

BOARD OF DIRECTORS' MEETING

April 17, 2025
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. Approve Minutes of March 20, 2025
9:15 a.m.	3. Matters from the Public
9:20 a.m.	4. Response to Public Comment
9:25 a.m.	5. Consent Agenda
	a. Monthly Financial Reports
	b. Monthly Capital Improvement Program (CIP) Report
	c. Monthly Maintenance Update
	d. IT Monthly Update
	e. Rivanna Water and Sewer Authority (RWSA) Monthly Update
	f. ACSA Board Policy Issues Agenda 2025
	g. National Drinking Water Week
	h. Authorization for Procurement – Vac-Con Dual Engine TITAN
9:45 a.m.	6. Operational Presentation – Myrtle Street (Crozet) Waterline Replacement Project
10:00 a.m.	7. Proposed FY 2026 Capital Improvement Program (CIP) Presentation & Public Hearing
10:30 a.m.	8. Proposed FY 2026 Budget and Rates Overview Presentation
10:55 a.m.	9. Resolution scheduling Budget and Rates Public Hearing for June 19, 2025
11:00 a.m.	10. Items Not on the Agenda
11:05 a.m.	11. Executive Session
	12. Adjourn



ALBEMARLE COUNTY SERVICE AUTHORITY

STATEMENT OF CHAIR TO OPEN APRIL 17, 2025 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.

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1 The Board of Directors of the Albemarle County Service Authority (ACSA)
2 met in a regular session on March 20, 2025, at 9:00 a.m. at the
3 Administration and Operations Center at 168 Spotnap Road in
4 Charlottesville, Virginia.

5 **Members Present:** Mr. Richard Armstrong; Ms. Lizbeth Palmer; Mr. John
6 Parcels; Mr. Clarence Roberts; Mr. Charles Tolbert; Ms. Kimberly Swanson.

7 **Members Absent:** None.

8 **Staff Present:** Kenny Barrow, Jennifer Bryant, Deanna Davenport, Mike
9 Derdeyn, Tonya Foster, Tanya Johnson, John Lewter, Quin Lunsford,
10 Jeremy Lynn, Alex Morrison, Emily Roach, Danielle Trent, April Walker,
11 Theresa Whiting.

12 **Staff Absent:** None.

13 **Public Present:** Stephanie Foster, Albemarle County Citizen.

14
15 1. Call to Order and Establish a Quorum – Statement of Board Chair

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

19
20 2. Recognitions – Tonya Foster, 35 Years of Service; Jeremy Lynn,
21 Darden Executive Education Program

22 Tanya Johnson, Director of Finance, came forward to share a few
23 words. She stated that today, Tonya Foster was being recognized for 35
24 years of dedication, hard work, and commitment to the ACSA. She stated
25 that for over three decades, Ms. Foster has been a vital part of keeping the
26 ACSA's financial operations running smoothly and ensuring the efficiency of
27 procurement processes. She mentioned that Tonya's attention to detail,
28 reliability, and deep institutional knowledge have been invaluable to the
29 organization's success. She noted that Ms. Foster's dedication and expertise
30 have not only helped to build a strong foundation for the ACSA but have also
31 set an example for those around her. She added that, on behalf of the ACSA,

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1 she sincerely thanks Ms. Foster for her hard work, commitment, and the
2 impact she has made over the years.

3 Mr. Armstrong read the recognition resolution in honor of Ms. Foster.

4 ***Mr. Parcels moved to approve the recognition resolution;***
5 ***seconded by Mr. Tolbert. All members voted aye.***

6
7 Quin Lunsford came forward to present the recognition for Mr. Lynn.
8 He stated that the ACSA's Strategic Plan emphasizes continuing education
9 and professional development for employees. He stated that Jeremy Lynn
10 pursued and recently earned a Certificate of Leadership in Management
11 from the University of Virginia's Darden School of Business, through their
12 Executive Education program. He noted that the program required significant
13 effort and time. He stated that it was a four-week program over the course
14 of a few years and focused on the demands of responsible leadership
15 through collaboration with professional peers and Darden faculty.

16 Mr. Lunsford stated that some of the courses that Mr. Lynn took were
17 servant leadership, which focused on leading with humility, collaboration and
18 influence, leading mindfully, and financial management for non-financial
19 executives. He stated that the staff is appreciative that the ACSA Board
20 provides the opportunity for employees to pursue opportunities like this. He
21 congratulated Mr. Lynn and thanked him for his dedication. Mr. Lynn added
22 that he wanted to thank the Board for their support.

23
24 3. Approve Minutes of January 16, 2025

25 Mr. Parcels stated that he had one correction on page 10 of the
26 Board packet, or page 6 of the minutes. He stated that he wanted to get
27 clarity on the paragraph beginning on line 3, where Ms. Palmer is discussing
28 the cost for the risk assessment. He noted the incomplete sentence. He also
29 stated that further down the page, Mr. Morrison explains that if the
30 assessment was done for wastewater only, the cost would increase
31 significantly because of the background work that has to occur. He noted,

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1 however, that Mr. Morrison goes on to say that there is a lot of carryover
2 between assets, thus adding the wastewater was a small addition. He stated
3 that he was confused and asked if the ultimate cost is less than the sum of
4 the two.

5 Mr. Morrison stated that there is a lot of synergy in the background
6 work that must be completed. He stated that a lot of the background work is
7 completed on the water side so essentially, it is already completed on the
8 sewer side as well. He mentioned that this just leaves some additional
9 analyses to complete the risk assessment. Mr. Parcels asked if that was
10 why it would make sense to complete the assessment for the sewer as well.
11 Mr. Morrison replied yes.

12 Mr. Parcels stated that he also had a question regarding the
13 discussion about generators on page 14 of the minutes. He stated that Mr.
14 Morrison said there were two locations, the Northfield Water Pump Station
15 and the Madison Office Park Pump Station, that do not have permanent
16 generators. He stated, however, that Mr. Morrison implied that fuel is kept
17 on site for generators. He asked if the fuel was for temporary generators that
18 are kept on site. Mr. Morrison replied that for Northfield, there is a trailer-
19 mounted generator on site. He noted that this station boosts the pressure
20 from the surrounding Urban ring so if it goes offline, they can maintain a
21 slightly lower pressure within that band and avoid a disruption in service. Mr.
22 Parcels asked if they maintain service by using the trailer-mounted
23 generator. Mr. Morrison stated that if the station went offline and there was
24 no generator hooked up, the area would remain in service at a lower
25 pressure. He added that with the trailer-mounted generator, if there is an
26 issue with the grid power there is a quick connect to run the station on
27 generator power.

28 Mr. Parcels asked what the advantage is of having a trailer-mounted
29 generator at the Northfields Pump Station and not a permanent one. Mr.
30 Morrison replied that the trailer-mounted generator gives flexibility for tertiary
31 coverage at other pump stations. He noted that Northfields is just one of the

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1 locations where they keep one. He added that they have not felt it prudent
2 to go through the expense of putting in a permanent generator at that station
3 because they can maintain service at a lower pressure if there is a disruption,
4 before they hook up the generator.

5 Mr. Parcels asked about the Madison Office Park Pump Station. Mr.
6 Morrison replied that they have the ability to hook up a portable generator at
7 that station. He noted that the station only serves one commercial building,
8 so wastewater flows are Monday-Friday, 8 am to 5pm. Mr. Lynn added that
9 the neighboring Old Ivy Residences is a development of 500 units, which will
10 be contributing flow the upgraded Madison Office Park Pump Station. He
11 stated that one of the conditions of that approval was to have the developer
12 fund, construct, and install a permanent generator at the upgraded pump
13 station.

14 Ms. Swanson stated that on page 18 of the minutes, or page 22 of
15 the Board packet, there was a comment about the not so positive feedback
16 on the ACSA's social media post about the Avon Operations Center. She
17 asked if there was any follow-up with those people and if they have been
18 satisfied with the responses they received. Mr. Morrison replied that the
19 ACSA did respond and messaged those individuals privately, to continue the
20 conversations with specifics. He mentioned that two of the three people
21 reached out and were provided with the information requested, and they had
22 no further questions.

23 Ms. Palmer stated that there was a discussion last month about the
24 budget and items that were added to the CIP late. She stated that Mr. Lynn
25 mentioned the Galaxie Farm situation as a good example of things that they
26 do not find out about until later in the process, like the upper elementary
27 school at Mountain View. She stated that the plan for the school was
28 presented publicly in December 2022, although the project did not go out to
29 bid until October 2024. She asked at what point does the ACSA decide to
30 move forward with a project and if there is room for improvement in their
31 communication with the schools and/or the County.

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1 Mr. Lynn replied that the ACSA may see conceptual plans much
2 earlier in the process. He stated, however, that until the applicant submits
3 utility drawings to show the infrastructure that they are proposing, the ACSA
4 does not have a good sense of how close they will be to a connection or
5 neighboring development. He noted that if the ACSA had envisioned the
6 connection with the school sooner, they still may have underestimated the
7 extent of utility that needed to be constructed to make the interconnect to
8 Galaxie Farms. He added that the ACSA is becoming more in line with the
9 County's review process through their new enterprise permitting system. He
10 stated that the ACSA's recent update to the construction specifications also
11 calls for redundant feeds and secondary connections so had the
12 specifications been in place before this project, the requirement would have
13 fallen on the school system.

14 Ms. Palmer asked if in this case, the ACSA had to wait for final
15 engineering and plans to include it in the CIP. Mr. Lynn replied that this was
16 correct. He stated that they did not know where the water and sewer utilities
17 were being proposed until they submit the plans for review, which is usually
18 later in the process during the final site plan stage. Ms. Palmer stated that
19 final site plans are far into the process. Mr. Lynn replied that they can be. He
20 stated that they also try to look at rezoning and initial site plans to see if they
21 can recognize the potential interconnects. He mentioned that with this year's
22 proposed CIP budget, the annual repair and replacement line item has been
23 increased to account for some of the interconnections that may be identified
24 during the typical plan review process.

25 ***Mr. Parcels moved to approve the minutes of January 16, 2025;***
26 ***seconded by Ms. Palmer. All members voted aye except for Mr. Tolbert***
27 ***who abstained from voting due to his absence at the last meeting.***

28
29 4. Matters from the Public

30 There were no matters from the public.
31

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1 5. Response to Public Comment

2 There was no response to public comment.

3
4 6. Consent Agenda

5 **a. Monthly Financial Reports** – Ms. Swanson stated that she had a
6 question about the Water and Sewer Report on page 39. She noted
7 under the billed consumption for selected customers that there was a
8 customer listed as PR Charger C'ville Holdings and asked what that
9 was. Ms. Knight replied that it was the owner of an apartment complex.

10 **b. Monthly Capital Improvement Program (CIP) Report** – Mr. Parcels
11 stated that he had a comment about the Briarwood Water Main
12 Replacement project summarized on page 67. He stated that he was
13 struck by the phrase “the ACSA rejected all bids as a result of being
14 over-budget and due to lack of compliance with the 3% limitation on
15 mobilization costs.” He stated that there have been times when the bids
16 have been over-budget, but the ACSA compensated.

17 Mr. Lynn replied that the apparent low bidder exceeded the 3%
18 limitation on mobilization costs, thus they were not considered a
19 responsible bidder. He stated that this left the ACSA with one bidder to
20 evaluate, and they were significantly above where they felt the project
21 should land cost-wise. He mentioned that the staff decided that the best
22 approach was to rebid the project and adjust the budget, as well as
23 identify ways to attract more bidders to the project. He stated that one of
24 those ways is to be less stringent with the expected start date, which
25 was one of the concerns they heard during the bid period. He added that
26 they hope to get more bidders by relaxing that requirement.

27 Mr. Parcels asked if the project has been advertised, as of today.
28 Mr. Lynn replied that it is out for advertisement and there should be bid
29 information to share with the Board at the next meeting. Mr. Parcels
30 asked how much over budget the bidder was, and how much the ACSA
31 has adjusted. Mr. Lynn replied that the proposed budget will increase

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1 the project from \$2.7 million to \$4.1 million. He noted that the two bids
2 they received came in at \$3.4 million and \$4.4 million.

3 Mr. Parcels stated that there was a remark made about RWSA
4 increasing their CIP by 20%. He asked if this was a similar situation in
5 terms of increasing the construction costs. Mr. Lynn replied that the
6 numbers for the Briarwood project were good, except for pavement
7 restoration which was significantly higher than the ACSA's engineer
8 estimate, and work associated with making connections from the new
9 service back into the old service. He noted that the ACSA is seeing
10 increased costs, but there has also been a decrease in interest in some
11 of the projects. He stated that they are having a harder time attracting
12 local contractors to bid on projects. He added that one of the two bidders
13 for the Briarwood project was from Alexandria, VA. He stated that in
14 speaking with some of the local contractors the ACSA has worked with
15 in the past, they mentioned that there is a lot of local development
16 underway and they have scaled back their work force. Ms. Palmer asked
17 if they scaled back their work force because they cannot find workers.
18 Mr. Lynn replied that he suspects it is because they are having a hard
19 time finding qualified laborers.

20 ***c. Monthly Maintenance Update –***

21 ***d. IT Monthly Update –***

22 ***e. Rivanna Water and Sewer Authority (RWSA) Monthly Update –*** Ms.

23 Palmer stated that she had a question about the Stillhouse Water Line
24 Erosion at Ivy Creek on page107. She asked if RWSA provided the
25 ACSA with a map, or if Mr. Lynn knew exactly where this line is located.
26 Mr. Lynn stated that he thinks it is north of the neighborhood at Broomley
27 Road into Ivy Creek. He stated that RWSA has been discussing use of
28 one of the ACSA's easements as an access point, thus he suspects it is
29 in that area east of the Flordon subdivision. Ms. Palmer asked if he knew
30 where the line goes. Mr. Lynn replied that the Stillhouse system begins
31 right at the back door of the South Rivanna filter plant. He mentioned

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1 that the Stillhouse Pump Station pumps to Barracks Road to the
2 Stillhouse tank. He noted that from there it goes west and is the
3 transmission main for the whole Ivy area, until it terminates at the
4 entrance of West Leigh.

5 ***f. ACSA Board Policy Future Issues Agenda 2025***

6 ***g. Fix-A-Leak Week Water Conservation Event –***

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

9

10 7. Proposed FY 2026 Capital Improvement Program (CIP) Presentation

11 Mr. Lynn stated that on behalf of the ACSA's CIP team, he is pleased
12 to introduce the Proposed FY 2026 CIP budget. He stated that the CIP team
13 is comprised of the ACSA's four staff engineers, Richard Nelson, Justin
14 Weiler, John Anderson, and Keane Rucker, the Director of Operations Alex
15 Morrison, and the three maintenance supervisors Roland Bega, Billy
16 Defibaugh, and Robert Lawson. He mentioned that the team meets every
17 couple of weeks and has been working very hard over the last few months
18 to prepare the CIP budget. He added that he believes this new CIP budget
19 continues the high quality of service that ACSA customers have come to
20 expect.

21 Mr. Lynn stated that he will begin his presentation this morning with
22 some highlights from the proposed FY 2026 CIP budget, followed by an
23 introduction to the three new projects that have been added this year. He
24 stated that he would also discuss five projects that are anticipated to be
25 under construction in FY 2026, followed by the next steps in the budget
26 process. He encouraged the Board to ask any questions they have along
27 the way.

28 Mr. Lynn moved to the first slide to share some highlights from the
29 proposed FY 2026 CIP budget. He stated that this is the largest budget he
30 has seen in his 21 years with the ACSA, at \$18.5 million. He noted the
31 percentage breakdown by project type, with non-utility/facility projects being

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1 high this year due to the Avon Operations Center. He stated that there are
2 three new projects, which only make up approximately 2% of the budget, or
3 \$360,000. He stated that those new projects are the Albemarle High School
4 AC Water Main Replacement, the ArcFlash Hazard Assessment Update,
5 and the Emergency Response Plan (ERP) Update.

6 Mr. Lynn moved to the next slide outlining the first new project – the
7 Albemarle High School AC Water Main Replacement. He stated that during
8 the design of the County’s Center II project, the ACSA identified an
9 opportunity to work collaboratively with the school system to replace close
10 to 1,300 feet of water main. He noted that the purple portion shown on the
11 map is the portion that the County is going to fund, and the ACSA will be
12 funding the magenta-colored portion along the roadway and back towards
13 the tennis courts. He noted that construction has begun on the school with
14 a couple of buildings already demolished, so the ACSA anticipates
15 construction of the water main project in FY 2026. He added that \$200,000
16 has been included in the proposed FY 2026 CIP budget.

17 Mr. Parcels asked if the purple line on the map is new. Mr. Lynn
18 replied yes. He stated that the current line goes through the building
19 footprint. He stated that the magenta line is original to the school, and the
20 ACSA will be performing a parallel replacement. He noted that the design
21 is incorporated in the bid, and it included that replacement. Mr. Parcels
22 asked if the line would be ductile iron. Mr. Lynn replied that it will be ductile
23 iron replacing asbestos cement.

24 Ms. Swanson asked if the ACSA staff has seen the master plan for
25 the Lambs Lane campus and the new road that is going to be constructed.
26 She stated that if approved, the new road will go behind the track and asked
27 if they knew the timing of that project and how it would play out with regards
28 to the ACSA’s project. Mr. Lynn replied that he believes the new road is
29 going to go between the track and the baseball field. He noted that so far,
30 they have only seen big-picture conceptual plans. He stated that they will

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1 get to the point where they see construction drawings and they may need
2 some water lines through there, which the ACSA will work with them on.

3 Mr. Lynn stated that the second new project is the ArcFlash Hazard
4 Assessment Update. He stated that the ACSA will be looking at all its pump
5 station facilities and tanks and perform an update to the current
6 assessment. He mentioned that this will provide the staff with
7 recommendations on work procedures and necessary personal protective
8 equipment (PPE) for staff to wear when working on those facilities.

9 Mr. Parcels stated that he is surprised that the assessment is
10 occurring now as opposed to when the electric equipment was installed. Mr.
11 Lynn replied that the ACSA has already had an assessment done. He noted
12 that the industry standard is to update the assessment every five years or
13 when significant changes occur. He stated that the ACSA is past the five-
14 year mark, thus they need to update the assessment. He noted that there
15 is \$80,000 in the FY 2026 proposed CIP budget for this project, which will
16 be split between water and sewer. Mr. Parcels asked who performs the
17 assessment. Mr. Lynn replied that it will be done by an outside consultant.

18 Ms. Swanson asked for Mr. Lynn to remind her of what this is. Mr.
19 Lynn replied that it is for when an employee is working in an electrical
20 cabinet inside the pump station. He stated that the goal is to provide
21 protective measures for ACSA workers and depending on the electrical
22 hazard identified, there are varying levels of personal protective equipment
23 that must be worn. Mr. Parcels stated that he had a related anecdote from
24 his time working at Merck. He stated that a contract worker entered one of
25 the switch gear boxes without the proper PPE and he was significantly
26 burned.

27 Ms. Swanson asked if the ACSA had employees that are electricians.
28 Mr. Lynn replied that there is a vacancy for that position and the job is
29 currently being advertised. Mr. Morrison added that the electrician position
30 requires a Journeyman's license. Ms. Swanson asked if that is something
31 that the ACSA sponsors. Mr. Morrison replied that applicants are expected

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1 to already have their Journeyman's license upon hiring. Mr. Roberts asked
2 what the difference is between having a Journeyman's license and being a
3 master electrician. Mr. Morrison stated that he did not know but could look
4 into it.

5 Mr. Lynn moved to the next slide outlining the last new project for the
6 proposed FY 2026 CIP budget, which is an update to the ACSA's
7 Emergency Response Plan (ERP). He stated that in 2018, the America's
8 Water Infrastructure Act (AWIA) was passed and requires water utilities to
9 develop or update their ERPs. He mentioned that based on the size of the
10 population the ACSA serves, the deadline to complete the update is June
11 30, 2026. He stated that they will probably transition from the Risk and
12 Resiliency Assessment right into the ERP update with the consultant. He
13 noted that \$80,000 is included in the proposed budget for this project, which
14 will be split between water and sewer.

15 Mr. Lynn stated that he would now highlight some of the big projects
16 that are already under construction, or that they believe will be in the
17 upcoming fiscal year. He stated that the first of these is the Avon Operations
18 Center outlined on the next slide, which consumes a good portion of the
19 budget. He stated that this project aligns with one of the ACSA's Strategic
20 Plan pillars – business resilience. He noted that the ACSA is being booted
21 out of its storage space in Crozet with the upcoming GAC expansion at the
22 filter plant. He stated that the Avon site will offer additional storage facilities,
23 maintenance space, a secondary fueling facility, and a training area for
24 equipment operators. He added that construction is underway and \$7.1
25 million is anticipated for this project in FY 2026. He stated that the overall
26 budget is \$18,000,000.

27 Ms. Swanson asked about stormwater. Mr. Lynn replied that there is
28 a stormwater management facility on the property. He stated that it would
29 be on the lower side, where the snow is pictured on the slide.

30 Mr. Lynn moved to the next slide to discuss the Briarwood Water
31 Main Replacement project, which he mentioned is currently out for rebid.

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1 He stated that this project speaks to business resilience and customer
2 experience, two pillars of the ACSA's Strategic Plan. He mentioned that
3 ACSA customers have not had a great experience with their water service
4 in this area over the last couple of years. He noted that there have been
5 several water main breaks, inconveniences, and costly repairs so they are
6 pushing hard to get this project underway. He stated that construction
7 should take place in FY 2026. He noted that the budget for this project is
8 being increased from about \$2.7 million to \$4.1 million. He added that there
9 is \$2,370,000 in the FY 2026 budget for this project.

10 Ms. Swanson asked if the people that attend the meeting felt satisfied
11 with the ACSA's follow-up. Mr. Lynn replied that he felt it was a very
12 successful meeting. He mentioned that one of them came by the office not
13 too long ago, expressing their appreciation for the ACSA moving forward
14 with the project.

15 Mr. Lynn stated that the next project was the Ragged Mountain
16 Phase I Water Main Replacement project. He stated that the yellow line on
17 the map shows what will be replaced. He stated that the water main is cast
18 iron and over 90 years old. He mentioned that the ACSA is coordinating
19 with both RWSA and VDOT to complete this project. He stated that the
20 ACSA learned in the last month that VDOT will be moving forward with their
21 bridge replacement project and would like to advertise in June. He noted
22 that part of their project includes a casing pipe over the box culvert. He
23 stated that once that is in, the ACSA will be able to make the connection to
24 Buckingham Circle. He stated that most of the orange line on the map,
25 primarily the portion under the bypass, will be installed with RWSA's raw
26 water main project.

27 Mr. Parcels asked if the orange line going under 29 North is the
28 portion of the project that the ACSA will be collaborating with RWSA to
29 complete. Mr. Lynn replied yes. He stated that RWSA's 30" raw water main
30 runs parallel to the finished water main. Mr. Parcels asked if the VDOT
31 bridge project is closer to the PRV station. Mr. Lynn replied yes. He stated

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1 that this project will consist of three pieces. He mentioned that the first would
2 be the portion that the ACSA is working with RWSA on, the second would
3 be VDOT's portion, and the third will be the final tie-in done by the ACSA
4 once VDOT has their casing pipe in. He noted that the magenta line on the
5 map will not be replaced as it will be abandoned.

6 Mr. Parcels stated that the picture of the parking lot on the map is a
7 huge construction area, and a lot of the trees on the right side of Resource
8 Drive have been cut down. He stated that he assumes the connection is not
9 part of the construction taking place so there is no interference. Mr. Lynn
10 replied no, there is no interference. He stated that RWSA has been
11 intentional about coordinating with UVA for their pipeline because of the
12 parking garage structure that is being built along Fontaine Avenue. Mr.
13 Parcels asked how deep the main would be. Mr. Lynn replied probably
14 about 4-5 feet deep.

15 Ms. Swanson asked if the new energy plant on Fontaine would be
16 served by water. Mr. Lynn replied that it would be served by water. Ms.
17 Swanson asked if they would be customers of the City of Charlottesville or
18 Albemarle County. Mr. Lynn replied that they would be an ACSA customer.

19 Ms. Palmer asked if the new pump station that RWSA is building to
20 take water from the reservoir to Observatory Hill would be just off Fontaine.
21 Mr. Lynn replied that it is at Foxhaven Farm, right off Reservoir Road. Ms.
22 Palmer stated that when RWSA put the line in along the golf course, there
23 was some flooding into Bellaire, so she wanted to make sure it was not near
24 Bellaire. Mr. Lynn replied that it is right along the road, across from the
25 Regents School.

26 Mr. Parcels stated that in looking at the Ragged Mountain project in
27 the ACSA's CIP versus the new number, there is a \$140,000 difference. He
28 noted that with a number of the projects, there are different total budgeted
29 amounts compared to what was posted earlier in the CIP. Mr. Lynn asked
30 if Mr. Parcels was referring to the budget numbers in the monthly CIP
31 reports. Mr. Parcels replied yes. Mr. Lynn stated that the monthly report

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1 numbers are current adopted budget numbers for FY 2025. He stated that
2 they have not been updated to reflect the proposed FY 2026 budget
3 numbers because they have not yet been adopted. Mr. Parcels asked if the
4 totals in today's presentation were new budget numbers that have been
5 updated. Mr. Lynn replied that they have been updated due to things like
6 change of scope, updated budgetary numbers, or updated estimates. Mr.
7 Parcels asked if they would see the CIP projects listed with the new budget
8 numbers at the April meeting. Mr. Lynn replied that he would prefer to wait
9 until the budget has been adopted and then list the new budget numbers in
10 July. He noted that these numbers are new, but they have not been
11 adopted.

12 Mr. Lynn moved to the next slide outlining the Townwood Water Main
13 Replacement project. He stated that these customers have also been
14 experiencing service disruptions due to failed pipe services. He stated that
15 the ACSA staff is currently working on easement acquisitions, with most of
16 the easements being from the HOA. He mentioned that there is \$3 million
17 in the proposed FY 2026 budget for this project, with a total project budget
18 of \$3.2 million.

19 Mr. Lynn stated that the last project he wanted to highlight is the
20 Barracks West Water Main Replacement project. He stated that this
21 development dates to the 1960s, and they are looking to replace the original
22 cast iron and galvanized water mains. He mentioned that they are also
23 looking to increase the fire protection by adding fire hydrants. He noted that
24 there is almost \$100,000 included in the budget for FY 2026, with a total
25 project budget of \$3.5 million.

26 Ms. Swanson asked if these apartments were sold. Mr. Lynn replied
27 that they just recently switched owners, and the ACSA is working with the
28 current owner. He stated that there was a pause on the deal, but they are
29 now the owner, and they have had good conversations about pavement
30 restoration expectations. He mentioned that he feels they are in a good spot
31 and should be able to move forward with the project.

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1 Mr. Lynn stated that in terms of next steps, the ACSA would like
2 authorization from the Board to advertise for a public hearing to address the
3 proposed FY 2026 CIP budget. He stated that the public hearing would take
4 place at the April 17, 2025, Board meeting, which will include a presentation
5 on all CIP projects in the FY 2026 budget. He stated that there would then
6 be a workshop for the FY 2026 budget and rates at the May Board meeting,
7 followed by adoption of the budget, rates, and CIP at the June meeting.

8 Mr. Tolbert stated that he had a question on the textual material
9 provided ahead of the presentation. He asked if the new billing system that
10 will be part of the Customer Information System (CIS) Replacement will
11 affect how customers pay their bills. Mr. Lunsford replied that it could. Mr.
12 Tolbert stated he thinks the ACSA's current billing system is crappy and
13 should be fixed. Mr. Lunsford stated that the ACSA's current billing system
14 is only designed to bill. He noted that most billing systems today are
15 customer information systems that are designed to not only bill but also
16 track customer-specific information and share useful data with more people.
17 He noted that modern customer information systems are much friendlier for
18 customer payment and information gathering. Mr. Tolbert stated that the
19 current system knows his account number because that is how it recognizes
20 him, but every time he pays his bill, he has to enter his phone number and
21 email information, which it already knows as well. He stated that he has to
22 do this every month, and it is ridiculous.

23 Mr. Parcels asked what the status is for the developer participation
24 line item in the budget for FY 2025. Mr. Lynn replied that at this point, there
25 have been no oversizing projects identified. He noted that oversizing
26 agreements will always be brought before the Board as it is an agreement
27 with the developer. He added that the funds may not be used one year, and
28 another year the budget may exceed \$100,000.

29 ***Mr. Tolbert moved to authorize the advertisement for a public***
30 ***hearing to address the FY 2026 CIP at 9:00 a.m. on Thursday, April 17,***
31 ***2025; seconded by Ms. Palmer. The Chair asked for a roll-call vote: Mr.***

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1 ***Parcells, aye; Ms. Palmer, aye; Mr. Tolbert, aye; Mr. Armstrong, aye;***
2 ***Mr. Roberts, aye; Ms. Swanson, aye.***

3
4 8. ACSA Toilet Rebate Program

5 Ms. Roach shared a video presentation with the Board highlighting
6 the old toilet rebate program, why the ACSA is making changes, the new
7 program, and customer communication and education on the new program.

