A Notice to Proceed date of January 17, 2025, has been established. DCI is finalizing their schedule of values and is underway with product submittals.



Albemarle County Service Authority (ACSA)
Active Private Development Projects
December 2024

1. 664 West Rio Road (Rio): Water main extension to serve an 88-unit apartment building, as well as a self-storage facility. This site is located east of the intersection of West Rio Road and Berkmar Drive, across from the Daily Progress.
2. **Archer North – Phase 1 (Rivanna)**: **Water and sewer main extensions to serve 78 residential units. This development will replace the Ridgewood Mobile Home Park, located at the corner of Seminole Trail and Ashwood Blvd.**
3. Belvedere Phase 3 Block 10 (Rio): Water and sewer main extensions to serve 74 single family homes at the end of Farrow Drive in the back of Belvedere.
4. Berkmar Self-Storage/Hotel (Rio): Water main extension and sewer laterals to serve 92-room hotel and commercial self-storage, located along Berkmar Drive across from Berkmar Overlook and next to Better Living.
5. Brookhill Blocks 16 & 17 (Rivanna): Water and sewer main extensions to serve 135 single family homes in the Brookhill subdivision, located north of Polo Grounds Road and west of the Montgomery Ridge Subdivision.
6. Brookhill Block 18 (Rivanna): Water and sewer main extensions to serve 194 single family homes in the Brookhill subdivision, located along the eastern side of Halsey Avenue and north of the Montgomery Ridge Subdivision.
7. **Covey Hill Road Utility Extension (Jack Jouett)**: **Water extension to serve four existing single-family homes along Covey Hill Road in Farmington.**
8. C'Ville Rio Road Apartments (Rio): Water and sewer main extensions to serve 250 apartment units. The site is located along Rio Road West, north of Charlottesville Health and Rehab.
9. Discount Tire (Rio): Water main extension for new hydrant and large meter service for a new commercial building. The site is located at the former Wendy's on the ON ramp to Route 29 South from Rio Road West.
10. Dunlora Park Phase 2 (Rio): Water and sewer main extensions to serve 9 single family attached homes in Dunlora Park, located at the intersection of Rio Road East and Dunlora Drive.

11. Dunlora Village Phase 1 (Rio): Water and sewer main extensions to serve 64 single family homes. This site is located off the southern ends of Fowler Street and Miranda Crossing behind Belvedere.
12. Mountain View Elementary Building Addition (Scottsville): Water main extension to facilitate school expansion.
13. Old Ivy Residences (Jack Jouett): **Water and sewer main extensions to serve 525 residential units. This site is located along Ivy Road just east of the Route 29/250 Bypass.**
14. Rio Point (Rio): Water and sewer main extensions to serve 328 multi-family units. This project is located at the intersection of Rio Road East and John Warner Parkway.
15. Rivanna Village Phase 2 (Scottsville): Water and sewer main extensions to serve 178 residential units. This project is located east of the Glenmore Ground Storage Tank and Rivanna Village Phase 1.
16. Rothwell Lane Utility Extension (White Hall): Water and sewer main extensions to serve 4 new subdivided lots. This project is located at the end of Rothwell Lane off Jarmans Gap Road.
17. Sentara Martha Jefferson Hospital Early Learning Center (Scottsville): Water main extension to serve a nearly 13,000 square foot childcare facility at the intersection of Martha Jefferson Drive and Worrell Drive.
18. Southwood Village – Blocks 11 & 12 (Scottsville): Water main extension and sewer laterals to serve 194 multi-family units. This project is located at the intersection of Old Lynchburg Road and Hickory Street.
19. Southwood Redevelopment Village 3 (Scottsville): Water and sewer main extensions to serve 127 single family units and 10 condominium units. This project is located along the eastern side of Horizon Road, south of Hickory Street.
20. UVA Fontaine Research Park – Manning Institute of Biotechnology (Samuel Miller): Water main relocation to serve the approx. 350,000 square foot Manning Institute of Biotechnology. The site is in the existing parking lot, northeast of 450 Ray C Hunt Drive.
21. Woolen Mills Light Industrial (Scottsville): Water and sewer main extensions to serve multiple industrial buildings, totaling 117,000 square feet. The site is located at the corner of Moores Creek Lane and Franklin Street.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: FY 2025 CIP Authorizations</p> <p>STAFF CONTACT(S)/PREPARER: Jeremy M. Lynn, P.E., Director of Engineering</p>	<p>AGENDA DATE: December 19, 2024</p> <p>ACTION: <input type="checkbox"/> INFORMATION: <input type="checkbox"/></p> <p>CONSENT AGENDA:</p> <p>ACTION: <input checked="" type="checkbox"/> INFORMATION: <input type="checkbox"/></p> <p>ATTACHMENTS: YES</p>
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BACKGROUND: Authorization for three CIP Projects, none of which were included in the CIP Rate Model Budget. The first authorization is for design and construction for the Galaxie Farm Water Connection Project. The second authorization is to continue our program of reducing infiltration and inflow (I&I) within the ACSA sanitary sewer system with the Crozet Phase 3 Sanitary Sewer Evaluation Survey (SSES). The third authorization is for the Facility Condition Assessment of various ACSA water and wastewater facilities.

DISCUSSION:

- ❖ Utilize Albemarle County's term contract consultant and contractor to complete the Galaxie Farm Water Connection in conjunction with the construction of their Southern Feeder Pattern Elementary School Project.
- ❖ Continues the efforts of our program to reduce I&I throughout our sanitary sewer system.
- ❖ Provides ACSA staff with professional expertise of our term contract consultant to perform condition assessments of various water and wastewater facilities and provide recommendations.

BUDGET IMPACT: The costs associated with these three authorizations were not anticipated within the CIP Rate Model and total approximately \$500,000. While the FY 2025 CIP Budget included the Woodbrook Drainage Basin SSES at a cost of \$400,000, ACSA staff determined the Crozet Phase 3 drainage area as a higher priority. The remaining \$100,000 will be offset by favorable bid pricing on the Broadway Street Water Main Replacement Project.

RECOMMENDATIONS: Authorize funding for these projects.

BOARD ACTION REQUESTED: Approve the Consent Agenda.

ATTACHMENTS:

- ❖ Detailed memo of the proposed CIP authorizations.

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

- ❖ Proposal dated December 3, 2024, prepared by Timmons Group for Design and Easement Plat Services for the Galaxie Farm Water Connection.
- ❖ Galaxie Farm Water Connection Construction Cost Estimate
- ❖ Proposal dated December 9, 2024, prepared by Ramboll for the Crozet Phase 3 Drainage Basin Comprehensive Sewer Study.
- ❖ Proposal dated November 12, 2024, prepared by Whitman, Requardt & Associates for the Facility Condition Assessment.



MEMORANDUM

To: Board of Directors
From: Jeremy M. Lynn, P.E., Director of Engineering
Date: December 19, 2024
Re: FY 2025 CIP Authorizations
cc: Michael E. Derdeyn

The following project requires Board authorization:

- A. Galaxie Farm Water Connection:** During the site review process for Albemarle County's proposed Southern Feeder Pattern Elementary School, ACSA staff identified a water interconnect to the neighboring Galaxie Farm subdivision that would be beneficial for redundancy and water quality purposes. ACSA staff worked closely with the County's design consultant, Timmons Group, to develop a Scope of Services for design phase services and preparation of an easement plat for this water interconnect. During the County's bid process for the new school, unit pricing for the installation of this water connection was obtained. Timmons Group has prepared the attached fee proposal, dated December 3, 2024. The estimated fee to complete these design services is \$8,750. Using bid pricing from the County's project, the estimated construction cost for the interconnect is \$70,250.

Board Action

We request the Board of Directors appropriate \$79,000 from the FY 2025 3R Fund for Design and Construction for the Galaxie Farm Water Connection.

- B. Crozet Phase 3 SSES:** As part of the ACSA's continuing efforts to identify and reduce groundwater (infiltration) and stormwater (inflow) entering the sanitary sewer system, the ACSA has developed a Scope of Services for the Crozet Phase 3 Sanitary Sewer Evaluation Survey (SSES). Ramboll has prepared the attached fee proposal for the project, dated December 9, 2024. The estimated fee to complete the Crozet Phase 3 SSES is \$342,640. ACSA staff has reviewed this proposed fee and finds it satisfactory.

Board Action

We request the Board of Directors appropriate \$342,640 from the FY 2025 3R Fund for the Crozet Phase 3 SSES.

- C. Facility Condition Assessment:** In response to damages sustained at RWSA's Rivanna Pump Station in January 2024, ACSA has worked closely with Whitman, Requardt & Associates, LLP (WRA) to develop a Scope of Services for an existing condition assessment of various ACSA water and wastewater facilities. Attached is a letter, dated November 12, 2024, from WRA outlining the anticipated costs associated with this assessment. The ACSA staff has reviewed this proposed fee and finds it satisfactory. The cost for these services is \$73,691.

Board Action

We request the Board of Directors appropriate \$73,691 from the FY 2025 3R Fund for the Facility Condition Assessment.

JML/jml

Attachments

010101CIPAuthorizations12192024



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SCOPE OF SERVICES

Client:	Albemarle County Public Schools	Date:	December 3, 2024
Contact:	Gerald Harris	Principal:	Craig Kotarski
Phone No:	434.249.2937	Project Manager:	Bryan Cichocki
Email:	gharris@k12albemarle.org	Project Name:	Southern Feeder ES ACSA

General Description:

Timmons Group is pleased to submit this proposal for civil engineering design and survey services for the watermain extension and connection on parcel 91-10, located in Albemarle County, Virginia. This project will involve the design and surveying necessary to extend the watermain infrastructure to service the parcel and make the required connections to the ACSA system. This proposal excludes geotechnical investigations at this time. The following tasks will be included in the scope of work:

Task S01: Supplemental Topographic Survey TMP 91-10 (Fixed Fee \$1,830)

Timmons Group will conduct a partial topographic survey of the site (+/-0.30 AC) to document existing conditions, including natural and man-made features that could impact design of the watermain extension and connection. The survey will include the following:

- Collection of surface elevations
- Location of existing utilities visible and/or accessible at grade
- SUE survey is specifically excluded but may be provided for an additional fee.
- Partial boundaries of the parcels adjacent to the proposed work.
- Mapping of relevant existing improvements such as curbs, asphalt, fences, etc.
- Preparation of survey drawings in AutoCAD format suitable for the design phase.

Task E01: Watermain Design (Fixed Fee \$2,540)

Our team will provide full design services for the watermain extension and connection, including the following:

- Development of design plans for the watermain layout, pipe sizing, and materials selection.
- Plan and profile of the watermain design.
- ACSA details of required appurtenances such as valves, hydrants, and service connections
- Preparation of design drawings that comply with ACSA standards and specifications.
- Coordination with ACSA to ensure design compliance and alignment with existing systems.

Task E02: Plan Amendment Processing (Fixed Fee \$1,810)

In this phase, Timmons will process a Site Plan amendment and a WPO plan amendment with Albemarle County to ensure that the design is properly incorporated into local planning documents. Any nutrient credit purchase necessary for the additional disturbance shall be reimbursed by ACSA. This task will include:



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SCOPE OF SERVICES

- Submitting the proposed watermain extension and connection design to Albemarle County and ACSA for review
- Preparation and submission of a Final Site Plan and WPO Plan amendment.
- Modifying any existing plans and calculations as required to reflect the new watermain design and additional disturbances.
- Addressing comments and resubmission to process the plan revision to approvals

Task S02: ACSA Easement Plat (Fixed Fee \$1,810)

ACSA easement plats will be prepared to document the required easements for the watermain extension and connection. These plats will detail the following:

- Identification of easement boundaries with bearings and distances
- Legal descriptions of the easement areas as needed
- Coordination with Albemarle County and ACSA to ensure the easements are appropriately located and properly documented
- This task specifically excludes legal services required to record the documents
- Submitting the plat for ACSA review and approval.
- This task excludes the process and coordination efforts required to procure owner signatures on the prepared documents. The efforts to coordinate with Albemarle County (FES) is assumed and expected to be performed by ACSA directly as the requester of the easement across parcel 91-10.

Task CA01: Construction Administration (Fixed Fee \$760)

Timmons Group will provide construction administration services associated only with the watermain extension and connection to ensure proper installation per the approved design by the contractor. This includes:

- Timmons Group will review RFIs, submittals, pay applications and proposed change orders as directed.
- Timmons Group will attend one site meeting as needed/requested for preconstruction.
- Timmons Group will coordinate any submittal or RFI documentation with ACSA for record keeping or review.
- **Construction inspection is specifically excluded in this task as it is assumed the inspection effort of the watermain installation will be led by ACSA.**

SUMMARY OF SERVICES

Task S01: Supplemental Topographic Survey TMP 91-10.....	\$1,830
Task E01: Watermain Design.....	\$2,540
Task E02: Plan Amendment Processing.....	\$1,810
Task S02: ACSA Easement Plat.....	\$1,810
Task CA01: Construction Administration.....	\$760
Total Fes: \$8,750	



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Sheet 1

A/E FEE PROPOSAL WORKSHEET

A/E FIRM NAME: Timmons	CONSULTANTS' NAMES	PROJECT CODE:
PROJECT TITLE: ACPS Southern Feeder New ES - ACSA	Architectural	APPROPRIATION ITEM #
PROJECT LOCATION:	Structural	
	Mechanical	
	Electrical	
	Civil	ESTIMATED CONSTR COST
	Other	

DISCIPLINE	EST'D NO of DWGS	HOURLY RATE	BASIC SERVICES		FOR AGENCY USE	
	Size 30 x 42		EST'D NUMBER of HOURS	ESTIMATED COST	EST'D NUMBER of HOURS	EST'D COST
			A/E	CONSULTANT		

PART A - SCHEMATICS

Principal		\$ 185.00		\$ -			
Senior Project Manager		\$ 185.00		\$ -			
Project Manager		\$ 150.00		\$ -			
Senior Project Engineer		\$ 150.00		\$ -			
Civil Project Engineer III		\$ 115.00		\$ -			
Civil Project Engineer II		\$ 105.00		\$ -			
Civil Project Engineer I		\$ 95.00		\$ -			
Engineer Technician		\$ 85.00		\$ -			
				\$ -			

SUBTOTAL PART A

-	\$ -	\$ -	-	-	\$ -
---	------	------	---	---	------

PART B - PRELIMINARIES

PROFESSIONAL:

Principal		\$ 185.00		\$ -			
Senior Project Manager		\$ 185.00		\$ -			
Project Manager		\$ 150.00		\$ -			
Senior Project Engineer		\$ 150.00		\$ -			
Civil Project Engineer III		\$ 115.00		\$ -			
Civil Project Engineer II		\$ 105.00		\$ -			
Civil Project Engineer I		\$ 95.00		\$ -			
Engineer Technician		\$ 85.00		\$ -			
				\$ -			
				\$ -			
SUBTOTAL PROFESSIONAL			-	\$ -	\$ -	-	\$ -

DRAFTING:

Principal		\$ 185.00		\$ -			
Senior Project Manager		\$ 185.00		\$ -			
Project Manager		\$ 150.00		\$ -			
Senior Project Engineer		\$ 150.00		\$ -			
Civil Project Engineer III		\$ 115.00		\$ -			
Civil Project Engineer II		\$ 105.00		\$ -			
Civil Project Engineer I		\$ 95.00		\$ -			
Engineer Technician		\$ 85.00		\$ -			
				\$ -			
SUBTOTAL DRAFTING	0		-	\$ -	\$ -	-	\$ -

SPECIFICATIONS:

Specification/Report Writer				\$ -			
Typist				\$ -			
SUBTOTAL SPECIFICATIONS			-	\$ -	\$ -	-	\$ -

COST ESTIMATE

				\$ -			
--	--	--	--	------	--	--	--

SUBTOTAL PART B

-	\$ -	\$ -	-	-	\$ -
---	------	------	---	---	------



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Sheet 2

A/E FEE PROPOSAL WORKSHEET

DISCIPLINE	EST'D NO of DWGS	HOURLY RATE	BASIC SERVICES			FOR AGENCY USE	
	Size		EST'D NUMBER of HOURS	ESTIMATED COST		EST'D NUMBER of HOURS	EST'D COST
	30 x 42			A/E	CONSULTANT		

PART C - WORKING DRAWINGS

PROFESSIONAL:

Principal		\$ 185.00		\$ -			
Senior Project Manager		\$ 185.00	4	\$ 740	Task E01		
Project Manager		\$ 150.00		\$ -			
Senior Project Engineer		\$ 150.00	12	\$ 1,800	Task E01		
Civil Project Engineer III		\$ 115.00		\$ -			
Civil Project Engineer II		\$ 105.00		\$ -			
Civil Project Engineer I		\$ 95.00		\$ -			
Engineer Technician		\$ 85.00		\$ -			
Licensed Land Surveyor		\$ 150.00		\$ -			
Sr. Survey Technician		\$ 115.00		\$ -			
SUBTOTAL PROFESSIONAL			16	\$ 2,540	\$ -	-	\$ -

DRAFTING:

Senior Project Manager		\$ 185.00		\$ -			
Project Manager		\$ 150.00	2	\$ 300	Task E02		
Senior Project Engineer		\$ 150.00		\$ -			
Civil Project Engineer III		\$ 115.00	4	\$ 460	Task E02		
Civil Project Engineer II		\$ 105.00	10	\$ 1,050	Task E02		
Civil Project Engineer I		\$ 95.00		\$ -			
Engineer Technician		\$ 85.00		\$ -			
SUBTOTAL DRAFTING	0		16	\$ 1,810	\$ -	-	\$ -

SPECIFICATIONS:

Specification/Report Writer				\$ -			
Typist				\$ -			
SUBTOTAL SPECIFICATIONS			-	\$ -	\$ -	-	\$ -

COST ESTIMATE

				\$ -			
SUBTOTAL PART C			32	\$ 4,350	\$ -	-	\$ -

PART D - BIDDING & CONSTRUCTION PHASE SERVICES

TASK	JOB CLASS.	HOURLY RATE	BASIC SERVICES			FOR AGENCY USE	
			EST'D NUMBER of HOURS	ESTIMATED COST		EST'D NUMBER of HOURS	EST'D COST
				A/E	CONSULTANT		
BID ASSISTANCE	Professional	\$ 150.00		\$ -			
	Clerical	\$ 80.00		\$ -			
SHOP DRAWING REVIEW	Professional	\$ 150.00	2	\$ 300			
	Clerical	\$ 80.00	1	\$ 80			
RECORD DRAWING PREPARATION	Professional	\$ 150.00	1	\$ 150			
	Clerical	\$ 80.00	1	\$ 80			
CONSTRUCTION OBSERVATION & ADMIN.	Professional	\$ 150.00	1	\$ 150			
	Clerical	\$ 80.00		\$ -			
SUBTOTAL PART D			6	\$ 760	\$ -	-	\$ -