8 Ms. Swanson asked if people living in multi-family housing would
9 reach out to their property manager about the program since they are not
10 direct customers of the ACSA. Ms. Roach replied that typically, the property
11 owner or property management company would be applying for the rebate.
12 Ms. Swanson asked if the property managers offer residents the opportunity
13 to be engaged in the process or is it just a matter of them showing up to
14 replace the toilet. Ms. Roach replied that most just show up and replace the
15 toilets. She stated that there some properties that hand out dye tablets and
16 encourage them to check for leaky toilets, but it is usually just the property
17 manager making the decision to replace the toilets.

18 Ms. Palmer asked how many rebates an apartment complex is
19 allowed to receive. Ms. Roach replied that they are eligible for up to three
20 toilets per unit. She added, however, that their rebates are usually less than
21 \$100 per toilet because they purchase the toilets in bulk and receive a good
22 deal on the per item price.

23
24 9. ACSA Financial Plan and Scope of Work Discussion

25 Mr. Lunsford stated that this is an introductory presentation about
26 what the ACSA is doing and being mindful of in the long term. He stated
27 that he would start by giving the Board a quick refresher on the ACSA's
28 financial policies, followed by a review of the ACSA's current financial
29 reserves, current and past ACSA construction projects and what has been
30 spent on those, as well as the proposed long-term financial plan and
31 analysis.

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1 Mr. Lunsford moved to the next slide which summarized the
2 objectives of the ACSA's financial policy. He stated that overall, the goal is
3 to ensure the ACSA is capable to meet immediate and long-term objectives.
4 He mentioned that the ACSA emphasizes the importance of ensuring
5 accountability to its customers. He stated that the policies have been
6 designed to safeguard fiscal stability and sustainability. He noted that the
7 financial policy was most recently updated in March 2022 to account for
8 recommendations from the ACSA's investment advisor to allow investment
9 in supernational investment vehicles, certificates of deposit, and bank
10 notes.

11 Mr. Lunsford stated that the next slide outlined key sections of the
12 financial policy. He stated that within the operating budget policies, all
13 current expenditures should be paid for with operating revenues, which are
14 water and sewer bills. He stated that another key component of the
15 operating budget policy is maintaining operating reserves for periods of
16 revenue shortfall. He added that budgets are developed based on historic
17 performance as well as current trends.

18 Mr. Lunsford stated that in terms of capital budget policies, the ACSA
19 prepares and updates a 10-year CIP plan annually. He stated that the first
20 year of that plan is adopted by the Board. He mentioned that a key
21 component here is that assets are to be maintained at a level adequate to
22 protect the investment, meet regulatory requirements, and minimize future
23 maintenance and replacement costs.

24 Mr. Lunsford stated that the next section is debt policies. He stated
25 that within the financial policy it notes that the ACSA will utilize a balanced
26 approach to capital funding by utilizing pay as you go, reserves, and issuing
27 debt to help finance projects. He noted that when assessing capital project
28 funding approaches and the issuance of debt, the ACSA is to conduct a
29 formal analysis of that issuance.

30 Mr. Lunsford stated that regarding reserve policies, the 3R reserves
31 provide funds for potential lags between operating revenues and

Albemarle County Service Authority Board of Directors

1 expenditures and provide funds to pay for unexpected major repairs and
2 planned replacement of aging infrastructure. He stated that capacity and
3 system development reserves are accumulated to fund capacity and
4 growth-related system development costs and charges. He stated that
5 these costs would be those associated with ACSA growth-related projects
6 or RWSA growth-related debt service that is passed along to the ACSA.

7 Mr. Lunsford stated that within the revenue policies, water and sewer
8 charges should be kept as low as possible over time without sacrificing
9 continual maintenance. He stated that the ACSA has long had the mantra
10 of "growth pays for growth," thus costs related to the expansion of the
11 system capacity should be funded by new and future customers. He added
12 that rate studies should be conducted regularly or at a minimum, every five
13 years.

14 Mr. Lunsford stated that in terms of expenditure policies, operating
15 expenditures should be funded with ongoing operating revenues and
16 investments in technology and other efficiency tools should be made to
17 maximize productivity.

18 Mr. Lunsford moved to the next slide to review the ACSA's financial
19 reserves. He stated that as of February 28, 2025, the growth-related ACSA
20 reserves were \$17.5 million and the growth-related RWSA reserves were
21 about \$19 million. He stated that the ACSA's non-growth and operating
22 reserves totaled a little more than \$14 million.

23 Mr. Lunsford moved to the next slide and stated that it reflects
24 adopted FY 2025 and prior years' CIP projects in total, either currently or
25 soon to be in progress. He stated that the total amount is \$24.8 million. He
26 noted that of that \$24.8 million that has been approved, the ACSA has spent
27 about \$5 million which leaves almost \$20 million to spend. Mr. Parcels
28 added that those funds are encumbered. Mr. Lunsford stated that the next
29 slide illustrates this to a degree.

30 Mr. Lunsford stated that the left bar graph represents growth-related
31 reserves, and the right side shows non-growth-related reserves. He noted

Albemarle County Service Authority Board of Directors

1 that the blue bar represents current reserve balances. Mr. Parcels stated
2 that while the graph is nice, having the numbers above the bars as label
3 points would be helpful. Mr. Lunsford stated that the unspent growth-related
4 projects equal \$12.4 million, which is represented by the green bar on the
5 graph to the left. He noted that the green bar on the right represents \$7.5
6 million, leaving \$5.2 million in growth-related ACSA reserves and \$6.5
7 million in non-growth-related ACSA reserves.

8 Mr. Lunsford stated that in terms of next steps, Tanya Johnson,
9 Director of Finance, and her team have started working with Davenport &
10 Co. to assist with an analyzation of the ACSA's overall financial health and
11 sustainability. He noted that Davenport is helping to conduct an in-depth
12 financial review to ensure the ACSA has the funding it needs to pay for
13 future projects that have been identified as well as those that have not. He
14 noted that the ACSA will be evaluating whether a debt issuance makes
15 sense, as there is a large ACSA capital project that would be reasonably
16 funded through debt financing. He stated that, historically, the ACSA has
17 not issued a lot of debt. He mentioned that the last debt the ACSA issued
18 was in 2010 for the North Fork Regional Pump Station, which was
19 refinanced in the early 2020s.

20 Mr. Parcels asked what the term is on the long-term debt that was
21 refinanced. Mr. Lunsford replied that it will be finished in 2030. Mr. Parcels
22 stated that in other words, it was 20 years initially and the ACSA refinanced
23 the balance. He asked if the ACSA considers issuing a new debt, would
24 they do the same thing. Mr. Lunsford replied they would consider bond
25 funding if it was favorable. He stated that he is not sure the interest rates
26 will be favorable. Ms. Palmer asked if the ACSA would ever consider a 30-
27 year loan. Mr. Lunsford replied that he thinks they can because the current
28 debt policy states that the term of the loan cannot extend the useful life of
29 the asset.

30 Ms. Swanson stated that when the debt issuance was done for the
31 North Fork Regional Pump Station, the ACSA used a special rate district as

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1 a strategy to carry out the growth pays for growth policy. She stated that if
2 the ACSA is looking into debt issuance for other projects, it will be everyone
3 paying for it as opposed to the growth pays for growth strategy. She asked
4 if there was any way to look at how the two different ideas play out. She
5 stated that it seems as if the North Fork Regional Pump Station did not
6 completely play out as it had been envisioned. Mr. Lunsford replied that it
7 had not played out yet. He stated that ultimately, customers that helped
8 finance the pump station will be reimbursed by new connections in those
9 special rate districts. He stated that first, the ACSA needs to evaluate
10 whether it makes sense to issue debt with what they know is happening
11 right now and what is expected to happen in the future. He noted that the
12 next thing to evaluate is what the ACSA would choose to finance through
13 those proceeds and if it is something that could support a special rate
14 district, that might be something the Board could consider. He added that if
15 it is something more general or non-growth related, then the ACSA can
16 spread the cost of those projects over time and lessen the need to increase
17 rates in a steep manner from year to year.

18 Ms. Palmer stated that, as she remembers, the original plan for North
19 Pointe included a commercial component but that has changed. She stated
20 there were also supposed to be around 900 single-family units and asked if
21 that was still the case. Mr. Lynn replied that if the area was changed from
22 commercial to residential, that would be favorable for the ACSA because
23 the ERCs for residential would mean more connection charges. Ms. Palmer
24 stated that she thought it had already been changed, but she figures the
25 ACSA would know if they had. Mr. Lynn replied that they have not seen any
26 recent plans for that area.

27 Mr. Parcels stated that he heard something about affordable
28 housing being built at North Fork near the research area and asked if that
29 is in the long-term plan. Mr. Lynn replied that there was not a housing
30 component in the original plan. Mr. Parcels asked if Mr. Lynn is aware of

Albemarle County Service Authority Board of Directors

1 the new plan. Mr. Lynn replied yes and stated that it would be favorable as
2 well because it would contribute more financially to the special rate district.

3 Mr. Parcels asked about the timing for the ACSA's long-term
4 financial analysis. Mr. Lunsford replied that it is ongoing but will not impact
5 what will be proposed for the FY 2026 budget. He mentioned that the ACSA
6 is seeing considerable increases from RWSA, more so on the capital side.
7 He noted that the community water supply plan that was developed in the
8 early 2000s has finally come to fruition, but the costs have increased
9 substantially. He added that the ACSA expects to see significant increases
10 from RWSA over the next five years. Mr. Parcels asked if the ACSA could
11 expect to add 20% to the increases they have already envisioned in the five-
12 year plan. Mr. Lunsford replied that it depends on how the 20% is added.
13 He stated that if he means adding 10% to the 12%, that would probably be
14 a low estimate. Mr. Parcels stated that he meant adding 20% to what is
15 currently projected, or 1.2x the current projected increases.

16 Mr. Lunsford stated that the ACSA wants to be intentional on how
17 reserve funds are used to mitigate any short-term impact on customers. He
18 stated that they hope to have a report in the next month and a half, which
19 Ms. Johnson will present.

20
21 10. Items Not on the Agenda

22 There were no items not on the agenda to discuss.

23
24 11. Executive Session

25 The Chair read a Resolution to enter Executive Session
26 pursuant to Virginia Code §2.2-3711 A (1) to discuss a personnel matter
27 (Attached as Page _____).

28 ***Ms. Palmer moved to approve the Resolution as presented***
29 ***to the Board; seconded by Mr. Parcels. The Chair asked for a roll-call***
30 ***vote: Mr. Parcels, aye; Ms. Palmer, aye; Mr. Armstrong, aye; Mr.***
31 ***Roberts, aye; Ms. Swanson, aye.***

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: Monthly Financial Reports</p> <p>STAFF CONTACT/PREPARER: Tanya Johnson, Director of Finance</p>	<p>AGENDA DATE: April 17, 2026</p> <p>ACTION: Informational</p> <p>ATTACHMENTS: Yes</p>
--	--

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

DISCUSSION:

- Water consumption for the month of February increased 3.3% compared to January. Water consumption for the month of February 2025 compared to February 2024 increased 3.32%.
- RWSA's invoice of \$2,638,650 for the month of February was paid on March 10, 2025.
- Unearned water and sewer connection charges totaled \$1,883,894 at month end.
- System connection charges are slightly behind budgeted expectations with \$1,009,130 recognized in March.
- Water and Wastewater revenues for FY 2025 are above budgeted expectations by 2.5%. Please see the water/wastewater trend analysis included illustrating that when adjustment for expected variations in seasonal consumption are considered, revenues are 2.3% higher than budgeted expectations.
- Investment update: LGIP's effective monthly yield stands at 4.5%, while PFM's yield to maturity at market is 4.2%, reflecting current market conditions and portfolio performance.
- The new telephony system is in progress with training and testing going on currently and there is a scheduled go live date scheduled for April 24th.

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
March 31, 2025

ASSETS

Cash and cash equivalents	\$	7,728,408
Accounts receivable		5,648,542
Investments		51,243,547
Capital assets: (net of accumulated depreciation)		189,892,046
Inventory		718,564
Prepays		81,904
Cash and cash equivalents, restricted		605,217
		<hr/>
Total assets		255,918,228
		<hr/>

DEFERRED OUTFLOWS OF RESOURCES

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

LIABILITIES

Accounts payable		3,396,968
Accrued liabilities		450,745
Compensated absences		836,470
Net pension liability		3,030,688
Other post-employment benefits		1,088,723
Unearned connection fees		1,883,894
Long-term debt		3,662,648
		<hr/>
Total liabilities		14,350,137
		<hr/>

DEFERRED INFLOWS OF RESOURCES

Combined deferred inflows of resources		799,130
		<hr/>

NET POSITION

		<hr/>
		241,925,004
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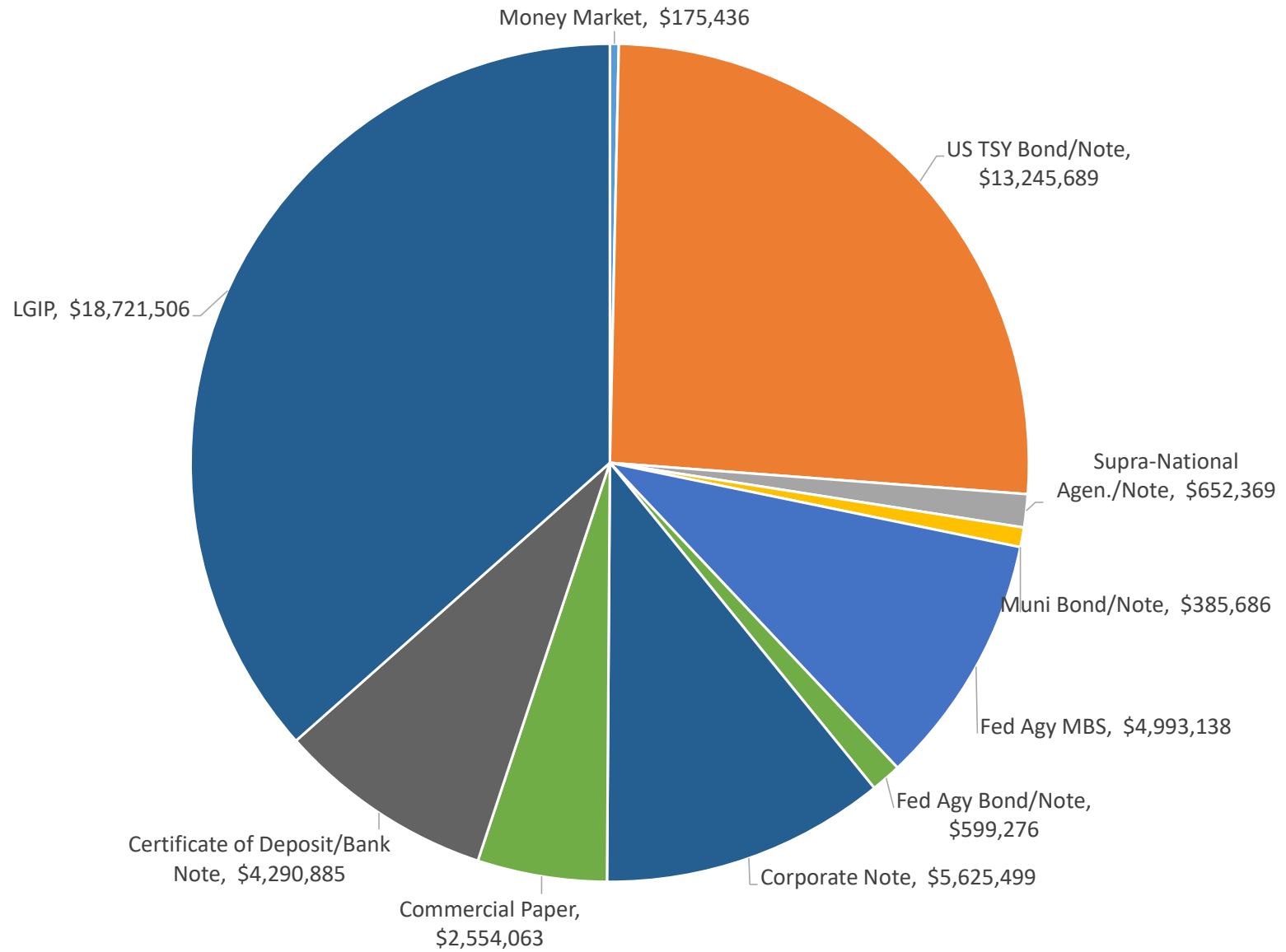
ALBEMARLE COUNTY SERVICE AUTHORITY
For the One Month Ending March 31
,2025

	Budget FY 2025	Budget Year-to-Date 2025	March Actual Year-to-Date	Actual vs. Budget	Variance Percentage
Revenues					
Water Sales	22,650,000	16,987,500	17,391,691	404,191	2.38%
Sewer Service	17,850,000	13,387,500	13,740,463	352,963	2.64%
Total operating revenues	40,500,000	30,375,000	31,132,154	757,154	2.49% A
Operating Expenses					
Purchase of bulk water	(18,148,000)	(13,611,000)	(14,250,090)	(639,090)	4.70% B
Purchase of sewer treatment	(13,782,000)	(10,336,500)	(9,308,480)	1,028,020	(9.95%) B
Administration	(1,585,600)	(1,189,200)	(946,402)	242,798	(20.42%) C
Finance	(3,283,100)	(2,462,325)	(2,059,737)	402,588	(16.35%) C
Information Technology	(2,143,000)	(1,607,250)	(1,416,731)	190,520	(11.85%) C
Engineering	(2,631,400)	(1,973,550)	(1,855,469)	118,081	(5.98%) C
Maintenance	(5,092,000)	(3,819,000)	(3,256,739)	562,261	(14.72%) C
Total operating expenses	(46,665,100)	(34,998,825)	(33,093,647)	1,905,178	(5.44%)
Operating gain(loss)	(6,165,100)	(4,623,825)	(1,961,493)	2,662,332	(57.58%)
Nonoperating Revenues					
System connection charges	8,000,000	6,000,000	5,671,430	(328,570)	(5.48%) D
Investment/Interest	2,000,000	1,500,000	2,234,142	734,142	48.94% E
Rental income	16,000	12,000	15,427	3,427	28.55%
Miscellaneous revenues	761,000	570,750	490,780	(79,970)	(14.01%) F
Total nonoperating revenues (expenses)	10,777,000	8,082,750	8,411,778	329,028	4.07%
Nonoperating Expenses					
Miscellaneous expenses	(890,300)	(667,725)	(529)	667,196	(99.92%) G
Bond interest charges	(183,859)	(137,894)	(86,869)	51,026	(37.00%) H
Depreciation	-	-	(3,462,473)	(3,462,473)	0.00% I
Total nonoperating revenues (expenses)	(1,074,159)	(805,619)	(3,549,870)	(2,744,251)	340.64%
Capital contributions	-	-	1,213,771	1,213,771	
Change in Net Position	3,537,741	2,653,306	4,114,185	1,460,879	55.06%

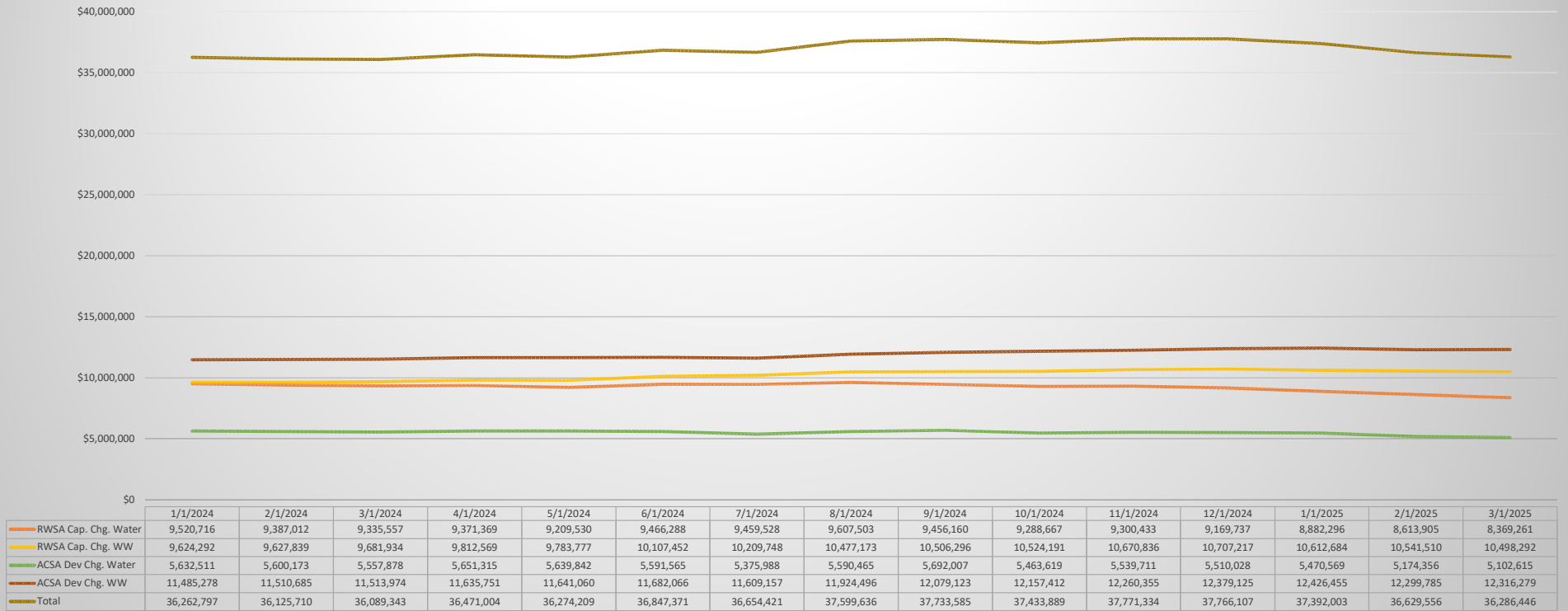
**Albemarle County Service Authority
Actual-to-Budget Year to Date Commentary**

- A.** Water and sewer revenues were more than budgeted amounts by 2.5%. Consumption through March (gallons) appears reasonable considering the ACSA's normal seasonal consumption pattern. Further information related to seasonal revenue expectations can be found later in the Board packet.
- B.** Expenses related to purchases of bulk water and sewer treatment from the RWSA are less than budgeted amounts by 1.6%. 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 lower than the budgeted amount. Connection charges are often difficult to project and can fluctuate from year to year. These charges are dependent upon new customers connecting to the system.
- E.** Investment income, which includes both interest income and adjustments to fair market value are recorded in these accounts. Investment earnings are ahead of budgeted expectations through the current month.
- F.** Miscellaneous revenues consist of multiple lines and include inspection fees, plan review, reconnections/initial bill fees, invoiced water usage, and gains associated with sales of capital assets retired from service.
- G.** The budgeted amount includes expected outlays for capital equipment and losses on disposal of capital assets. Equipment is capitalized when placed in service.
- H.** Bond interest charges are recorded as incurred.
- I.** Depreciation is not a budgeted line-item accounting for the variance. Depreciation expense is considered during the annual budgeting process as this expense is utilized to calculate the required contribution to the 3r reserve.

Allocation of Investments by Type



Capacity/System Development Reserves



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

**Albemarle County Service Authority
Connection Fee Analysis
February 2025**

Area	February 2025 Monthly Connection Fees	February 2024 Monthly Connection Fees	\$ Change	% Change
Crozet	\$ -	\$ 303,030	\$ (303,030)	-100%
Urban	181,230	445,860	(264,630)	-59%
Scottsville	-	-	-	
Total Connection fees	\$ 181,230	\$ 748,890	\$ (567,660)	-76%
Through February				
Area	YTD FY 2025 Connection Fees	YTD FY 2024 Connection Fees	\$ Change	% Change
Crozet	\$ 1,140,140	\$ 2,096,545	\$ (956,405)	-46%
Urban	3,522,160	3,544,575	(22,415)	-1%
Scottsville	-	300	(300)	-
Total Connection fees	\$ 4,662,300	\$ 5,641,420	\$ (979,120)	-17%
Through February				
Area	February 2025 ERC's	February 2024 ERC's	Change	% Change
Crozet	-	21	(21)	-100%
Urban	13	31	(18)	-58%
Scottsville	-	-	-	-
Total ERC's	13	52	(39)	-75%
Through February				
Area	YTD FY 2025 ERC's	YTD FY 2024 ERC's	Change	% Change
Crozet	79	145	(66)	-46%
Urban	242	245	(3)	-1%
Scottsville	-	-	-	-
Total ERC's - YTD	321	390	(69)	-18%

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
February 2025**

Area	February 2025 ERC's	February 2024 ERC's	February 2023 ERC's
Crozet	-	21	2
Urban	13	31	70
Scottsville	-	-	-
Total ERC's	13	52	72

Through February			
Area	YTD 2025 ERC's	YTD 2024 ERC's	YTD 2023 ERC's
Crozet	79	145	76
Urban	242	245	409
Scottsville	-	-	-
Total ERC's - YTD	321	390	485

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
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	157,629,026	154,337,781	2.13%	1.41	3.67
December	142,576,100	145,323,150	-1.89%	3.15	4.80
January	135,634,117	137,727,440	-1.52%	6.58	6.58
February	140,077,622	135,574,438	3.32%	4.60	2.31
March		137,885,342	-100.00%	0.89	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
	1,245,512,935	1,830,409,200		37.95	44.37
YTD	1,245,512,935	1,240,026,722	0.44%	37.95	28.88

Note: Consumption through February 2024 is .44% more than the same period in fiscal year 2023. Monthly precipitation figures have been included for comparison purposes. Trends in rainfall can sometimes correlate with trends in consumption however, depending on the intensity, days between rain events, or other factors, this may not always be the case.

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

**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	2,510,685	2,249,566	261,119	11.61%
January	2,576,967	2,356,246	220,721	9.37%
February	2,638,650	2,269,378	369,272	16.27%
March	2,569,796	2,342,273	227,523	9.71%
April		2,265,591		
May		2,313,334		
June		2,283,431		
	\$ 23,559,583	\$ 27,553,744		
YTD	\$ 23,559,583	\$ 20,691,388	\$ 2,868,195	13.86%

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



Water and Sewer Report

(Volumes in Gallons)

February 2025

Metered by Area:

	Water	Sewer
Crozet	17,023,784	16,252,215
Scottsville	923,799	800,279
Urban	122,094,146	109,860,235
Red Hill	35,893	0
Total	140,077,622	126,912,729

Wastewater Flows by Sewer Plant:

Total Urban and Crozet	126,112,450
less Glenmore WRRF	-3,258,025
Moores Creek AWRRF	122,854,425
Scottsville WRRF	800,279
Total	123,654,704

Number of Installed Meters:

Urban	20
Crozet	2
Scottsville	0
Total	22

Hydrant Meter Consumption (billed by invoice):

Urban	189,800
Crozet	0
Scottsville	0
Total	189,800

Estimated Water Loss:

Windsor Rd/Covey Hill Rd-2/4/25	Urban	1,000
3508 Thicket Run PI-2/13/25	Urban	2,500
(North Pointe)		
Total		3,500

Billed Consumption for Selected Customers

	Water	Sewer		Water	Sewer
Virginia Land Holding	398,350	398,350	Boar's Head Inn	597,987	597,873
Southwood Mobile Homes	2,100,770	1,840,000	Farmington Inc.	593,397	329,864
Turtle Creek Apts.	1,639,839	1,633,864	Westgate Apts.	1,171,856	1,171,856
Barracks West Apartments	1,785,849	1,785,849	PR Charger C'ville Holdings	2,278,064	2,278,064
Monroe Health & Rehab.	937,353	937,353	Four Seasons Apts	2,081,699	2,081,699
Sunrise Senior "Colonnades"	822,948	617,794	Ch'ville/Alb Airport	102,367	103,578
ACRJ	832,330	832,330	State Farm	39,020	39,020
Westminster Canterbury	1,172,910	1,172,910	Hyatt @ Stonefield	466,616	466,616
SEMF Charleston	1,483,864	1,483,864	Doubletree	466,688	466,688
Martha Jefferson Hospital	1,686,686	1,537,417	Arden Place Apts	477,263	477,263
Crozet Mobile Home Village	366,824	366,824	Hilton Garden Inn	184,300	184,300
The Home Depot	235,501	235,501	The Blake @ Charlottesville	155,402	155,402
County of Albemarle	1,099,445	980,763	The Lodge @ Old Trail	263,310	263,310
University of Virginia	1,308,657	1,303,687	Gov't-Defense Complex	478,376	478,376
Wegmans	373,612	373,612	Harris Teeter Stores	130,529	130,529



February 2025

WATER

Class Type	Number of Connections by Area			Total
	<u>Urban</u>	<u>Crozet</u>	<u>Scottsville</u>	
Single-Family Residential	16,473	4,079	195	20,747
Multi-Family Residential	585	56	3	644
Commercial (Offices)	201	12	5	218
Commercial (Other)	939	77	54	1,070
Industrial	39	12	4	55
Institutional	174	32	12	218
Total Water Connections	18,411	4,268	273	22,952
Plus Multiple Units	14,127	854	89	15,070
Total Water Units	32,538	5,122	362	38,022

SEWER

Class Type	Number of Connections by Area			Total
	<u>Urban</u>	<u>Crozet</u>	<u>Scottsville</u>	
Single-Family Residential	14,163	3,806	157	18,126
Multi-Family Residential	554	54	4	612
Commercial (Offices)	186	12	5	203
Commercial (Other)	730	52	44	826
Industrial	16	5	1	22
Institutional	136	25	10	171
Total Sewer Connections	15,785	3,954	221	19,960
Plus Multiple Units	13,702	850	56	14,608
Total Sewer Units	29,487	4,804	277	34,568

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	76,500	12,333	710	89,543
Total Sewer Customers	69,663	11,640	533	81,835

**Albemarle County Service Authority
Major Customer Analysis
February 2025 and January 2025**

	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
	February 2025		January 2025		Increase(Decrease)	Increase(Decrease)
County of Albemarle	1,099,445	980,763	720,723	622,987	52.55%	57.43%
Four Seasons Apts.	2,081,699	2,081,699	1,696,737	1,696,737	22.69%	22.69%
Westmisnster Canterbury	1,172,910	1,172,910	1,026,250	1,026,250	14.29%	14.29%
Barracks West Apartments	1,785,849	1,785,849	1,598,588	1,598,588	11.71%	11.71%
Southwood Mobile Homes	2,100,770	1,840,000	1,892,090	1,870,000	11.03%	-1.60%
SEMF Charleston	1,483,864	1,483,864	1,343,145	1,343,145	10.48%	10.48%
PR Charger C'ville Holdings	2,278,064	2,278,064	2,073,494	2,073,494	9.87%	9.87%
ACRJ	832,330	832,330	822,160	805,160	1.24%	3.37%
Martha Jefferson Hospital	1,686,686	1,537,417	1,667,072	1,410,833	1.18%	8.97%
Westgate Apts.	1,171,856	1,171,856	1,249,602	1,249,602	-6.22%	-6.22%
University of Virginia	1,308,657	1,303,687	1,551,449	1,545,375	-15.65%	-15.64%
Turtle Creek Apts.	1,639,839	1,633,864	1,970,438	1,965,712	-16.78%	-16.88%
State Farm	39,020	39,020	46,950	46,523	-16.89%	-16.13%

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
February 2025 and February 2024**

	Water* February 2025	Sewer*	Water* February 2024	Sewer*	Water Consumption Increase(Decrease)	Sewer Usage Increase(Decrease)
Four Seasons Apts.	2,081,699	2,081,699	1,530,343	1,530,343	36.03%	36.03%
Southwood Mobile Homes	2,100,770	1,840,000	1,654,520	2,110,000	26.97%	-12.80%
PR Charger C'ville Holdings	2,278,064	2,278,064	1,999,294	1,999,294	13.94%	13.94%
Turtle Creek Apts.	1,639,839	1,633,864	1,452,281	1,445,381	12.91%	13.04%
ACRJ	832,330	832,330	765,260	743,260	8.76%	11.98%
Martha Jefferson Hospital	1,686,686	1,537,417	1,619,761	1,531,761	4.13%	0.37%
Westminster Canterbury	1,172,910	1,172,910	1,129,250	1,129,250	3.87%	3.87%
Barracks West Apartments	1,785,849	1,785,849	1,761,148	1,761,148	1.40%	1.40%
Westgate Apts.	1,171,856	1,171,856	1,193,964	1,193,964	-1.85%	-1.85%
County of Albemarle	1,099,445	980,763	1,179,223	1,097,035	-6.77%	-10.60%
University of Virginia	1,308,657	1,303,687	1,414,959	1,412,001	-7.51%	-7.67%
SEMF Charleston	1,483,864	1,483,864	1,654,960	1,654,960	-10.34%	-10.34%
State Farm	39,020	39,020	1,129,220	1,128,194	-96.54%	-96.54%

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/Prior Year -- February

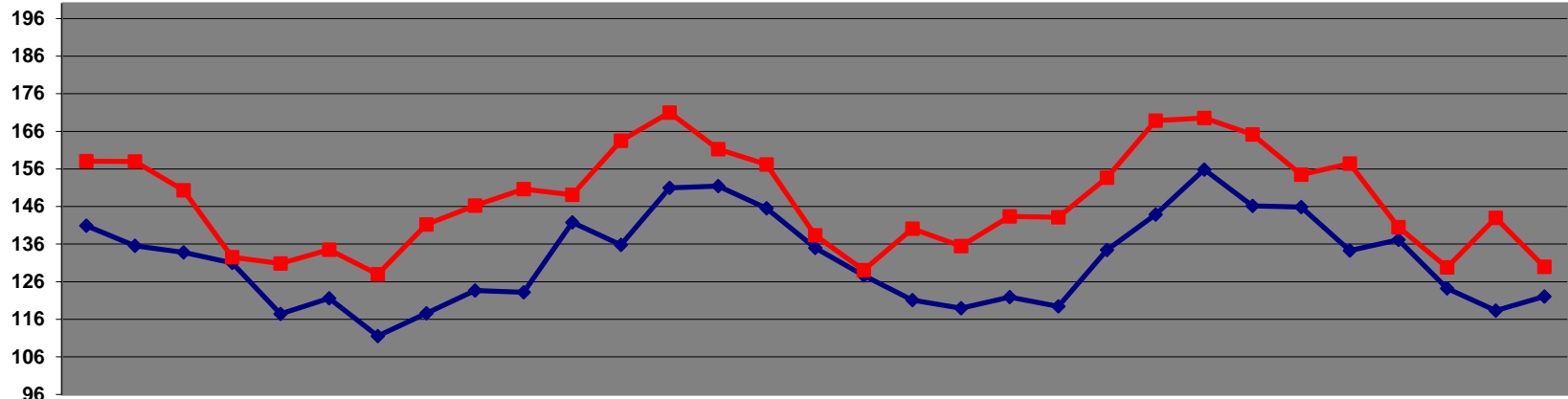
	Water*	Sewer*	Water*	Sewer*	Water Consumption	Sewer Usage
	YTD FY 2025		YTD FY 2024		Increase(Decrease)	Increase(Decrease)
Turtle Creek Apts.	12,845,547	12,806,710	11,109,328	11,069,702	15.63%	15.69%
University of Virginia	17,779,853	17,725,499	15,715,745	15,686,354	13.13%	13.00%
County of Albemarle	14,513,240	8,347,264	13,237,407	8,824,607	9.64%	-5.41%
Martha Jefferson Hospital	18,221,393	11,202,504	17,048,204	10,586,759	6.88%	5.82%
Four Seasons Apts.	13,193,195	13,193,195	12,511,575	12,511,575	5.45%	5.45%
Southwood Mobile Homes	14,435,590	15,500,000	14,167,810	17,070,000	1.89%	-9.20%
PR Charger C'ville Holdings	16,844,939	16,844,939	16,549,361	16,549,361	1.79%	1.79%
Westgate Apts.	9,585,338	9,577,738	9,514,570	9,508,270	0.74%	0.73%
ACRJ	7,864,760	6,930,760	7,864,140	6,926,140	0.01%	0.07%
Westmisnster Canterbury	12,049,830	11,429,830	12,239,940	11,660,940	-1.55%	-1.98%
SEMF Charleston	11,472,202	11,472,202	12,677,287	12,677,287	-9.51%	-9.51%
Barracks West Apartments	12,392,891	12,292,891	14,115,271	14,115,271	-12.20%	-12.91%
State Farm	3,228,950	2,348,700	14,207,720	13,485,612	-77.27%	-82.58%

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**

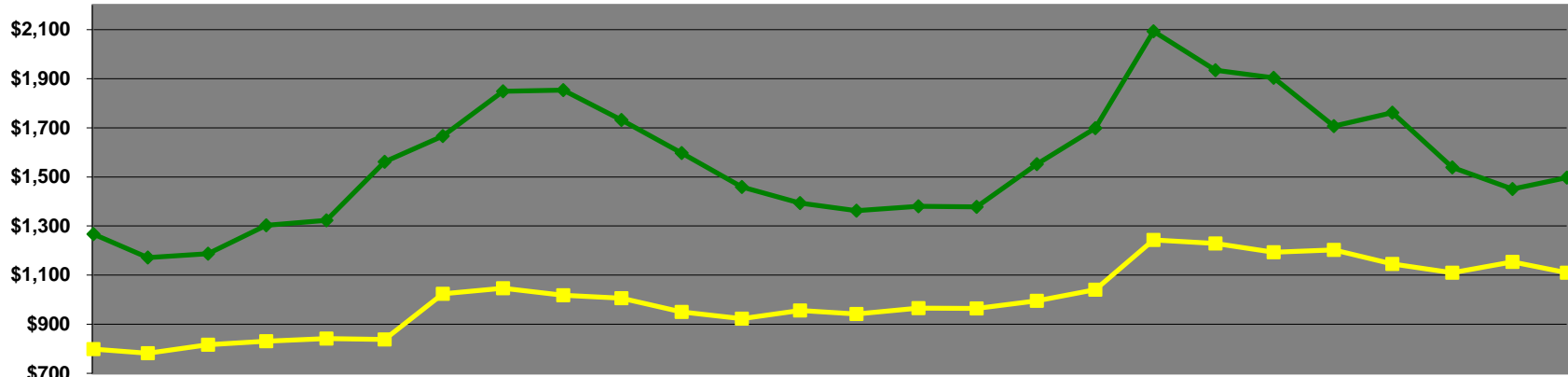
Flows & Usage (in Millions of Gallons)



	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	Nov-24	Dec-24	Jan-25	Feb-25
ACSA Usage	141	136	134	131	117	122	112	118	124	123	142	136	151	151	146	135	128	121	119	122	119	134	144	156	146	146	134	137	124	118	122
RWSA Flows	158	158	150	133	131	134	128	141	146	151	149	164	171	161	157	138	129	140	135	143	143	154	169	170	165	154	157	140	130	143	130
Variance	12%	16%	12%	1%	11%	11%	15%	20%	18%	22%	5%	20%	13%	6%	8%	2%	1%	16%	14%	18%	20%	14%	17%	9%	13%	6%	17%	2%	4%	21%	6%

Charges and Revenues (in Thousands of Dollars)

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

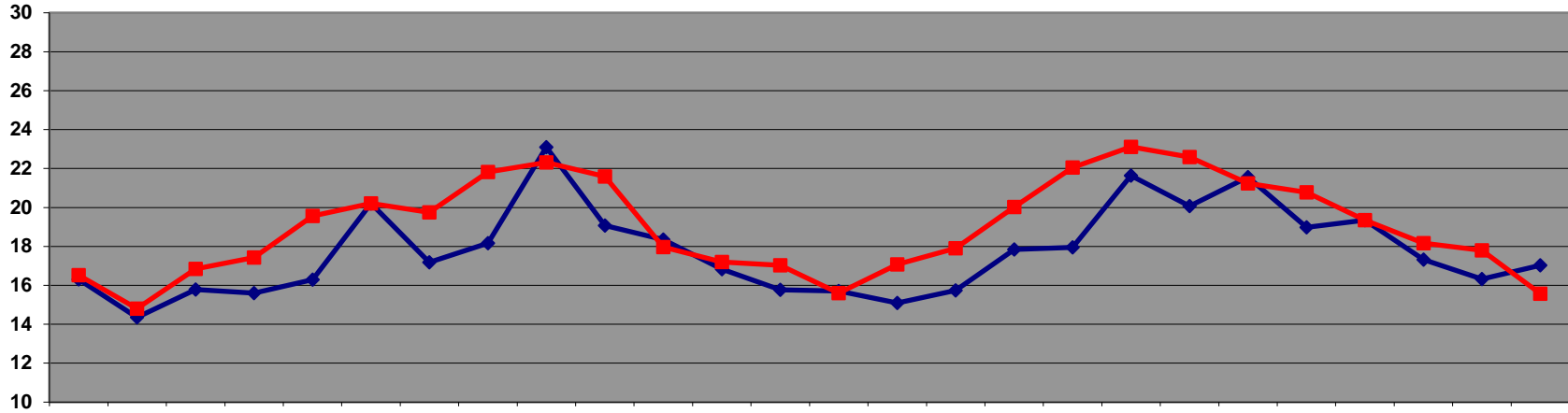


	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25
ACSA Revenue	\$1,267	\$1,171	\$1,187	\$1,302	\$1,324	\$1,561	\$1,667	\$1,849	\$1,854	\$1,732	\$1,598	\$1,459	\$1,394	\$1,363	\$1,381	\$1,378	\$1,552	\$1,699	\$2,093	\$1,934	\$1,904	\$1,708	\$1,761	\$1,539	\$1,451	\$1,497
RWSA Charges	\$799	\$782	\$817	\$830	\$842	\$838	\$1,025	\$1,047	\$1,018	\$1,006	\$950	\$923	\$956	\$942	\$965	\$964	\$995	\$1,040	\$1,243	\$1,229	\$1,193	\$1,203	\$1,146	\$1,110	\$1,154	\$1,110
Difference	\$468	\$390	\$370	\$472	\$482	\$723	\$642	\$803	\$836	\$726	\$648	\$536	\$438	\$421	\$416	\$413	\$556	\$658	\$850	\$705	\$711	\$505	\$616	\$429	\$297	\$387
Fiscal YTD Difference	\$4.12	\$4.51	\$4.88	\$5.35	\$5.83	\$6.56	\$0.64	\$1.44	\$2.28	\$3.01	\$3.65	\$4.19	\$4.63	\$5.05	\$5.47	\$5.88	\$6.44	\$7.09	\$0.85	\$1.56	\$2.27	\$2.77	\$3.39	\$3.82	\$4.11	\$4.50

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

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

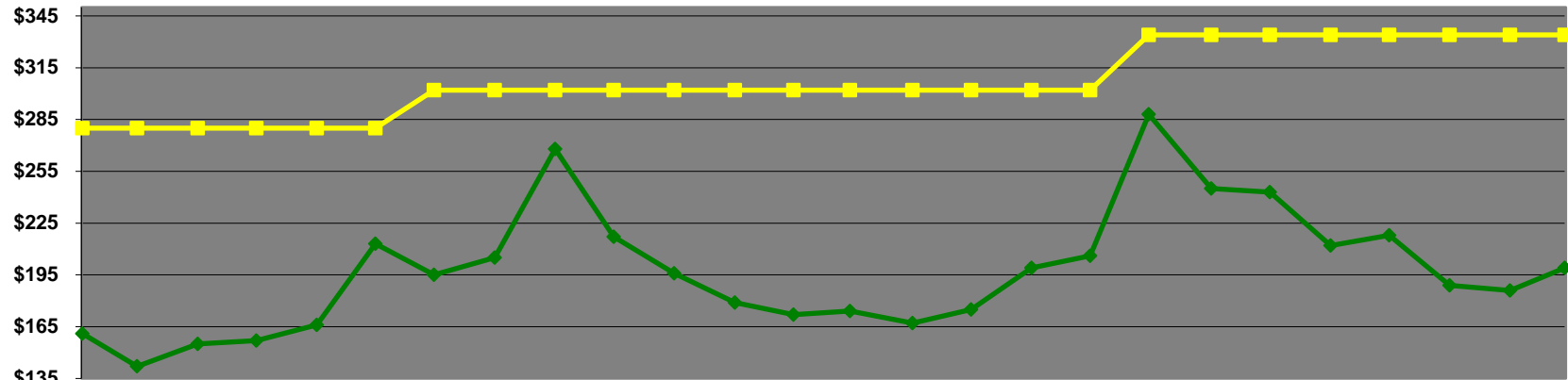
Flows & Usage (in Millions of Gallons)



	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	Nov-24	Dec-24	Jan-25	Feb-25	
ACSA Usage	16	14	16	16	16	20	17	18	23	19	18	17	16	16	15	16	18	20	18	22	20	22	19	19	17	16	17
RWSA Flows	17	15	17	17	20	20	20	22	22	22	18	17	17	16	17	18	20	22	23	23	21	21	19	18	18	16	
Variance	1%	3%	7%	12%	20%	0%	15%	20%	-3%	13%	-2%	2%	8%	-1%	13%	14%	12%	23%	7%	13%	-1%	9%	0%	5%	9%	-9%	

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

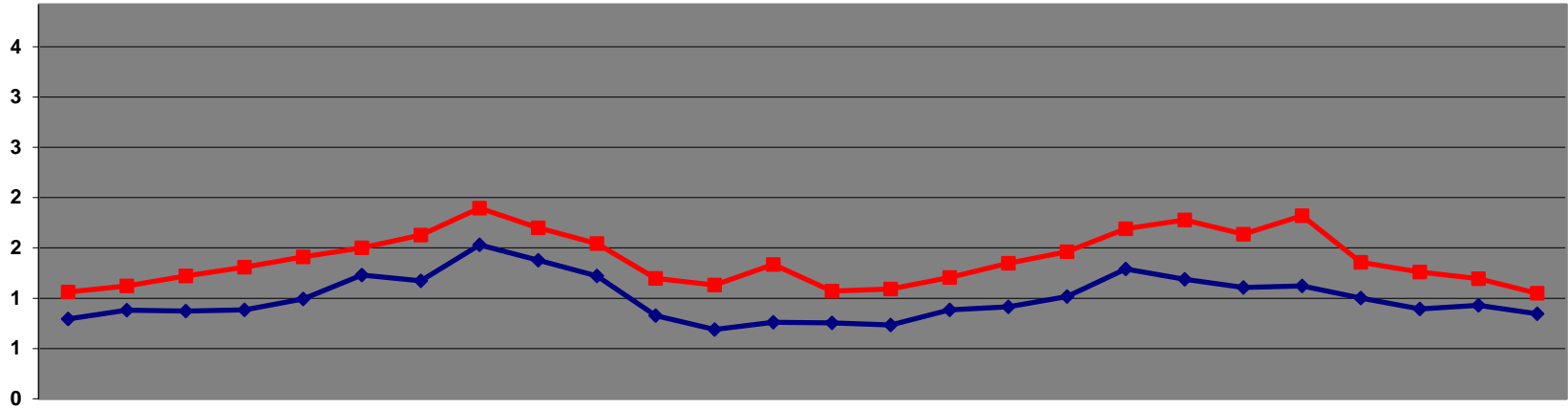
Charges and Revenues (in Thousands of Dollars)



	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	Nov-24	Dec-24	Jan-25	Feb-25
ACSA Revenue	\$161	\$142	\$155	\$157	\$166	\$213	\$195	\$205	\$268	\$217	\$196	\$179	\$172	\$174	\$167	\$175	\$199	\$206	\$288	\$245	\$243	\$212	\$218	\$189	\$186	\$199
RWSA Charges	\$280	\$280	\$280	\$280	\$280	\$280	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$302	\$334	\$334	\$334	\$334	\$334	\$334	\$334	\$334
Difference	(\$119)	(\$138)	(\$125)	(\$123)	(\$114)	(\$67)	(\$107)	(\$97)	(\$34)	(\$85)	(\$106)	(\$123)	(\$130)	(\$128)	(\$135)	(\$127)	(\$103)	(\$96)	(\$46)	(\$89)	(\$91)	(\$122)	(\$116)	(\$145)	(\$148)	(\$135)
Fiscal YTD Difference	(\$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)	(\$0.46)	(\$0.61)	(\$0.76)	(\$0.89)

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

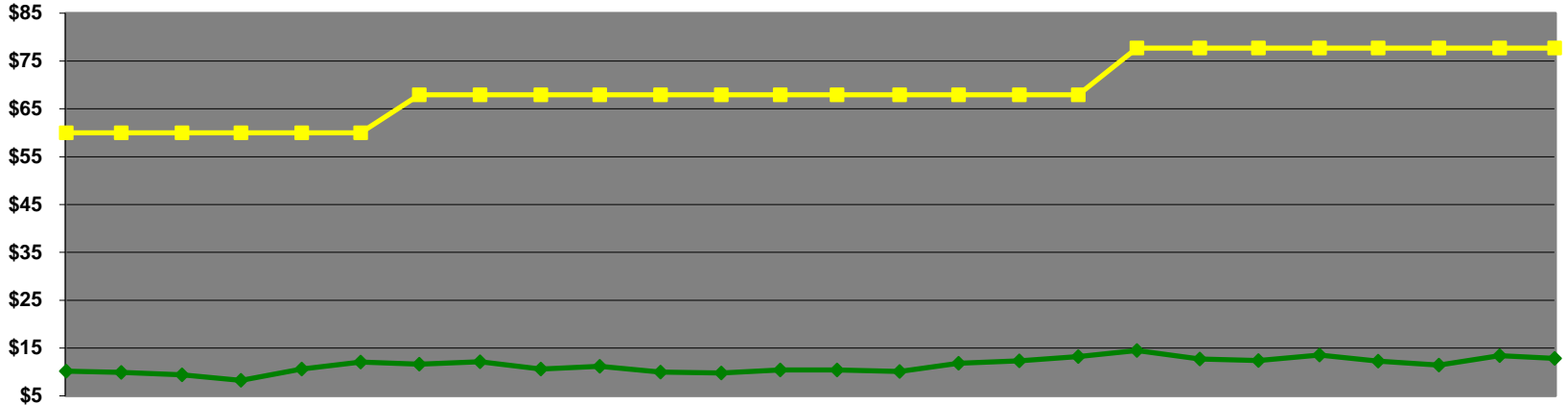
Flows & Usage (in Millions of Gallons)



	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	Nov-24	Dec-24	Jan-25	Feb-25
ACSA Usage	1	1	1	1	1	1	1	2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
RWSA Flows	1.1	1.2	1.3	1.4	1.5	1.6	1.7	2.0	1.8	1.6	1.3	1.2	1.4	1.2	1.2	1.3	1.4	1.5	1.8	1.9	1.7	1.9	1.4	1.3	1.3	1.1
Variance	31%	25%	36%	44%	39%	21%	36%	23%	22%	25%	40%	57%	69%	38%	44%	33%	44%	41%	29%	47%	45%	58%	33%	38%	26%	22%

Charges and Revenues (in Thousands of Dollars)

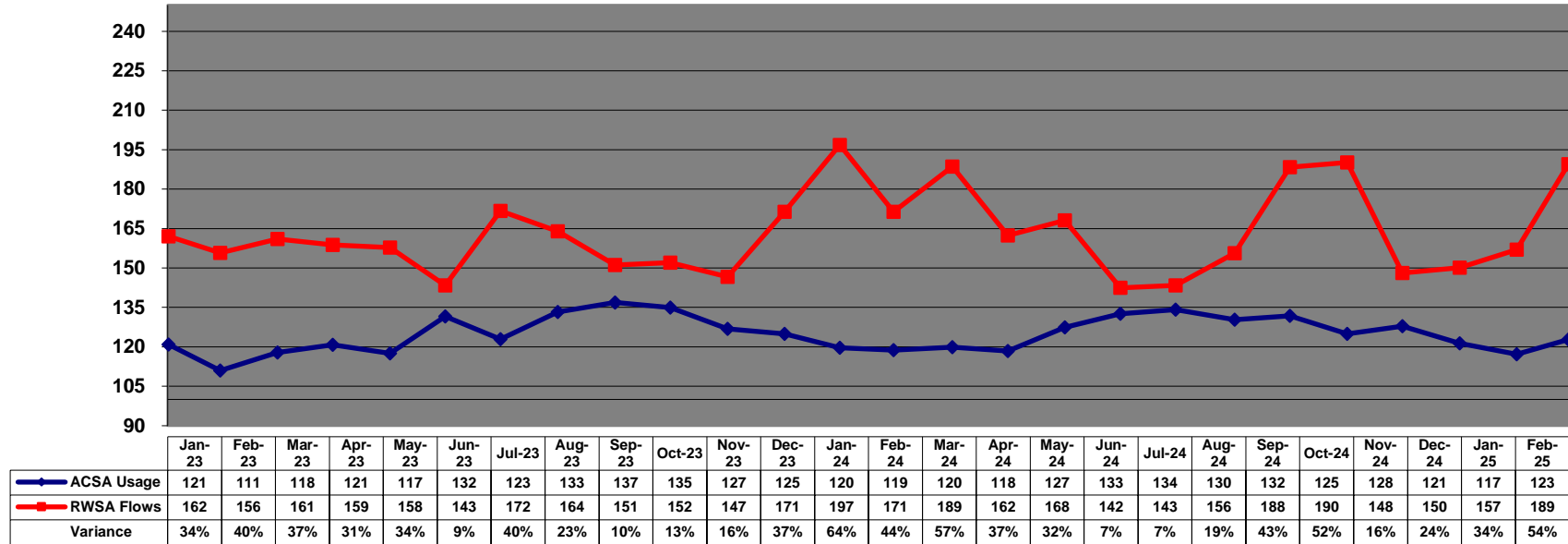
FY 2023, 2024, and 2025 Scottsville Water Comparison RWSA Billed Water Charges & ACSA Billed Water Revenues



	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	Nov-24	Dec-24	Jan-25	Feb-25	
ACSA Revenue	\$10	\$10	\$9	\$8	\$11	\$12	\$12	\$12	\$11	\$11	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$13	\$14	\$13	\$12	\$14	\$12	\$11	\$13	\$13
RWSA Charges	\$60	\$60	\$60	\$60	\$60	\$60	\$68	\$68	\$68	\$68	\$68	\$68	\$68	\$68	\$68	\$68	\$68	\$68	\$68	\$78	\$78	\$78	\$78	\$78	\$78	\$78	\$78
Difference	-\$50	-\$50	-\$51	-\$52	-\$49	-\$48	-\$56	-\$56	-\$57	-\$57	-\$58	-\$58	-\$58	-\$57	-\$58	-\$56	-\$56	-\$55	-\$63	-\$65	-\$65	-\$64	-\$65	-\$66	-\$64	-\$65	
Fiscal YTD Difference	(\$0.35)	(\$0.40)	(\$0.45)	(\$0.50)	(\$0.55)	(\$0.60)	(\$0.06)	(\$0.11)	(\$0.17)	(\$0.23)	(\$0.28)	(\$0.34)	(\$0.40)	(\$0.46)	(\$0.52)	(\$0.57)	(\$0.63)	(\$0.68)	(\$0.06)	(\$0.13)	(\$0.19)	(\$0.26)	(\$0.32)	(\$0.39)	(\$0.45)	(\$0.52)	

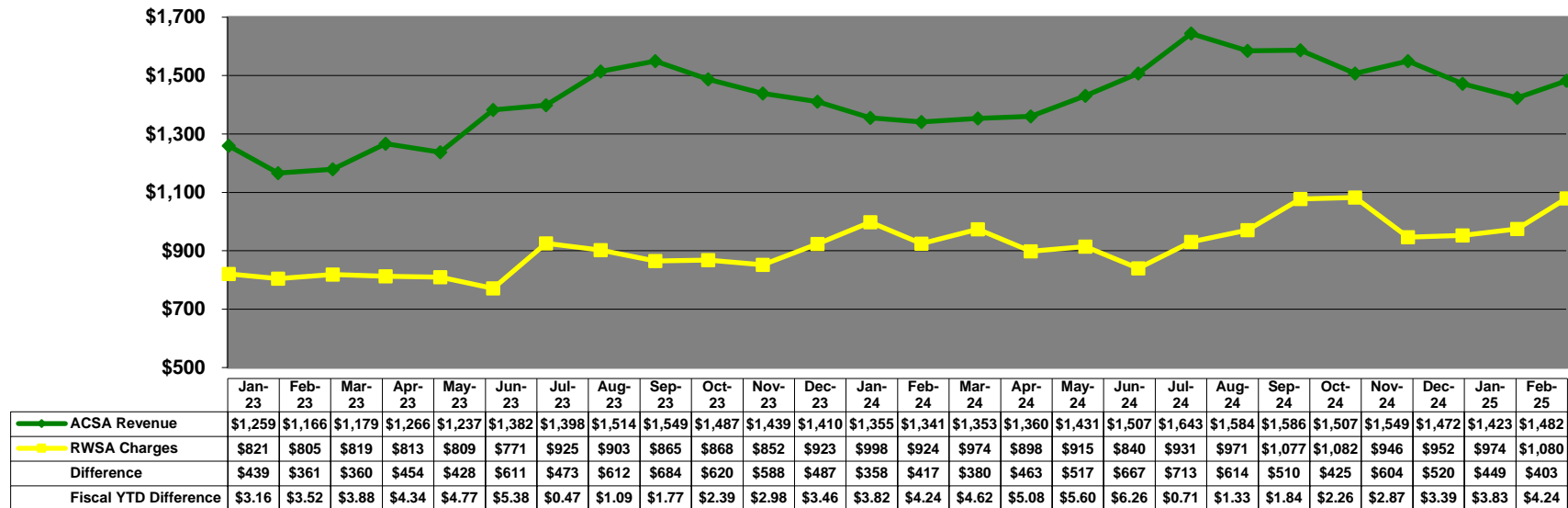
**FY 2023, 2024, and 2025 Urban (including Glenmore) & Crozet Sewer Comparison
ACSA Customer Usage & RWSA Flows**