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Sheet 3

A/E FEE PROPOSAL WORKSHEET

PART E - ADDITIONAL SERVICES

SITE INVESTIGATION:

A. SUB-SOIL STUDIES:

					SUB- CONTRACT COST	SUB- CONTRACT MARKUP	TOTAL COST
(1) BORINGS	LINEAL FT @	\$	PER LF =	\$0	x	1.00	\$0
(2) MOBILIZATION					x	1.00	\$0
(3) REPORT AT	\$	+TESTING @	\$	=	\$0	x	1.00

B. SURVEYS:

(1) FIELD DATA (party rate)	1	DAYS @	\$ 1,680.00	PER DAY =	\$1,680	x	1.00	\$1,680
(2) DATA CONVERSION	10	HOURS @	\$ 150.00	PER HOUR =	\$1,500	x	1.00	\$1,500
(3) PLOT BASE SHEETS	4	HOURS @	\$ 115.00	PER HOUR =	\$460	x	1.00	\$460

C. FIELD INVESTIGATION:

(1) PROFESSIONAL (A/E)	MAN-DAYS @	\$	PER DAY =	\$0	x	1.00	\$0
(2) DRAFTSMAN (A/E)	MAN-DAYS @	\$	PER DAY =	\$0	x	1.00	\$0

D. OTHER (Specify):

A.					x	1.00	\$0
B.					x	1.00	\$0
C.					x	1.00	\$0
D.					x	1.00	\$0
E.					x	1.00	\$0

SERVICES / OTHER SPECIAL COSTS:

A.					x	1.10	\$0
B.					x	1.10	\$0
C.					x	1.10	\$0
D.					x	1.10	\$0
E.					x	1.10	\$0
F.					x	1.10	\$0

TRAVEL EXPENSES:

TRAVEL (for basic and additional services)	MILES PER TRIP	RATE PER MILE	NUMBER OF TRIPS	SUBCONTRACT MARKUP	TOTAL COST
A. FIELD INVESTIGATION TRAVEL		\$ 0.30		x 1.00	\$0
B. CONSTRUCTION OBSERVATION TRAVEL		\$ 0.30		x 1.00	\$0

SUBTOTAL PART E **\$3,640**



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Sheet 4

A/E FEE PROPOSAL WORKSHEET

PART F - BUDGET FOR REIMBURSABLE EXPENSES

NUMBER OF SETS	PRICE PER SET	TOTAL COST	FOR AGENCY USE
PRINTING AND DUPLICATION:			
A. PRELIMINARY SUBMITTAL		\$ -	
B. WORKING DRAWING SUBMITTAL		\$ -	
C. BID DOCUMENTS PRINTING		\$ -	
SUBTOTAL PRINTING BUDGET		\$ -	
OTHER REIMBURSABLE EXPENSES:			
A.		\$ -	
B.		\$ -	
C.		\$ -	
D.		\$ -	
SUBTOTAL PART F		\$ -	

PART G - PROPOSED DESIGN SCHEDULE

ACTIVITY	CALENDAR DAYS	FOR AGENCY USE
START OF PROJECT DESIGN PHASE	0	
PREPARE/CONDUCT PRE-DESIGN CONFERENCE WITH BCOM		
PREPARE SCHEMATIC DESIGN DOCUMENTS		
BCOM REVIEW		
PREPARE PRELIMINARY DESIGN DOCUMENTS		
BCOM REVIEW		
PREPARE FINAL DOCUMENTS		
BCOM REVIEW		
FINAL WORKING DRAWING CORRECTIONS		
CONSTRUCTION PROCUREMENT PHASE SUPPORT		
TOTAL DAYS TO BID	0	

FEE PROPOSAL SUMMARY

PHASE	ESTIMATED NUMBER OF HOURS	ESTIMATED COST			FEE AS A % OF TOTAL CONSTR'N AMOUNT	AGENCY USE SUMMARY OF NEGOTIATED FEE AMOUNT
		A/E	CONSULTANT	TOTAL		
PART A - SCHEMATICS	0	\$0	\$0	\$0	#DIV/0!	\$ -
PART B - PRELIMINARIES	0	\$0	\$0	\$0	#DIV/0!	\$ -
PART C - WORKING DRAWINGS	32	\$4,350	\$0	\$4,350	#DIV/0!	\$ -
SUBTOTAL DESIGN PHASE SERVICES (A+B+C)	32	\$4,350	\$0	\$4,350	#DIV/0!	\$ -
PART D - BIDDING & CONSTRUCTION PHASE SERVICE	6	\$760	\$0	\$760	#DIV/0!	\$ -
PART E - ADDITIONAL SERVICES				\$3,640	#DIV/0!	
SUBTOTAL FEES (A+B+C+D+E)				\$8,750	#DIV/0!	\$ -
PART F - REIMBURSABLE EXPENSES				\$0	#DIV/0!	
TOTAL CONTRACT AMOUNT				\$8,750	#DIV/0!	\$ -

Galaxie Farm Water Connection

Construction Cost Estimate

Item	Quantity	Unit Basis	Unit Price	Ext. Price
8-inch DIP Water Main	290	LF	\$ 90.00	\$ 26,100.00
Trench Rock Removal	75	CY	\$ 358.00	\$ 26,850.00
8-inch Fitting	5	EA	\$ 1,490.00	\$ 7,450.00
8-inch Gate Valve	1	EA	\$ 3,390.00	\$ 3,390.00
Sub-Total				\$ 63,790.00
10% Contingency				\$ 6,379.00
Rounded Total				\$ 70,250.00

**Mr. Richard Nelson**

Senior Civil Engineer
 Albemarle County Service Authority
 168 Spotnap Road
 Charlottesville, VA 22911

Dear Richard,

As requested, please find attached Ramboll's proposed fee estimate and schedule for the subject project. These documents were developed based upon the Scope of Services provided as well as subsequent discussions with ACSA personnel and a review of the ACSA GIS. The following clarifications and assumptions were made in development of this fee:

Date December 09, 2024

Scope – Clarifications and Assumptions**General**

- The labor effort has been based upon information provided by ACSA. The total study area is estimated to contain approximately 45,000 linear feet of gravity sewer and approximately 245 manholes. The study area to be monitored discharges to the Rivanna Water and Sewer Authority's (RWSA) Crozet Interceptor at the downstream-most location.
- It is recognized that the development of a project schedule is identified as a separate task, however for the purpose of this proposal we have provided a preliminary project schedule with an assumed start date of January 13, 2025 and the draft report being submitted no later than September 5, 2025.

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 Glen Allen, VA 23060
 USA

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 F 804-270-5808
<https://ramboll.com>

Ref **Response to RFP for the
 Crozet – Phase 3 Drainage
 Basin Comprehensive Sewer
 Study**

Quantification of Existing Flows

Based on the quantities of gravity sewer and the system configuration, it is assumed that this task will be accomplished by the following:

- Installing 3 flow meters within the gravity collection system. We have assumed a two-month metering duration, with meter maintenance being performed as required to maintain meter uptime, in an effort to capture a significant rain event. It is also assumed that 1 rain gauge will be utilized. Flow metering installation and maintenance will be subcontracted to Delta Systems Environmental, LLC. All data analysis will be performed by Ramboll personnel.
- Analyzing available data (run times and estimated flows) from the Crozet Pump Station.

Source Detection

Manhole Inspections:

Manhole inspections will be performed on all 245 manholes within the subject area. Manhole inspections will consist of a surface inspection in MACP format. Photographs will be taken of all pertinent defects. The quickview inspection camera will only be utilized to inspect influent and effluent sewer mains; videos will be recorded during the line lamping if defects are noted during the inspection.

Smoke Testing:

It is estimated that approximately two basins of the service area monitored by flow monitoring will require smoke testing, for a total tested area of approximately 30,000 liner feet. The location of subareas requiring smoke testing will be determined by the results of flow monitoring.

Night Flow Isolation and Measurement:

It is estimated that approximately two basins of the service area (approximately 30,000 linear feet) will require night flow isolation and measurement. The location of subareas requiring night flow isolation and measurement will be determined by the results of flow monitoring.

Wet Weather Manhole Inspections:

It is estimated that approximately two basins (approximately 164 manholes) within the subject area will be evaluated with wet weather manhole inspections. Wet weather manhole inspections will consist of a surface inspection after the subject area has received no less than 1-inch of precipitation in a 24-hour period; ACSA personnel will be consulted to confirm an adequate wet weather event prior to proceeding with wet weather inspections. Photographs and videos will be taken of all pertinent defects and manhole inspection forms will be updated with any additional defects noted as well as with the date of the inspection and summary of rain event.

CCTV Inspection:

It is estimated that approximately 20% of the service area (assumed 10,000 linear feet) will require CCTV Inspection. The location of subareas requiring CCTV Inspection will be determined by the results of night flow isolation and measurement. Given that the exact location, length, and diameter of sewers to be inspected is unknown at this time, we have made the following assumptions for subcontracted CCTV inspection and cleaning:

- 3,000 lf of CCTV within the roadway at \$4.75 per lf
- 7,000 lf or CCTV within the easement at \$9.50 per lf
- 2 days of traffic control (flagging) at \$1,950 per day
- 2 days of traffic control (rumble strip) at \$355 per day

Dyed Water Flooding:

It is estimated that dye testing will be required once for every 10,000 linear feet of sewers smoke tested (3 total dye tests). The locations of pipelines requiring dye testing will be determined by the results of smoke testing. We have assumed three (3) dye tests at a rate of \$2,500 per test as subcontracted services.



Fee

We propose to perform this work under the terms and conditions of our Annual Services Contract. The fee for services as set forth and described above shall be calculated on the basis of Engineers hourly billing rates for employees by job category as set forth in the contract fee schedule, plus reimbursable expenses at cost. The estimated not to exceed budget is \$342,640. Project costs will be tracked and invoiced monthly on a time-and-materials basis.

Upon your review, please contact me at your convenience with any questions or comments. We look forward to continuing our successful working relationship with you on this project.

Yours sincerely

A handwritten signature in black ink that reads "Maggie L. Hopkins".

Maggie L. Hopkins, PE

Project Officer

Water Infrastructure and Climate Adaptation (1943882)

D 804-822-4223

maggie.hopkins@ramboll.com

TASK	Officer 2 \$290.00 (HRS)	Project Manager 1 \$215.00 (HRS)	Engineer 3 \$160.00 (HRS)	Engineer 1 \$130.00 (HRS)	Adminstrative Assistant 2 \$100.00 (HRS)	TOTAL (HRS)	DIRECT EXPENSES (\$)	COST PER TASK (\$)
PROJECT INITIATION								
Project Kick-Off Meeting	4	4	8	2	4	22.00	\$154.40	\$4,114.40
Existing Data Collection and Assimilation	2	4	16	4	2	28.00	\$30.00	\$4,750.00
Establish Project Schedule	1	0	2	0	0	3.00	\$0.00	\$610.00
SUB-TOTAL	7	8	26	6	6	53.00	\$184.40	\$9,474.40
QUANTIFICATION OF EXISTING FLOWS								
Select/Evaluate Meter and Rain Gauge Locations	2	4	8	16	0	30.00	\$990.00	\$5,790.00
Conduct Wastewater Flow Monitoring	0	6	16	0	0	22.00	\$22,550.00	\$26,400.00
Develop Flow Components and Rates	2	10	16	0	4	32.00	\$0.00	\$5,690.00
Identify sub-basins for I/I Source Detection Work	2	4	8	0	4	18.00	\$0.00	\$3,120.00
SUB-TOTAL	6	24	48	16	8	102.00	\$23,540.00	\$41,000.00
SOURCE DETECTION								
Conduct Manhole Inspections	2	10	16	400	24	452.00	\$2,620.00	\$62,310.00
Perform Smoke Teseting	1	8	24	138	8	179.00	\$985.00	\$25,575.00
Conduct I&M Work	1	6	24	172	4	207.00	\$980.00	\$29,160.00
Conduct Wet Weather Manhole Inspections	1	4	12	120	12	149.00	\$655.00	\$20,525.00
Conduct CCTV Inspections	2	8	12	54	4	80.00	\$86,015.00	\$97,655.00
Perform Dyed Water Flooding	1	4	4	8	2	19.00	\$8,155.00	\$11,185.00
SUB-TOTAL	8	40	92	892	54	1086.00	\$99,410.00	\$246,410.00
DATA ANALYSIS								
Determine sub-basin I/I	1	4	8	0	0	13.00	\$20.00	\$2,450.00
Identify sewer lines with grease, roots, etc.	1	4	16	0	0	21.00	\$215.00	\$3,925.00
Develop Rehab. Recommendations and Cost Estimates	2	12	24	12	0	50.00	\$230.00	\$8,790.00
SUB-TOTAL	4	20	48	26	0	84.00	\$465.00	\$15,165.00
GEOGRAPHICAL INFORMATION SYSTEM								
Review ACSA provided GIS data	0	2	8	10	0	20.00	\$100.00	\$3,110.00
Correct ACSA GIS data for identified errors	0	2	8	16	0	26.00	\$180.00	\$3,970.00
Create layer on GIS showing inspection efforts	0	2	8	16	0	26.00	\$310.00	\$4,100.00
SUB-TOTAL	0	6	24	42	0	72.00	\$590.00	\$11,180.00
SUMMARY REPORT								
Prepare Draft Summary Report	4	10	16	8	12	50.00	\$220.00	\$8,330.00
Develop Rehab. Recommendations and Cost Estimates	1	4	8	0	0	13.00	\$0.00	\$2,430.00
Establish Base Dry Weather Flow	1	4	8	0	0	13.00	\$0.00	\$2,430.00
Prepare Final Summary Report	2	8	12	8	8	38.00	\$160.00	\$6,220.00
SUB-TOTAL	8	26	44	16	20	114.00	\$380.00	\$19,410.00
						270.00		
TOTALS						1,511.00	\$124,569.40	\$342,639.40



November 12, 2024

Mr. Jeremy Lynn, PE
Director of Engineering
Albemarle County Service Authority
168 Spotnap Road
Charlottesville, Va. 22911

Re: Facility Condition Assessments – Water and Wastewater Facilities

Dear Mr. Lynn:

In accordance with our meeting held on September 20, 2024 and follow up correspondence, Whitman, Requardt and Associates, LLP (WRA) is pleased to submit this engineering proposal to perform a condition assessment of the ACSA's critical water and wastewater facilities. The intent of this evaluation is to identify infrastructure deficiencies and recommendations for improvements and/or upgrades to improve the ACSA's operational reliability of the identified facilities. A technical memorandum will be developed to document the facilities existing conditions, provide recommendations for improvements, as well as an engineer's estimate of construction costs for each recommendation.

BACKGROUND AND UNDERSTANDING

In January of 2024, Rivanna Water and Sewer Authority (RWSA) experienced a submergence of the influent pumping station at the Moore's Creek WWTP, resulting in significant overflows and flooding of the station's dry well. The event was the apparent result of level and pump control malfunctions, coupled with peak, wet weather influent flows. As a result of this event, the ACSA has decided to perform an existing condition assessment on various water and wastewater facilities. The intent of the evaluation will be to identify infrastructure deficiencies, potential control and reliability issues, and to provide recommendations for improvements of the identified facilities.

The facilities identified for evaluation in this scope of work are as follows:

1. North Fork Regional Wastewater Pump Station
2. Camelot Wastewater Pump Station
3. Georgetown Green Wastewater Pump Station
4. Peter Jefferson Wastewater Pump Station
5. Glenmore Wastewater Pump Station
6. Ashcroft 1 Water Pump Station
7. Ashcroft 2 Water Pump Station
8. Ashcroft 3 Water Pump Station

At the request of the ACSA, the following facilities are excluded from receiving a complete condition assessment:

1. Madison Office Park Pump Station
2. Crozet Wastewater Pump Station
3. Briarwood Wastewater Pump Station
4. Old Forge Wastewater Pump Station
5. Woodbrook Wastewater Pump Station

Control reliability improvements will be considered for the excluded facilities as outlined in the scope of services for this project.

Under this proposal, WRA will perform the tasks outlined in the following Scope of Services.

SCOPE OF SERVICES

TASK A – CONDITION ASSESSMENT AND EVALUATION PHASE

The scope of work to complete this task assignment includes performing a multi-discipline review to observe existing facilities and operations and to identify deficiencies. The observed issues, along with recommended repairs/improvements and associated cost estimates will be summarized, with individual project recommendations and prioritizations outlined within a Facilities Condition Assessment Technical Memorandum.

The evaluation will include the following:

1. Acquire and review existing as-built documentation.
2. Kickoff Meeting – Perform a virtual kickoff meeting to discuss the project scope, proposed schedule and to coordinate field assessment efforts and needs. Meeting minutes will be prepared and issued.
3. Field Assessment – Perform a multi-discipline field condition assessment. (Assume 2, 8-hour days for facility visits, excluding travel time). The anticipated disciplines involved in the assessments are mechanical, electrical, instrumentation/controls, and civil. Structural and architectural assessment work is not anticipated.
4. Interview the maintenance and operations staff to understand historical operational and maintenance issues and problems. This task includes a virtual meeting if needed.
5. Review of repair histories of major equipment (pumps, generators, VFDs)
6. Pump operational efficiency - Review SCADA data and trends to identify operational and capacity deficiencies. Pump operations and capacities during select wet weather months will be reviewed for the wastewater pump stations.
7. Review of each station's operation control functionality.
 - a. Create functional control narratives for:
 - i. The existing facilities control conditions.
 - ii. Updated facilities control per recommendations.
8. Review PLC programming logic in accordance with the existing operational control functions.
9. Review and optimization of local SCADA OIT graphics.
10. Perform a life cycle evaluation for existing pumps, VFD's and generators.

TASK B – TECHNICAL MEMORANDUM

1. Draft Technical Memorandum Development

The Technical Memorandum will be developed and submitted to the ACSA and will incorporate all findings and recommendations for upgrades and improvements.

The draft Technical Memorandum will include, but may not be limited to the following:

- A. Summary of the multi-disciplinary site visit process and evaluated facilities/assets
- B. Documentation of the observed conditions from the site visits
- C. Summary of historical operations and maintenance issues from ACSA staff
- D. Identification of remaining useful life for major system components
- E. Facility functional control narratives
- F. Recommended repairs/improvements including budgetary cost estimates
- G. Prioritization of recommended repairs/improvements

Control reliability for the excluded facilities noted under the Background and Understanding section above will also be considered based on the controls review performed for the identified facilities. The facilities excluded from the project scope have similar operational and SCADA controls that may warrant upgrading if reliability improvements are proposed for the evaluated facilities as outlined above. The draft Technical Memorandum will include consideration of standardizing control reliability improvements for implementation at similar excluded facilities.

2. Technical Memorandum Review Workshop - This review meeting will be used to review ACSA comments on the compiled draft technical memorandum and to discuss preferences relative to the recommended prioritization of repairs/improvements. This meeting is intended to be held virtually.



3. Final Facilities Condition Assessment Memorandum - Update and finalize the assessment memorandum to incorporate budgetary construction costs and the ACSA's comments.