Usage & Flows (in Millions of Gallons)



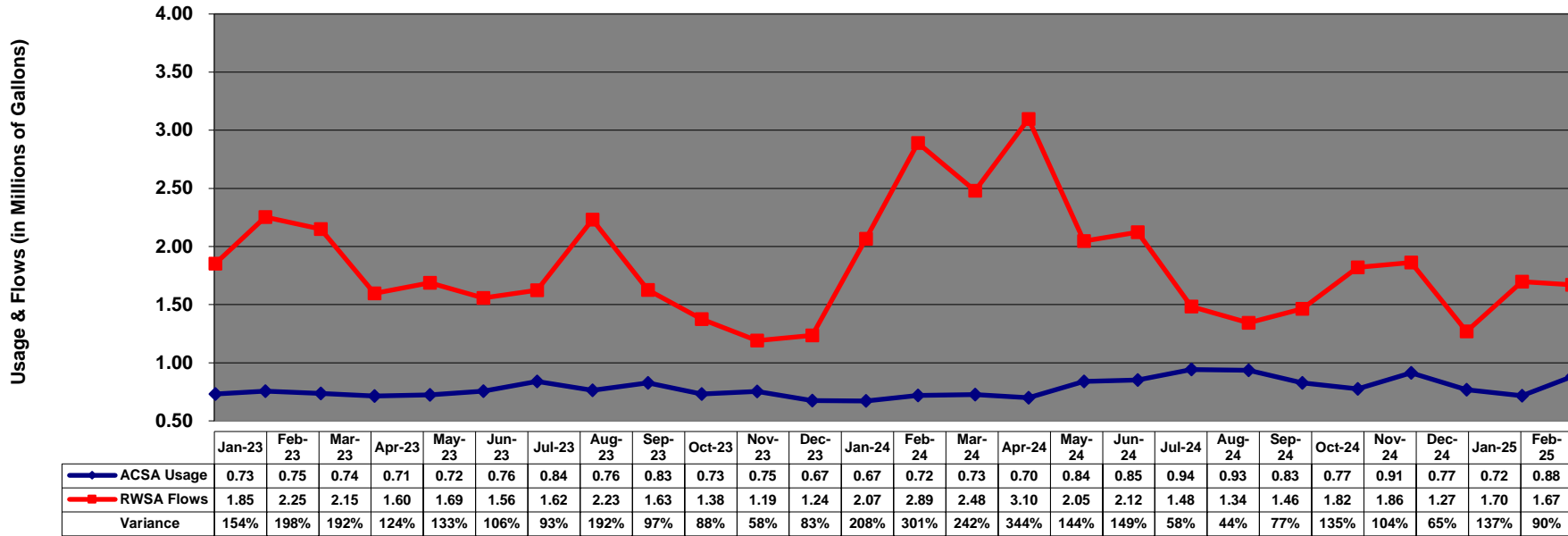
**FY 2023, 2024, and 2025 Urban (including Glenmore) & Crozet Sewer Comparison
ACSA Billed Sewer Usage & RWSA Billed Sewer Charges**

Charges & Revenues (in Thousands of Dollars)

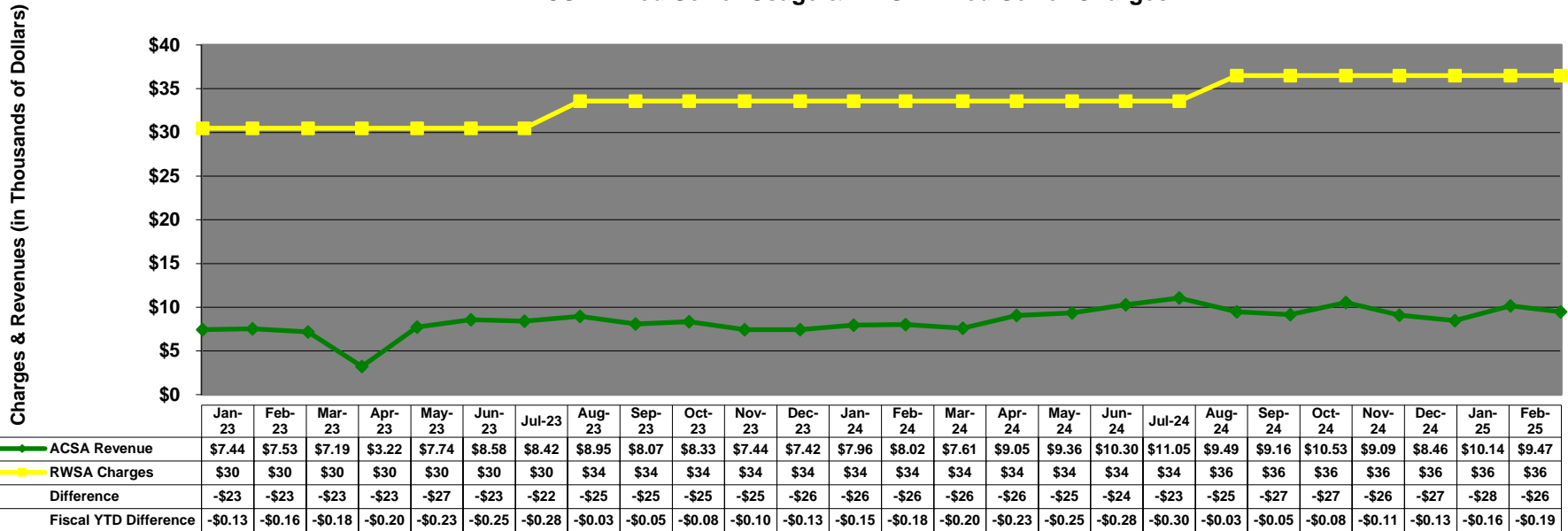


Note: Fiscal YTD Difference (ONLY) in Millions of Dollars

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



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



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

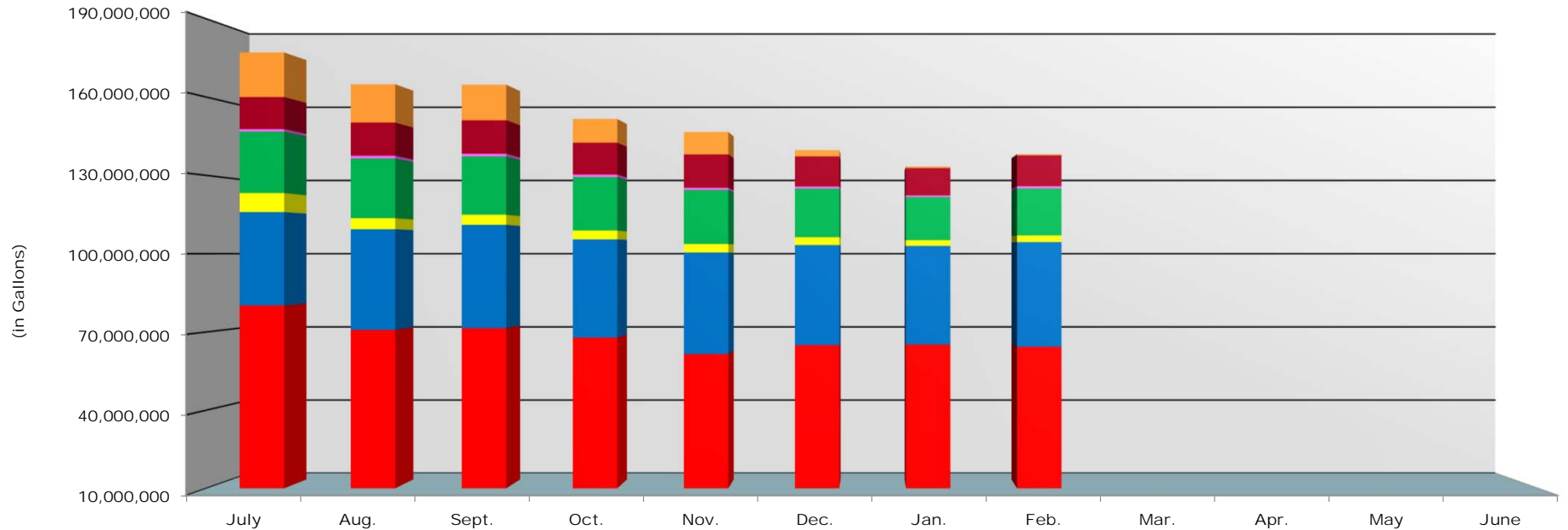
FY 2025												
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	48,258,421	47,554,370	47,554,370	47,586,217	47,984,582	47,237,540	47,035,387	46,948,579				
Level 2 (3,001 - 6,000 gallons)	19,809,724	16,778,453	16,778,453	16,138,831	16,446,572	14,261,229	14,493,012	13,964,024				
Level 3 (6,001 - 9,000 gallons)	7,348,528	4,954,506	4,954,506	4,136,026	4,371,171	2,670,441	2,618,266	2,428,986				
Level 4 (over 9,000 gallons)	12,997,404	6,847,041	6,847,041	3,767,467	5,031,979	1,474,327	1,046,523	1,036,524				
Total	88,414,077	76,134,370	76,134,370	71,628,541	73,834,304	65,643,537	65,193,188	64,378,113	-	-	-	-

System-Wide Irrigation Water Usage

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

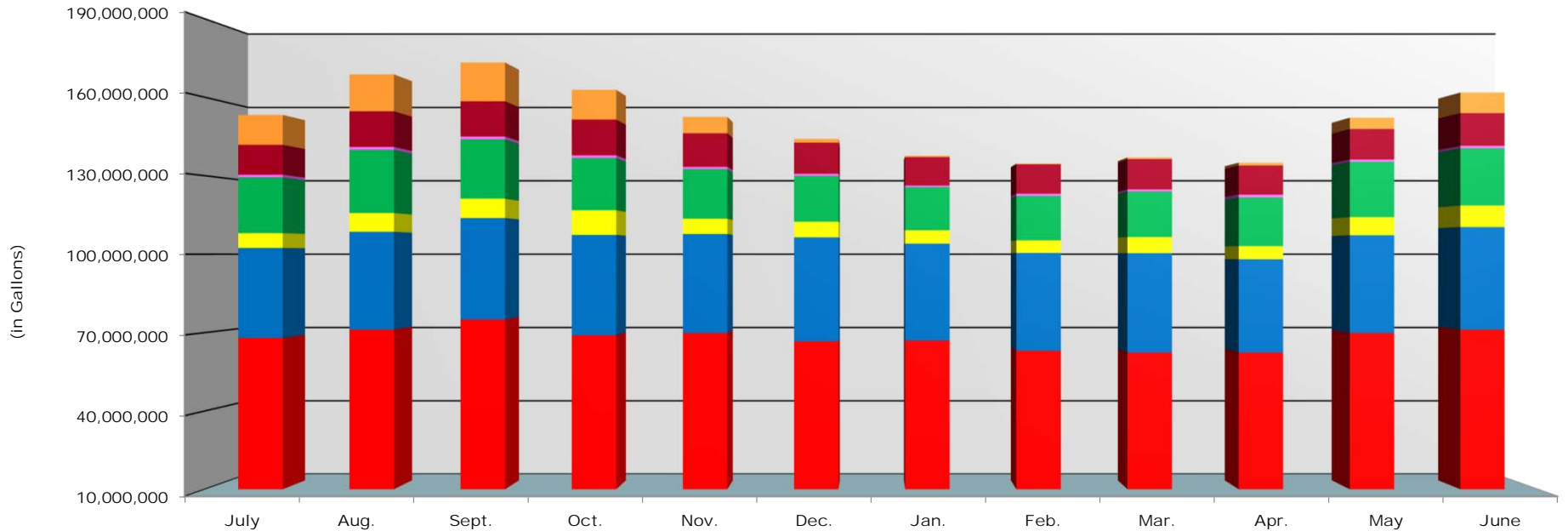
FY 2025	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	347,071	330,587	268,731	287,513	53,260	13,513	4,744	4,646				
Level 2 (3,001 - 6,000 gallons)	1,007,683	881,914	820,898	758,217	191,386	46,632	12,329	9,797				
Level 3 (6,001 - 9,000 gallons)	1,233,710	1,027,917	1,004,548	823,672	260,403	49,203	506	228				
Level 4 (over 9,000 gallons)	14,490,967	12,456,184	11,529,651	7,212,387	8,131,432	2,323,483	567,490	454,463				
Total	17,079,430	14,696,602	13,623,827	9,081,789	8,636,482	2,432,830	585,068	469,134	-	-	-	-

Monthly Water Consumption Fiscal Year 2025

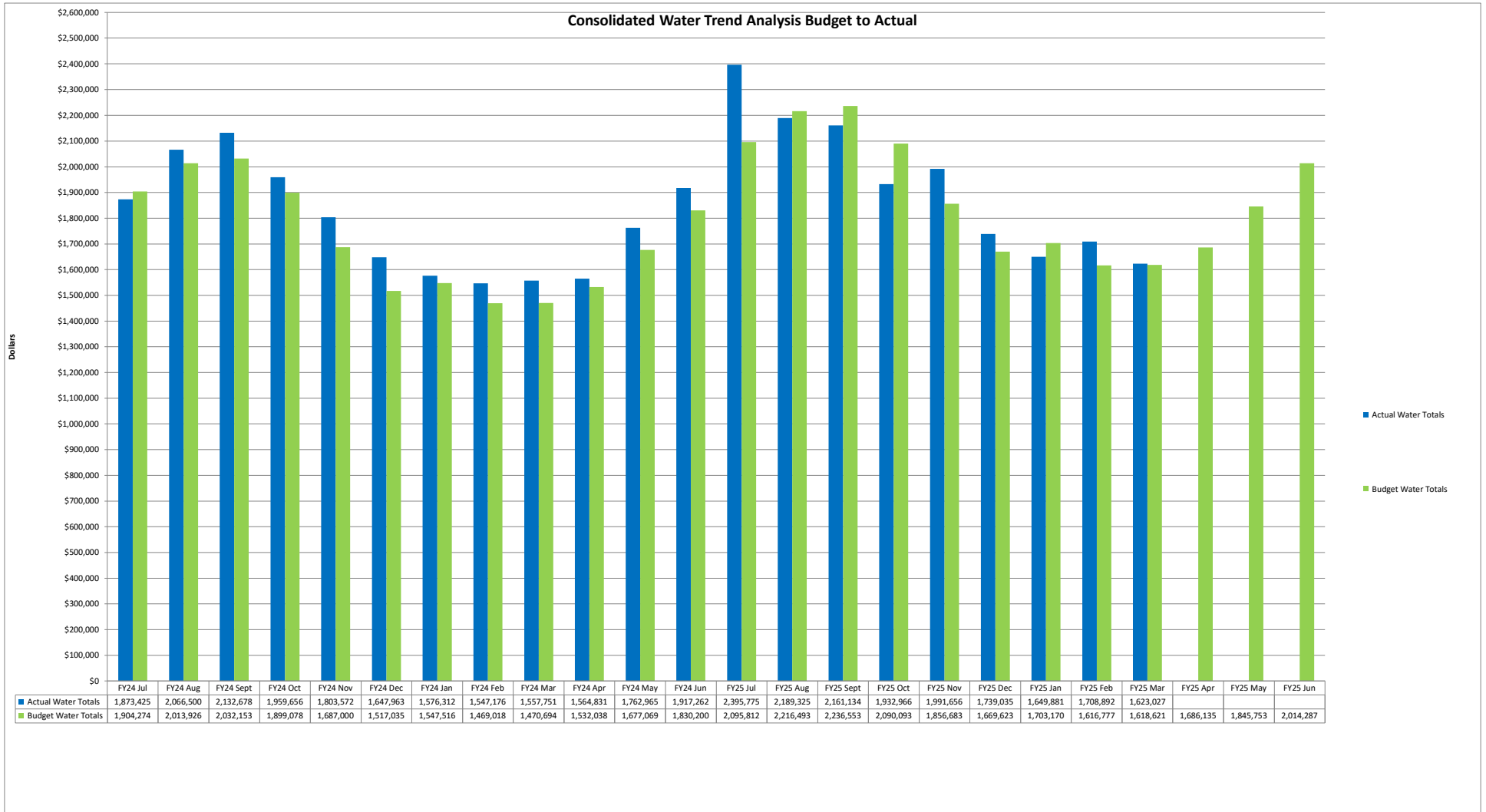


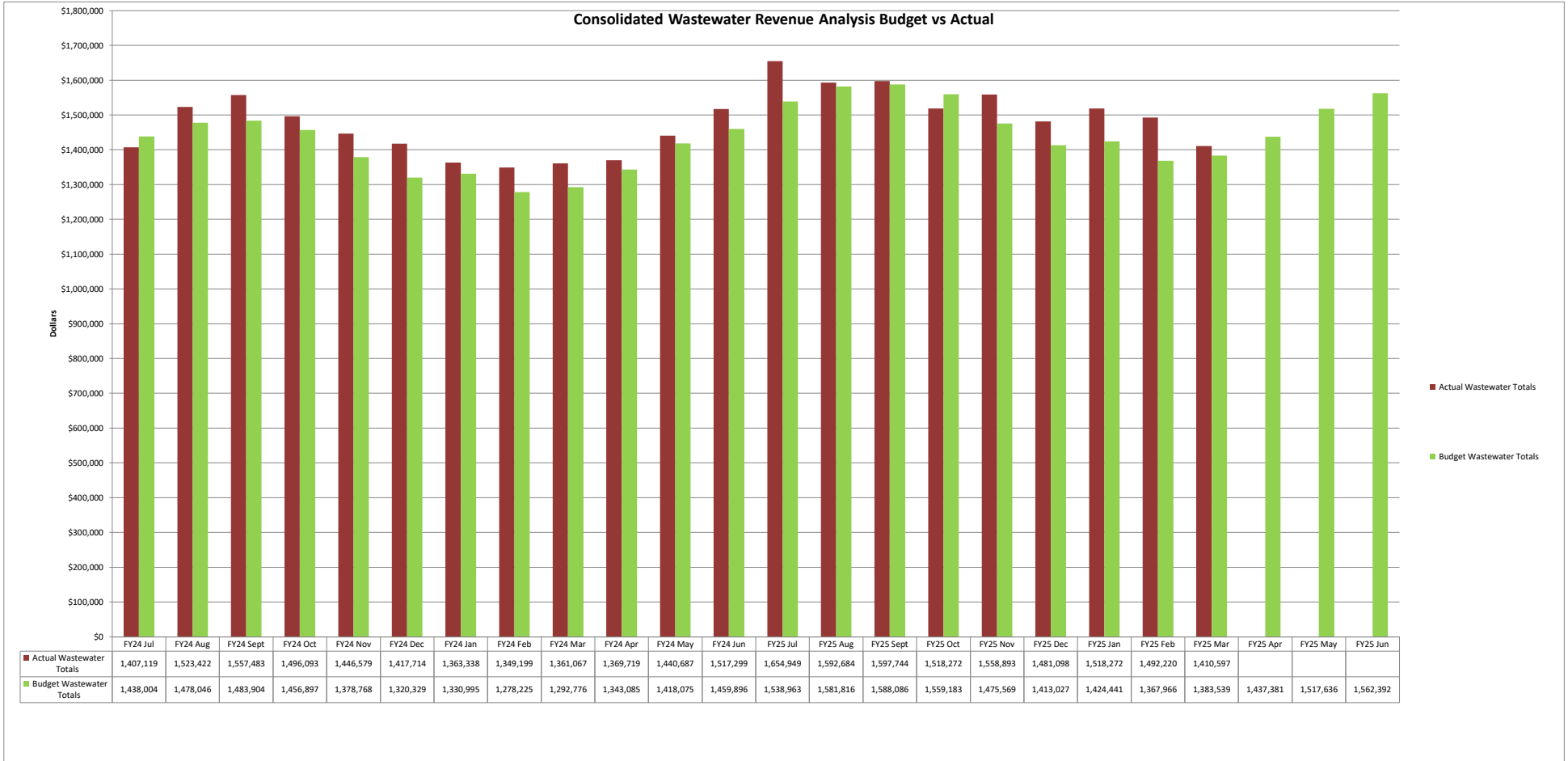
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
% Irrigation to total	9.64%	8.91%	8.27%	5.99%	5.89%	1.74%	0.44%	0.34%	0.00%	0.00%	0.00%	0.00%
Total Irrigation	17,079,430	14,696,602	13,623,827	9,081,789	8,636,482	2,432,830	585,068	469,134	0	0	0	0
Institutional - Domestic Consumption	12,328,689	12,717,097	12,852,592	12,226,743	12,776,310	11,525,008	10,478,463	11,827,112				
Industrial - Domestic/Processing less Exclusion	896,757	1,001,502	989,373	921,447	831,432	751,608	614,555	841,759				
Comm. (Other) - Domestic Consumption	23,544,391	22,901,694	22,343,612	20,525,442	20,707,159	18,686,680	16,525,984	18,006,869				
Offices - Domestic Consumption	7,326,174	4,224,213	3,900,576	3,395,625	3,273,265	3,002,426	2,204,354	2,543,092				
MFR - Domestic Consumption	35,779,666	38,616,171	39,588,858	37,631,815	38,963,425	38,294,909	37,769,443	40,103,465				
SFR - Domestic Consumption	80,148,241	70,757,380	71,457,368	67,842,949	61,479,926	64,998,789	65,202,247	64,339,038				

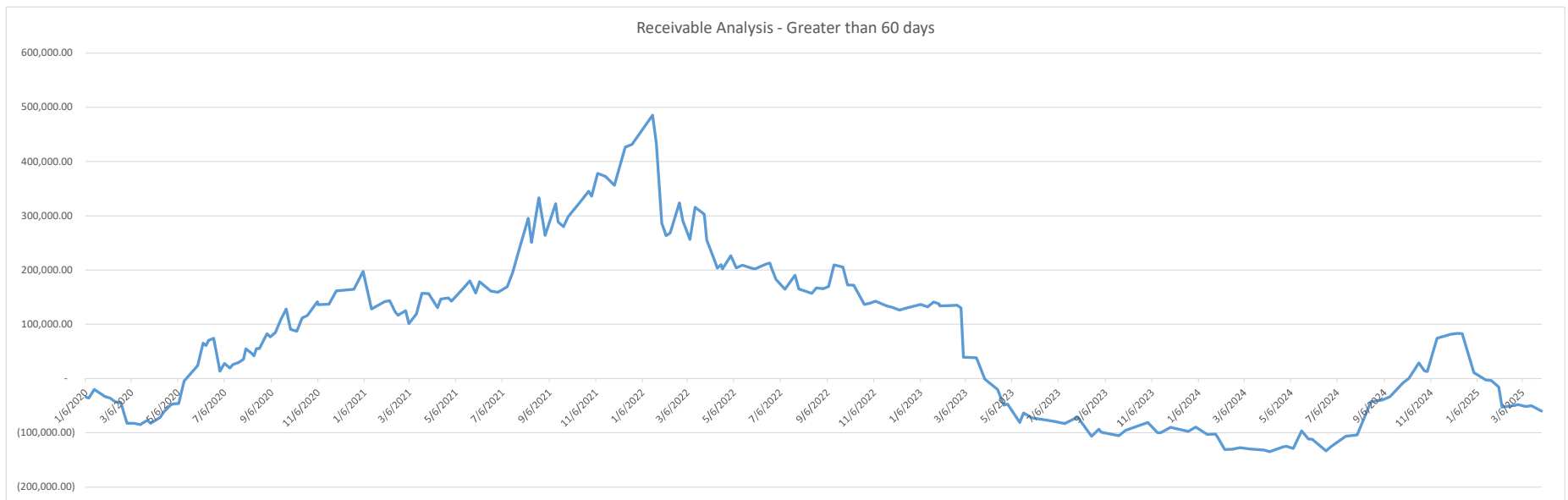
Monthly Water Consumption Fiscal Year 2024



	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







**Albemarle County Service Authority
March 2025 Payments**

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION OVER \$5,000
514904652	03/10/2025	Rivanna Water & Sewer Authority	2,638,650.47	Water & Sewer Treatment
ACH	03/31/2025	Payroll	188,582.33	Net Pay
70918	03/01/2025	Valley Contracting LLC	187,495.80	Crozet Phase 4 Watermain
70898	03/01/2025	Prism Contractors	187,299.27	FY 25 Sewer Rehabilitation
ACH	03/15/2025	Payroll	186,166.47	Net Pay
514415191	03/18/2025	Daniel & Company Incorporated	176,497.71	Avon Operations Center
519415209	03/31/2025	IRS - Federal Tax Deposit	68,312.16	Payroll
519415198	03/14/2025	IRS - Federal Tax Deposit	67,561.25	Payroll
519415208	03/31/2025	County of Albemarle	53,402.99	Payroll
70877	03/01/2025	Fire-X Corporation	50,938.83	Fire Suppression System
519415197	03/31/2025	County of Albemarle	49,447.21	Payroll
515031704	03/25/2025	The Bank of New York Mellon	48,955.73	Debt Service
519415205	03/31/2025	Virginia Retirement System	42,668.53	Payroll
519415194	03/31/2025	Virginia Retirement System	42,650.02	Payroll
70895	03/01/2025	Paymentus Corporation	30,150.15	Transaction Fees
70871	03/01/2025	Dewberry Engineers Incorporated	18,743.27	Avon Operations Center
70919	03/01/2025	Virginia Department of Health	16,987.50	Waterworks Operation FY 25
70881	03/01/2025	Fortiline Incorporated	16,977.41	Inventory
70968	03/15/2025	Michael Baker International Incorporated	14,438.25	Raintree & Fieldbrook WMRP
70933	03/15/2025	Bank of America	13,194.54	Supplies & Memberships
70905	03/01/2025	Rocktown Excavating	12,615.05	Huntington Village WM
519415210	03/31/2025	Virginia Dept of Taxation	11,888.08	Payroll
519415199	03/14/2025	Virginia Dept of Taxation	11,781.91	Payroll
70992	03/15/2025	Cellco Partnership	9,546.88	Cellular Service
70989	03/15/2025	UniFirst Corporation	7,116.26	Uniforms
519415196	03/14/2025	VALIC	7,020.00	Payroll
519415207	03/31/2025	VALIC	7,020.00	Payroll
70899	03/01/2025	Ramboll Americas Engineering	6,911.52	Crozet Phase 3 SSES
70960	03/15/2025	Letterpress Communications LLC	6,876.40	Raintree & Fieldbrook WMRP
70965	03/15/2025	Malloy Chevrolet Charlottesville LLC	6,359.75	Truck #32 Repairs
70872	03/01/2025	Dominion Energy Virginia	6,217.08	Energy
70957	03/15/2025	Kaseya US LLC	6,033.90	Unified Backup Renewal
70891	03/01/2025	ODP Business Solutions LLC	5,780.97	Ink Re-stock
70944	03/15/2025	Dominion Energy Virginia	5,709.38	Energy
70875	03/01/2025	Evoqua Water Technologies LLC	5,412.96	Bioxide
70880	03/01/2025	FlowNetwork, Inc	4,982.00	
519415193	03/14/2025	Nationwide	4,850.00	
519415204	03/31/2025	Nationwide	4,850.00	
70949	03/15/2025	Flora Pettit PC	4,837.50	
70906	03/01/2025	RSG Landscaping LLC	4,537.85	
519415213	03/31/2025	Voya Financial	4,374.56	
70870	03/01/2025	County of Albemarle	4,222.45	
70923	03/01/2025	Water Works Metrology LLC	4,184.94	
519415202	03/14/2025	Voya Financial	4,166.42	

70855	03/01/2025	Access Wireless Data Solutions LLC	3,922.33
70998	03/25/2025	DGS Division of Real Estate Services	3,740.70
70873	03/01/2025	Ed's Floor Care Services LLC	3,703.33
70889	03/01/2025	Mansfield Oil Company of Gainesville Inc	3,687.98
70945	03/15/2025	East Coast Infrastructure Inc	3,500.00
70939	03/15/2025	C.E.S (City Electric Accounts - Chi)	3,463.32
70929	03/15/2025	Amazon.com Sales Incorporated	3,449.05
70869	03/01/2025	Core & Main LP	3,375.01
70896	03/01/2025	PFM Asset Management LLC	3,175.31
70946	03/15/2025	Ferguson US Holdings Inc	3,140.42
70927	03/03/2025	VA Water & Waste Auth Assn	3,000.00
70857	03/01/2025	Allison Partners	2,970.00
70953	03/15/2025	Hydraflo Incorporated	2,897.55
70917	03/01/2025	Validos LLC	2,635.00
70967	03/15/2025	Mansfield Oil Company of Gainesville Inc	2,507.83
70862	03/01/2025	Carter Machinery Company Incorporated	2,133.29
70876	03/01/2025	Ferguson US Holdings Inc	2,069.41
70962	03/15/2025	Lowe's	2,045.45
70922	03/01/2025	Visu-Sewer LLC	2,010.00
70976	03/15/2025	Rivanna Conservation Alliance	2,000.00
519415201	03/14/2025	ACSA Flexible Spending	1,938.56
519415212	03/31/2025	ACSA Flexible Spending	1,938.56
71005	03/31/2025	Guardian	1,895.10
70984	03/15/2025	Ting Fiber	1,814.31
70900	03/01/2025	Rappahannock Electric Cooperative	1,802.09
70961	03/15/2025	Thomas B Lincoln Land Surveyor	1,750.00
70914	03/01/2025	UniFirst Corporation	1,708.75
70868	03/01/2025	Comcast	1,667.07
519415200	03/14/2025	Flexible Benefit	1,584.00
519415211	03/31/2025	Flexible Benefit	1,584.00
70954	03/15/2025	Infrastructure Solutions Group	1,554.41
70994	03/15/2025	VA Utility Protection Service Inc	1,424.85
71007	03/31/2025	Minnesota Life Insurance Co	1,400.44
70938	03/15/2025	Culpeper Auto Parts Incorporated	1,181.70
70926	03/03/2025	Ferguson US Holdings Inc	1,171.36
70950	03/15/2025	Fortiline Incorporated	1,147.39
70887	03/01/2025	Mailing Services of Virginia	1,132.44
70964	03/15/2025	Mailing Services of Virginia	1,025.04
70978	03/15/2025	Rivanna Water & Sewer Authority	1,011.83
519415214	03/31/2025	VACORP	1,004.80
70907	03/01/2025	S L Williamson Company Inc	973.49
70974	03/15/2025	Republic Services #410	968.67
70997	03/17/2025	Ferguson US Holdings Inc	891.32
519415195	03/31/2025	AFLAC	874.51
519415206	03/31/2025	AFLAC	874.51
70959	03/15/2025	L/B Water Service Incorporated	735.34
70958	03/15/2025	LB Technology Incorporated	687.50