TASK C – PLC, OIT & SCADA HMI PROGRAMMING SERVICES

Depending on operational deficiencies discovered during the evaluation phase and corresponding recommendations for functional control upgrades, WRA has included supplemental programming support for the existing facilities PLCs and OITs, and the existing SCADA server HMI.

For the purpose of this proposal, WRA has included 60 hours of supplemental programming, if needed.

ACSA SHALL PROVIDE THE FOLLOWING:

It is WRA's understanding that the following will be provided by the ACSA:

1. All reports and as-built contract documentation for the facilities.
2. Consultation with ACSA engineering, SCADA, and operations/maintenance personnel.
3. Access to SCADA related information and data.
4. Access to all facilities as outlined herein.

ASSUMPTIONS AND EXCLUSIONS

The assessment and recommendations will not include the following components:

1. Treatment process performance or treatability issues
2. Flow projections to support future growth or development
3. Hydraulic or related modeling
4. SCADA system hardware and software life cycle status, including PLCs, Operator Interface Terminals, HMI's, and communication devices are not included and are provided under WRA's on-call SCADA support task order.
5. Modifications to the ACSA's current SCADA design guidelines are not included.
6. Electronic Access Control/Card Reader/Intrusion Detection systems
7. Security cameras
8. Lighting systems
9. Telecoms systems
10. Facility or capacity expansions
11. Site improvements
12. Environmental permitting review
13. Staffing needs
14. Cybersecurity

In addition to the assumptions included in the tasks above, the following assumptions were used during the preparation of this proposal:

1. Demonstration of equipment operation by the ACSA is not anticipated unless specifically noted within this proposal.
2. Testing services (electrical, mechanical, structural, materials, etc.) to confirm existing equipment or operating conditions are not included.
3. Review of architectural and structural features of the facilities outlined above are not anticipated or included.
4. Design services for modifications or improvements are not included.
5. Assessment is limited to a visual survey of the existing facilities from grade or accessible horizontal surfaces.

COMPENSATION

A workhour breakdown showing the derivation of the estimated fee is provided in the manhour spreadsheet included in Attachment A. Our total compensation to perform these services is estimated as \$73,691. The task order assignment will be performed and invoiced on an hourly, not to exceed basis.

The estimated fee will not be exceeded without ACSA authorization.



SCHEDULE

WRA will begin this work immediately upon Notice to Proceed (NTP). The following is an estimated schedule including approximately 2 weeks for ACSA review of the draft Technical Memorandum. The estimated schedule does not account for supplemental programming if needed and as directed by the ACSA.

1. Kick-off / Facility Visit Coordination Meeting - Within 2 weeks after NTP
2. Submit Draft Technical Memorandum - 8 weeks after completion of all facility visits and review of all historical, operational and related SCADA data
3. Submit Final Technical Memorandum - 4 weeks after receipt of all ACSA comments on draft Technical Memorandum

WRA trusts that this proposal and fee summary addresses the scope items needed to prepare the condition assessment of the listed facilities for the ACSA, as outlined above.

Please let us know if you wish to meet and discuss the proposal in greater detail or if you have any questions or concerns. Thank you for your continued cooperation and support.

Very truly yours,

Whitman, Requardt and Associates, LLP



Charles Luck, P.E.
Vice President

Enclosures

cc: File 46521-000
Greg Horn, PE, WRA



Attachment A

Fee Estimate

PROJECT NAME: Facility Condition Assessments - Water and Wastewater Facilities													REVISION		11/12/2024				
																			DATE BY
MANHOUR ESTIMATE AND PROPOSAL													WRA EXPENSES		Subcontractor hours	Subcontractor Payroll	Subcontractor Expenses	Line Item Totals	
CLIENT: ALBEMARLE COUNTY SERVICE AUTHORITY		Project Manager	Civil Associate / Project Engineer	Civil Engineer	Mech. Assoc. / Proj. Engr.	Mech. Engineer	Elect. Assoc. / Proj. Engr.	Elect. Engineer	SCADA Assoc. / Proj. Engr.	SCADA/ Electrical/ Project Engineer	WRA TOTAL HOURS	WRA TOTAL PAYROLL							
PROJECT DESCRIPTION: Facility Condition Assessments - Water and Wastewater Facilities																			
													T, R,E				T, R,E		
Labor Cost Rates		\$85	\$75	\$56	\$75	\$56	\$75	\$56	\$75	\$56	S,or L	(See Legend)							
A	CONDITION ASSESSMENT AND EVALUATION PHASE																		
1	Acquire and review as-built documentation		4	4		8	4	4		12	36	\$5,528						\$5,528	
2	Kickoff Meeting	2				2			2		6	\$1,102						\$1,102	
3	Field Assessment - 2 days assumed			15		20		20		25	80	\$11,424	T	\$1,400				\$12,824	
4	Operations and Maintenance staff coordination					4		4		4	12	\$1,714						\$1,714	
5	Review of repair histories				2	2		2		2	8	\$1,239						\$1,239	
6	Pump Operational Efficiency Review				4	5		5		5	19	\$2,907	R	\$150				\$3,057	
7	Operation Control Functionality Review								8	8	16	\$2,672						\$2,672	
8	Review PLC Programming Logic								6	10	16	\$2,576	R	\$100				\$2,676	
9	Review Local OIT Graphics								6	10	16	\$2,576	R	\$100				\$2,676	
10	Life Cycle Evaluation - pumps, VFDs, generators				4	6	4	6			20	\$3,244						\$3,244	
B	TECHNICAL MEMORANDUM																		
1	Draft Technical Memorandum Development	4	6	8	10	15	12	18	10	15	98	\$16,131	R	\$150				\$16,281	
2	Technical Memorandum Review Workshop	2			2		2		2		8	\$1,581						\$1,581	
3	Final Condition Assessment Memorandum	2		8	8	6	5	8	8	8	53	\$8,734	R	\$100				\$8,834	
C	PLC, OIT & SCADA HMI PROGRAMMING SERVICES								35	25	60	\$10,264						\$10,264	
SUBTOTALS =		10	10	35	30	68	27	67	77	124	448	\$71,691	\$2,000		Subcontractor Total		\$0	\$73,691	
SUB-TOTAL DOLLARS =		\$2,168	\$1,913	\$4,998	\$5,738	\$9,710	\$5,164	\$9,568	\$14,726	\$17,707	\$71,691			Profit on Sub		5.0%	\$0		
			45	Civil		98	Mech.		94	Electrical		201	SCADA				WRA Total	\$73,691	
															TOTAL		\$73,691		

TOTAL ESTIMATED FEE: \$73,691

		Project Manager	Civil Associate / Project Engineer	Civil Engineer	Mech. Assoc. / Proj. Engr.	Mech. Engineer	Elect. Assoc. / Proj. Engr.	Elect. Engineer	SCADA Assoc. / Proj. Engr.	SCADA Designer
Bare Labor Cost rates for year		\$85.00	\$75.00	\$56.00	\$75.00	\$56.00	\$75.00	\$56.00	\$75.00	\$56.00
Contract Rates - LOADED LABOR AT A FACTOR OF:	2.55	\$216.75	\$191.25	\$142.80	\$191.25	\$142.80	\$191.25	\$142.80	\$191.25	\$142.80

WRA EXPENSES
T = Travel
R = Reproduction
E = Equipment
S = Subcontractor
L = Laboratory



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

ALBEMARLE COUNTY SERVICE AUTHORITY

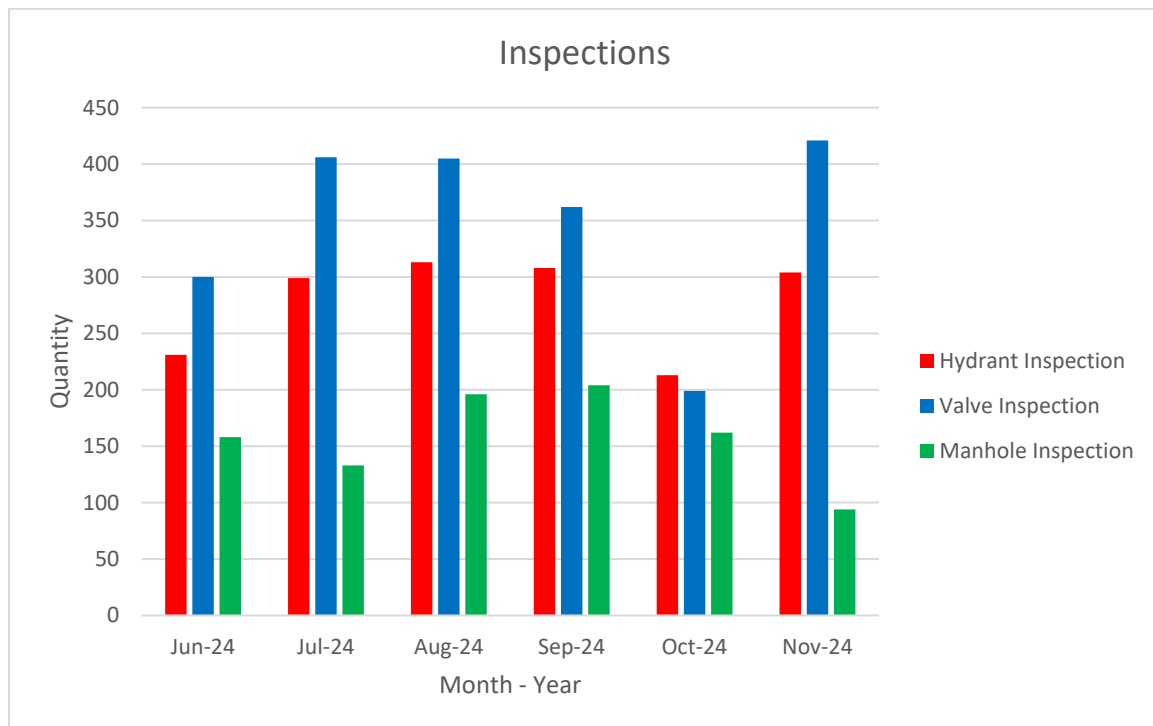
AGENDA ITEM EXECUTIVE SUMMARY

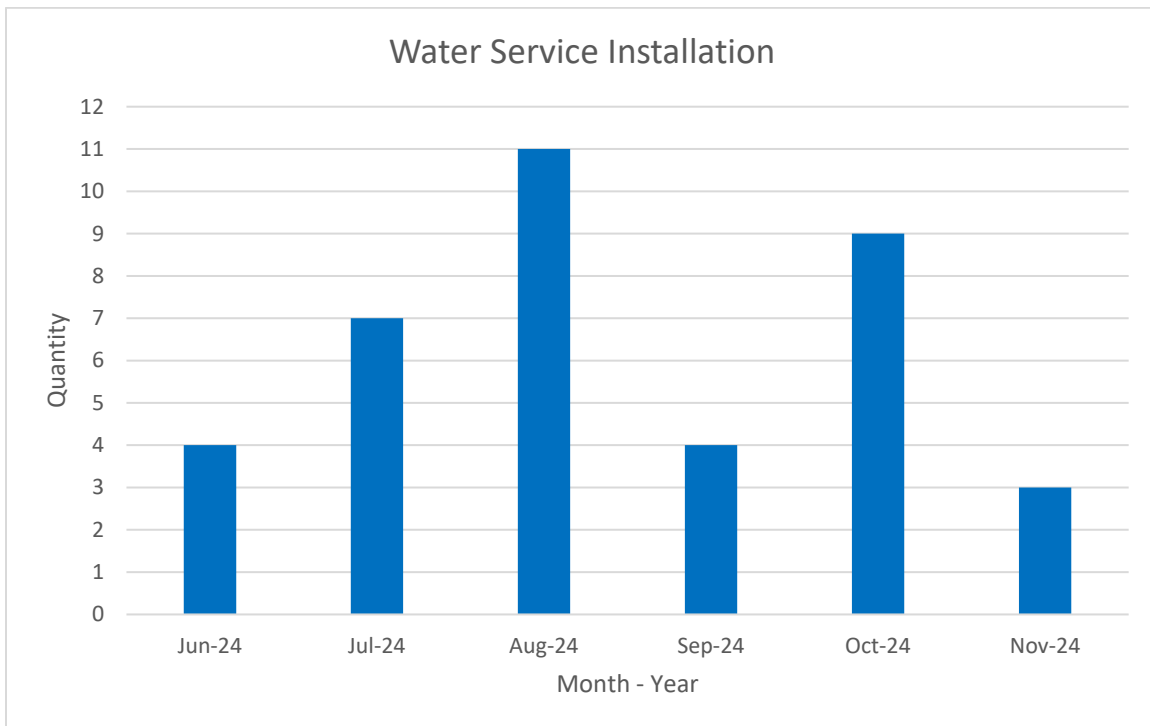
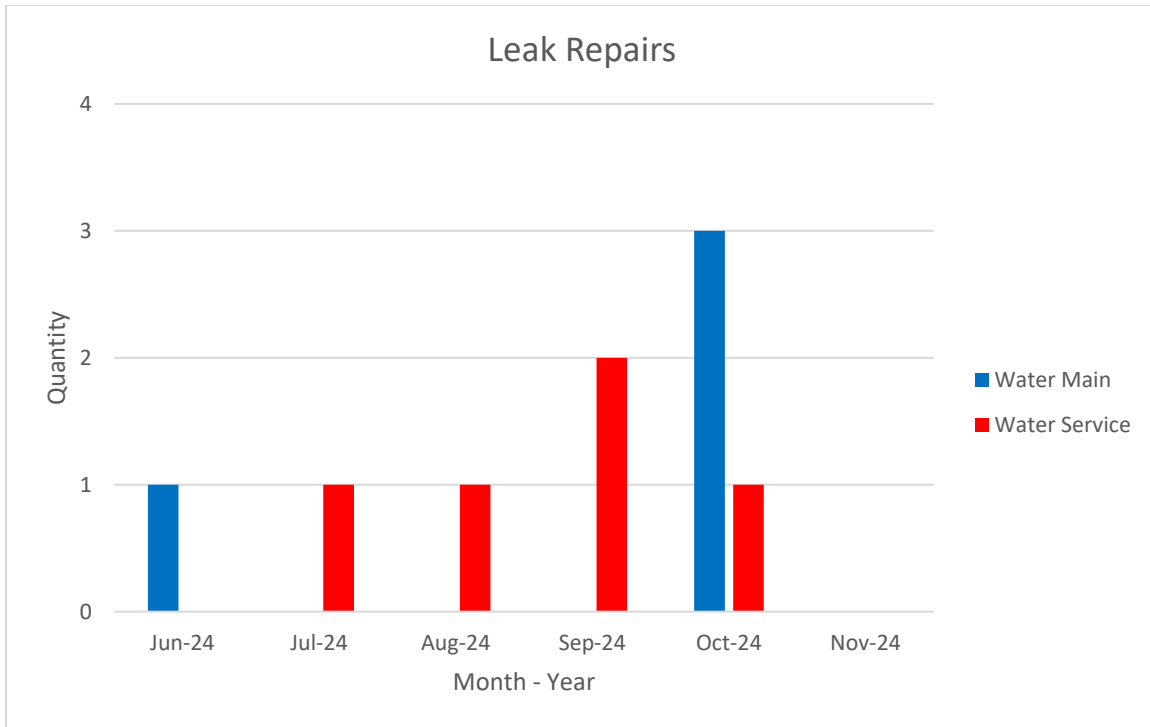
AGENDA TITLE: FY 2025 Monthly Maintenance Update Report STAFF CONTACT(S)/PREPARER: Alexander J. Morrison, P.E., Director of Operations	AGENDA DATE: December 19, 2024 CONSENT AGENDA: ACTION: ■ INFORMATION: ■ ATTACHMENTS: YES
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BACKGROUND:

Current total years of service in the Maintenance Department: 335.1 years
 Current average years of service in the Maintenance Department: 9.9 years
 Current number of employees in the Maintenance Department: 34

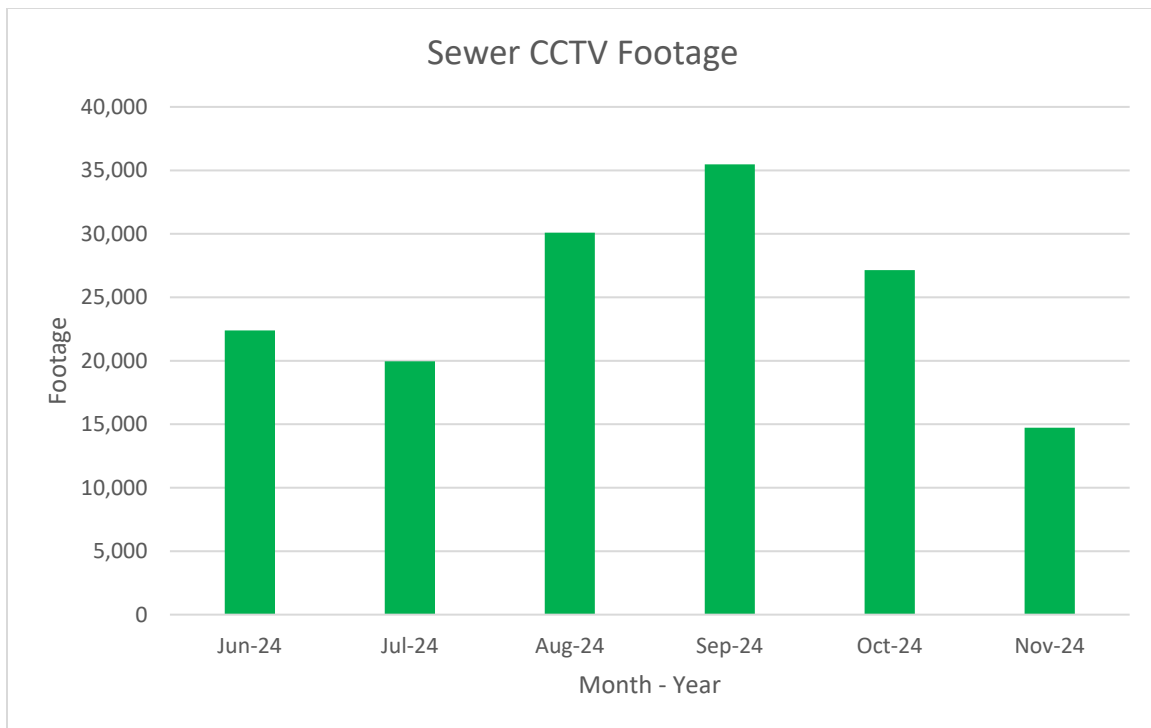
Below are 4 graphs depicting various routine monthly Maintenance Department activities for the previous 6-month period, based on completed Cityworks work orders and inspections.



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

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



DISCUSSION:

- Routine Monthly Maintenance Activities
 - Inspections: Hydrant and valve inspections returned to normal levels in November after personnel were temporarily redirected to other tasks in October. However, manhole inspections decreased during the month, reflecting a trend also observed in reduced sewer CCTV footage. This reduction is attributed to holiday schedules, staff vacations, and a significant portion of the month during which one of our CCTV vans was out of service due to persistent equipment issues.
 - Leak Repairs: There were no leak repairs in November. It is worth noting that the corporation stop leak in Glenmore, initially identified in October, spanned into early November but was reported in the October figures.
 - Water Service Installation: Water service installations returned to typical levels for November after a spike in October attributed to exclusion meter conversions.

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

- Sewer CCTV Footage: Sanitary sewer CCTV inspections decreased in November. This reduction was influenced by staffing limitations during the holidays and extended vacations, as well as the downtime of one of our CCTV vans. The vehicle, marked for replacement in the current fiscal year's operating budget, has now been delivered. Staff are preparing the replacement van for deployment. A future Board report will provide more details about this new equipment and outline the repurposing plan for the box truck component of the retired van to benefit other groups and activities within the utility.

BUDGET IMPACT: None.

RECOMMENDATIONS: None.

BOARD ACTION REQUESTED: Approval of the Consent Agenda.

ATTACHMENTS: None

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: Monthly Information Technology Department Update

STAFF CONTACT(S)/PREPARER:
April Walker, Director of Information Technology

AGENDA DATE: December 19, 2024

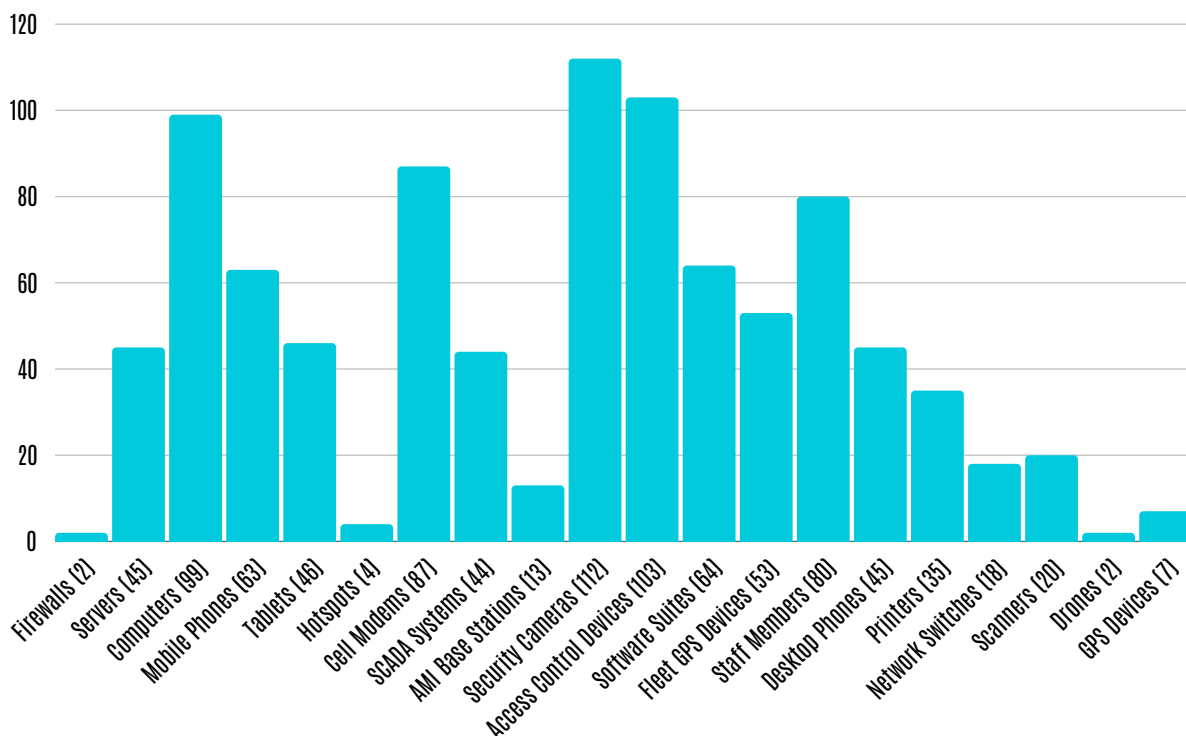
ACTION: ☐ **INFORMATION:** ☒

ATTACHMENTS: No

BACKGROUND:

The ACSA's Information Technology Department includes eight full-time positions: the Director of Information Technology, GIS & CMMS Coordinator, GIS Technician, ISO Systems Engineer, Systems Engineer, Systems Analyst, SCADA Technician and I.T. Technician.

Below are just some of the items we are responsible for:



I.T. DEPARTMENT'S MONTHLY ROUTINES

Information Technology

Last month, we:

- Resolved **43** Help Desk Tickets
- Upgraded **4** tablets
- Deployed **2** new cell phones
- Upgraded **1** Computer
- Investigated **4** server backup failures

GIS

Last month, we:

- Digitized **25** sewer lateral lines (Total 20,289).
- Digitized **1,552 ft** sewer gravity mains (Total 1,716,179.8 ft).
- Digitized **3,582.9 ft** water mains (Total 2,009,670.2 ft).
- Digitized **71** water service lines (Total 25,794).
- Fulfilled **13** external map requests.
- Completed **6** Update GIS Work Orders
- GPS located **32** assets.
- Completed **4** Locate Asset Work Orders
- Conducted **2** UAS Inspections

Digital & Physical Security

Last month, we:

- Secured **1,496 GB** of application data
- Secured **1,009 GB** of web data
- Secured **57 GB** of user data
- Investigated **304** physical security alerts at the Operations Center
- Investigated **3,123** physical security alerts at water storage tanks and pump stations
- Implemented **332** firewall pattern updates

SCADA & AMI

Last month, we:

- Completed **11** SCADA Work Orders
- Completed **3** AMI Collector Inspection
- Investigated **1,121** SCADA alarms
- Investigated **429** Cell Modem alarms
- Investigated **29** AMI Base Station Alarms

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

I.T. DEPARTMENT'S LARGE PROJECT PARTICIPATION



PHONE SYSTEM REPLACEMENT PROJECT

We have purchased and configured the network switches required to implement this project. We anticipate starting the installation later this month.



UTILITY NETWORK

401 high-priority water data errors remain to be corrected out of the original 1,134. 834 high-priority sewer data errors remain out of the original 1,350. 10,006 sewer and 6,829 water low priority data errors remain.



WEBSITE REPLACEMENT PROJECT

We have received a draft of our new website and are reviewing and working with the vendor on suggested changes. We are anticipating launching the new website in January.



MADISON PARK PHYSICAL SECURITY

We have purchased and programmed the security equipment. Once the building is completed, we will install the new equipment.



ELECTRIC VAN PURCHASE

We have received notification from the vendor that our new E-Transit Cargo Van is being built this month. We have ordered a dual head charging pedestal that will need to be installed by our Facilities Group once it arrives.



ESRI ARCGIS ENTERPRISE SOFTWARE UPGRADES

Completed: We are in the process of upgrading our software to version 11.1 from 10.9.1.

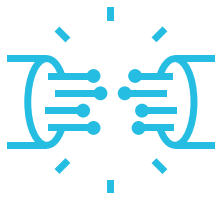
ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



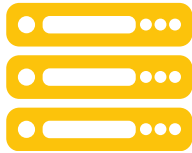
SCADA SYSTEM ASSESSMENT

Our consultant has returned our SCADA System Assessment findings. We have purchased new PLCs and HMIs to remedy some of the identified items and are upgrading firmware to satisfy others.



REDUNDANT FIBER CONNECTION

Construction of a new fiber line is complete. We have configured the redundant connection within our firewall and have contacted several organizations we work with to ensure they whitelist both IP addresses to ensure seamless switchovers.



SCADA SERVER UPGRADES

Working with our contractor, we are upgrading all SCADA software applications and migrating to new servers. We are also tightening the security of the SCADA servers.



CYBERSECURITY UPGRADES

We are working to ensure all of our users and devices are meeting or exceeding the CISA standards. We have assigned mandatory training to all staff to complete by the end of this month.



CITYWORKS

As a part of continuous improvement, we are still building dashboards and reports to ensure we are using all data we collect. In addition, we are expanding use of Cityworks in the Facilities and SCADA teams.



OPERATIONAL INSIGHTS/ASSET MANAGEMENT

Configured fleet within Operational Insights so you can see remaining useful life and other insightful data. We are currently working on configuring pumps into the system but are awaiting the field data.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



NEW HELP DESK & I.T. INVENTORY SOFTWARE

We are configuring our new Help Desk ticketing and IT Inventory software for implementation. We will begin deploying the new system with a pilot group to ensure all problems are addressed prior to full deployment.



SHAREPOINT RE-DESIGN

We have met with each Department Head to gather their requests and needs for their departmental SharePoint pages. We have begun to configure their pages with a goal of implementation by February.

ACKNOWLEDGEMENTS: We thank you for your continued support in our efforts.

BOARD ACTION REQUESTED: Informational

ATTACHMENTS: None

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: Rivanna Water & Sewer Authority (RWSA) Monthly Update	AGENDA DATE: December 19, 2024
STAFF CONTACT(S)/PREPARER: Quin Lunsford, Executive Director	CONSENT AGENDA: Informational
	ATTACHMENTS: No

BACKGROUND: This report continues the monthly updates on the Rivanna Water & Sewer Authority (RWSA) projects and Board meetings. Below are some updates on RWSA major projects and issues, including updates from the November 19th RWSA Board Meeting and other communications:

- **Approval of Term Contract for Professional Commissioning Services for Utility Buildings and Facilities:** The RWSA Board approved a request to authorize the RWSA to execute a term agreement with a firm that have technical and managerial consulting experts to develop a formal project commissioning program. The consultants will support design, construction, inspecting, testing and balancing of building systems including HVAC, lighting, and communications. The consultant will coordinate with the RWSA Project team, the engineering consulting design firm, and contracted IT service providers to augment and ensure building systems are properly designed, constructed and tested to achieve successful project operations.
- **Approval of Term Contract for Commissioning Services for Industrial Controls Integration, Management, and Inspection Services:** The RWSA Board approved a request to authorize the RWSA to execute term agreements with firms for industrial control implementation and management services. These firms provide significant technical support and oversight of the implementation, inspection, and certification of those industrial systems to meet contract specifications and integration with the RWSA's existing operational technology environment.
- **Long-Range Planning for Water and Wastewater Services:** The RWSA provided a presentation regarding long-range planning for water and wastewater services for our community at the November Board meeting. This was a high-level overview outlining key drivers which include: capacity needs, regulations, emerging contaminants, technology, sustainability, and affordability. There are multiple major water supply projects currently underway, but we continue to evaluate and plan for the future. The ACSA's recent and future budgets will incorporate these concepts as we work to ensure that our customers continue to receive clean, safe, and reliable water and wastewater treatment services and we're able to meet the capacity demands of the future.

AGENDA ITEM EXECUTIVE SUMMARY

- Summary:**

RWSA Major Project Schedule	Construction Start Date	Construction Completion Date
-MC 5kV Electrical System Upgrades	May 2022	June 2025
-Rivanna Pump Station Restoration	July 2024	May 2025
-Red Hill Water Treatment Plant Upgrades	January 2025	March 2026
-South Fork Rivanna River Crossing	January 2025	January 2027
-RMR to OBWTP Raw Water Line and Pump Station	January 2025	June 2029
-MC Building Upfits and Gravity Thickener Improvements	February 2025	May 2027
-MC Structural and Concrete Rehabilitation	February 2025	May 2027
-Crozet Pump Stations Rehabilitation	April 2025	September 2027
-MC Administration Building Renovation and Addition	June 2025	December 2027
-Central Water Line	May 2025	March 2029
-Crozet WTP GAC Expansion – Phase I	August 2025	March 2027
SRWTP – PAC Upgrades	August 2025	December 2026
-RMR Pool Raise	September 2025	September 2026
-SFRR to RMR Pipeline, Intake, and Facilities	February 2026	December 2030
-Beaver Creek Dam, Pump Station, and Piping	May 2026	January 2030
-Upper Schenks Branch Interceptor, Phase II	TBD	TBD
-MC Pump Station Slide Gates, Valves, Bypass, and Septage Receiving Upgrades	June 2025	September 2026

AGENDA ITEM EXECUTIVE SUMMARY

- **MCAWRRF 5kV Electrical System Upgrades**

Design Engineer:	Hazen and Sawyer (Hazen)
Construction Contractor:	Pyramid Electrical Contractors
Construction Start:	May 2022
Percent Complete:	77%
Completion Date:	June 2025
Budget:	\$6,200,000

Current Status:

The startup and integration process of the new 5kV switchgear continues. The Contractor is also working on the replacement of the low-voltage switchboard in the Grit Building, which feeds several processes, as well as the Administration and Engineering Buildings.

History:

Through review of the Moores Creek Facilities Master Plan, several areas of the MCAWRRF, including the Blower Building, Sludge Pumping Building, Grit Removal Building, Moores Creek Pumping Station, and the Administration Building are currently connected to the original 5kV switchgear, transformers, and motor control centers (MCCs) which have a useful life expectancy of 20-30 years. The equipment has exceeded the expected useful life and replacement of the original 1980s-vintage 5kV cables, switchgear, transformers, and MCCs will be completed.

- **Rivanna Pump Station Restoration**

Design Engineer:	Hazen/SEH
Construction Contractor:	MEB
Project Start:	July 2024
Project Status:	Design & Material Acquisition
Completion:	May 2025
Budget:	\$22,000,000

Current Status:

Contractor continues to order equipment/materials for replacement as design decisions are finalized and has mobilized to the site to begin interior piping modifications in advance of rebuilt pump deliveries. Rebuilt pumps will be installed and bypass pumping system removed by March 2025 with full restoration completed by May 2025.

AGENDA ITEM EXECUTIVE SUMMARY

History:

The Rivanna Pump Station, which is located at the Moores Creek Advanced Water Resource Recovery Facility, was damaged on January 9th due to high rain and flooding of equipment at the facility. This facility pumps between 5 and 50 million gallons of wastewater daily and is the largest pump station in the wastewater system. Restoration is needed to restore the facility to normal operations and remove the bypassing system that was installed in February 2024.

• **Red Hill Water Treatment Plant Upgrades**

Design Engineer:	Short Elliot Hendrickson (SEH)
Construction Contractor:	Anderson Construction (Lynchburg)
Construction Start:	January 2025
Percent Complete:	0%
Completion:	March 2026
Budget:	\$2,050,000

Current Status:

Work on-site is expected to begin in January after finalizing site plan details with the County. Submittals are reviewed and materials ordered. This project received partial grant funding from Albemarle County.

History:

The Red Hill Water Treatment Plant was constructed in a joint effort of the ACSA and RWSA in 2009 and consists of a well, pneumatic tank and pump house that provides treated water to the Red Hill Elementary School and adjoining neighborhood. The current building is beyond its physical capacity and this project serves to expand the building and improve the configuration of the process and laboratory needs of the WTP.

• **South Fork Rivanna River Crossing**

Design Engineer:	Michael Baker International (Baker)
Construction Contractor:	Faulconer
Construction Start:	January 2025
Percent Complete:	0%
Completion:	January 2027
Budget:	\$7,300,000

Current Status:

A Pre-Construction meeting is scheduled for this month and issuance of a Notice to Proceed is anticipated next month.

AGENDA ITEM EXECUTIVE SUMMARYHistory:

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.

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

Design Engineer:	Kimley-Horn
Design Contractor:	Thalle Construction Co., Inc. (NC)
Construction Start:	January 2025
Percent Complete:	0%
Completion:	June 2029
Current Project Estimate:	\$61,490,000

Current Status:

The Notice of Award was provided to Thalle Construction Company, Inc. on October 23rd. Construction contracts are in the process of being finalized. Over the coming weeks, a reconstruction meeting will be held, and issuance of the Notice to Proceed anticipated in December.

History:

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

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

AGENDA ITEM EXECUTIVE SUMMARY

- **Crozet Pump Stations Rehabilitation**

Design Engineer:	Wiley Wilson
Project Start:	July 2023
Project Status:	Award
Start:	April 2025
Completion:	September 2027
Budget:	\$10,950,000
<u>Current Status:</u>	

One bid was received for this project on October 31st which exceeded our budget by about 10% (\$1.5 M). The bid is being reviewed with the contractor (WACO) for possible cost reductions. A recommendation for award is anticipated at the December Board meeting.

History:

The Crozet pump stations were originally constructed in the 1980's with many of the original components still being utilized. This project includes replacement of pumps, valves, roof replacements, siding replacements, installation of new wells, new electrical motor control centers, generators, and power transfer switches.

- **MCAWRRF Building Upfits and Gravity Thickener Improvements**

Design Engineer:	Short Elliott Hendrickson (SEH)
Project Start:	March 2023
Project Status:	Bidding
Construction Start:	February 2025
Completion:	May 2027
Current Project Estimate:	\$7,500,000

Current Status:

The project was advertised for bid on November 6th and bids are due in December.

History:

This project addresses the renovation needs of the current maintenance and operations building space requirements, improvements to the existing gravity thickener system, and installation of actuators on the secondary clarifier influent gate valves.

- **MCAWRRF Structural and Concrete Rehabilitation**

Design Engineer:	Hazen and Sawyer (Hazen)
Project Start:	April 2023

AGENDA ITEM EXECUTIVE SUMMARY

Project Status:	Bidding
Construction Start:	February 2025
Completion:	May 2027
Current Project Estimate:	\$11,300,000

Current Status:

The project was advertised for bid on November 5, 2024 and bids are due in December.

History:

This project comprises rehabilitation, repair and installation of multiple structural components throughout the MCAWRRF facility, to include concrete repairs in both the equalization basin and holding ponds, and rehabilitation to other components of the system.

- **Moore's Creek Administration Building Renovation and Addition**

Design Engineer:	SEH
Project Start:	October 2022
Project Status:	90% Design
Construction Start:	June 2025
Completion:	December 2027
Budget:	\$25,000,000

Current Status:

90% documents have been completed and a design review workshop has been scheduled for November 20th. Updated documents that include revised exterior and interior renderings have been submitted to the County ARB for approval and the exhibit design process has begun.

History:

Through the MCAWRRF Master Plan, a need to house additional staff, increase office and meeting space; plan for replacement of the engineering trailers; bring the IT server workrooms to modern standards; and provide classroom space for education outreach. The expansion of the building will take place in the lower parking lot adjacent to the existing building.

- **Central Water Line Project**

Design Engineer:	Michael Baker International (Baker)
Project Start:	July 2021
Project Status:	95% Design

AGENDA ITEM EXECUTIVE SUMMARY

Construction Start:	May 2025
Completion:	March 2029
Budget:	\$47,000,000

Current Status:

Phase 1 Contract (west end): The acquisition process continues for one private easement and an easement with UVA along Hereford Drive. Phase 1 will advertise for bids in late November. **Phase 2 Contract (east end):** Redesign efforts in the E. High Street area are in process and survey work is complete. An additional private easement will be required with the redesign as well as new easements on two City parcels. Phase 2 design will be completed in summer 2025.