519415203	03/31/2025	ACAC	582.50
70867	03/01/2025	Comcast	573.82
70942	03/15/2025	Crown Castle	562.75
70911	03/01/2025	The Artina Group	531.24
70856	03/01/2025	Advance Stores Company Inc	525.73
519415192	03/31/2025	ACAC	504.50
70983	03/15/2025	Tidewater Fleet Supply	502.12
70904	03/01/2025	RingCentral Inc	490.03
70924	03/01/2025	Whitman, Requardt & Assoc LLP	469.20
70903	03/01/2025	Rexel USA Incorporated	464.17
70878	03/01/2025	Fisher Auto Parts Incorporated	441.33
70928	03/15/2025	Advance Stores Company Inc	436.40
70981	03/15/2025	Syn-Tech Systems	418.00
70890	03/01/2025	Motorola Solutions Incorporated	397.28
70909	03/01/2025	Traffic Safety Supplies LLC	390.00
70913	03/01/2025	Uline Incorporated	371.84
70940	03/15/2025	City of Charlottesville	371.02
70860	03/01/2025	Brink's Incorporated	364.81
70883	03/01/2025	James M Cox Company Inc	344.26
70932	03/15/2025	Aqua Air Laboratories Inc	330.00
70988	03/15/2025	U. S. Bank	328.35
70995	03/15/2025	Protocol SSD Corporation	319.92
70912	03/01/2025	U. S. Bank	314.99
70902	03/01/2025	Regents School of Charlottesville	311.03
70894	03/01/2025	Katherine Lawrence	300.00
70893	03/01/2025	Jennifer Bivens	297.00
70980	03/15/2025	Mary E Smith	275.46
70977	03/15/2025	Rivanna Solid Waste Authority	251.00
70935	03/15/2025	Blue Ridge Trailer Sales &	250.00
70941	03/15/2025	County of Albemarle	243.36
70937	03/15/2025	MWP Supply Incorporated	236.84
70963	03/15/2025	Luck Stone Corporation	217.00
70874	03/01/2025	Estes Express Lines	210.92
70901	03/01/2025	Red Wing Business Advantage Account	180.39
70920	03/01/2025	Virginia Dept of Transportation	170.00
70864	03/01/2025	Culpeper Auto Parts Incorporated	169.05
70979	03/15/2025	S L Williamson Company Inc	150.80
70892	03/01/2025	James Hughlett	150.00
70970	03/15/2025	David Henley	150.00
70971	03/15/2025	Sarah Dubova	150.00
70973	03/15/2025	Victoria Weiss	150.00
71006	03/31/2025	Herbert Beskin Trustee	135.00
70930	03/15/2025	American Pest Incorporated	129.35
70886	03/01/2025	Luck Stone Corporation	122.74
70948	03/15/2025	Alex Flanagan	122.66
70956	03/15/2025	Wisconsin Quick Lube Inc	120.84
71008	03/31/2025	Snap Fitness	119.88

70884	03/01/2025	Wisconsin Quick Lube Inc	115.17
70879	03/01/2025	Flexible Benefit Administrators Inc	107.00
70969	03/15/2025	Lillian Mozie	105.16
70921	03/01/2025	Virginia Dept of Transportation	100.00
70865	03/01/2025	BRC Enterprises Incorporated	97.78
70996	03/15/2025	Gladys Williams	93.66
70955	03/15/2025	James River Equipment	89.74
70986	03/15/2025	Trinity Presbyterian Church	85.00
70910	03/01/2025	Commonwealth of Virginia DPOR	80.00
71004	03/31/2025	Anytime Fitness-Pantops	80.00
70990	03/15/2025	United Rentals (North	75.60
70943	03/15/2025	Document Destruction of	69.95
70936	03/15/2025	Building Management Company	68.07
70908	03/01/2025	Specialty Fasteners of	68.00
70947	03/15/2025	Fisher Auto Parts Incorporated	66.87
70925	03/01/2025	Collin Murray	61.63
70966	03/15/2025	Malloy Ford	58.89
70975	03/15/2025	Lara Riegler	56.68
70985	03/15/2025	Commonwealth of Virginia DPOR	55.00
70993	03/15/2025	Virginia Dept of Transportation	50.00
519415215	03/25/2025	Energy Earth LLC	50.00
70897	03/01/2025	Piedmont Power	44.02
70858	03/01/2025	Appalachian Power	40.23
70888	03/01/2025	Malloy Chevrolet Charlottesville LLC	40.00
70915	03/01/2025	University Tire & Auto	40.00
70931	03/15/2025	API Service Center	40.00
70991	03/15/2025	University Tire & Auto	40.00
70863	03/01/2025	Central Virginia Electric Cooperative	38.69
70952	03/15/2025	Chris Hoffmann	31.38
70972	03/15/2025	Sheridan McCabe	30.00
70866	03/01/2025	City of Charlottesville	27.71
70882	03/01/2025	Gingerich Outdoor Power Spec	27.39
70885	03/01/2025	L/B Water Service Incorporated	25.00
70859	03/01/2025	Augusta Cooperative Farm Bureau	23.96
70987	03/15/2025	Troy's Auto & Diesel LLC	20.00
70951	03/15/2025	Gingerich Outdoor Power Spec	18.44
70934	03/15/2025	Russell Beal	12.03
70861	03/01/2025	MWP Supply Incorporated	9.68
70982	03/15/2025	Thryv Incorporated	6.50
			4,368,380.58

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: FY 2025 Capital Improvement Program (CIP) Report</p> <p>STAFF CONTACT(S)/PREPARER: Jeremy M. Lynn, P.E., Director of Engineering</p>	<p>AGENDA DATE: April 17, 2025</p> <p>CONSENT AGENDA:</p> <p>ACTION: ■ INFORMATION: ■</p> <p>ATTACHMENTS: YES</p>
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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
April 2025

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:	95%
Contractor:	Valley Contracting, LLC (Valley)
Construction Start:	January 2024
Completion:	September 2025
Total Budget:	\$7,322,350
Spent to Date:	\$6,572,424.74

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.

4/8/2025: Valley has completed all new water installation work and has been addressing punch-list items. Final paving along the remaining portion of Crozet Avenue began the week of April 7, 2025.



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:	2026
Completion:	2028
Total Budget:	\$7,654,900 (<i>increased from \$7,554,900 as adopted with FY 2025 Budget</i>)
Spent to Date:	\$541,677.68

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.

3/11/2025: With the recent approval of the Bird Street Subdivision in Scottsville, the replacement of approximately 375 feet of water main will be removed from the scope of this project. Easement acquisition efforts continue, with five easements having been acquired.

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:	February 2024
Completion:	December 2028
Total Budget:	\$2,576,400 (<i>increased from \$2,436,400 as adopted with FY 2025 Budget</i>)
Spent to Date:	\$194,845.34

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.

4/8/2025: The ACSA has executed an updated Betterment Agreement with VDOT for the casing pipe across the proposed box culvert. The Department of Forestry has agreed to the Deed of Easement, and it is being circulated in Richmond for signatures.

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:	\$7,930,000 Water and \$1,000,000 Sewer <i>(increased from \$7,530,000/Water and \$820,000/Sewer as adopted with FY 2025 Budget)</i>
Spent to Date:	\$498,986.62

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.

2/11/2025: The remaining easement plats have been reviewed, and ACSA staff will begin preparing the Deeds of Easement with support from legal counsel.

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

Consultant:	ACSA Engineering Department
Project Status:	Construction
Percent Complete:	95%
Contractor:	Rocktown Excavating (Rocktown)
Construction Start:	January 2025
Completion:	April 2025
Total Budget:	\$60,700
Spent to Date:	\$76,397.34

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.

4/8/2025: Rocktown anticipates final pavement restoration occurring over the next two weeks.

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

Consultant:	ACSA Engineering
Project Status:	Construction
Percent Complete:	60%
Contractor:	ACSA Maintenance
Construction Start:	February 2025
Completion:	May 2025
Total Budget:	\$255,000
Spent to Date:	\$23,258.90

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.

4/8/2025: ACSA crews have completed installation of the water main along Myrtle Street and all the necessary pressure testing and collection of bacteriological samples. Beginning the week of April 8, 2025, crews began switching customers over to the new water main.





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

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Design
Percent Complete:	100%
Contractor:	Undetermined
Construction Start:	2025
Completion:	2026
Total Budget:	\$4,100,000 <i>(increased from \$2,730,000 as adopted with FY 2025 Budget)</i>
Spent to Date:	\$256,912.45

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.

4/8/2025: The ACSA received four bids on April 8, 2025, for the Briarwood Water Main Replacement project. Ramboll is in the process of evaluating the bids received. Below is a summary of the unofficial bid results.

Contractor	Base Bid Amount
Valley Contracting, LLC	\$4,303,944.60
Sagres Construction Corp.	\$4,463,549.12
Haymes Brothers Inc.	\$3,647,770.00
Caton Construction Group	\$4,500,000.00

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:	\$3,500,000 <i>(increased from \$3,402,500 as adopted with FY 2025 Budget)</i>
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.

2/11/2025: ACSA staff are in communication with the contract purchaser on pavement restoration requirements for this project.

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

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Design
Percent Complete:	95%
Contractor:	Undetermined
Construction Start:	2026
Completion:	2026
Total Budget:	\$3,200,000 <i>(increased from \$2,800,000 as adopted with FY 2025 Budget)</i>
Spent to Date:	\$175,771

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.

4/8/2025: Dewberry will soon begin preparing the draft easement plat across the HOA property.

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:	April 2025
Completion:	December 2025
Total Budget:	\$1,667,800

Spent to Date: \$151,271.11

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.

3/11/2025: The construction contract with CEI has been fully executed and the Notice to Proceed date of March 10, 2025, has been established. All product submittals have been reviewed and approved.

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

Consultant:	Michael Baker International, Inc. (Baker)
Project Status:	Design
Percent Complete:	60%
Contractor:	Undetermined
Construction Start:	2027
Completion:	2028
Total Budget:	\$8,032,300 <i>(increased from \$6,432,300 as adopted with FY 2025 Budget)</i>
Spent to Date:	\$258,615.44

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.

4/8/2025: Baker anticipates submitting the 90% Design Documents by the end of April 2025.

12. Galaxie Farm Water Connection (Account Code 1702)

Consultant:	Timmons Group
Project Status:	Design
Percent Complete:	0%
Contractor:	Nielson Builders, Inc.
Construction Start:	Undetermined
Completion:	Undetermined
Total Budget:	\$79,000
Spent to Date:	\$0

Project Description: This project includes a water interconnect between the County's Southern Feeder Pattern Elementary School and the neighboring Galaxie Farm subdivision for redundancy and water quality purposes. Project Length = 290 LF.

4/8/2025: A Preconstruction Conference with the County’s contractor is scheduled for April 10, 2025. Timmons Group has submitted the initial design, and comments have been returned by ACSA staff. The easement plat required across the County of Albemarle’s property will be on the Consent Agenda for the Albemarle County Board of Supervisors on May 7, 2025, and a public hearing is scheduled for June 18, 2025.

13. Exclusion Meters Replacement (Account Code 1759):

Consultant:	ACSA Engineering
Project Status:	Construction
Percent Complete:	72%
Contractor:	ACSA and Irrigation Contractors
Construction Start:	September 2019
Completion:	2026
Total Budget:	\$527,500
Spent to Date:	\$365,764.87

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.

3/11/2025: 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 140 private irrigation exclusion meters remaining in our system.

Sewer System CIP Projects

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

Consultant:	Whitman, Requardt & Associates, Inc. (WRA)
Project Status:	Construction
Percent Complete:	90%
Contractor:	Anderson Construction, Inc. (ACI)
Construction Start:	October 2022
Completion:	April 2025
Total Budget:	\$1,940,000
Spent to Date:	\$1,681,514.91

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.

4/8/2025: ACI is scheduled to begin functional testing of the pump station the week of April 7, 2025.

15. 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:	\$8,983,800 <i>(increased from \$6,683,800 as adopted with FY 2025 Budget)</i>
Spent to Date:	\$367,023.35

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.

4/8/2025: Easement acquisition efforts continue with all property owners having been contacted where easements are needed. One property owner executed an easement in March 2025. To date, 14 of 24 easements have been acquired. The ACSA has engaged with ERM & Associates to perform an appraisal on one of the easements required for this project. The appraisal report is expected to be issued by May 30, 2025.

16. 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:	\$3,100,000 <i>(increased from \$2,175,000 as adopted with FY 2025 Budget)</i>
Spent to Date:	\$21,370

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.

3/11/2025: An informational meeting with the community was held the evening of February 10, 2025, at Trinity Presbyterian Church to share the conceptual layout, which includes sections of shared low-pressure force mains. ACSA staff are working with Dewberry on the design scope and fee proposal, which may require some additional field survey efforts.

17. 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:	\$8,493,715 <i>(increased from \$6,893,715 as adopted with FY 2025 Budget)</i>
Spent to Date:	\$293,090.92

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.

3/11/2025: ACSA staff is working closely with Baker to coordinate additional field survey efforts needed to complete sewer design.

18. Crozet Phase 3 SSES (Account Code 1803):

Consultant:	OBG, A Ramboll Company (Ramboll)
Project Status:	Study
Percent Complete:	5%
Construction Start:	2025
Completion:	2026
Total Budget:	\$400,000
Spent to Date:	\$13,810

Project Description: As part of the ACSA's continuing efforts to identify and reduce groundwater (infiltration) and stormwater (inflow) entering the sanitary sewer system, the Crozet Phase 3 Sanitary Sewer Evaluation Survey (SSES) will evaluate a portion of the Crozet collection system primarily north of the railroad

tracks. Evaluation efforts include but are not limited to flow metering, manhole inspections, smoke testing, and CCTV inspections.

4/8/2025: Ramboll continues their efforts with manhole inspections, having inspected a little more than half of the 250 manholes.

19. 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:	\$229,852.88

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

4/8/2025: Work Order No. 3 has been issued, which includes the installation of approx. 50 lateral liners in the Stonehenge subdivision, as well as the rehabilitation of four manholes through our collection system.

Non-Utility and Facility CIP Projects

20. 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:	May 2025
Total Budget:	\$390,000
Spent to Date:	\$304,156.05

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.

2/11/2025: The Service Disconnect Switchboard arrived February 6, 2025. Our Facilities Group is working to update their schedule for installation with the switchboard arriving ahead of schedule.

21. Avon Operations Center (Account Code 1622):

Consultant:	Dewberry Engineers, Inc. (Dewberry)
Project Status:	Construction
Percent Complete:	5%
Contractor:	Daniel & Company, Inc. (DCI)
Construction Start:	January 2025
Completion:	October 2026
Total Budget:	\$18,000,000
Spent to Date:	\$1,622,628.88

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.

4/8/2025: DCI has submitted their draft blasting plan to Dewberry and ACSA for review. A pre-blast survey of the neighboring Albemarle Health and Rehabilitation Center has been performed. The County of Albemarle has issued the retaining wall permit to DCI.





22. ACSA Operations Center Improvements (Account Code 1626):

Consultant:	ACSA Maintenance
Project Status:	Construction
Percent Complete:	10%
Construction Start:	March 2025
Completion:	July 2025
Total Budget:	\$50,000
Spent to Date:	\$7,014.15

Project Description: This overall project is comprised of several tasks related to improvements needed at the 168 Spotnap Road location. Those tasks include installation of a hard deck on the underside of the truss system in the warehouse for improved climate control, resolution of a settlement issue at the main entrance, and installation of a back-up generator for the Maintenance house (171 Spotnap Road).

4/8/2025: ACSA staff has completed installation of the hard decking in the warehouse. Charlottesville Gas has installed the gas service to the Maintenance house that will serve the back-up generator. The initial Request for Quotation (RFQ) to address the settlement issue at the main entrance of the Administration Building resulted in no contractor interest. A revised RFQ has been issued that removed the brick aesthetics component of the work in hopes of increasing contractor interest.



23. Facility Condition Assessment (Account Code 1613):

Consultant:	Whitman, Requardt & Associates, Inc. (WRA)
Project Status:	Study
Percent Complete:	5%
Construction Start:	January 2025
Completion:	June 2025
Total Budget:	\$73,691
Spent to Date:	\$852.22

Project Description: This project includes an existing conditions assessment of various ACSA water and wastewater facilities in response to damages sustained at RWSA's Rivanna Pump Station in January 2024.

3/11/2025: The kick-off meeting with WRA was held on January 28, 2025, and site visits were completed on February 18, 2025.

24. Risk and Resilience Assessment Update (Account Code 1603):

Consultant:	Launch! Consulting (Launch!)
Project Status:	Study
Percent Complete:	0%
Construction Start:	January 2025
Completion:	November 2025
Total Budget:	\$154,160
Spent to Date:	\$0

Project Description: To comply with the America's Water Infrastructure Act (AWIA) of 2018, ACSA must complete its revised Risk and Resilience Assessment (RRA) every five years. Launch! Consulting, which facilitated our original RRA in 2017, will perform an updated assessment.

3/11/2025: The kick-off meeting with Launch! was held on February 10, 2025. ACSA staff are pulling together various documents to share with Launch! ahead of our first workshop, which is scheduled for April 16, 2025.

Albemarle County Service Authority (ACSA)
Active Private Development Projects
April 2025

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. **Ashcroft Phase 3 (Rivanna): Water main extensions to serve 76 residential units. This development connects to Lego Drive just north of the Ashcroft Clubhouse.**
4. **Bamboo Grove (White Hall): Water and sewer main extensions to serve 6 residential units. This development is located along Orchard Drive, just north of the intersection with Jarmans Gap Road.**
5. 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.
6. Bird Street Subdivision (Scottsville): Water and sewer main extensions to serve 36 single family homes at the end of Bird Street in the Town of Scottsville.
7. 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.
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 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.

11. Glenbrook at Foothills Phase 4 (White Hall): Water and sewer main extensions to serve 16 townhome units. This site is located along the western end of Park Ridge Drive just south of the railroad tracks.
12. Home Depot (Rio): Water and sewer main extensions to serve the redevelopment of the former Sears building site at the Fashion Square Mall.
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. Premier Circle Phase 1 (Rio): Water main extension to serve 80 Special Needs Housing Units. This site is located at the former Red Carpet Inn off Route 29.
15. 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.
16. 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.
17. 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.
18. 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.
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 Parking Garage (Jack Jouett): Water main relocation to accommodate a 7-level parking garage just west of 400 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

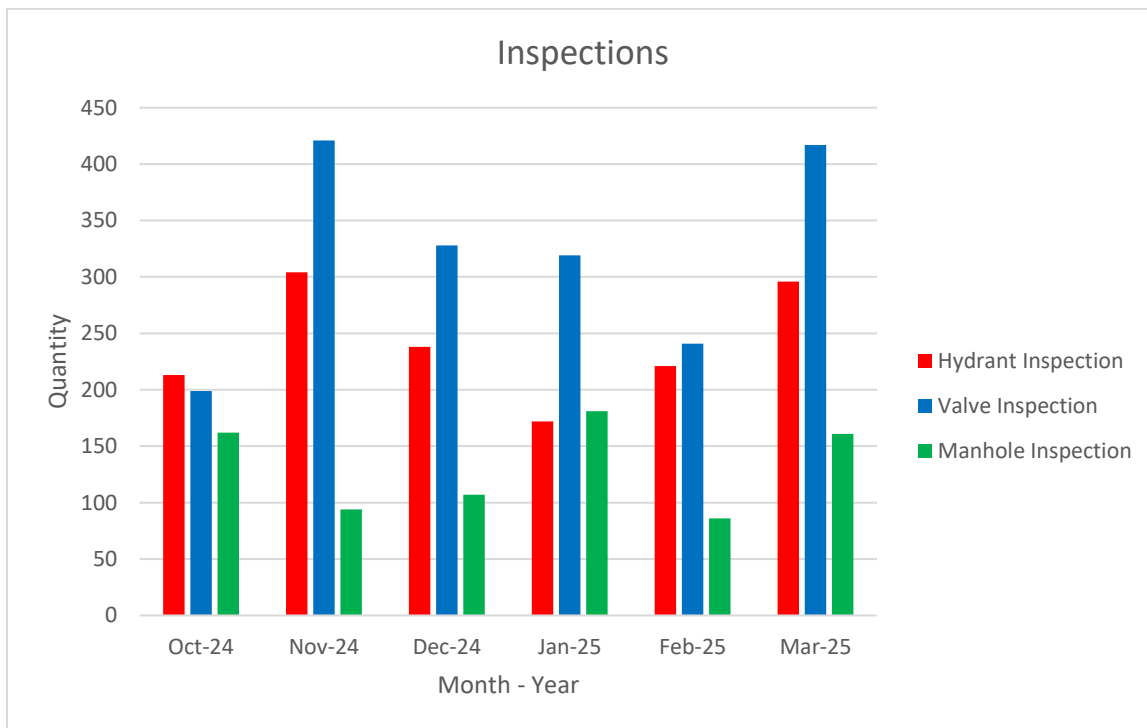
AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: FY 2025 Monthly Maintenance Update Report</p>	<p>AGENDA DATE: April 17, 2025</p>
<p>STAFF CONTACT(S)/PREPARER: Alexander J. Morrison, P.E., Director of Operations</p>	<p>CONSENT AGENDA: ACTION: ■ INFORMATION: ■ ATTACHMENTS: YES</p>

BACKGROUND:

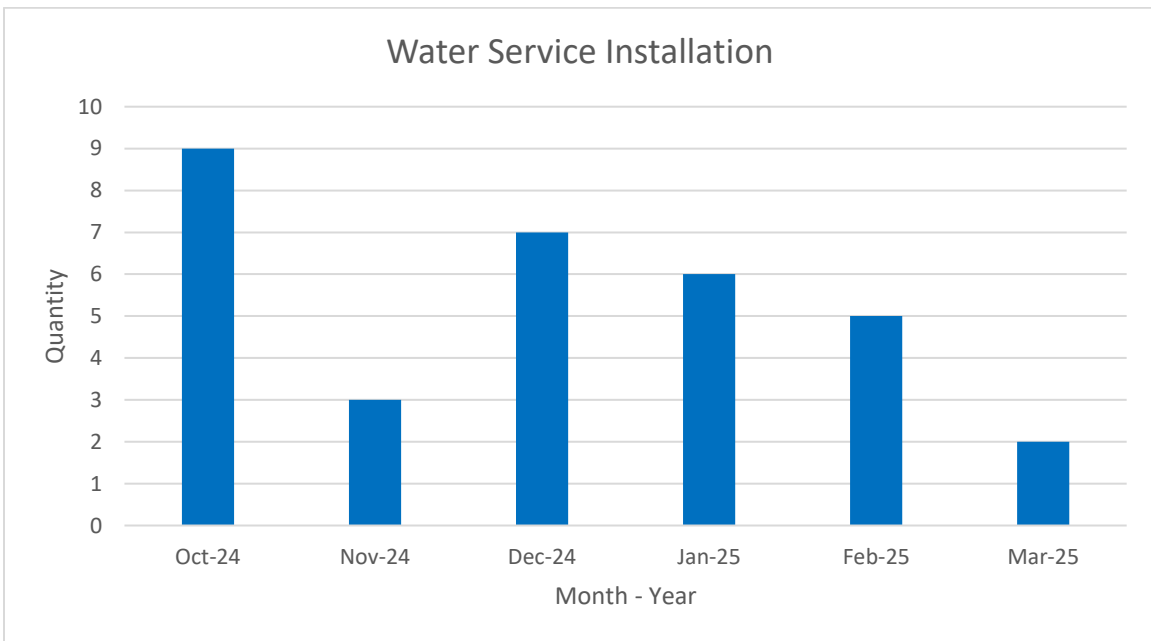
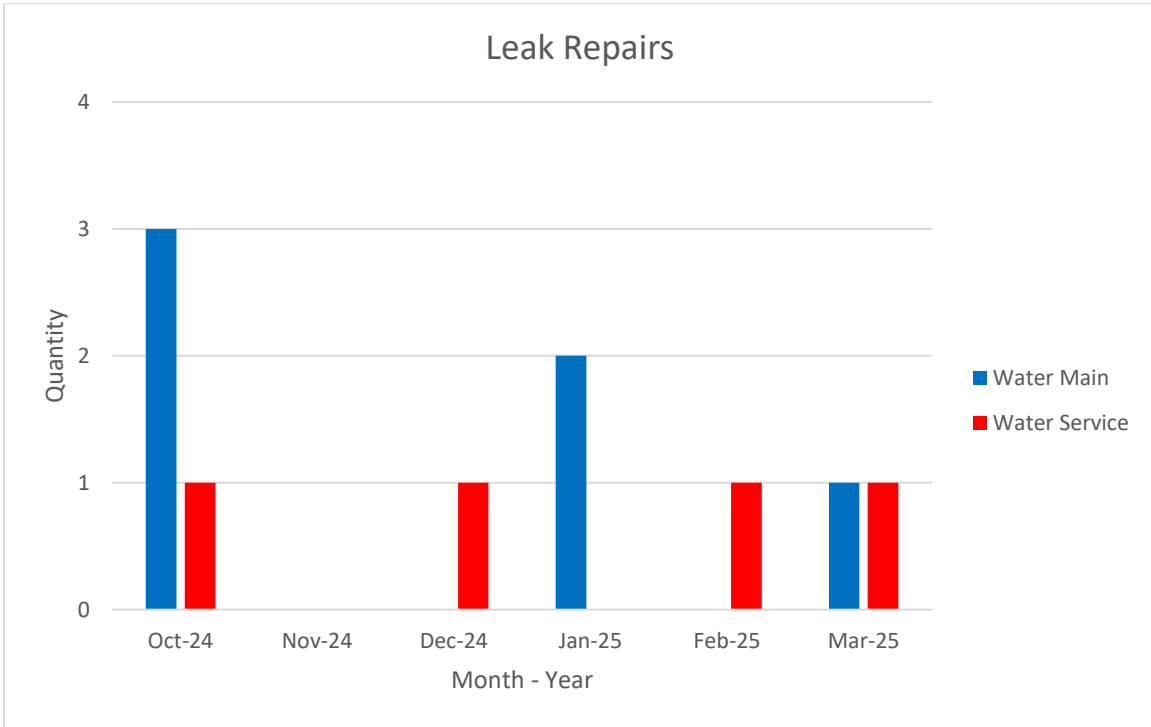
Current total years of service in the Maintenance Department: 343.5 years
 Current average years of service in the Maintenance Department: 10.4 years
 Current number of employees in the Maintenance Department: 33

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.