History:

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

This proposed new Central Water Line builds on the ACSA investments in additional water supply at Ragged Mountain and at the newly expanded Observatory Water Treatment Plant. This new line will allow a connection from the water plant to the urban water service areas of the ACSA.

- **Crozet GAC Expansion – Phase I**

Design Engineer:	SEH
Project Start:	July 2023
Project Status:	95% Design
Construction Start:	August 2025
Completion:	March 2027
Budget:	\$6,550,000

Current Status:

95% design documents have been completed and are under review. \$6.24 million in grant funds from VDH have been awarded for this project.

History:

In order to enhance the RWSA's resiliency and commitment to long term finished water quality, the Authority has committed to expanding the GAC capacity at the

AGENDA ITEM EXECUTIVE SUMMARY

Crozet WTP to match the current plant capacity. This project includes expansion of the existing GAC building, additional GAC vessels, pumps, piping, and electrical components.

- **South Rivanna Water Treatment Plant – PAC Upgrades**

Design Engineer:	SEH
Project Start:	November 2023
Project Status:	100% design
Construction Start:	August 2025
Completion:	December 2026
Current Project Estimate:	\$1,100,000

Current Status:

Design documents have been completed and are ready for bidding. RWSA applied for a Congressionally Directed Spending grant from Senators Kaine and Warner for this project in the amount of \$880,000 and have received approval of the grant by the Senate committee. Final grant approval will occur upon approval of the federal budget by Congress and the President. Bidding and construction will begin after this grant is finalized.

- **Ragged Mountain Reservoir Pool Raise**

Design Engineer:	Schnabel
Project Start:	April 2024
Project Status:	35% design
Construction Start:	September 2025
Completion:	September 2026
Current Project Estimate:	\$5,000,000

Current Status:

Design Engineer has developed clearing plans around the reservoir and initiated permitting efforts with ACOE, VDCR and Albemarle County.

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

Design Engineer:	Kimley Horn/SEH/Schnabel
Project Start:	July 2023
Design Status:	55%
Construction Start:	February 2026
Completion:	December 2030
Current Project Estimate:	\$79,000,000

AGENDA ITEM EXECUTIVE SUMMARYCurrent Status:

Design Engineer continues to work on both the new reservoir intake and the pipe between SFRR and RMR. The Preliminary Engineering Report for the new reservoir intake was submitted this month. The nutrient report has also been submitted for review.

History:

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

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

Design Engineer:	Schnabel Engineering (Dam)
Design Engineer:	Hazen and Sawyer (Pump Station)
Project Start:	February 2018
Project Status:	60% Design
Construction Start:	May 2026
Completion:	January 2030
Budget:	\$47,100,000

Current Status:

Hazen has submitted the PER for the new raw water pump station, intake, raw water main, and hypolimnetic oxygenation system for review. Design work by Schnabel Engineering for the dam spillway upgrades, temporary detour, and spillway bridge is ongoing. Preliminary design submittals for the dam are currently under review by internal staff and NRCS. Discussions with the County have been initiated for acquisition or lease of property for the Pump Station. A significant construction grant from the NRCS is anticipated.

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*

AGENDA ITEM EXECUTIVE SUMMARY

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.

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

Design Engineer:	CHA Consulting
Project Start:	July 2021
Project Status:	Design
Construction Start:	TBD
Completion:	TBD
Budget:	\$4,725,000

Current Status:

Meetings with the County and City are ongoing to finalize the piping location and design.

History:

The Schenks Branch Interceptor is located in the eastern part of the City of Charlottesville and was constructed in the mid-1950s. The existing interceptor is undersized to serve present and future wet weather flows and is to be upgraded to from a 21-inch to 30-inch pipe.

- **MC Pump Station Slide Gates, Valves, Bypass, and Septage Receiving Upgrades**

Design Engineer:	Hazen and Sawyer (Hazen)
Project Start:	June 2023
Project Status:	65% Design
Construction Start:	June 2025
Completion:	September 2026
Budget:	\$3,600,000

Current Status:

Staff has been interviewing software vendors this month for additional improvements to the current septage receiving equipment and billing software, and Hazen is completing a flood resiliency evaluation.

AGENDA ITEM EXECUTIVE SUMMARY

History:

Inspections of the large aluminum slide gates at the influent side of the Moores Creek Pump Station have been conducted and the need for repair/addition of new gates for RWSA staff to have the flexibility to stop or divert flow to perform maintenance activities is needed. This project will also enclose the leachate discharge pit to reduce odors and address maintenance concerns.

Planning and Studies

- **MCAWRRF Biogas Upgrades**

Design Engineer:	SEH
Project Start:	October 2021
Project Status:	Preliminary Engineering/Study (99%)
Completion:	December 2024
Budget:	\$2,145,000

Current Status:

RWSA and City staff continue to discuss all available options to reuse biogas.

- **Flood Protection Resiliency Study**

Design Engineer:	TBD
Project Start:	August 2024
Project Status:	Preliminary Engineering/Study
Completion:	July 2025
Budget:	\$278,500

Current Status:

This project will identify individualized flood mitigation measures of six facilities to increase their resiliency from a 1% to a 0.2% flooding event. Facilities include: Mechums River Raw Water PS, Glenmore WW PS, Moores Creek AWRRF, Scottsville WWRRF, Crozet FET, and Crozet WW PS #2. A consultant is being selected to perform this study and the specific scope of the evaluation is being confirmed. This project received \$198,930 in grant funding from FEMA and VDEM.

Other Significant Projects

- **Urgent and Emergency Repairs**

RWSA staff are currently working on several urgent repairs within the water and wastewater systems as listed below:

AGENDA ITEM EXECUTIVE SUMMARY

<u>Project No.</u>	<u>Project Description</u>	<u>Approx. Cost</u>
2023-01	Finished Water System ARV Repairs	\$150,000
2024-03	Sugar Hollow Raw Waterline Break at Mechums River	\$350,000

- RWSA Finished Water ARV Repairs: RWSA Engineering staff recently met with Maintenance staff to identify a list of Air Release Valves (ARVs) that need to be repaired, replaced, or abandoned. Several of these locations will require assistance from RWSA On-Call Maintenance Contractors, due to the complexity of the sites (proximity to roadways, depth, etc.). The initial round will include seven (7) sites, all along the South Rivanna Waterline. Three replacements have been completed at this time, with a fourth site in progress. This in progress site included abandonment of an existing manual ARV located in the middle of the Route 29-Hydraulic intersection, which has been completed, and was a major coordination effort with VDOT, as they intend to pave this area in the coming weeks. The Contractor is working with VDOT on permits for the final sites.
- Sugar Hollow Raw Waterline Break at Mechums River: On October 8th, it was discovered that the Sugar Hollow Raw Waterline had failed at its aerial crossing of the Mechums River, due to the impacts associated with Hurricane Helene. RWSA will be utilizing its On-Call Maintenance Contractor, Faulconer Construction, along with its Design Engineer, SEH, to help design and construct the repairs to the aerial crossing. Mobilization occurred on November 5th to address concerns with the existing access road to the site initially. The goal is to have the pipeline back in service prior to the end of the year, pending availability of materials, regulatory agency guidance, and weather/site conditions. Funding opportunities are being pursued through FEMA/VDEM.
- **Security Enhancements**

Design Engineer:	Hazen & Sawyer
Construction Contractor:	Security 101 (Richmond, VA)
Construction Start:	March 2020
Percent Complete:	90% (WA9), 99% (WA10)
Based Construction Contract + Change Orders to Date = Current Value:	\$718,428 (WA1) + \$834,742 (WA2-10)
Completion:	June 2024 (WA9), August 2024 (WA10)
Budget:	\$2,810,000

AGENDA ITEM EXECUTIVE SUMMARYCurrent Status:

WA9 will include installation of card access on all exterior doors at the South Rivanna WTP and has been amended to include interior doors at the new IT data center. WA10 will include installation of card access on the exterior doors of the finished water pump station and “795” tank buildings in Scottsville. Device installation is complete here as well, with programming and startup ongoing. Design of MCAWRRF entrance modifications with Hazen & Sawyer continues, with discussions with Dominion Energy also ongoing, as relocation of existing electrical infrastructure will be required. This relocation process will need to be finalized prior to the project proceeding to the bidding phase. Relocation of existing electrical infrastructure will require coordination with the adjacent landowner, as the infrastructure must be completely relocated from the entrance area. As these discussions are ongoing, staff have submitted appropriate permitting documents to Albemarle County.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: 2025 Board Meeting Schedule STAFF CONTACT(S)/PREPARER: Quin Lunsford, Executive Director	AGENDA DATE: December 19, 2024 ACTION: Informational (Consent Agenda) ATTACHMENTS: No
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BACKGROUND: The By-Laws of the Albemarle County Service Authority (ACSA) provide that “regular meetings of the Authority shall be held monthly on the third Thursday of the month at 9:00 a.m.” ACSA Board meetings are held in the Board Room at the ACSA, 168 Spotnap Road. The 2025 schedule based on this is as follows:

ACSA 2025 Board Meeting Schedule

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

- Thursday, January 16, 2025 at 9:00 a.m.
- Thursday, February 20, 2025 at 9:00 a.m.
- Thursday, March 20, 2025 at 9:00 a.m.
- Thursday, April 17, 2025 at 9:00 a.m.
- Thursday, May 15, 2025 at 9:00 a.m.
- Thursday, June 19, 2025 at 9:00 a.m.
- Thursday, July 17, 2025 at 9:00 a.m.
- Thursday, August 21, 2025 at 9:00 a.m.
- Thursday, September 18, 2025 at 9:00 a.m.
- Thursday, October 16, 2025 at 9:00 a.m.
- Thursday, November 20, 2025 at 9:00 a.m.
- Thursday, December 18, 2025 at 9:00 a.m.

BOARD ACTION REQUESTED: Informational; and calendar scheduling.



MEMORANDUM

To: ACSA Board of Directors
From: Quin Lunsford, Executive Director
Date: December 19, 2024
Re: Proposed Schedule of Holidays, 2025

As outlined in the ACSA Personnel Management Plan, the following holidays will be observed in calendar year 2025:

Martin Luther King Day	Monday, January 20, 2025*
President's Day	Monday, February 17, 2025*
Memorial Day	Monday, May 26, 2025
Juneteenth	Thursday, June 19, 2025*
Independence Day	Friday, July 4, 2025
Labor Day	Monday, September 1, 2025
Veteran's Day	Tuesday, November 11, 2025*
Thanksgiving	½ day Wed., Thur. & Fri., Nov. 28, 29 & 30, 2025
Christmas Holidays	Wed., Thu. & Fri., Dec. 24, 25 & 26, 2025
New Year's Holidays	Thu. & Fri., January 1 & 2, 2026

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

We are recommending approval of this holiday schedule for 2025.

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

AGENDA TITLE: Annual Investment Report	AGENDA DATE: December 19, 2024
STAFF CONTACT/PREPARER: Tanya Johnson, Director of Finance	ACTION: Informational
	ATTACHMENTS: Yes

BACKGROUND: The ACSA Board authorized the Authority to execute a contract with PFM Asset Management, LLC (PFMAM) for Investment Management Services at its June 20, 2019 Board meeting. PFMAM has assisted with development of the Authority's investment program, including; investment policy development/revisions, investment strategy development, performance benchmark selection, competitive purchasing, portfolio monitoring/management, and accounting/reporting.

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

DISCUSSION: Mr. Scott Fleming, Director PFMAM, will provide an overview of current economic, market conditions, and also a portfolio update on the ACSA's current investment approach, holdings, and performance.

BUDGET IMPACT: Informational only.

RECOMMENDATIONS: None

BOARD ACTION REQUESTED: None; informational item only.

ATTACHMENTS: Annual Market and Portfolio Update (PowerPoint)

Albemarle County Service Authority

Market and Portfolio Update

December 19th, 2024

Scott Fleming, Director

*PFM Asset Management, a division of U.S. Bancorp Asset
Management, Inc.*

NOT FDIC INSURED : NO BANK GUARANTEE : MAY LOSE VALUE

Current Economy





- ▶ The U.S. economy is characterized by:
 - ▶ A labor market that has continued to moderate, yet support consumer activity
 - ▶ Inflation that declined further and has made meaningful progress towards the Federal Reserve's (Fed) 2% target; shelter costs remain a headwind
 - ▶ Resilient economic growth and consumer spending that support the 'soft landing' scenario



- ▶ Federal Reserve easing cycle has begun
 - ▶ The Fed lowered the federal funds target rate for the first time in four years at its September FOMC meeting by 50 basis points (bps). The FOMC further lowered the federal funds rate by an additional 25 bps at its November meeting to a target range of 4.50% - 4.75%
 - ▶ Fed officials note that they have gained greater confidence the risks to their dual mandate (maximum employment and price stability) are "roughly" in balance to begin the easing cycle

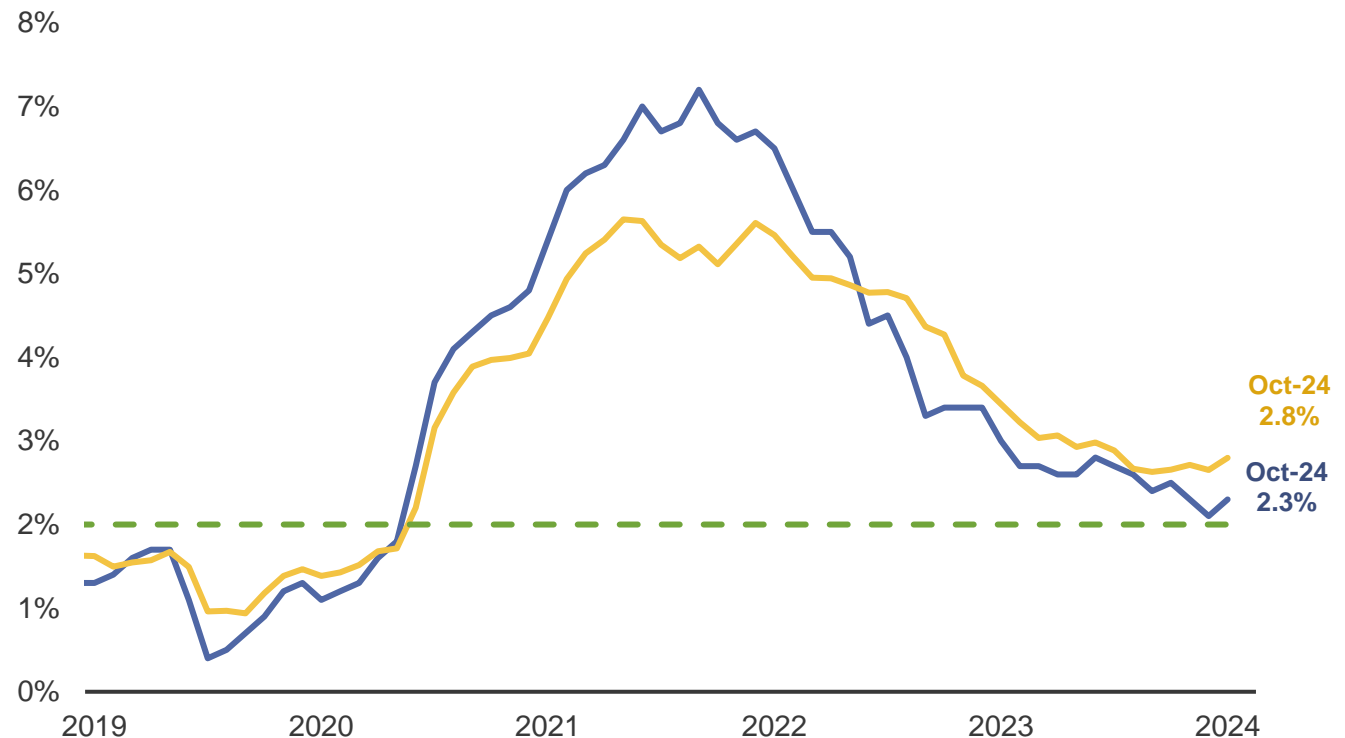


- ▶ Domestic and geopolitical turbulence
 - ▶ Policy uncertainty related to US elections outcome is expected to increase short-term financial market volatility
 - ▶ Geopolitical risks continue to remain elevated including a broadening of middle east conflict, U.S. and China trade and tariff tensions, continued conflict between Ukraine and Russia as well as structural governmental concerns in France and South Korea

Inflation Measures

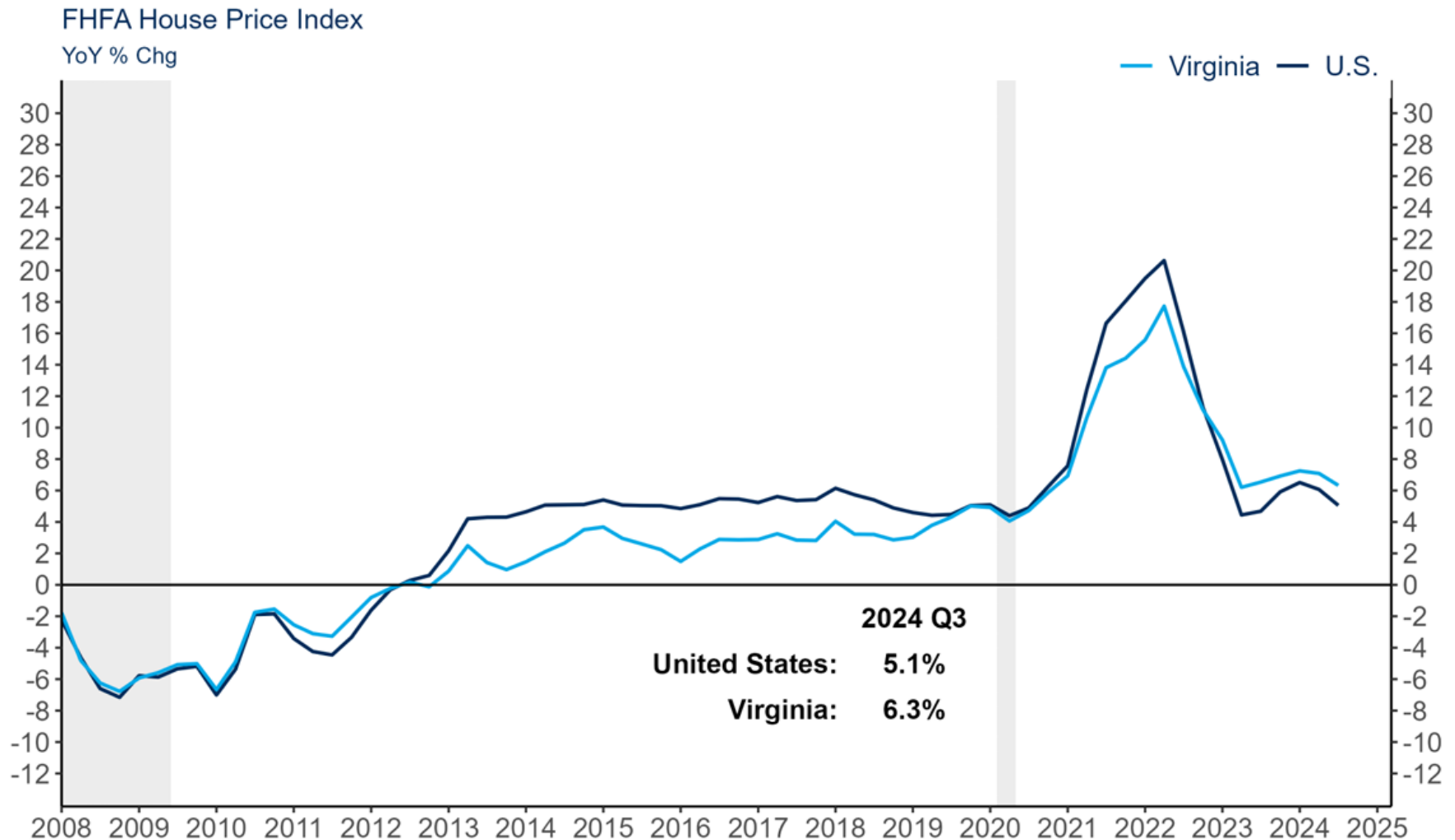
Year-Over-Year Changes

PCE Core PCE Fed Target



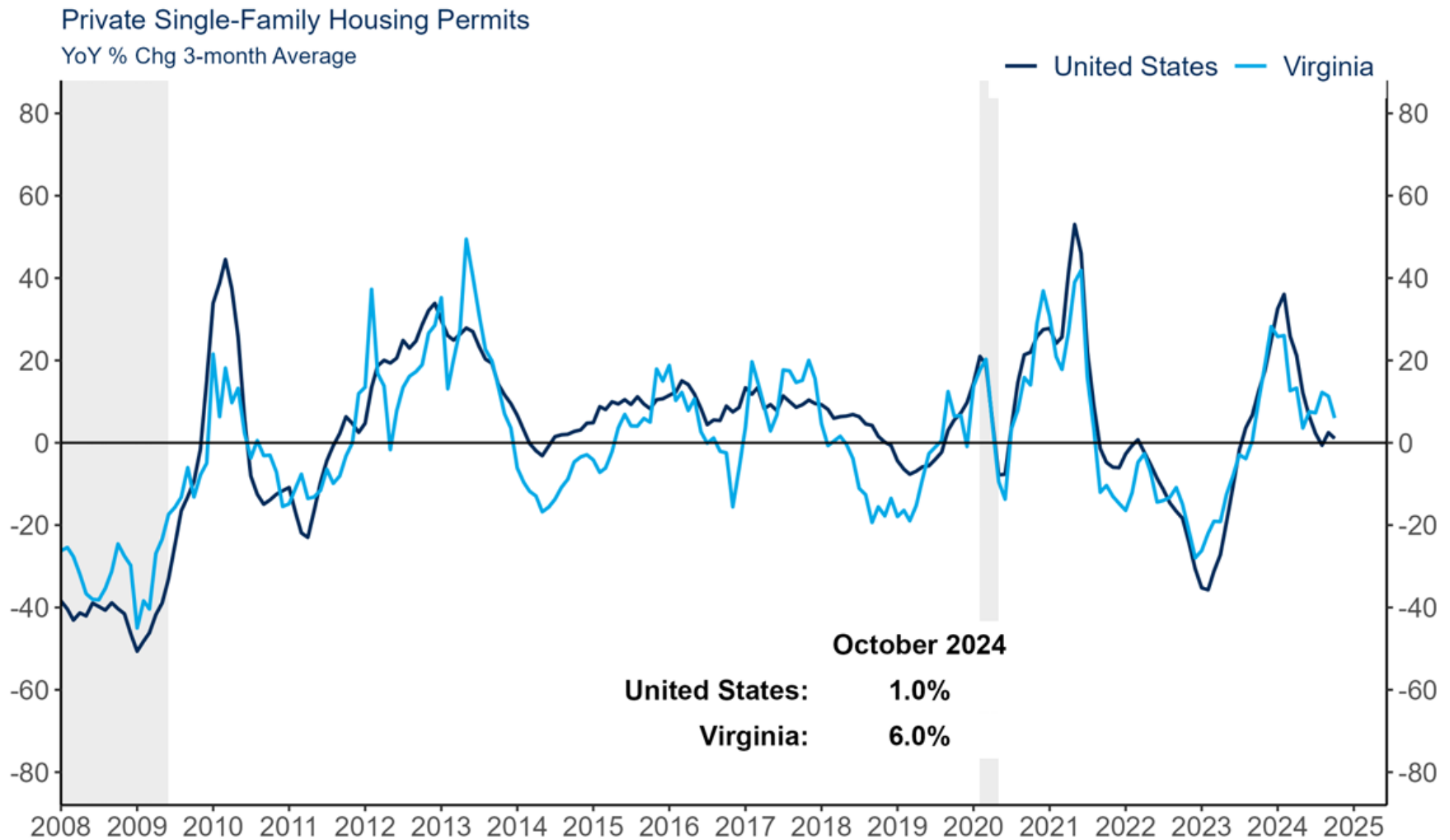
The Personal Consumption Expenditures ("PCE") Index, the Federal Reserve's preferred gauge of inflation, measures the cost of a basket of goods paid by, or on behalf of, consumers.

Core PCE strips out volatile food and energy components.



Virginia Building Permits – Single-Family Homes

144

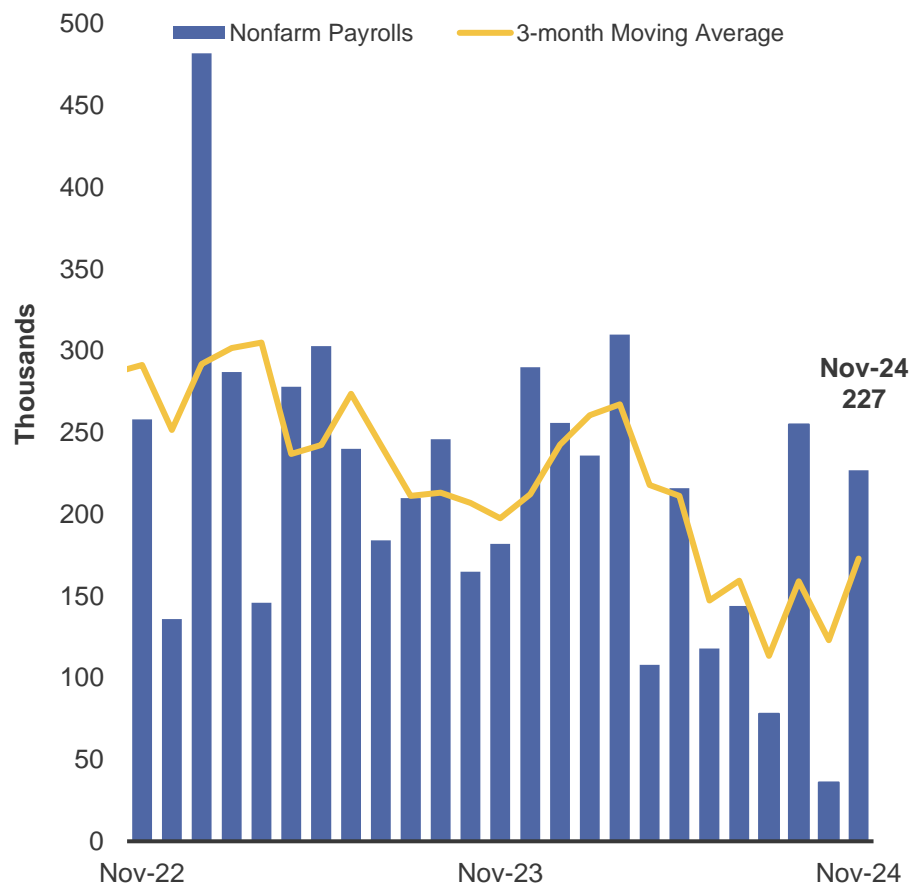


Data Source: Bureau of Labor Statistics/Haver Analytics

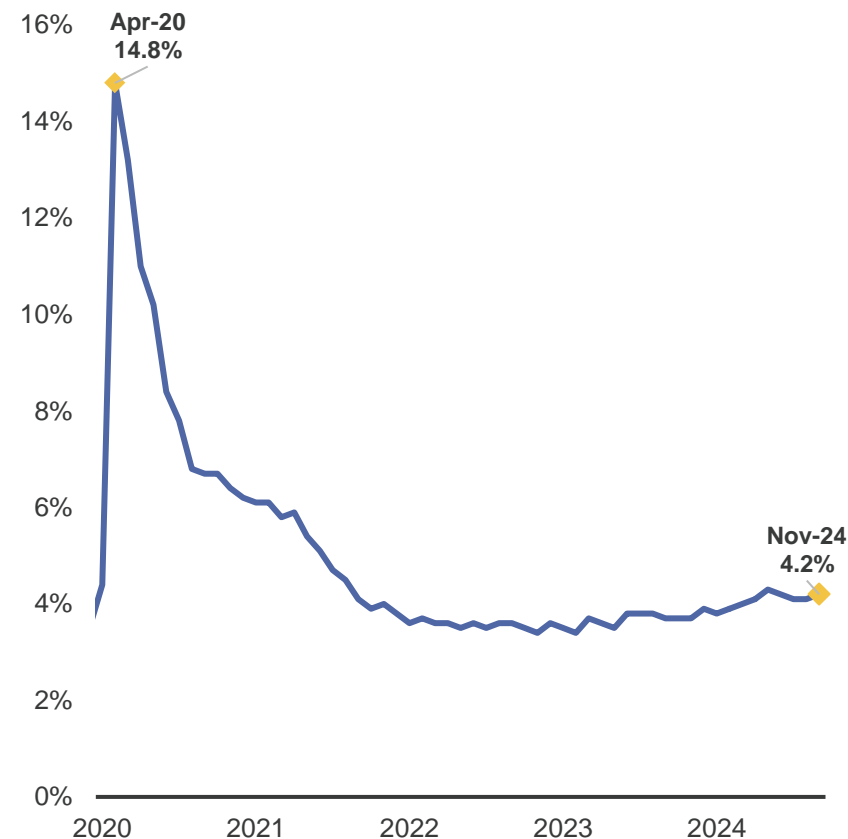
Graph Source: www.richmondfed.org/-/media/RichmondFedOrg/region_communities/regional_data_analysis/regional_snapshot/snapshot_va.pdf

Fed Chair Powell: “...labor market conditions have cooled off by any measure ... [but] the level of those conditions is actually pretty close to what I would call maximum employment”

Monthly Change In Nonfarm Payrolls

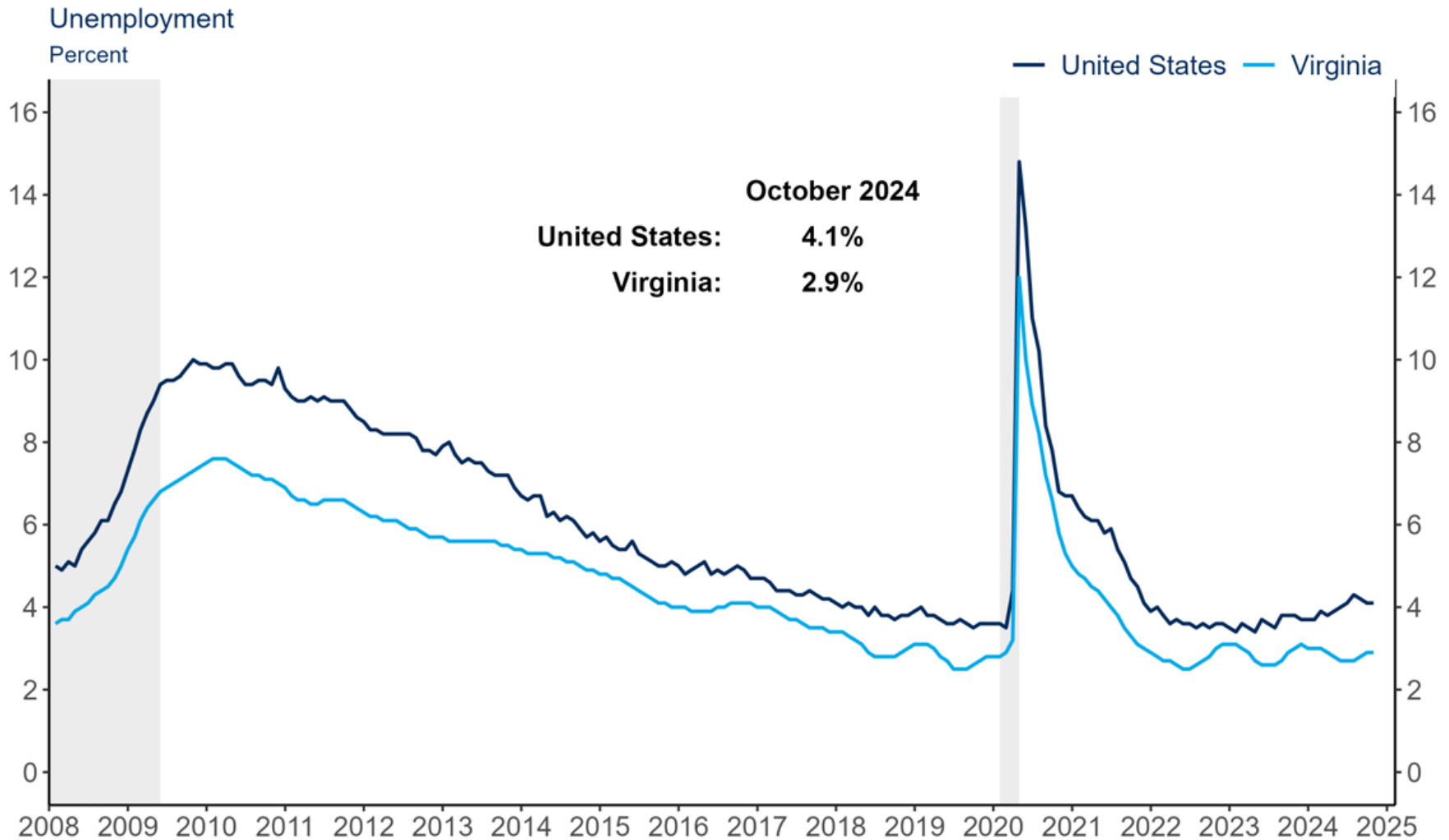


Unemployment Rate



Virginia Unemployment Rate

146

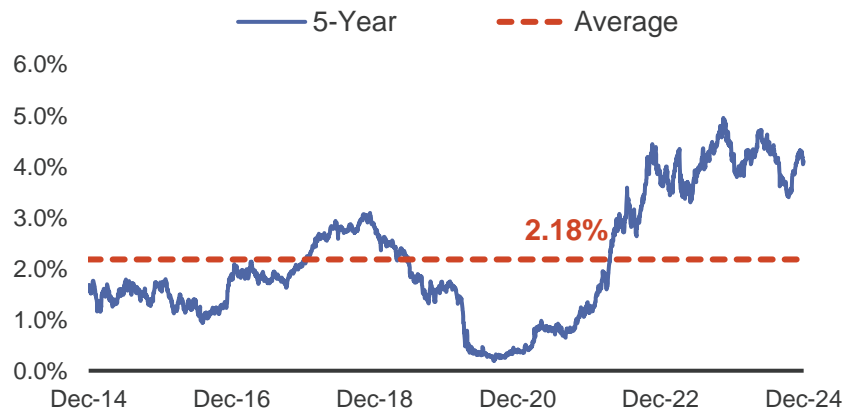
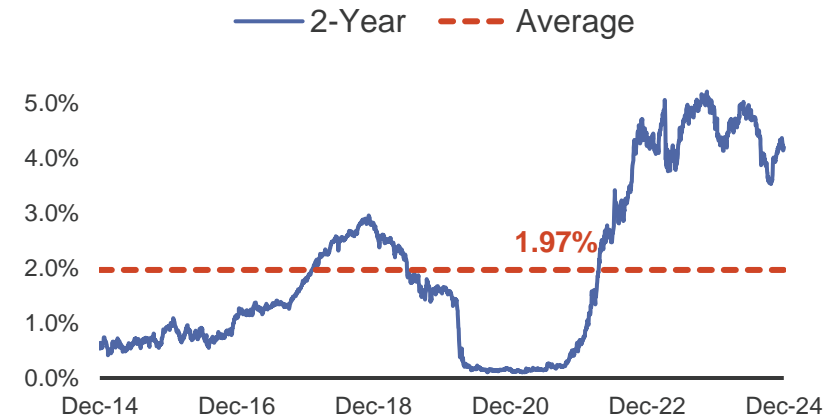
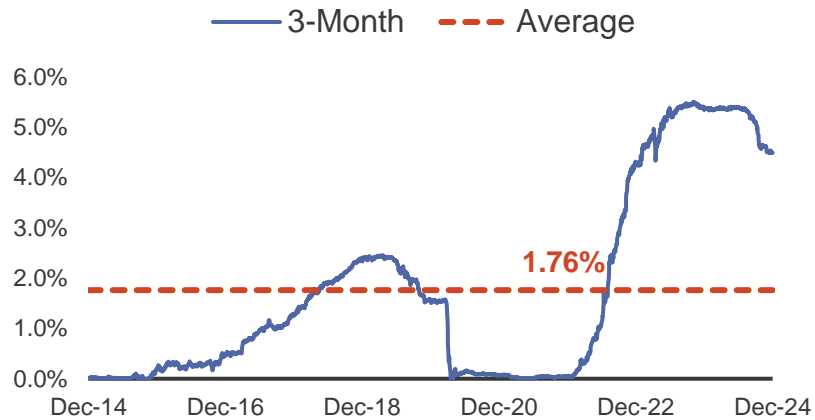


Data Source: Bureau of Labor Statistics/Haver Analytics

Graph Source: www.richmondfed.org/-/media/RichmondFedOrg/region_communities/regional_data_analysis/regional_snapshot/snapshot_va.pdf

U.S. Treasury Yields

147



Source: Bloomberg Finance L.P., as of 12/02/2024.

Monetary Policy (Global):



- The Fed has begun its easing cycle with a 50 basis point (bp) cut. The FOMC's September median "dot plot" projection suggests an additional 50 bps in rate cuts by the end of the year "if the economy performs as expected". The projections also calls for an additional full percentage point of cuts in 2025.
- The global easing cycle is underway with nearly all major central banks (excluding the Bank of Japan) completing multiple rate cuts.