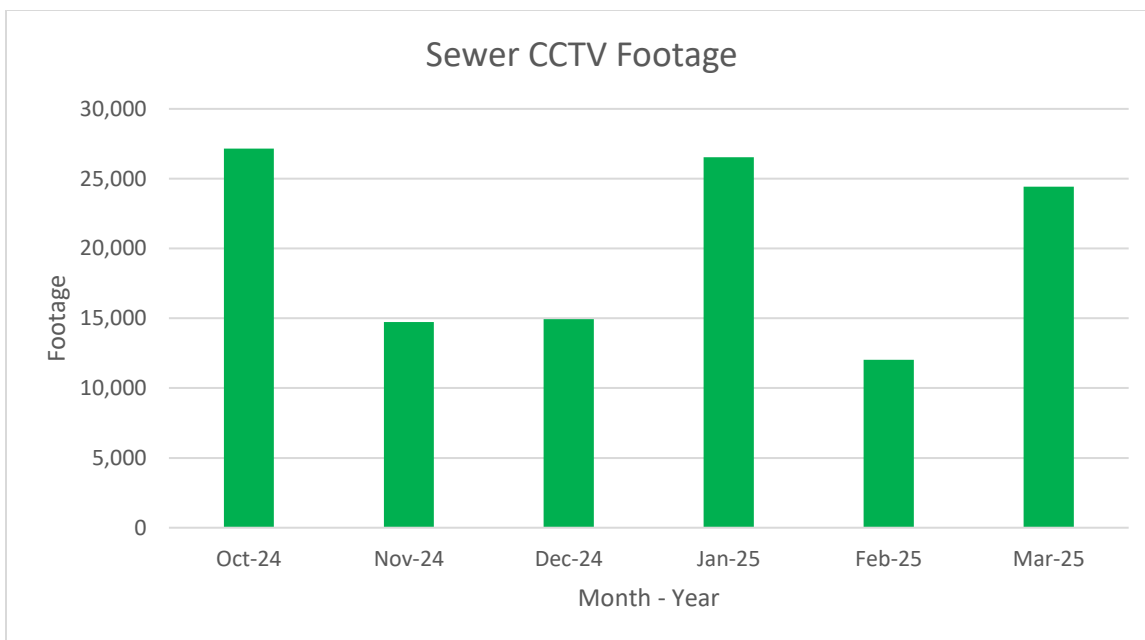
ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



DISCUSSION:

- Routine Monthly Maintenance Activities
 - Inspections: Hydrant, valve, and manhole inspections increased in March due to improved staff availability and favorable weather conditions. This allowed our valve technician and hydrant inspector safe and consistent access to the travel-way.
 - Leak Repairs: There were two leak repairs completed in March. The first was a water main repair on Verona Drive, where a leaking joint on a main crossing was identified by VDOT. The leak, located behind the curb and gutter, was repaired using a bell joint clamp (see Attachment 1). The second was a water service line repair on Sandown Lane, where a leak developed at the connection between the service line and the setter.
 - Water Service Installation: Water service installations decreased in March, with only a few completed during the month. However, we anticipate an increase in installations in the coming months as the irrigation season begins.
 - Sewer CCTV Footage: Sanitary sewer CCTV inspections increased in March. This improvement was driven by better staff availability,

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

full equipment uptime following recent equipment replacements, and more favorable weather conditions.

- Facilities Inspections: We will begin trending facilities inspection activities in future reports as additional data becomes available. In March, completed inspections included:
 - **143 Generator Inspections**
 - **333 Pump Inspections**
 - **81 Sewer PS Inspections**
 - **72 Water PS Inspections**
 - **5 Fire System Inspections**
 - **1 UST Inspection**

- Facilities Preventative Maintenance: Similar to inspections, we will begin trending facilities preventative maintenance (PM) activities in future reports as additional data becomes available. In March, completed PM work orders included:
 - **12 Generator PMs**
 - **2 Pump PMs**

- Miscellaneous Maintenance Activities
 - New Equipment - Erskine 24" Edge Milling Skid Steer Attachment: To reduce operating costs and accelerate pavement restoration, ACSA purchased a 24" Edge Milling Attachment for our skid steer. Recent changes to VDOT repaving requirements enabled this in-house capability, which significantly lowers costs compared to using third-party contractors and allows restoration within days rather than weeks. The equipment also supports asphalt repair work outside of VDOT rights-of-way. See Attachments 2 and 3 for photos of the Edge Milling Attachment.

 - Equipment Replacement - Dynapac D.ONE Articulating Trench Roller: The ACSA replaced an aging trench roller with a new Dynapac D.ONE Articulating Trench Roller. This replacement enhances compaction capabilities and has already been deployed on the Myrtle Street Water Main Replacement Project. See Attachment 4 for a photo of the replacement equipment.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

- Equipment Replacement - Ammann Vibratory Asphalt Plate Compactor: The ACSA replaced its outdated asphalt plate compactor with a new Ammann Vibratory Asphalt Plate Compactor. This equipment is essential for pavement restoration work and will support ongoing in-house asphalt repair efforts. See Attachment 5 for a photo of the new compactor.
- Maintenance Yard Asphalt Repair: ACSA Maintenance crews completed an in-house asphalt repair in the maintenance yard using the new Edge Milling Attachment. The repair addressed frost-heaving damage adjacent to the trench drain between maintenance buildings, where previous pavement installed in 2021 had been impacted by winter weather conditions. The new equipment allowed a cost-effective and timely repair. See Attachment 6 for a photo of the repaired asphalt sections.

BUDGET IMPACT: None.

RECOMMENDATIONS: None.

BOARD ACTION REQUESTED: Approval of the Consent Agenda.

ATTACHMENTS:

- Attachment 1: Verona Drive Water Main Repair
- Attachment 2: Erskine 24" Edge Milling Skid Steer Attachment – Picture 1
- Attachment 3: Erskine 24" Edge Milling Skid Steer Attachment – Picture 2
- Attachment 4: Dynapac D.ONE Articulating Trench Roller
- Attachment 5: Ammann Vibratory Asphalt Plate Compactor
- Attachment 6: Maintenance Yard Asphalt Repair

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



Attachment 1: Verona Drive Water Main Repair

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



Attachment 2: Erskine 24" Edge Milling Skid Steer Attachment – Picture 1

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



Attachment 3: Erskine 24" Edge Milling Skid Steer Attachment – Picture 2

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



Attachment 4: Dynapac D.ONE Articulating Trench Roller

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



Attachment 5: Ammann Vibratory Asphalt Plate Compactor

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



Attachment 6: Maintenance Yard Asphalt Repair

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: Monthly Information Technology Department Update</p>	<p>AGENDA DATE: April 17, 2025</p>
<p>STAFF CONTACT(S)/PREPARER: April Walker, Director of Information Technology</p>	<p>ACTION: <input type="checkbox"/> INFORMATION: <input checked="" type="checkbox"/></p> <p>ATTACHMENTS: No</p>



Information Technology

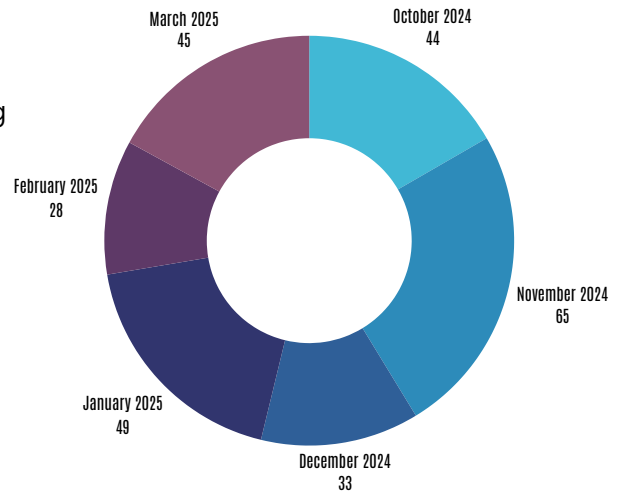
Background:

Primarily, our Systems Engineer and Systems Analyst are responsible for handling the Information Technology responsibilities. These responsibilities include all Help Desk tickets, employee onboarding/offboarding, intranet and website administration, server and software administration.

Last month, they:

- Resolved **45** Help Desk Tickets
- Onboarded **1** employee
- Upgraded **8** tablets

HELP DESK TICKET COMPARISON



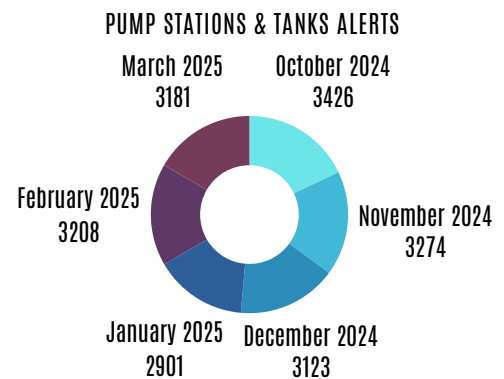
I.T. DEPARTMENT'S MONTHLY ROUTINES

Digital & Physical Security

Background:

Our ISO/Systems Engineer handles all of our digital security and our Information Technology Technician handles all of our physical security. Last month, they:

- Secured **1,298.26 GB** of application data
- Secured **833.89 GB** of web data
- Secured **30.82 GB** of user data
- Investigated **315** physical security alerts at the Operations Center
- Investigated **3,181** physical security alerts at water storage tanks and pump stations
- Implemented **329** firewall pattern updates

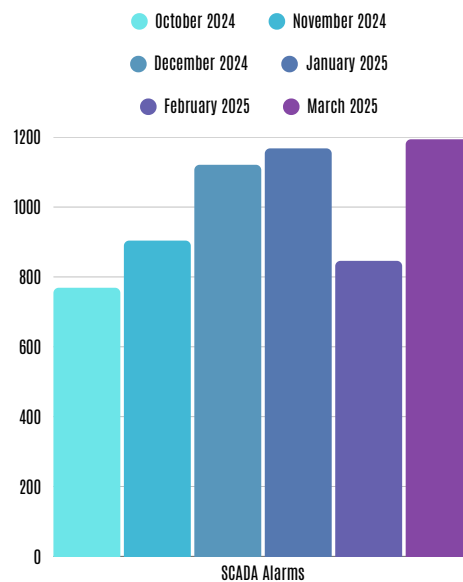


SCADA & AMI

Background:

Our SCADA system and AMI base stations are handled by our SCADA Technician and our Information Technology Technician. Last month, they:

- Completed **3** SCADA Work Orders
- Investigated **1194** SCADA alarms
- Investigated **111** Cell Modem alarms
- Investigated **19** AMI Base Station Alarms



I.T. DEPARTMENT’S MONTHLY ROUTINES

Geographic Information Systems (GIS)

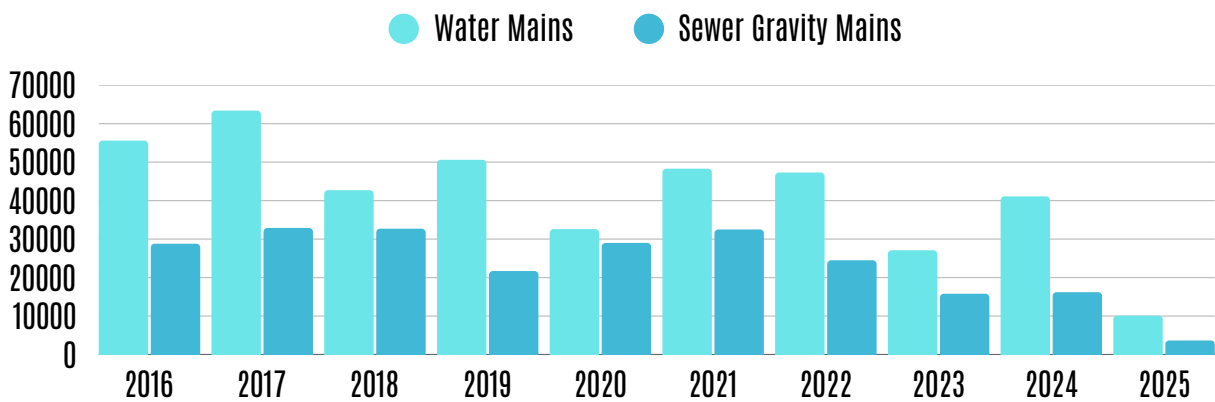
Background:

Our GIS is handled by our GIS & CMMS Coordinator and our GIS Technician. Our XY Locate Inspections are handled by our I.T. Technician.

Last month, they:

- Digitized **55** sewer lateral lines (Total 20,406).
- Digitized **2,220 ft** sewer gravity mains (Total 1,720,344.4 ft).
- Digitized **5,624.8 ft** water mains (Total 2,018,819.2 ft).
- Digitized **992.3 ft** water service lines (Total 500,752.8 ft).
- Conducted **53** XY Locate Inspections.
- Fulfilled **2** Update GIS work orders.
- Fulfilled **17** external map requests.

FOOTAGE OF WATER AND SEWER GRAVITY MAINS GIS DIGITIZATION



UAS FLIGHT OF AVON OPERATIONS CENTER PROPERTY- MARCH 13 2025



ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

I.T. DEPARTMENT'S LARGE PROJECT PARTICIPATION



UTILITY NETWORK

Data cleanup in preparation for the Utility Network is ongoing. The edits based on the automated tool called Data Reviewer are nearly finalized but more manual updates are in store. A plan to migrate certain IT infrastructure to the cloud is being formulated in the hopes to achieve this prior to releasing a Request for Proposal for the Utility Network implementation.



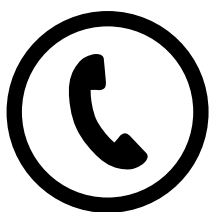
NEW HELP DESK & I.T. INVENTORY SOFTWARE

Our new system is live and deployed to all staff members! We will continuously work to improve the system and its efficiency.



SCADA SYSTEM ASSESSMENT

We have one pump station and one water storage tank remaining to complete the priority updates. Once those are finished, we will begin addressing the lower-priority recommendations.



PHONE SYSTEM REPLACEMENT PROJECT

The new phone system is anticipated to be deployed at the end of the month. We have been actively working with the ACSA team and the vendor on testing and preparing for go-live. We have purchased and deployed compatible headsets for office staff members.



CYBERSECURITY UPGRADES

We are continuously enhancing the security of ACSA's data. Based on the latest CISA checklist, we have continued to progress in ensuring compliance. We are currently ensuring the full elimination of legacy authentication and preparing to restrict USB device connections to ACSA computers. We have revised how user backups are being conducted and have revised our Disaster Recovery Policy and Incident Response Plans.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY



SHAREPOINT RE-DESIGN

The new SharePoint site is anticipated to go live by July 1st!



FACILITIES CONDITION ASSESSMENT

We are awaiting the results of the assessment to prioritize next steps.



RISK & RESILIENCE ASSESSMENT

We have provided the requested items for the vendors review. We have scheduled team members to assist with site tours.

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: April 17, 2025
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 updates on RWSA major projects and issues, including updates from the March 25th RWSA Board Meeting and other communications:

- **FY 2026 Proposed Budget and Rates:** The ACSA estimates that water and wastewater charges from the RWSA will increase nearly 19% compared to the prior fiscal year.
 - RWSA's FY 2026 budget totals \$64,060,000:
 - \$30,647,000 for Operating Expenses
 - \$33,413,000 for Debt Service
 - Overall, \$8.922 million increase:
 - Operating expense increase totaling \$3.251 million;
 - Debt Service increase totaling \$5.671 million;
 - Anticipated increases from RWSA to ACSA for Fiscal Years 27-30 range from 11.4% to 15% per year.

- **Major RWSA Construction Projects in FY 2026:** Through the RWSA's CIP program, the following major projects are scheduled for FY 2026:
 - Water Supply and Redundancy
 - SRR Crossing Water Pipe
 - RMR – OBWTP Pipeline & Pump Station
 - Central Water Line
 - SRR – RMR Pipeline, Intake and Pump Stations
 - Increase normal pool, RMR
 - Drinking Water Treatment
 - GAC Systems – Crozet and Red Hill WTPs
 - PAC Upgrades - SRWTP
 - Asset Maintenance and Reliability:
 - Rehab Crozet WWPS
 - MC Concrete Repairs and Building Upfits
 - Admin Building Renovation & Addition

AGENDA ITEM EXECUTIVE SUMMARY

Summary:

RWSA Major Project Schedule	Construction Start Date	Construction Completion Date
Rivanna Pump Station Restoration	July 2024	October 2025
Red Hill Water Treatment Plant Upgrades	January 2025	June 2026
South Fork Rivanna River Crossing	December 2024	January 2027
RMR to OBWTP Raw Water Line & Pump Station	February 2025	June 2029
MC Building Upfits & Gravity Thickener Improvements	May 2025	May 2027
MC Structural & Concrete Rehabilitation	May 2025	May 2027
Crozet Pump Stations Rehabilitation	April 2025	September 2027
MC Administration Building Renovation & Addition	June 2025	December 2027
Central Water Line	August 2025	March 2029
Crozet WTP GAC Expansion – Phase I	August 2025	March 2027
MC Pump Station Slide Gates, Valves, Bypass, & Septage Receiving Upgrades	August 2025	September 2026
SRWTP – PAC Upgrades	October 2025	February 2027
RMR Pool Raise	September 2025	September 2026
SRR to RMR Pipeline, Intake, & Facilities	February 2026	December 2030
Beaver Creek Dam, Pump Station, & Piping	May 2026	January 2030
Upper Schenks Branch Interceptor, Phase II	2026	2027
SRWTP Permanganate Improvements	January 2026	August 2027
Glenmore WRRF Phase 1	June 2026	January 2028
Dam Concrete & Steel Repairs	January 2026	December 2026

AGENDA ITEM EXECUTIVE SUMMARY

- **Rivanna Pump Station Restoration**

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

Current Status:

Contractor continues installation of rebuilt pumps and new motors and associated mechanical and electrical components. Control upgrades are done, and pre-functional startup and testing procedures have been completed. The next stage of startup and testing is beginning and will be followed by demonstration periods for each side of the pump station wet well. Bypass pumping system should be completely removed by the end of April 2025 with full pump station restoration completed by October 2025.

History:

The Rivanna Pump Station, which is located at the Moores Creek Advanced Water Resource Recovery Facility, was damaged on January 9, 2024 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:	5%
Completion:	June 2026
Budget:	\$2,050,000

Current Status:

A temporary pressure tank has been placed in service while the existing pressure tank is being inspected and painted.

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

AGENDA ITEM EXECUTIVE SUMMARY

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 (Charlottesville)
Construction Start:	December 2024
Percent Complete:	7%
Completion:	January 2027
Budget:	\$6,250,000

Current Status:

The contractor completed a construction entrance and began tree clearing this month on the south side of the river.

History:

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

- **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:	February 2025
Percent Complete:	5%
Completion:	June 2029
Current Project Estimate:	\$61,490,000

Current Status:

The Contractor is mobilizing equipment and establishing a construction entrance at the pump station site on Reservoir Road. A coordination meeting with several trails-related agencies, including City Parks and Recreation, was held virtually on February 27th.

AGENDA ITEM EXECUTIVE SUMMARYHistory:

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.

- **Crozet Pump Stations Rehabilitation**

Design Engineer:	Wiley Wilson
Construction Contractor:	Waco, Inc. (Sandston, VA)
Construction Start:	April 2025
Percent Complete:	1%
Completion:	September 2027
Budget:	\$12,350,000

Current Status:

Contract documents have been executed and a Notice to Proceed has been issued. Equipment submittals are being processed, and materials are being ordered. We expect lengthy material delivery times.

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)
Construction Contractor:	English (Lynchburg, VA)
Construction Start:	May 2025
Project Status:	1%
Completion:	May 2027
Current Project Estimate:	\$11,800,000

AGENDA ITEM EXECUTIVE SUMMARY

Current Status:

A preconstruction conference is being scheduled.

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)
Construction Contractor:	WM Schlosser (Hyattsville, MD)
Construction Start:	May 2025
Project Status:	1%
Completion:	May 2027
Current Project Estimate:	\$15,500,000

Current Status:

A preconstruction conference is being scheduled.

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:	SHE
Construction Contractor:	Martin Horn (Charlottesville)
Construction Start:	June 2025
Project Status:	1%
Completion:	December 2027
Budget:	\$27,600,000

Current Status:

Coordination meetings with the contractor are underway.

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

AGENDA ITEM EXECUTIVE SUMMARY

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:	Bidding (Phase I)
Construction Start:	August 2025
Completion:	March 2029
Budget:	\$79,000,000

Current Status:

Phase 1 Contract (west end): The bid opening date has been postponed until May 8, 2025 to address design revisions. **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:	Bidding
Construction Start:	August 2025
Completion:	March 2027
Budget:	\$10,000,000

Current Status:

Project will be advertised for bidding in March 2025. \$7.24 million in grant funds from VDH have been awarded for this project.

AGENDA ITEM EXECUTIVE SUMMARY

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 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.

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

Design Engineer:	Hazen and Sawyer (Hazen)
Project Start:	June 2023
Project Status:	90% Design
Construction Start:	August 2025
Completion:	September 2026
Budget:	\$9,700,000

Current Status:

Staff is making decisions on current septage receiving equipment and billing software, and Hazen submitted the 90% design submittal in March for review.

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.

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

Design Engineer:	SEH
Project Start:	November 2023
Project Status:	95% design
Construction Start:	October 2025
Completion:	February 2027
Current Project Estimate:	\$1,100,000

Current Status:

Design documents will be ready for bidding in April.

- **Ragged Mountain Reservoir Pool Raise**

Design Engineer:	Schnabel
Project Start:	April 2024

AGENDA ITEM EXECUTIVE SUMMARY

Project Status:	75% design
Construction Start:	September 2025
Completion:	September 2026
Current Project Estimate:	\$6,000,000

Current Status:

Permitting documents have been submitted to Albemarle County and DCR. The Design Engineer is progressing towards the bid-ready documents.

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

Design Engineer:	Kimley Horn/SEH
Project Start:	July 2023
Design Status:	70%
Construction Start:	February 2026
Completion:	December 2030
Current Project Estimate:	\$117,000,000

Current Status:

Staff is reviewing the 90% piping plans and have distributed the plans to the City and ACSA for review as well. Design work for the new intake and pump station has started, and field work for the bathymetric survey was completed at South Fork Rivanna Reservoir on March 7th.

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:	70% Design
Construction Start:	May 2026
Completion:	January 2030
Budget:	\$62,000,000

AGENDA ITEM EXECUTIVE SUMMARY

Current Status:

Hazen is proceeding with design of the pump station. Final design by Schnabel Engineering for the dam spillway upgrades, temporary detour, and spillway bridge is ongoing. Discussions with the County have been initiated for acquisition or lease of property for the Pump Station. A significant (\$20 M) 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 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:	2026
Completion:	2027
Budget:	\$11 – 15 Million

Current Status:

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

History:

The Schenks Branch Interceptor is located in the easter 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.

- **SRWTP Permanganate Improvements**

Design Engineer:	SEH
Project Start:	January 2025
Project Status:	0% Design
Construction Start:	January 2026
Completion:	2027
Budget:	\$400,000

AGENDA ITEM EXECUTIVE SUMMARY

Current Status:

Work authorization is signed, and design is in progress. This project will replace deteriorated water treatment equipment and increase chemical containment capacity.

- **Glenmore WRRF Upgrade Phase 1**

Design Engineer:	SEH
Project Start:	March 2025
Project Status:	0% Design
Construction Start:	June 2026
Completion:	January 2028
Budget:	\$1,650,000

Current Status:

This project will replace deteriorated wastewater treatment equipment and reduce noise from the blowers. SEH is working on a preliminary engineering report (PER) to identify any potential scope changes and urgency of repairs. Engineering design to follow the PER.

- **Dam Concrete and Steel Repairs**

Design Engineer:	GAI Consultants
Project Start:	January 2025
Project Status:	0% Design
Construction Start:	January 2026
Completion:	December 2027
Budget:	\$1,280,000

Current Status:

Structural assessments of the Sugar Hollow, South Rivanna, Lickinghole Creek, and Totier Creek dams were conducted by GAI in March 2025. Repairs will be completed in the summer of 2026.

Planning and Studies

- **MCAWRRF Biogas Upgrades**

Design Engineer:	SEH
Project Start:	October 2021
Project Status:	Preliminary Engineering/Study (99%)
Completion:	December 2024
Budget:	\$6,287,000

Current Status:

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

AGENDA ITEM EXECUTIVE SUMMARY

- **Flood Protection Resiliency Study**

Design Engineer:	Hazen
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 for various facilities to increase their resiliency from a 1% to a 0.2% flooding event and will focus on facilities located at the Moores Creek AWRRF within those flood event boundaries. 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:

Project No.	Project Description	Approximate Cost
2023-01	Finished Water System ARV Repairs	\$150,000
2024-08	Sugar Hollow Raw Waterline Break @ Mechums River	\$350,000
2024-09	Stillhouse Waterline Erosion @ Ivy Creek	\$200,000

- 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. The remaining replacements will likely be scheduled starting in Spring 2025.
- 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

AGENDA ITEM EXECUTIVE SUMMARY

existing access road to the site initially. Repairs were substantially completed on January 31st, and the transfer line was put into service on February 3rd. Restoration work at the site was completed on February 28th. Funding opportunities are being pursued through FEMA/VDEM.

- Stillhouse Waterline Erosion at Ivy Creek: In November 2024, it was discovered that the banks of Ivy Creek had experienced significant erosion during some of the heavy rainstorms earlier in the Fall, and that the erosion was now intruding on RWSA’s 12” Stillhouse Waterline. The area was temporarily armored with sandbags in December, to protect the waterline from further erosion in the interim. Staff are working with the USACOE to permit a permanent bank stabilization project, which will include placement of large rip-rap along the streambank. Given continued region-wide disaster relief efforts associated with Hurricane Helene, it is anticipated that permits may not be received until Spring 2025. RWSA intends to utilize its On-Call Maintenance Contractor, Faulconer Construction Company, for completion of this work and is seeking funding/reimbursement opportunities through FEMA.

- **Security Enhancements**

Design Engineer:	Hazen & Sawyer
Construction Contractor:	Security 101 (Richmond, VA)
Construction Start:	March 2020
Percent Complete:	90% (WA9)
Based Construction Contract + Change Orders to Date = Current Value:	\$718,428 (WA1) + \$834,742 (WA2-10)
Completion:	June 2024 (WA9), August 2024 (WA10)
Budget:	\$2,980,000

Current 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. WA12 includes installation of card access on all exterior doors at the Observatory WTP, as well as two small electrical buildings at MCAWRRF. 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.

ACSA Board Future Policy Issues Agendas 2025

	May '25	June '25	July '25	Aug '25	Sep '25	Oct. '25	Nov. '25	Dec. '25	Jan. '26	Pending Issues
	May 15th	June 19th	July 17th	August 21st	September 18th	October 16th	November 20th	December 18th	January 15th	ACSA Customer Communications
	Recognitions	Recognitions	Recognitions	Recognitions	Recognition	Recognitions	Recognitions	Recognitions	Recognitions	CIS - Customer Information Systems - Billing, Website, Phone
	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Climate Change and Sustainability
	Operational Presentation - IT - Water and Sewer Dashboards	FY '26 Budget and Rates Public Hearing (<i>Annual Item</i>)	Operational Presentation - Private Development Process	Operational Presentation	Operational Presentation	Operational Presentation	Operational Presentation	Operational Presentation	Operational Presentation	Customer Experience (CX)
	Proposed FY '26 Budget and Rates Workshop (<i>Annual Item</i>)	FY '26 Budget, Rates and CIP Approval (<i>Annual Item</i>)	Customer Experience - Telephony Project		Imagine a Day Without Water Resolution (<i>Annual Item</i>)		Annual Comprehensive Financial Report (ACFR) Presentation (<i>Annual Item</i>)	Annual Investments Report (<i>Annual Item</i>)	Board Organizational Meeting - Election of Officers (<i>Annual Item</i>)	Data Management and Management Dashboards
	Annual Water Quality Reports (<i>Annual Item, Consent Agenda</i>)	Amendments to Rules and Regulations, and Personnel Management - Budget Implementation (<i>Annual Item</i>)						FY '27 Budget Guidelines and Schedule (<i>Annual Item</i>)	Annual Water Conservation Report (<i>Annual Item</i>)	Emergency Preparedness Facilities Condition Assessment
	Compensation and Classification Study - Update	Water & Wastewater Professionals Appreciation Day Recognition (<i>Annual Item</i>)						Annual Investments Report (<i>Annual Item</i>)	2025 Annual Report - Accomplishments and Challenges (<i>Annual Item</i>)	Federal/State Water Quality Regulations PFAS; Emerging Contaminants
		Regional Water Supply Planning - Update						ACSA Board of Directors Meeting Schedule 2026 (<i>Annual Item</i>)		New Development
								Holiday Schedule 2026 (<i>Annual Item</i>)		Operational Presentation - Sewer Rehabilitation Relining
										Pay Plan Market Rate Study for FY '25 - Compensation (Fall)
										Private Development Process
										Purchasing Policy Manual
										RWSA CIP Central Water Line - Reservoirs Pipeline North Rivanna System Wastewater Projects
										Strategic Plan Update - Biannual
										Water Audit
										Water Supply Plan Project Status Reports

Regular 3rd Thursday Monthly Meetings

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: Proclaiming Drinking Water Week May 4-10, 2025</p> <p>STAFF CONTACT(S)/PREPARER: Emily Roach, Director of Human Resources and Administration</p>	<p>AGENDA DATE: April 17, 2025</p> <p>ACTION: <input checked="" type="checkbox"/></p> <p>ATTACHMENTS: YES</p>
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BACKGROUND: For more than four decades, the American Water Works Association has used Drinking Water Week as an opportunity for water professionals and the communities they serve to recognize the vital role water plays in our daily lives. The Albemarle County Service Authority, along with its community partners, encourages its customers and the public to learn more about the importance of safe water and its role in protecting public health and the environment, as well as the infrastructure that ensures access to that water. This year's Drinking Water Week will take place May 4-10, 2025.

More information on Drinking Water Week and surrounding events can be found on our website and social media accounts.