Economic Growth (Global):



- U.S. economic growth remains strong reflecting a consumer who continues to spend at elevated levels.
- Economic growth outside the U.S. remains mixed.
- China has moved forward with a package of stimulus measures aimed to boost growth. The country remains poised to take additional swift action should it be deemed necessary.

Inflation (U.S.):



- Inflation continues its trend lower but has been buoyed by stubborn housing costs.
- The broad-based inflation cooling helped fuel the Fed's decision to cut by 50 bps but policy makers note they are not declaring victory on price stability.

Financial Conditions (U.S.):



- The continuation of stable market measures, such as narrow corporate yield spreads, record equity index levels and low volatility, reflect economic confidence.
- We remain focused on the cooling labor market and effects this might have on the consumer as potential catalysts for a broader slow down, but that is not our base case expectation.

Consumer Spending (U.S.):



- The consumer continues to spend and support economic strength. Upward revisions to the personal savings rate paint the consumer in better light than previously thought but the trend of consumers dipping into savings continues.
- Moderation in the pace of overall spending is expected given slowing wage growth and cooling labor market conditions.

Labor Markets:



- The labor market continues to moderate from extremely strong levels seen in prior quarters. The recent downward revisions to nonfarm payrolls through March 2024 further emphasized the cooling.
- Other labor metrics remain well positioned such as the layoffs and discharge rate pointing towards moderation rather than deterioration.

● Current outlook ○ Outlook one quarter ago

Stance Unfavorable
to Risk Assets

Negative

Slightly
Negative

Neutral

Slightly
Positive

Positive

Stance Favorable
to Risk Assets

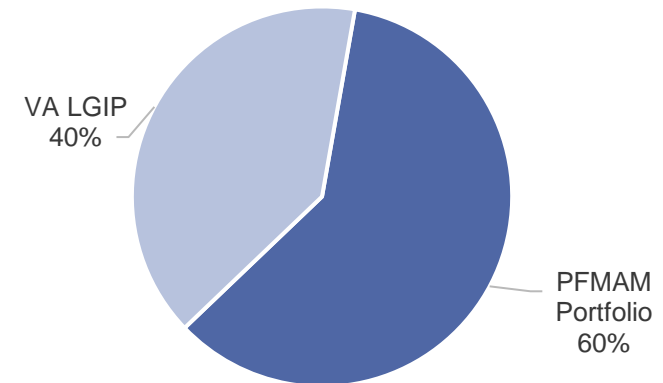
Statements and opinions expressed about the next 6-12 months were developed based on our independent research with information obtained from Bloomberg and FactSet. The views expressed within this material constitute the perspective and judgment of PFM Asset Management LLC at the time of distribution (9/30/2024) and are subject to change. Information is obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management LLC cannot guarantee its accuracy, completeness, or suitability.

Investment Program Update



- ▶ Initial investment of excess operating funds by PFMAM began in August 2020
- ▶ Funds are invested utilizing a relative value discretionary management style
- ▶ Portfolio consists exclusively of investments which are both permitted under the Code of Virginia and ACSA's investment policy
- ▶ Performance is measured against an industry benchmark with an average duration of under 16 months**
- ▶ Total ACSA investment program includes PFMAM managed portfolio and funds invested in the Virginia Local Government Investment Pool (LGIP)

ACSA Overall Investment Portfolio



<u>Account Type</u>	<u>Balance*</u>
PFMAM Managed Portfolio	\$ 32,275,000
VA Local Government Investment Pool (LGIP)	\$ 21,440,000
Total	\$ 53,715,000

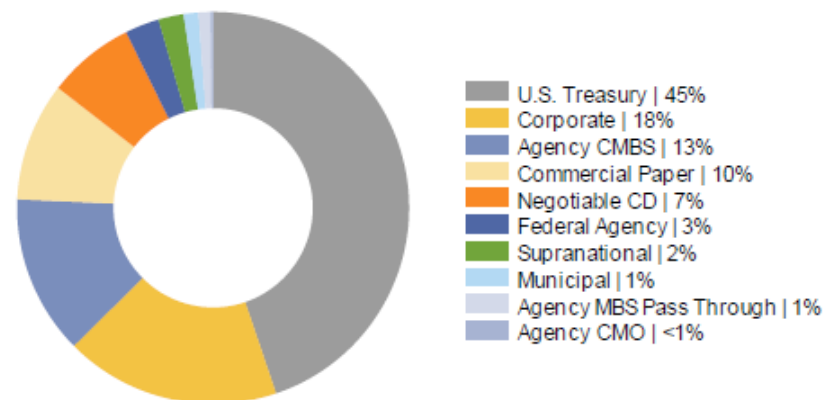
*Source: Balances as of November 30, 2024 and rounded to the nearest \$5,000. LGIP balance provided by ACSA via monthly statement review.

**Benchmark is the ICE Bank of America 0-3 Year Treasury Index

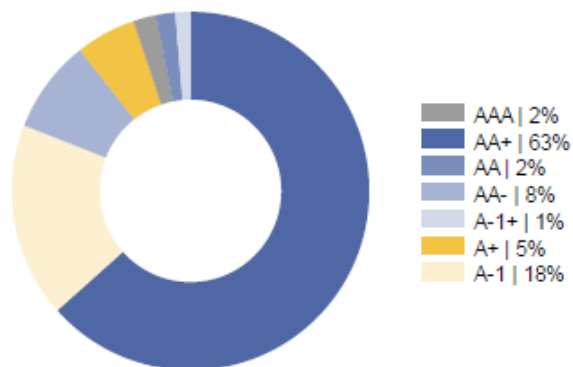
Portfolio Statistics

Total Market Value	\$32,254,867.13
Securities Sub-Total	\$31,755,197.62
Accrued Interest	\$286,904.19
Cash	\$212,765.32
Portfolio Effective Duration	1 Year 4 Months
Benchmark Effective Duration	1 Year 4 Months
Portfolio Yield (Yld At Cost)	4.47%
Portfolio Credit Quality	AA

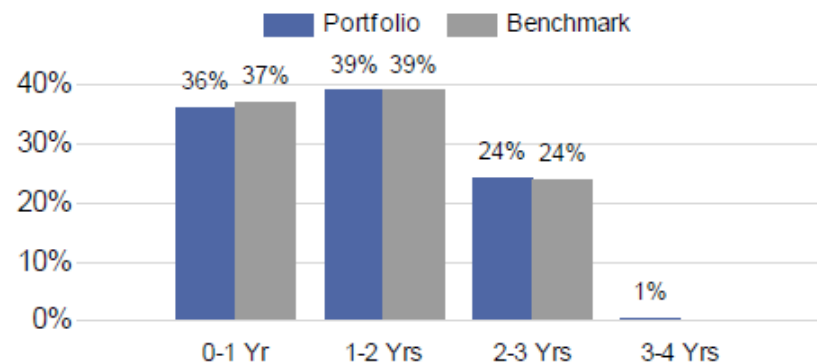
Sector Allocation



Credit Quality - S&P

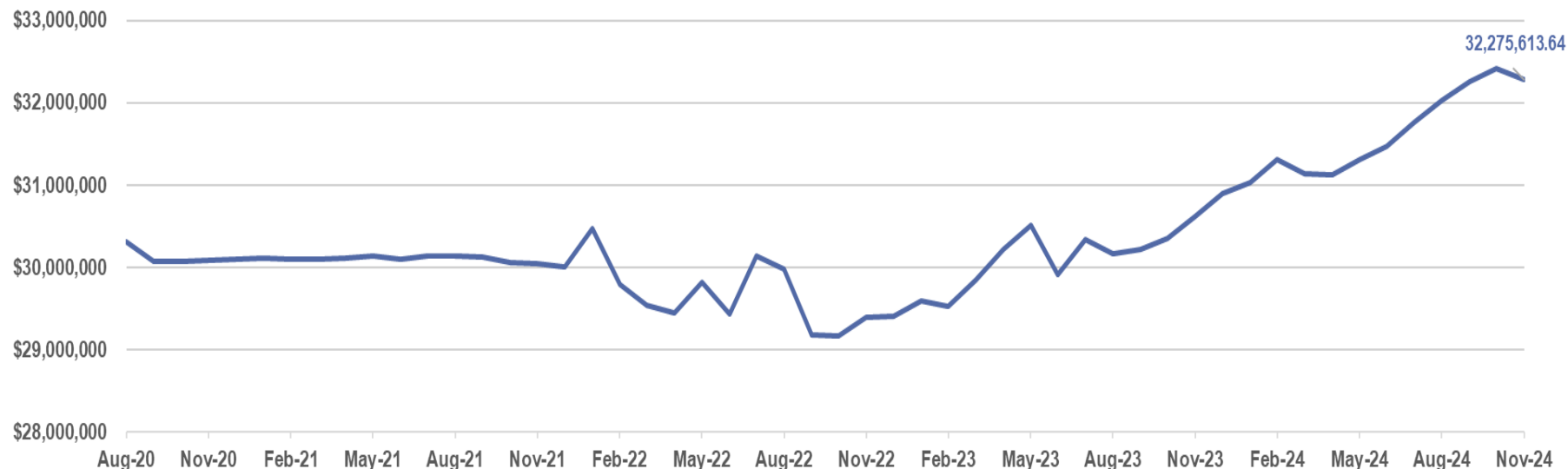


Duration Distribution



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

ACSA Managed Account Portfolio Value*

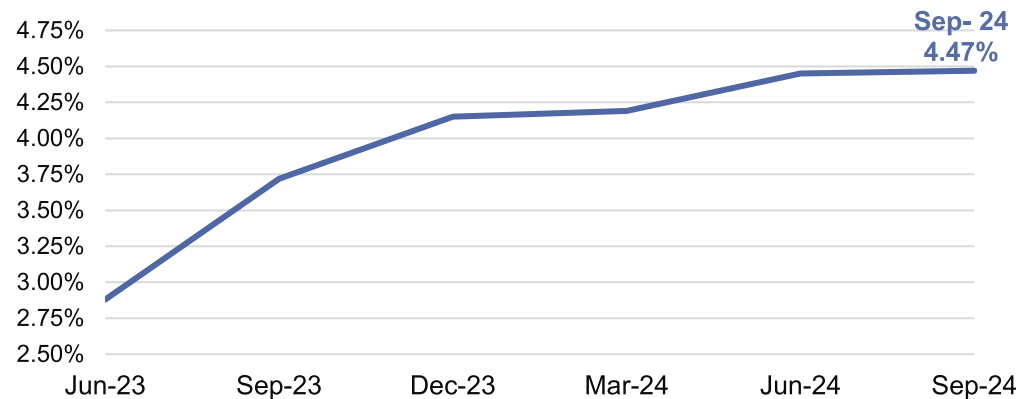


Managed Account
Portfolio Market Value*

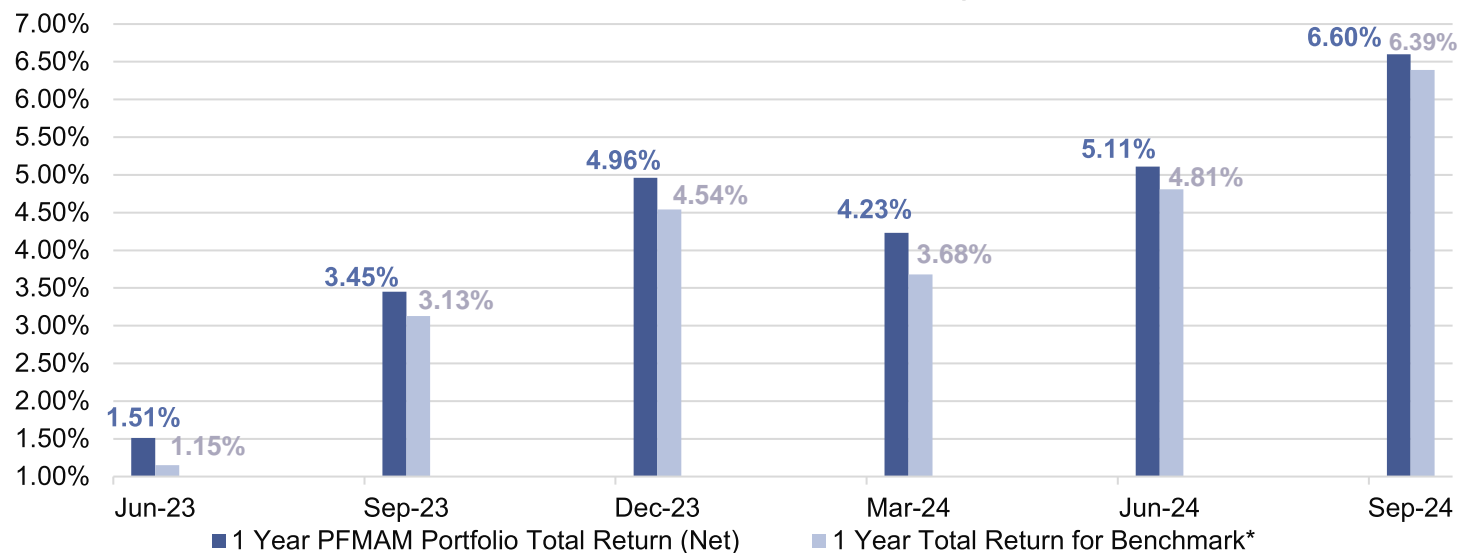
Aug-20	\$	30,310,000
Dec-20	\$	30,100,000
Dec-21	\$	30,005,000
Dec-22	\$	29,410,000
Dec-23	\$	30,900,000
Nov-24	\$	32,275,000

*Monthly total portfolio values Includes security market values, accrued interest, and idle cash held in custodial account rounded to nearest \$5000

Portfolio Yield



Total Return Versus Benchmark Comparison**



Source: As of September 30, 2023.

*Benchmark is ICE Bank of America 0-3 Year Treasury Index

**Total return shown net of PFMAM management fees

Appendix



Learn with Us

Frequent & Recurring Seminars

- Customized workshops (on-site)
- In-person seminars offering Continuing Professional Education (CPE) credit
- Featured webinar offerings to address developing market events

Thought Leadership

- Monthly market updates
- White papers and educational pieces
- Webinars and other tools

Monthly Market Review

Fixed Income | Month Year

155

pfm asset
management

"Economic clouds thicken as markets remain resilient."

Economic Highlights

► The COVID-19 surge in the U.S. that began in July peaked in September before trailing off sharply. The overall toll remains staggering, with 44 million cases and more than 700,000 deaths

of the U.S. debt ceiling. At first, the focus was on a mid-October drop-dead date but Congress passed a nine-week spending bill in early October to avert a government shutdown and a similar extension for the debt ceiling. This likely just pushes the political brinkmanship to early December.

benchmark returns suffered from the rise in rates curve. While securities with maturities inside one year 5- and 10-year Treasury indexes lost 1.0% and 2.0%, in September.

ent-grade (IG) corporate issuance was strong despite volatility. Gross issuance in September totaled \$167 investor appetite remains quite robust and yield Treasuries are modest.

Equity Markets

ity markets broke a seven-month winning streak, over higher interest rates, valuation concerns, supply chain issues and rising input costs. The S&P 500 in September was still up nearly 10% for the year, while the Dow Jones Industrial

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REGISTRATION NOW OPEN!

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Annual
and Fir
Market

The Economic Outlook for

Join PFM Asset Management's investme
discussion on the economic outloo

Thursday, Decembe

2:00 pm - 3:00 pm

1:00 pm - 2:00 pm

12:00 pm - 1:00 pm

11:00 am - 12:00 pm

9:00 am - 10:00 am

Diverse Teams Make a Difference

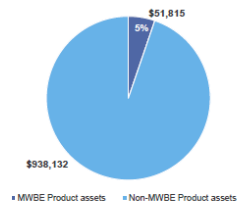
pfm asset
management

Diversity in Cash Management

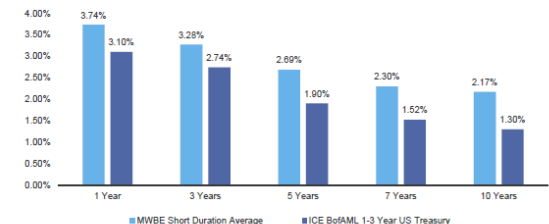
Cash reserve management has typically been concentrated in the largest asset managers.

This historical pattern potentially minimizes the ability of institutional investors to have their cash management reflect their diversity, equity and inclusion (DEI) goals. Despite often being over-looked by larger institutional asset owners, the average returns generated by minority and women owned business enterprise (MWBE) managers are relatively strong against comparable benchmarks.

MWBE Assets within the Short Duration F.I. Universe



MWBE Performance Exceeds 1-3 Year U.S. Treasury Index



Data sourced from eVestments. MWBE inclusion was based on firms reporting >50% ownership by minorities or women. Illustrates the proportion of assets within eVestments' short duration fixed income universe belonging to MWBE managers. Performance shown represents the average return generated by these managers as of December 31, 2020.

Coordinated Solution



Summary

- ▶ Economic performance in the third quarter of 2024 continued to support a soft-landing outlook for the U.S. economy, underpinned by historically low unemployment, resilient consumer spending, record household wealth and a supportive Federal Reserve (Fed). Inflation continued to make progress towards the Fed's 2% target, while the labor market cooled from its formerly overheated state. This prompted the Fed to acknowledge that the risks on both sides of its dual mandate – stable prices and full employment – were now “roughly in balance.”
- ▶ The Fed cut the overnight policy rate by 50 bps (0.50%) to a new target range of 4.75% to 5.00% at its September 18 meeting, marking the first rate cut in over four years. Furthermore, the Fed's updated “dot plot” implied an additional 50 bps of rate cuts through the balance of 2024 and 100 bps of cuts in 2025. The Fed expects to reach the longer run “neutral” policy rate of 2.875% by the end of 2026.
- ▶ While the bond market priced in much of the Fed's forecasted rate trajectory into lower long-term bond yields, the equity and credit markets remained priced for a soft landing as positive sentiment and investor confidence continued to buoy risk asset valuations. Equity markets surged ahead in Q3. The S&P 500 Index returned 5.9% in the quarter, bringing YTD returns to 22.1%. In a reversal of the first half of the year, market strength broadened out as the Russell 2000 small cap index outperformed the S&P 500, returning 9.3% for the quarter. The NASDAQ also lagged, returning just 2.8% for the quarter. U.S. Treasury yields plunged in Q3, embracing the Fed's expected rate cutting cycle, which supported strong bond market performance.

Economic Snapshot

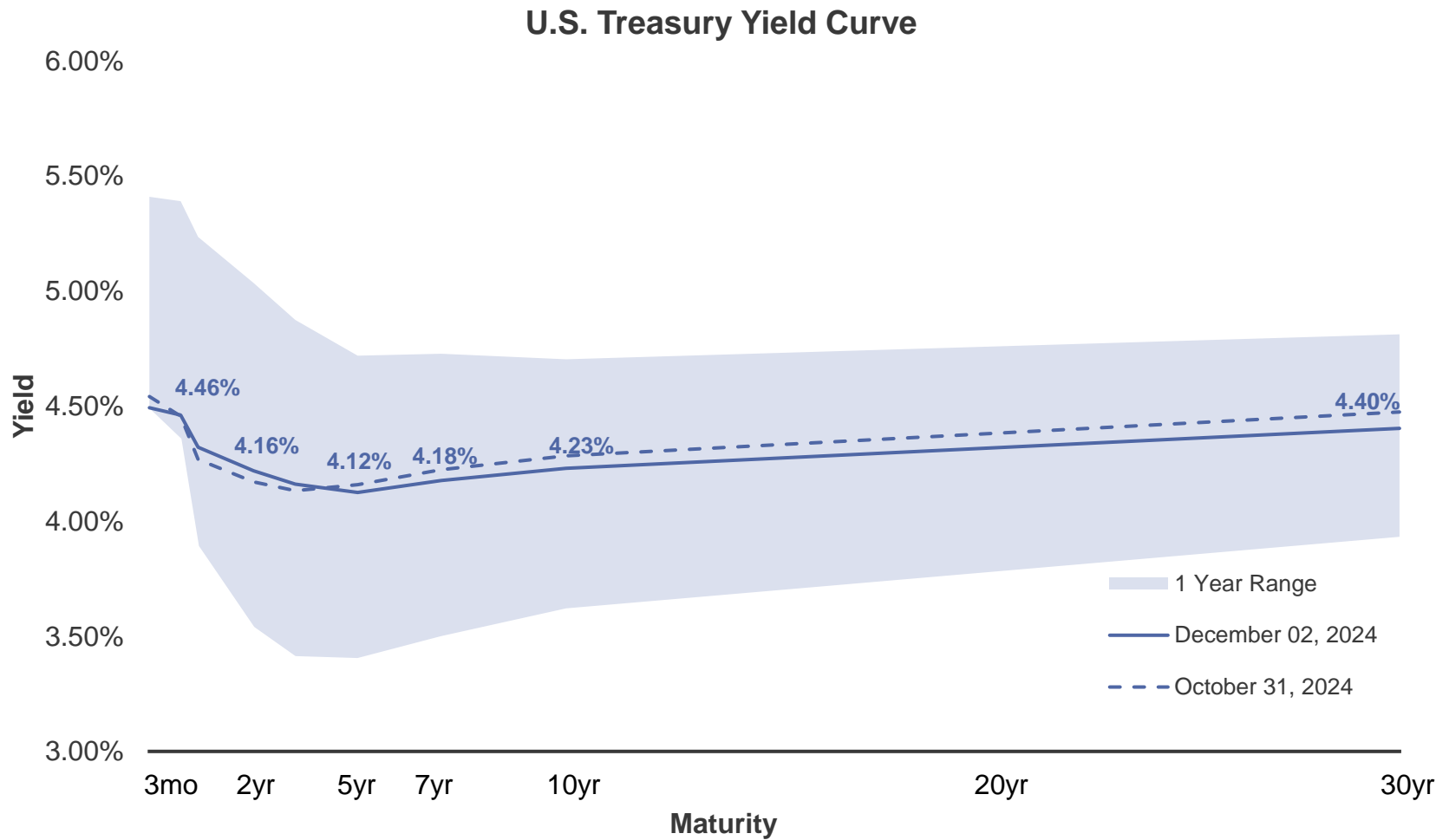
- ▶ U.S. inflation readings continued to make progress toward the Fed's 2% target as both headline CPI (2.5%) and Core CPI (3.2%) ended the quarter at their lowest levels in over three years. Housing costs remain elevated, however, as shelter inflation at 5.2% year-over-year is roughly double the 2.6% average in the decade preceding the pandemic.
- ▶ U.S. Real GDP growth ramped up in Q2, with the third and final estimate reporting growth of 3.0%, nearly double the rate of the previous quarter. The main contributors of the increase were a surge in private inventories and an acceleration in consumer spending that were partially offset by a downturn in residential housing and weaker net exports.
- ▶ The U.S. labor market added an average of 186,000 jobs per month in Q3, which was a rebound from Q2's relatively weak reading of 147,000/month. Additionally, the unemployment rate ended the quarter at 4.1%, flat for the quarter but up from 3.7% at the beginning of the year. While the pace of expected hirings has gradually slowed, layoff rates have remained near multi-year lows and weekly jobless claims are firmly below their long-term averages indicating the labor market remains healthy.

Interest Rates

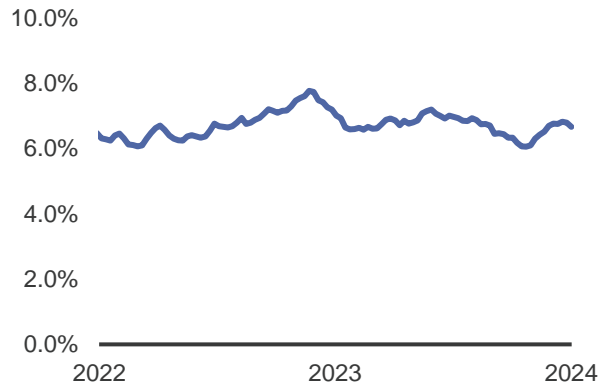
- ▶ The market spent most of the quarter preparing for the first rate cut in September, after the Fed noted in July that the risks to jobs and prices have come into better balance. The Fed delivered the much-anticipated interest rate cut at its September meeting and reduced the overnight rate by 50 bps, which was on the high side of expectations.
- ▶ U.S. Treasury yields fell sharply throughout Q3, reflecting the imminent outset of the Fed's cutting cycle. The yield on the 2-, 5-, and 10-year U.S. Treasuries ended the quarter at 3.64%, 3.56%, and 3.78%, respectively. This represented decreases of 111 bps, 82 bps, and 62 bps, respectively.
- ▶ After spending a record amount of time inverted, the yield curve steepened (as measured by the yield difference between the 2- and 10-year U.S. Treasury notes) and dis-inverted for the first time since July 2022.
- ▶ As a result of lower yields, U.S. Treasury indices generated strong total returns for the quarter. The ICE BofA 2-Year and 5-Year U.S. Treasury indices returned 2.85% and 4.41% respectively, while the 10-Year U.S. Treasury index returned 5.73% for the quarter.

Sector Performance

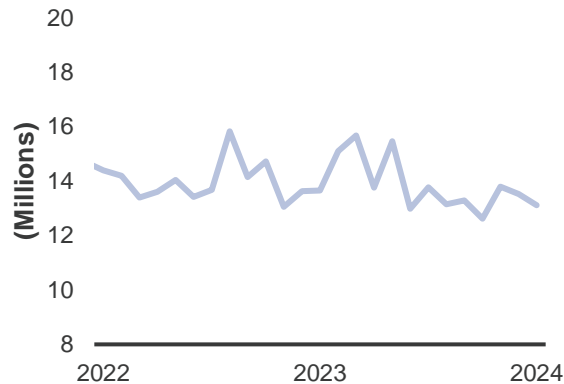
- ▶ Sustained investor appetite continued to pressure yield spreads toward near multi-year lows across most investment grade sectors throughout Q3, resulting in firmly positive excess returns on the corporate and mortgage-related sectors.
- ▶ Federal agency and supranational spreads remained low and rangebound throughout Q3. These sectors produced muted excess returns relative to other investment grade fixed income sectors as issuance remained quite light and the incremental income from the sectors was near zero.
- ▶ Investment-grade (IG) corporates posted a strong quarter as sustained high issuance carried over from Q1 and Q2 was well-absorbed by robust investor demand. As a result, spreads ended the quarter very near their two-year lows. From an excess return perspective, lower-quality and longer-duration issuers generally outperformed. Performance of financial and banking issuers once again led most other industries across most of the yield curve during the quarter.
- ▶ Most mortgage-related sectors were top of class performers during Q3 as spreads continued to test 12-month lows. Agency-backed mortgages rebounded soundly in Q3 following an underwhelming Q2. Declining mortgage rates and a somewhat more positive outlook in the housing market provided a tailwind for the sector during the quarter.



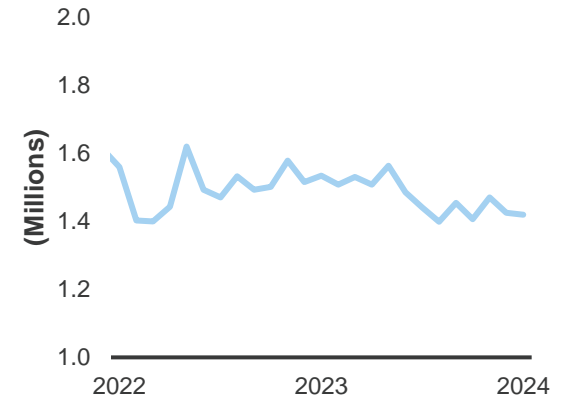
US Mortgage 30-Year Rate



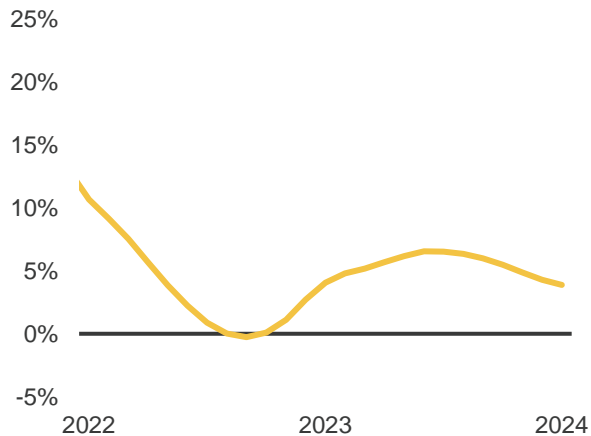
New Home Sales (SAAR)



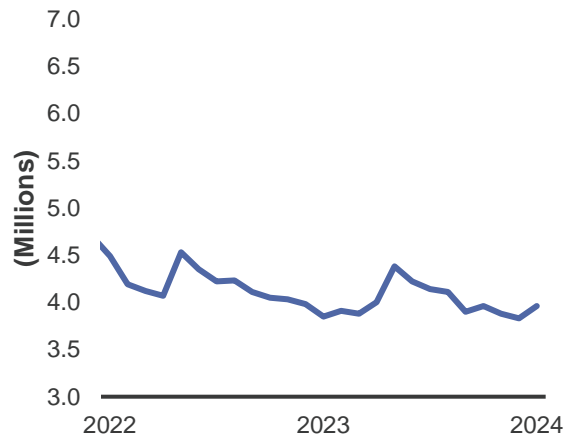
Building Permits (SAAR)



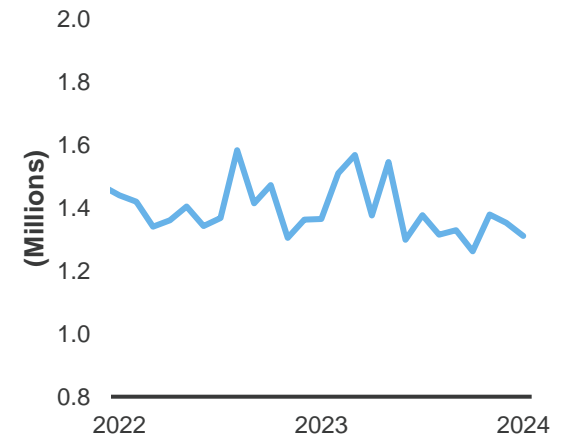
National Home Price Index (YoY)



Existing Home Sales (SAAR)

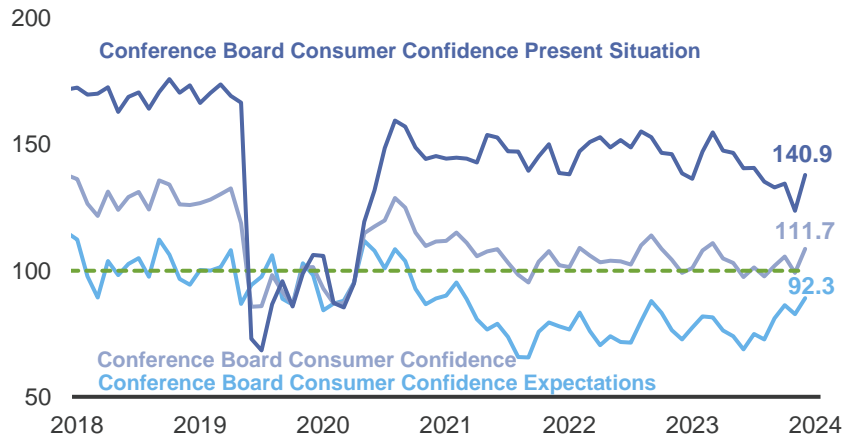


Housing Starts (SAAR)

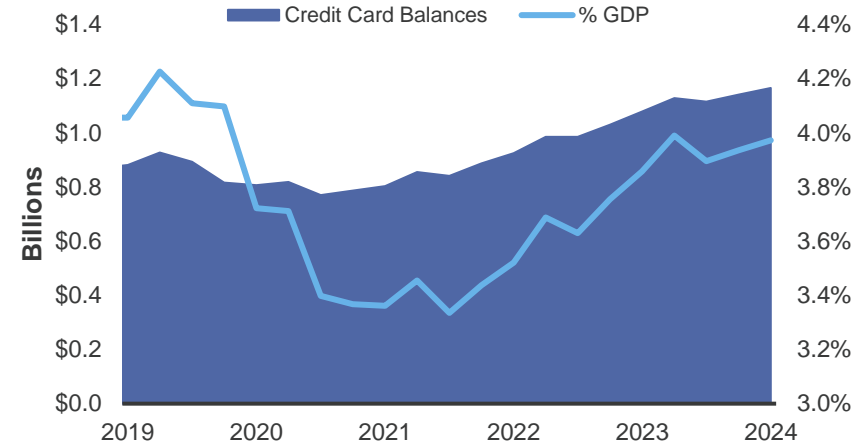


Source: Bloomberg Finance L.P., Freddie Mac Commitment Rates, S&P/Case-Shiller, National Association of REALTORS. Most recent SAAR data as of October 2024; National Home Price Index as of September 2024. US 30 Year Mortgage rate as of December 5, 2024.

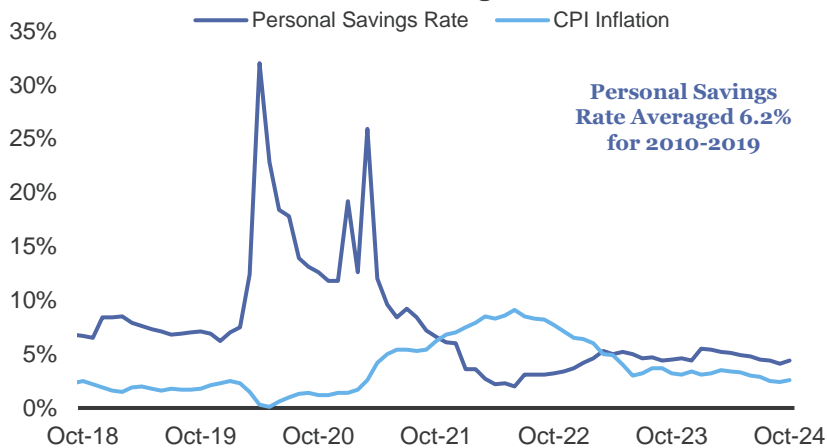
Conference Board Consumer Confidence Index



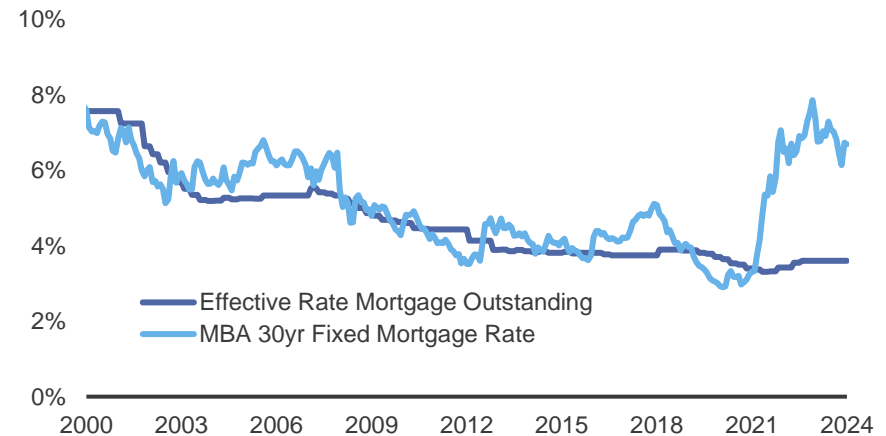
U.S. Credit Card Balances



Personal Savings Rate



Mortgage Rates: Contract vs Effective



Source: Conference Board Consumer Confidence Index – Bloomberg CONCEXP Index, CONCCONF Index and CONCPSIT Index. U.S. Credit Card Balances – Bloomberg GDP CUR\$ Index, Board of Governors of the Federal Reserve System. Personal Savings Rate – Bloomberg PIDSDPS Index and CPI YOY Index. Mortgage Rates: Contract vs Effect – Bloomberg USMIRATE Index and MB30 Index.

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ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: Budget Guidelines and Schedule for FY 2026 Budget, Rates, Capital Improvement Program (CIP) STAFF CONTACT(S)/PREPARER: Tanya Johnson, Director of Finance	AGENDA DATE: December 19, 2024 ACTION: ■ ATTACHMENTS: No
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BACKGROUND: The annual operating and capital budget, rate and fee recommendations are provided to the Board annually for consideration.

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

Regular Board Meeting March 20, 2025	<ul style="list-style-type: none"> • Present Proposed Capital Improvement Program (CIP) to Board • Schedule CIP Public Hearing
Regular Board Meeting April 17, 2025	<ul style="list-style-type: none"> • CIP Public Hearing • Budget Work Session on Proposed FY '26 Budget • Preliminary Rate Schedule • Schedule Public Hearing
Regular Board Meeting May 15, 2025	<ul style="list-style-type: none"> • Budget, CIP, and Rates Work Session
Regular Board Meeting June 19, 2025	<ul style="list-style-type: none"> • Public Hearing to adopt rates • Budget, CIP, and Rate Adoption

Overview:

- The ACSA retail rate is largely driven by RWSA Wholesale Rate; over 60% of ACSA operating expenses are for purchased water/wastewater treatment from RWSA; Based on preliminary information, the Authority expects increases in charges for water/wastewater treatment from the RWSA in Fiscal Year 2026;
- Update to the rate study (completed in Fiscal Year 2022) in conjunction with preparation of the Fiscal Year 2026 budget;
- Outside of the expected increases in RWSA charges, at this point, no anticipated significant ACSA operating cost increases;
- Utilization of a budgeting module within the ACSA's ERP system;
- Customer Rate/Budget Newsletter scheduled to be provided with May customer bills;

BOARD ACTION REQUESTED: Consideration and approval of the Fiscal Year 2026 Budget and Rate Schedule.

ATTACHMENTS: None