BOARD ACTION REQUESTED: Approval of Resolution

ATTACHMENTS: Resolution Proclaiming Drinking Water Week

Drinking Water Week Proclamation

WHEREAS, water is our most valuable natural resource; and

WHEREAS, drinking water serves a vital role in daily life, serving an essential purpose to health, hydration and hygiene needs for our citizens; and

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

WHEREAS, the hard work performed by the entire water sector ensures the transport of safe and quality drinking water from its source to consumers' taps; and

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

NOW, THEREFORE, be it resolved that by virtue of the authority vested in the Albemarle County Service Authority, we do hereby proclaim May 4-10, 2025, as Drinking Water Week.

Chair, ACSA Board of Directors



MEMORANDUM

To: Board of Directors
From: Alexander J. Morrison, P.E., Director of Operations
Date: April 17, 2025
Re: Authorization for Procurement - Vac-Con Dual Engine TITAN
cc: Michael E. Derdeyn

The following item requires Board authorization:

Vac-Con Dual Engine TITAN: As part of the FY 2026 budget proposal, staff is recommending the replacement of a critical piece of equipment with a new Vac-Con Dual Engine TITAN. This unit is a cornerstone of our sewer maintenance operations and is utilized daily by our sewer crews for sewer jetting, system inspection, and debris removal. It is essential for both routine preventative maintenance and emergency response, such as clearing clogs and addressing sewer backups. The equipment is capable of cleaning both sewer mains and manholes and also supports vacuum excavation—an important function for exposing underground utilities safely and efficiently. The new unit will be assigned to the proposed Jetting Tech position included in the FY 2026 Maintenance Operating Budget. As a specialized piece of equipment, assigning it to a dedicated position is expected to enhance operational efficiency, improve service response, and extend the equipment's service life. Additionally, the new unit will include enhanced safety features, such as the PRO Reel front-mounted hose system, which allows the operator to remain behind the vehicle during operation—providing critical protection by placing the truck between the worker and traffic during roadside work.

The unit identified for replacement has significantly exceeded its useful life and continues to experience extended downtime and costly repairs. While this replacement has been a longstanding need, it was deferred until the Avon Operations Center—designed to accommodate this equipment in a larger, conditioned bay—had a defined construction schedule. With the facility now under construction and projected to come online in late 2026, this replacement can move forward.

In the interim, the recently completed Maintenance Ceiling Project provides the necessary conditioned space to store the new equipment during freezing temperatures, allowing for acquisition in advance of the Avon facility's completion.

Staff has completed a build and quote using a state contract for procurement. This equipment will be procured through the Virginia Sheriffs Association Contract # 24-05-0713R. The attached quote is in the amount of \$638,742, with a build time of 120–150 days from issuance of a Purchase Order (PO). Based on recent discussions with the vendor, there is a high likelihood of a price increase of \$15,000–\$30,000 effective July 1, 2025, primarily due to tariff impacts.

To avoid the anticipated price increase, staff recommends issuing a PO in April 2025, securing the current pricing. While this would constitute an encumbrance on the current FY 2025 budget (which did not include this item), delivery and payment would occur in FY 2026, which includes funding for this replacement.

Staff respectfully requests that the Board of Directors authorize the Executive Director to issue a PO for the purchase of this equipment to secure the existing pricing and ensure timely procurement.

Board Action

We request the Board of Directors authorize the Executive Director to issue a PO in the amount of \$638,742.00, for the purchase of this equipment.

ATLANTIC MACHINERY INC. *Sewer and Street Equipment Specialists*

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April 7, 2025

Albemarle County Service Authority
168 Spotnap Rd.
Charlottesville, VA 22911

Attn: Alexander J. Morrison, P.E.

Re: Vaccon, Va Sheriffs Contract # **24-05-0713R**

Dear Alex,

Per your recent conversations with Connor Sullivan, Atlantic Machinery, Inc. is pleased to quote a Vaccon dual engine unit. Our quotation is as follows:

Model Number - V310E/1300 L H P

Standard Equipment Includes:

Vacuum System (**Vaccon Aeroboost Vacuum System**)

Cyclone Separator -

Hydrostatic Blower Drive via FEPTO unless Transfer Case or PRO Selected - 98% Operating Efficiency

1/4" Corten Steel Debris Tank - (10 cubic yards)

Flat Style Rear Door with hydraulic door locks - Including open/close

5" Butterfly valve and 10' of layflat hose

Debris tank Dumping: minimum 50 deg., hydraulic telescopic lift Cylinder - power up/power down

60" Dump Height -

Rear Bumper - Does Not Include Tow Hooks

Front Tow Hooks

Hinge type / Body Prop Permanently mount debris body prop

Debris Body Flushout - 8 Jet

Automatic Vacuum Breaker with Float Arm Assembly/Level Indicator and overfill protection

Behind Cab Boom Support and Docking Station at Front Bumper

8" vacuum intake hose

4 Way Hydraulic Boom with 270 Degree Rotation with Joystick Controls

Front mounted 600' capacity (1" hose) - Hydraulic Fixed Hose Reel

400' high pressure jet rodder hose

Two (2) Emergency Stop Button Locations: Operator Station and Mid-Body

60 gpm/2000 psi water pump system

Water Pump Remote Oil Drain - Quick disconnects

Water pump drive: Standard Aux Engine is GM 6.0L Gasoline, 172HP

5 year Water Pump Drive Warranty - See certificate for details

Auxiliary Engine Remote Oil Drain - Quick Disconnects

Cross-Linked Polyethylene Water Tanks. **1300 gallons.**

Full Length Steps on Lower Water Tanks for Maintenance Access

Water Tank Drain - **1/4 Ball Valve**

Heavy Duty Manual Hose Rewind Guide with Dual Aluminum Rollers

Hose guide (Tiger Tail)

10' Leader Hose

20 gpm at 750 psi wash down hand gun with 25' of hose and nozzle - 50' Capacity Hand Gun Hose will replace this standard options if selected.

Storage Box Behind Cab 16" x42" x 96" - Standard on all models except 3yd

1) each Sanitary and Penetrator Nozzles

Cooling Package - Air to Oil Heat Exchanger for Hydraulics and Transfer Cases, if applicable

Remote Lube Bank for Boom Rotator and Boom Lift Cylinders - Ground Level

20.5' aluminum intake pipe(1-3', 1-5', 1-6', and 1-6.5' nozzle)

LED/ICC lighting

Sherwin Williams Fast Clad High Solids Zinc Rich Primed, Sealed with Sherwin Williams Duraspar Epoxy Primer.

Sherwin Williams Duraspar Polyurethane Single Stage Gloss and Textured Paint

5# Fire Extinguisher - In Cab

Set of Triangles

12 month standard warranty - see certificate for details

5 year debris tank warranty - see certificate for details

10 year water tank warranty - see certificate for details

Main Information

Model	310E/1300
Blower	Hydrostatic Drive
Boom	10' Aluminum Telescoping Boom with Pendant Control Station PRO Reel (Precision Reel Operation) Articulating to driver's and curb side (800 x 1" Capacity) Includes 12VDC Auxiliary hydraulic pump.
Hose Reel	
Jet Rodder Hose	500' x 3/4" Jet Rodder Hose
Water System	60/3000, GIANT 7000, GM 6.0 GAS 172 HP
Water Pump	Giant
Auxiliary Engine	GM
Hose Brand	Piranha Brand Hose

- 1 Tube mounts for four (4) suction tubes.**
- 1 Color: Chassis WHITE and Vaccon TBD**
- 1 6" Knife Valve with Center Post and Handle, in Lieu of the 5" Butterfly Valve**
- 1 Air Purge System**
- 1 Pre-Tank Water Filter (Y-type)**
- 1 Variable Flow Valve (Valve Only)**
- 1 Power Guide "Reel Power" level wind guide**
- 1 Folding Pipe Rack (3), Tank Mtd, Curbside**
- 2 Mirror Mounted LED Beacon/Strobe Light with Limb Guard - Whelen L31HAF
LED Beacon with Whelen BGH Branch Guard**
- 1 LED strobe with Limb Guard, Rear Debris Tank Mounted - Whelen L31HAF LED
Beacon with Whelen BGH Branch Guard**
- 1 LED 4 Strobes - (2) front bumper / (2) rear bumper - Whelen 500 Series TIR6 01-
0663507129E - Amber**
- 1 LED Arrow Board, Rear Debris Tank Door Mounted - Whelen TA1251NF1 Traffic
Arrow**

ATLANTIC

MACHINERY INC.

Sewer and Street Equipment Specialists

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- 1 Hand Held Spot Light - LED
- 1 Remote Control (Wireless): Boom, Vacuum Breaker, Throttle & Debris Body (includes Hi-Dump, if applicable). Does not include remote cable pendant controls for boom or hi dump.
- 1 6 Way Pendant Control Station (Spare)
- 1 50' Capacity Retractable Hand Gun Hose Reel
- 1 Rear Mounted Tow Hooks
- 1 Remote Boom Grease Zerk Assembly (Ground Level)
- 1 Remote Debris Tank Grease Assembly (Ground Level)
- 1 3/4" x 25' Length Leader Hose
- 1 Paint Module: Single-Stage Polyurethane White (white is standard unless otherwise specified. Sherwin Williams code: 940813)
- 1 Optional Striping Package - Black 692-5204-03
- 1 Paper Vac-Con Manual - No longer standard
- 2 LED Boom Mounted Flood Lights with Limb Guard - Whelen NP6BB Worklight
- 1 LED Rear Mounted Flood Lights with Limb Guard - Whelen NP6BB Worklight
- 1 Long Handle Storage/PVC (2) - MUST SELECT LOCATION BELOW
- 1 Long Handle Storage Placement - Mounted in Storage Box Under Shelf
- 1 Cone Rack, Hinged Style/Deck
- 1 Winter Recirculating System for Rodder Hose - AUX-driven water pumps
- 1 LED Midbody Flood Lights with guards - Whelen NP6BB (Driverside and Curbside)
- 1 Hydro excavation Package Includes: 50 foot handgun hose reel with 1/2" hose, 711-53686 72" 1/2" schedule 80 lance with single forward spray nozzle, Storage tubes for lances, Heavy duty unloader valve, Main control ball valve, Variable flow valve
- 1 LED Lighting for Tool Box behind cab.
- 1 Nozzle Toolbox, Steel, 16" W x 18"H x 30"D
- 1 Titan Quiet Drive Package – Unit operates at 1200 RPM vs 1800 RPM. Quieter for operators, super fuel efficient.

NET: \$638,742.00

Terms: Purchase order and net at time of delivery. **Plus applicable taxes.**
Delivery: 120-150 days ARO, subject to prior sale.

Note: Above pricing does not include any applicable Federal, state or local taxes. Pricing subject to change due to the market place and volatility.

We look forward to working with you and Albemarle County Service Authority. The above price is discounted considerably. Please call me or Connor should you have any questions or concerns.

Sincerely,
ATLANTIC MACHINERY, INC.

Agreed,
ALBEMARLE COUNTY SERVICE

AUTHORITY

Trevor "T" Gardner, III.
Vice President

MYRTLE STREET WATER MAIN REPLACEMENT PROJECT

Richard Nelson, PE – Senior Civil Engineer

Alexander J. Morrison, PE – Director of Operations

4/17/2025



**Albemarle County
Service Authority**

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*Conserve today, sustain tomorrow, and protect water and
environmental resources forever.*

OBJECTIVES

- Initial Review & Collaboration
- Internal Design Document Development
- VDOT Coordination & Timeline Constraints
- In-House Construction & Current Status
- Additional Coordination: Culvert Replacement
- Closing Remarks

INITIAL REVIEW & COLLABORATION

- Identification of aging infrastructure on Myrtle Street, a street also identified by VDOT for repaving in CY 2025.
- Early internal collaboration between Engineering and Maintenance teams
- Assessment of project feasibility for in-house design and construction



INTERNAL DESIGN DOCUMENT DEVELOPMENT

- Development of construction drawings, materials list, and LUP.
- Use of GIS data, field verification, and design standards
- Coordination between engineering and maintenance to ensure constructability



VDOT COORDINATION & TIMELINE CONSTRAINTS

Communication with VDOT regarding their scheduled May 2025 repaving

Commitment to complete ACSA work in advance of VDOT's timeline

Acquisition of a Land Use Permit (LUP)

Approval by VDOT for a modified ACSA repaving plan

IN-HOUSE CONSTRUCTION & CURRENT STATUS

- Mobilization of in-house crews for construction
- Status update:
 - Water Main installation complete
 - Hypochlorination, flushing, pressure testing and bacteriological testing complete.
 - Water service and fire hydrant installations underway,
 - Pavement patching pending.



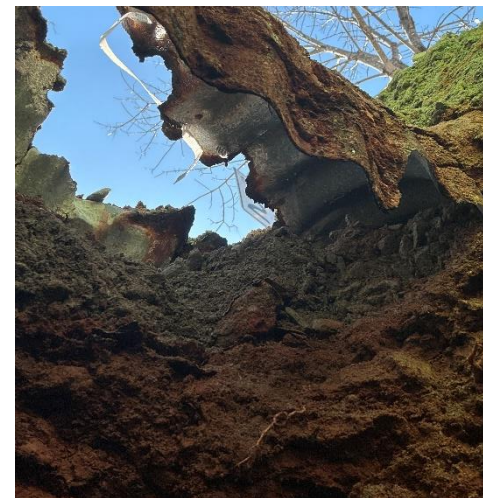
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environmental resources forever.

ADDITIONAL COORDINATION: CULVERT REPLACEMENT

- Discovery of two (2) deteriorated stormwater culverts during project construction
- Joint site review with VDOT
- VDOT coordinated with ACSA construction crews and replaced both deteriorated stormwater culvert pipes.



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CLOSING REMARKS

- This project illustrates proactive planning, interagency coordination, and staff collaboration
- Positive impact on community infrastructure and long-term roadway integrity
- Appreciation for support and collaboration from our water crews, engineering team, VDOT and the residents along Myrtle Street.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: Proposed FY 2026 Capital Improvement Program (CIP)</p> <p>STAFF CONTACT(S)/PREPARER: Jeremy M. Lynn, P.E., Director of Engineering</p>	<p>AGENDA DATE: April 17, 2025</p> <p>ACTION: ■ INFORMATION: ■</p> <p>ATTACHMENTS: YES</p>
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BACKGROUND: The Engineering Department will review the proposed FY 2026 Capital Improvement Program (CIP) Budget using a PowerPoint presentation of slides representing the various projects. In addition to the attached PowerPoint presentation, we have developed an interactive experience on the ACSA's website at <https://bit.ly/acsacip26> to share the FY 2026 CIP. For easier access, please refer to the QR code at the end of this memo.

DISCUSSION:

- Total proposed FY 2026 CIP Budget: \$18,477,500
- Water projects: \$7,967,500 (43.1%); Wastewater projects: \$1,925,000 (10.4%); Non-Utility and Facility projects: \$8,585,000 (46.5%).
- Existing projects (98%); New projects (2%).
- 7 of the 23 projects do not contribute to the FY 2026 Rate Model because funding was incorporated into previous fiscal year Rate Models, including:
 - Northfields Water Main Replacement
 - Broadway Street Water Main Replacement
 - Raintree and Fieldbrook PVC Water Main Replacement
 - Exclusion Meters Replacement
 - Airport Trunk Sewer Upgrade
 - Northfields Phase 5 Sewer
 - Crozet Phase 3 Drainage Basin SSES
- Construction funds for the following water main replacement projects are included in the FY 2026 Rate Model: Scottsville Phase 4, Ragged Mountain Phase 1, Briarwood, Barracks West, Townwood, Albemarle High School, and Annual Water Repair and Rehabilitation.
- Construction funds for wastewater projects in the FY 2026 Rate Model are included for Buckingham Circle, Bellair – Liberty Hills, and Miscellaneous Sewer Rehabilitation.
- Customer Information System (CIS) Replacement funding is incorporated in the FY 2026 Rate Model to include consulting services to assist with procurement of a new billing system.
- ESRI Utility Network Implementation, Cloud Migration and SQL Server is an expanded project from the IT Department and is included in the FY 2026 Rate Model.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

- Avon Operations Center includes \$7,100,000 in the FY 2026 Rate Model, which is nearly 40% of the total CIP Budget. These funds are split equally between water and wastewater.
- Three new projects are included in the FY 2026 Rate Model: Albemarle High School AC Water Main Replacement, ArcFlash Hazard Assessment Update, and Emergency Response Plan (ERP) Update.
- Questions about proposed CIP Projects.

BUDGET IMPACT: This list of CIP Projects and their estimated costs will be incorporated into the ACSA Budget for FY 2026 and will help determine connection fees and user rates.

RECOMMENDATIONS: None

BOARD ACTION REQUESTED: No Board action required.

ATTACHMENTS:

- Detailed memo summarizing the proposed FY 2026 CIP Projects and their anticipated funding.
- Powerpoint Presentation – Capital Improvement Program FY 2026





MEMORANDUM

To: Board of Directors
From: Jeremy M. Lynn, P.E., Director of Engineering
Date: April 17, 2025
Re: FY 2026 Capital Improvement Program (CIP)
cc: Michael E. Derdeyn

Projects included in the Albemarle County Service Authority's (ACSA) 10-year Capital Improvement Program (CIP) from FY 2026 to FY 2035 will appear in the Proposed FY 2026 Budget document. The estimates developed for these projects have been entered into *Schedule 6: Capital Improvement Projects* of the Rate Model. The following is a summary of the estimated project costs to be undertaken in FY 2026:

Water Projects:	\$ 7,967,500
Wastewater Projects:	\$ 1,925,000
Non-Utility and Facility Projects	\$ 8,585,000
Total:	\$ 18,477,500

Overall, nearly 40% of the funds budgeted for FY 2026 will be directed towards four water main replacement projects (Scottsville Phase 4, Ragged Mountain Phase 1, Briarwood, and Townwood). Construction of the Avon Operations Center is underway and includes \$7,100,000 in funding for FY 2026. Of the total \$18,477,500 budgeted, existing projects account for \$18,117,500 or 98%, while new projects are estimated at \$360,000.

The new projects identified in the upcoming FY 2026 CIP include construction of replacement water mains at Albemarle High School, updates to ArcFlash Hazard Assessment for our water and wastewater pump stations, and an update to our Emergency Response Plan. A summary of the proposed CIP projects with their anticipated funding in FY 2026 follows:

WATER SYSTEM IMPROVEMENTS

1. **Scottsville Phase 4 Water Main Replacement:** This project continues our systematic program to replace undersized and deteriorating asbestos-cement and cast-iron water mains throughout our water systems. The water mains along James River Road, Warren Street, and several streets

in Downtown Scottsville will be upgraded. Design efforts are nearing completion and easement acquisition efforts are underway. The amount budgeted will allow construction activities to begin in late FY 2026 with additional funds required in future fiscal years.

- **Previous Budgets - \$554,900,**
- **FY 2026 Budget - \$1,000,000**
- **Total Project Budget - \$7,654,900**

2. **Ragged Mountain Phase 1 Water Main Replacement:** This project will replace the oldest active water main remaining in our system. This cast iron pipe is over 90 years old and is severely tuberculated, which greatly reduces the flow capacity in this section. With multiple unsuccessful bids on VDOT's Morey Creek Bridge Replacement Project, additional design efforts have been completed for a revised water connection to Fontaine Research Park. Construction activities are scheduled to begin in FY 2026 in conjunction with RWSA's Ragged Mountain Reservoir to Observatory WTP 36" Raw WL Project.

- **Previous Budgets - \$876,400**
- **FY 2026 Budget - \$1,000,000**
- **Total Project Budget - \$2,576,400**

3. **Northfields Water Main Replacement:** This project continues our systematic program to replace undersized and deteriorating asbestos-cement water mains. These existing water mains were installed in the 1960's as a private well system and have reached the end of their useful life. The project is currently under design with funds previously budgeted and easement acquisition efforts are underway. It is anticipated that construction will occur in the FY 2027 – FY 2029 timeframe. Additional funding will be required based on ultimate construction schedule.

- **Previous Budgets - \$530,000**
- **FY 2026 Budget - \$0**
- **Total Project Budget - \$7,930,000**

4. **Briarwood Water Main Replacement:** 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. The design phase is complete, and construction bids will be opened in April 2025. Construction activities are anticipated to be completed in FY 2026.

- **Previous Budgets - \$1,730,000**
- **FY 2026 Budget - \$2,370,000**
- **Total Project Budget - \$4,100,000**

5. **Barracks West Water Main Replacement:** 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 also provides for an opportunity to improve fire protection to these multi-family apartments. The design phase is nearing completion with funds previously appropriated, and construction is anticipated to occur in FY 2026. The amount budgeted combined with funds previously appropriated should cover construction costs anticipated for this project.
 - **Previous Budgets - \$3,402,500**
 - **FY 2026 Budget - \$97,500**
 - **Total Project Budget - \$3,500,000**

6. **Townwood Water Main Replacement:** 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. The design phase is nearing completion and construction is expected to take place in the FY 2026 – FY 2027 timeframe.
 - **Previous Budgets - \$200,000**
 - **FY 2026 Budget - \$3,000,000**
 - **Total Project Budget - \$3,200,000**

7. **Broadway Street Water Main Replacement:** This project will replace the cast 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. The Notice to Proceed was established as March 10, 2025, and construction activities are expected to begin this spring.
 - **Previous Budgets - \$1,667,800**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$1,667,800**

8. **Raintree and Fieldbrook PVC Water Main Replacement:** This project continues our systematic program to replace the PVC water mains that have been in service since the 1980's. The design phase is currently underway and will carry over into FY 2026 with funds previously appropriated. Construction is expected to take place in the FY 2028 - FY 2029 timeframe with additional funds required.
 - **Previous Budgets - \$432,300**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$8,032,300**

- 9. Albemarle High School AC Water Main Replacement (New):** This project will replace the remaining asbestos cement water mains at Albemarle High School, in conjunction with the County's AHS Center II construction project. Construction is expected to take place in FY 2026 with the funds budgeted.
- **FY 2026 Budget - \$200,000**
 - **Total Project Budget - \$200,000**
- 10. Exclusion Meters Replacement:** 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 for irrigation purposes. Private meters were installed behind their ACSA domestic meter to record this volume of water and it was "excluded" from the calculation of their sewer charges and these became known as exclusion meters. In 2006 the ACSA Rules and Regulations were modified to disallow private exclusion meters and required all future irrigation meters be tapped separately off our water mains, to be owned and controlled by the ACSA. ACSA staff continues to coordinate with various irrigation contractors to upgrade existing private exclusions meters to ACSA-owned exclusion meters.
- **Previous Budgets - \$527,500**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$527,500**
- 11. Annual Water Repair and Replacement:** This project will utilize a publicly bid water repair and replacement contract that is renewable on an annual basis to make improvements and interconnections in our water distribution system. **FY 2026 Budget - \$300,000 (Annually)**

SEWER SYSTEM IMPROVEMENTS

- 12. Airport Trunk Sewer Upgrade:** With the continued growth in the Hollymead Town Center area, the existing sewer collector serving the airport and the area west of Route 29 needs upgrading to handle full build-out. The existing sewer was originally sized to serve the light industrial zoning designated for that area at the time of construction. The increased density specified in the County Comprehensive Plan for the same drainage basin will exceed the capacity of the existing sewer. Design is ongoing and easement acquisition is underway with funds previously budgeted. It is anticipated that construction will begin in FY 2027, with additional funding required.
- **Previous Budgets - \$483,800**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$8,983,800**

- 13. Northfields Phase 5 Sewer:** During the 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 existing neighborhood properties currently served by private septic fields. The project is currently under design with funds previously budgeted. It is anticipated that construction could occur in the FY 2028 – FY 2029 timeframe with additional funding required.
- **Previous Budgets - \$70,000**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$1,000,000**
- 14. Buckingham Circle Sewer:** In 2012, the ACSA completed the Buckingham Circle Water Main Replacement Project. At that time, the feasibility of installing a sanitary sewer system was explored but there was insufficient interest from the neighborhood. Recent communications with the community indicate a strong interest in extending public sewer into the neighborhood. ACSA staff is beginning the design process and is hopeful that construction activities could begin in late in FY 2026 with additional funding required in FY 2027.
- **Previous Budgets - \$175,000**
 - **FY 2026 Budget - \$525,000**
 - **Total Project Budget - \$3,100,000**
- 15. Bellair – Liberty Hills Sewer:** This project extends public sewer into the Bellair and Liberty Hills neighborhoods as most residents are currently served by private septic fields. Design efforts are underway with funds previously appropriated. It is anticipated that construction could begin in late FY 2026, with additional funding required in FY 2027 and FY 2028.
- **Previous Budgets - \$393,715**
 - **FY 2026 Budget - \$1,000,000**
 - **Total Project Budget - \$8,493,715**
- 16. Crozet Phase 3 Drainage Basin SSES:** This project includes a Sanitary Sewer Evaluation Survey (SSES) of the Crozet Phase 3 Drainage Basin utilizing manhole inspections, flow metering, smoke testing, closed circuit television (CCTV) inspections, night flow isolation and flooded dye testing to identify sources of infiltration and inflow (I/I). This drainage basin includes approximately 250 manholes and 45,000 linear feet of sanitary sewer main.
- **Previous Budgets - \$400,000**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$400,000**

17. Miscellaneous Sewer Rehabilitation: This project continues our “find and fix” program of sanitary sewer rehabilitation to reduce I&I in our system during the fiscal year. These efforts will utilize publicly bid miscellaneous sewer rehabilitation contracts that are renewable on an annual basis up to two times after the initial contract. It will be used to make repairs and rehabilitate defects in our system found with systematic CCTV inspection by ACSA crews and the subcontractor.

- **FY 2026 Budget - \$400,000 (Annually)**

NON-UTILITY AND FACILITY IMPROVEMENTS

18. Customer Information System (CIS) Replacement: This project includes the updating of our website, replacement of the existing telephone system and implementation of a new Customer Information System, which will include the replacement of our billing system. These initiatives fall under the Customer Experience pillar of the ACSA’s Strategic Plan. The ACSA’s website has been updated, and implementation of the new telephone system should be completed in FY 2025. The Request for Proposals (RFP) for the CIS is forthcoming and our consultant will assist in the procurement process and subsequently during development to ensure a stable transition for our customers and ACSA staff. These efforts will also include integration with other systems, specifically the Advanced Metering Infrastructure, Enterprise Resource Planning System, website, and phone system. The amount budgeted is to begin implementation for a replacement Customer Information System. These funds are divided equally between water and wastewater projects. Additional funding is anticipated in FY 2027 for full development.

- **Previous Budgets - \$1,000,000**
- **FY 2026 Budget - \$1,000,000**
- **Total Project Budget - \$2,800,000**

19. ESRI Utility Network Implementation, Cloud Migration and SQL Server: This project consists of consulting services to develop a plan and fully implement a cloud migration of ArcGIS Enterprise and SQL Server, as well as the ArcGIS Utility Network. A consultant has completed an assessment of the GIS’s current state in preparation for the Utility Network and corrections have been largely completed. The cloud migrations would prefer the use of Infrastructure as a Service, but other options will be considered. The SQL Server portion will migrate databases for the GIS as well as other production software suites including but not limited to Cityworks and GraniteNet. These funds are divided equally between water and wastewater projects.

- **Previous Budgets - \$200,000**
- **FY 2026 Budget - \$225,000**
- **Total Project Budget - \$425,000**

20. Avon Operations Center: The Avon Street Extended property has long been held as a future location to build additional facilities as the ACSA continues to grow. The current Maintenance Yard at our Spotnap Road location is becoming overcrowded, and our leased space at the Crozet Water Treatment Facility will be eliminated with the upcoming Granular Activated Carbon (GAC) Expansion. This project will develop the Avon Street property into a larger vehicle and materials storage facility, including a training area for our equipment operators. This project is currently under construction with completion anticipated in FY 2027. These funds are divided equally between water and wastewater projects.

- **Previous Budgets - \$10,900,000**
- **FY 2026 Budget - \$7,100,000**
- **Total Project Budget - \$18,000,000**

21. ArcFlash Hazard Assessment Update (New): This ArcFlash Hazard Assessment will evaluate the electrical hazards and ensure appropriate safety measures are in place. Industry standards, including NFPA guidelines, recommend updates to these studies every five years or when system changes occur. This project will bring our previous assessments up to date, reflecting any modifications in our electrical systems and ensuring compliance with the latest safety standards. Regular updates enhance worker safety, reduce liability risks, and provide accurate data for maintaining a safe operating environment. These funds are divided equally between water and wastewater projects.

- **FY 2026 Budget - \$80,000**
- **Total Project Budget - \$80,000**

22. Emergency Response Plan Update (New): The America's Water Infrastructure Act (AWIA) requires water utilities to update their Emergency Response Plans (ERPs) to address risks from natural hazards and malevolent acts. This project will ensure compliance by reviewing and updating the ACSA's ERP to reflect current risks, operational changes, and best practices. Keeping the ERP up to date strengthens our ability to respond to emergencies, minimizes service disruptions, and protects public health while demonstrating our commitment to preparedness and regulatory compliance. The amount budgeted will be used to update the ACSA's ERP in FY 2026. These funds are divided equally between water and wastewater projects.

- **FY 2026 Budget - \$80,000**
- **Total Project Budget - \$80,000**

23. Developer Participation: Each year funds are set aside to participate in oversizing utilities constructed to serve new development. The Rate Model includes \$100,000 divided equally between water and wastewater projects as a contingency to ensure new pipes are sized to meet the ACSA's long-range needs.

- **FY 2026 Budget - \$100,000 (Annually)**

Board Action

No Board Action is required at this time.

CAPITAL IMPROVEMENT PROGRAM

PROPOSED FY 2026 BUDGET

ACSA Board Meeting – April 17, 2025

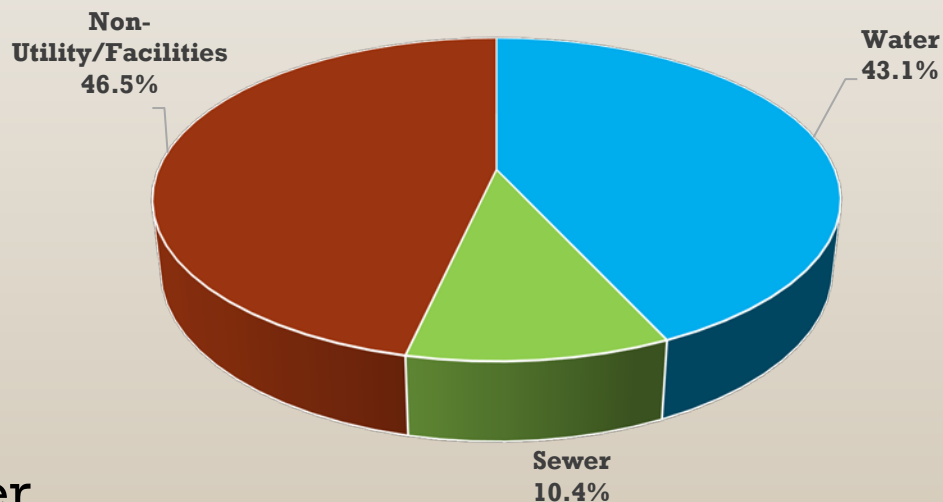


HIGHLIGHTS – PROPOSED FY 2026 CIP BUDGET

- Total FY 2026 CIP Budget - \$18,477,500
 - Water - \$7,967,500
 - Sewer - \$ 1,925,000
 - Non-Utility/Facility - \$8,585,000

- New Projects - \$360,000 (Approx. 2%)
 - Albemarle High School AC Water Replacement
 - ArcFlash Hazard Assessment Update
 - Emergency Response Plan (ERP) Update

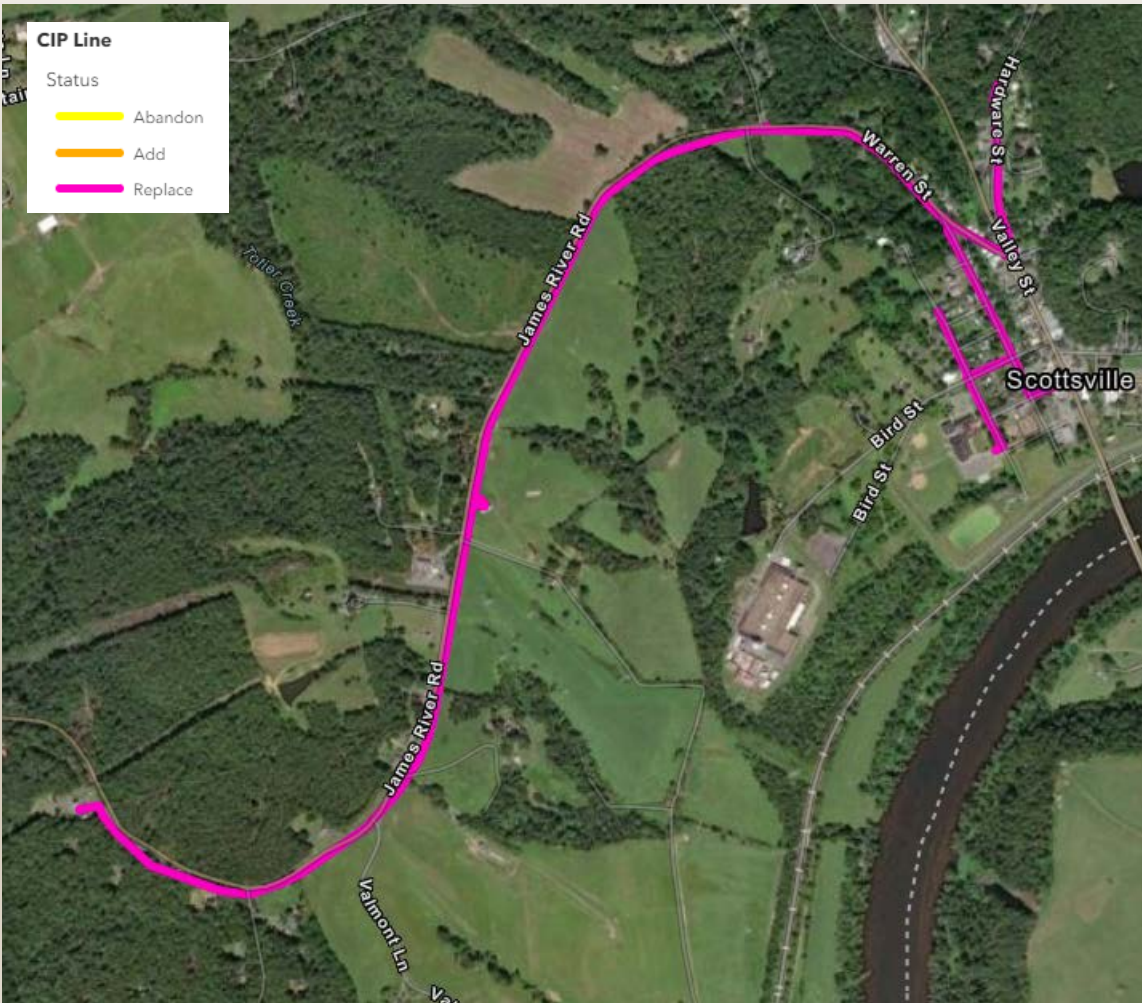
Percentage Breakdown



CIP 10-YEAR RATE MODEL PROJECTIONS



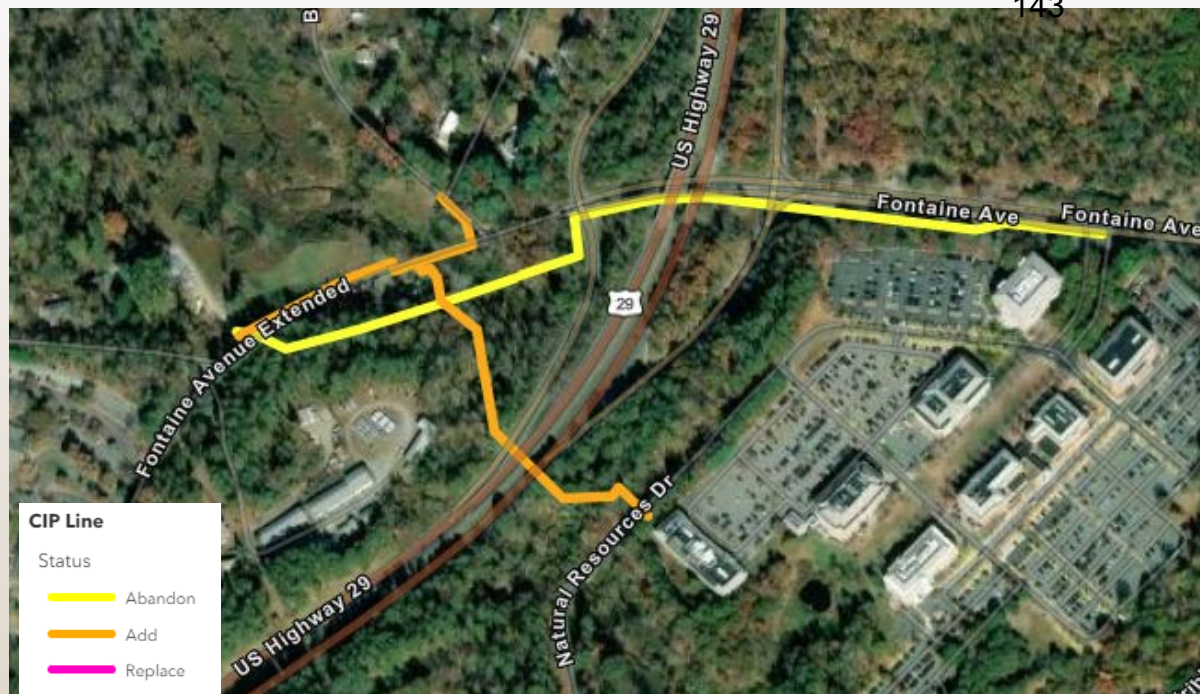
SCOTTSVILLE PHASE 4 WATER MAIN REPLACEMENT



- Replace Cast Iron and Asbestos Cement water mains
- Coordination with RWSA
- Easement acquisition underway
- Construction FY 2026-2028
- FY 2026 \$1,000,000
- Total Budget \$7,654,900



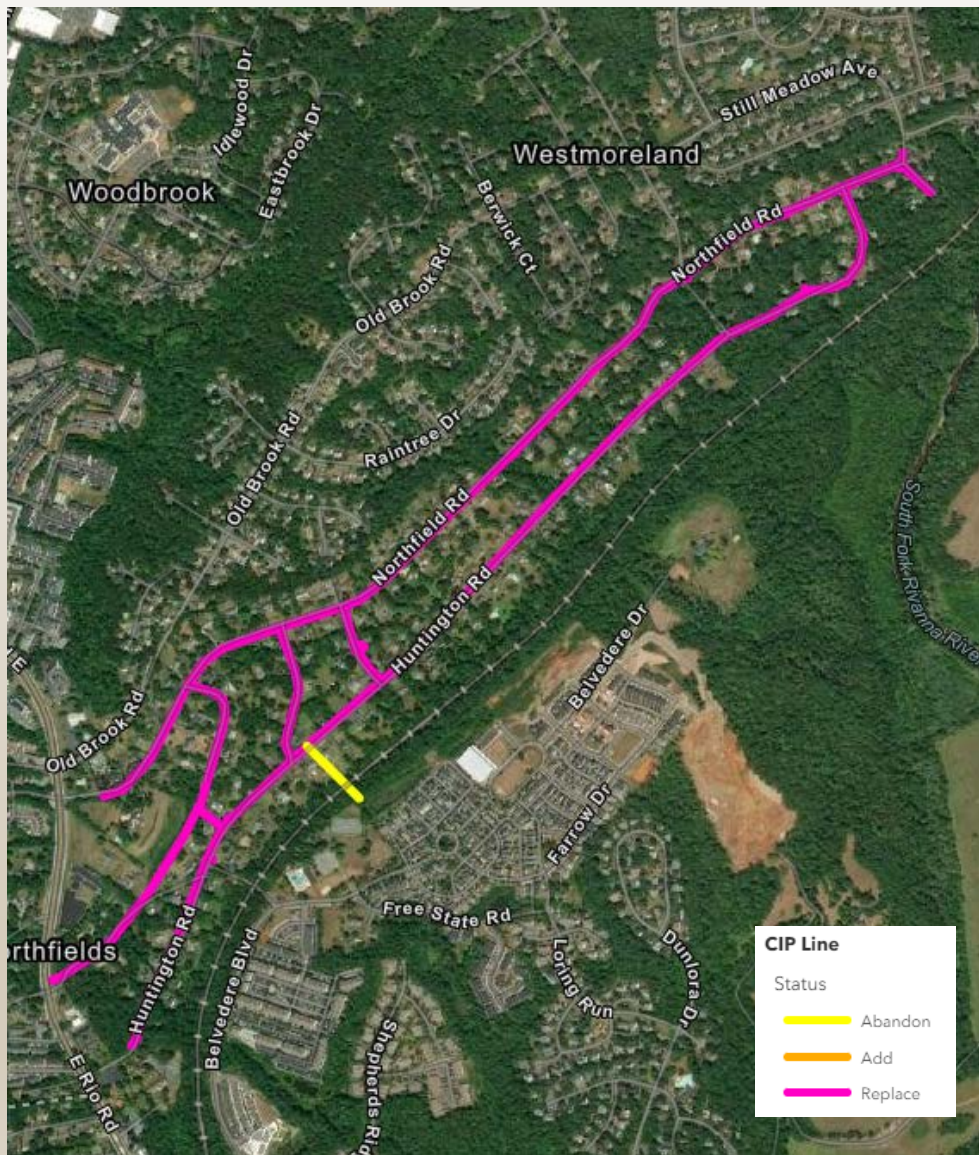
RAGGED MOUNTAIN PHASE 1 WATER MAIN REPLACEMENT



- Replace 90+ Year-Old Cast Iron water main
- Coordination with RWSA's Ragged Mountain Reservoir to Observatory WTP 36" Raw WL
- Easement acquisition underway
- Lays groundwork for redundant feed to Fontaine Research Park
- Construction FY 2026-2027
- FY 2026 \$1,000,000
- Total Budget \$2,576,400



NORTHFIELDS WATER MAIN REPLACEMENT

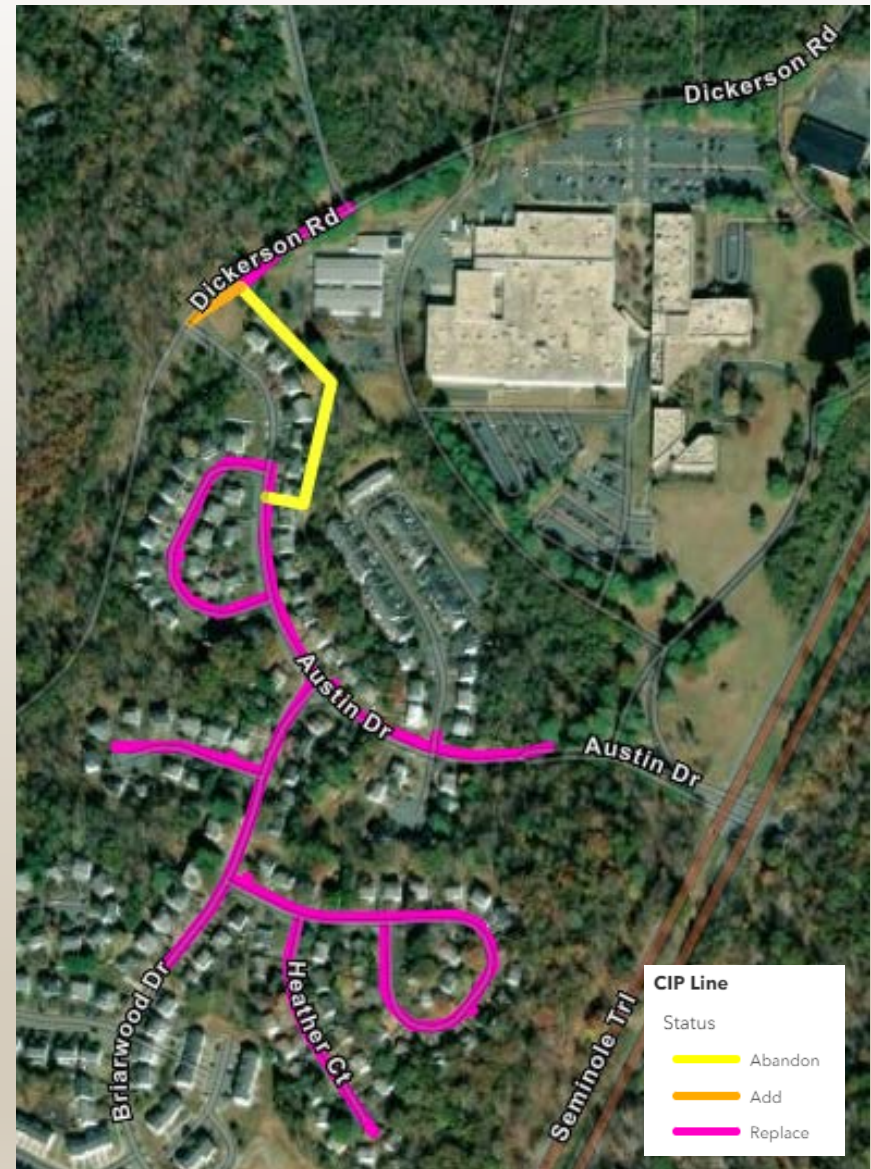


- Replaces Asbestos Cement water mains (former well system from the 1960's)
- Easement acquisition underway
- Construction FY 2027-2029
- FY 2026 \$0
- Total Budget \$7,930,000



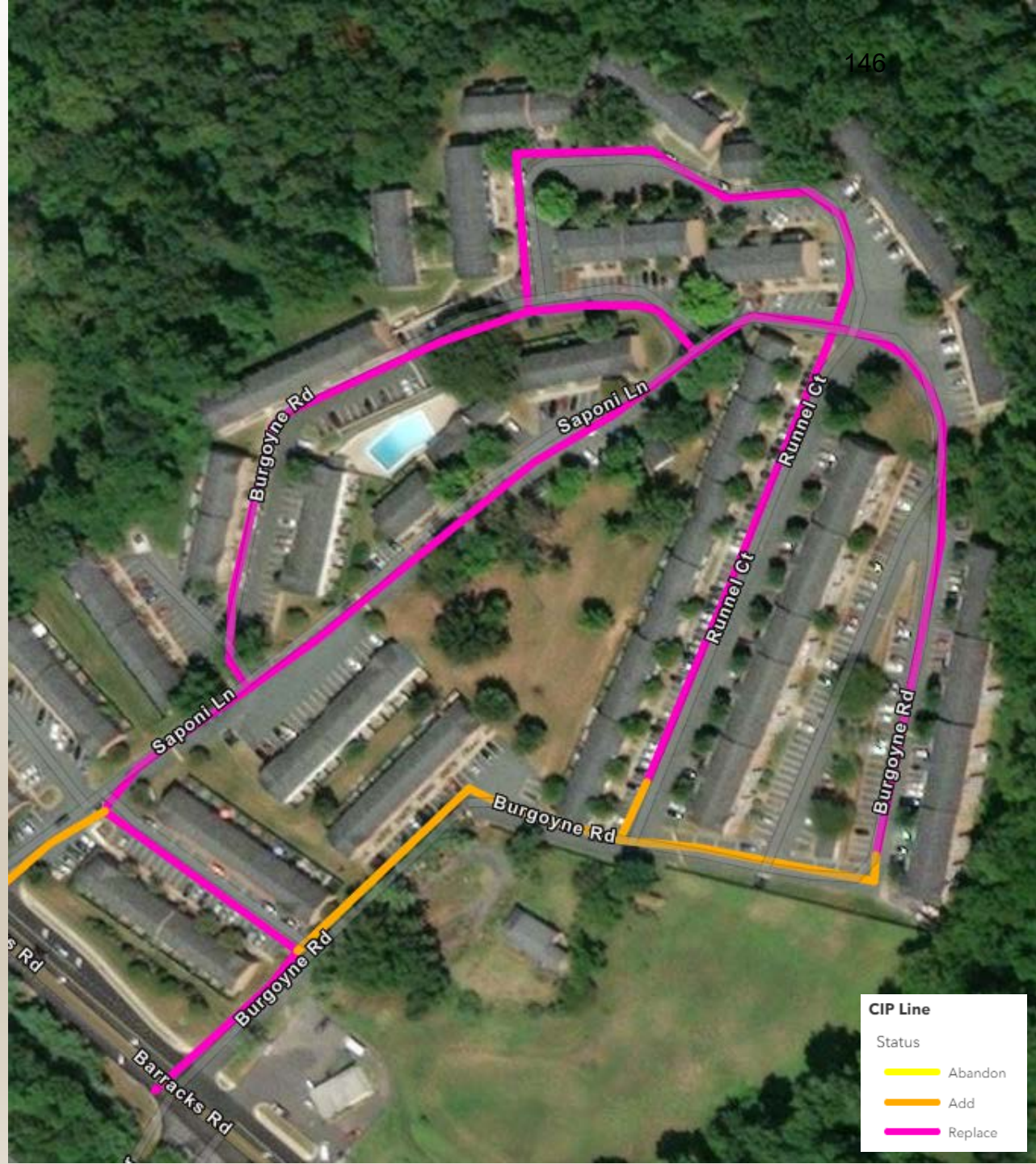
BRIARWOOD WATER MAIN REPLACEMENT

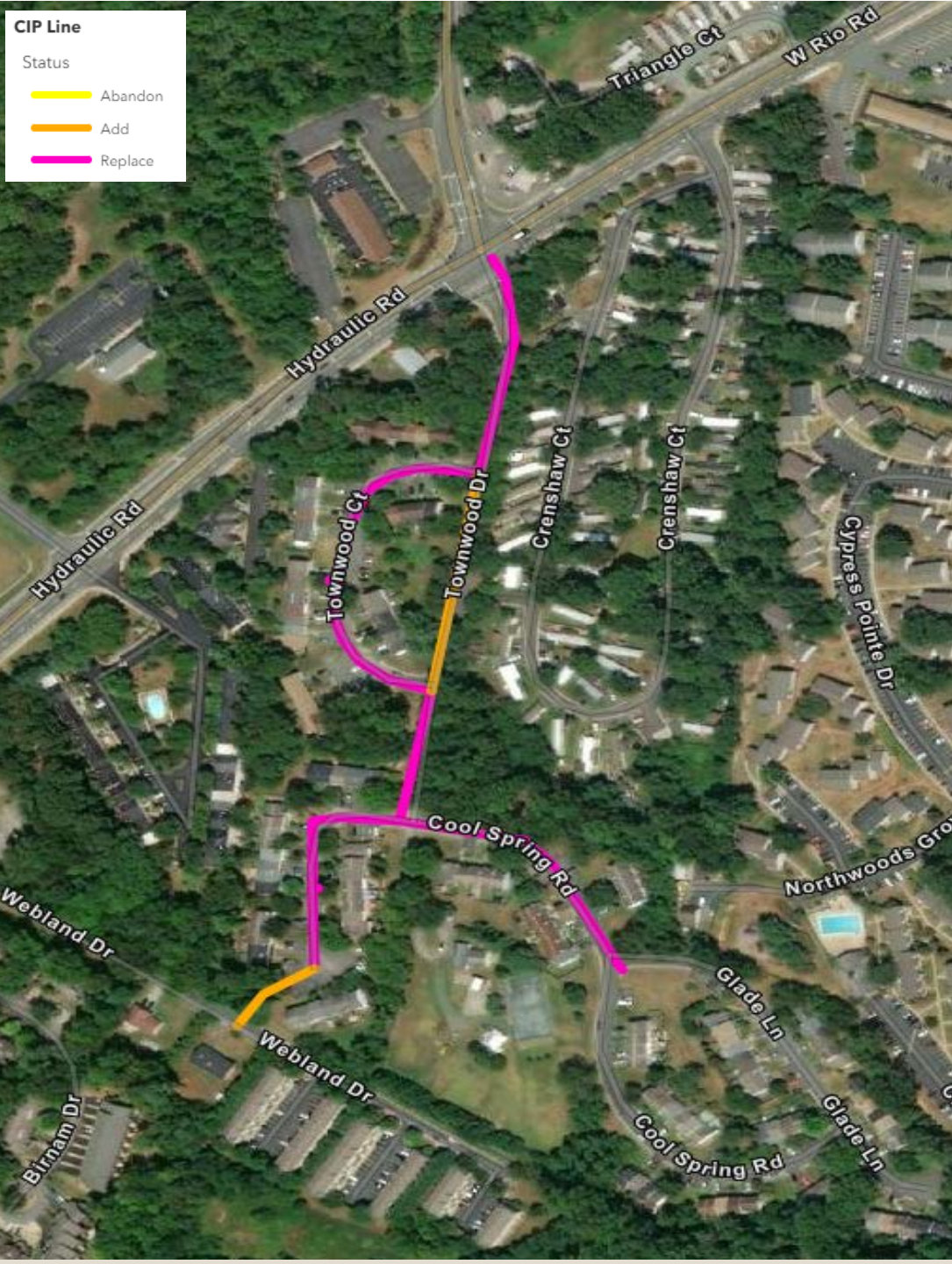
- Replaces older PVC water mains
- Bid opening April 2025
- Construction FY 2026
- FY 2026 \$2,370,000
- Total Budget \$4,100,000



BARRACKS WEST WATER MAIN REPLACEMENT

- Replaces Cast Iron and Galvanized water mains
- Improve fire protection
- Construction FY 2026
- FY 2026 \$97,500
- Total Budget \$3,500,000





TOWNWOOD 147

WATER MAIN REPLACEMENT

- Replaces older PVC water mains
- Easement acquisition underway
- Construction FY 2026-2027
- FY 2026 \$3,000,000
- Total Budget \$3,200,000





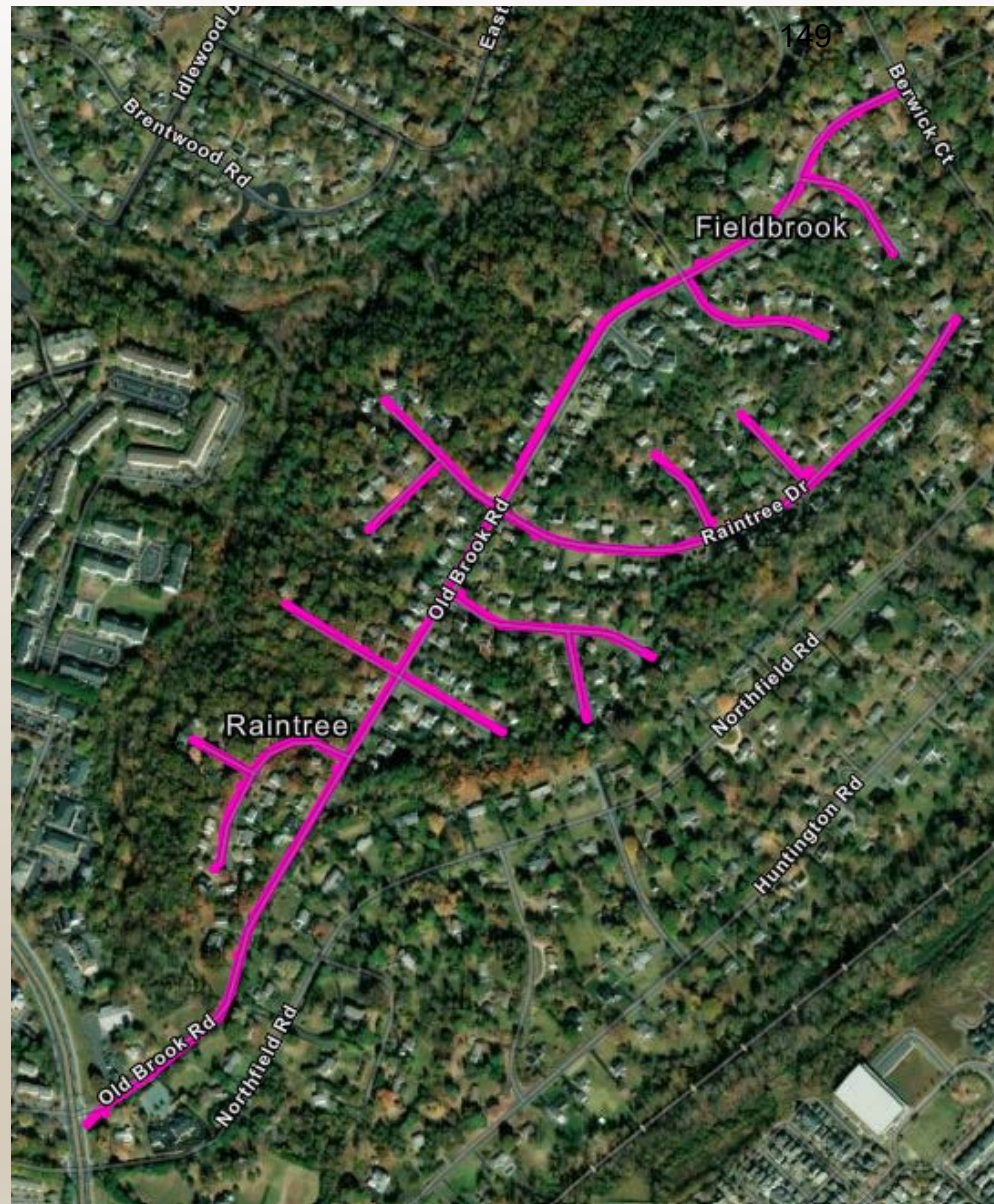
- Replaces aging Cast Iron water main
- Coordination with City of Charlottesville and Albemarle County Economic Development Office
- Notice to Proceed March 10, 2025
- Construction FY 2025-2026
- FY 2026 \$0
- Total Budget \$1,667,800

BROADWAY STREET WATER MAIN REPLACEMENT

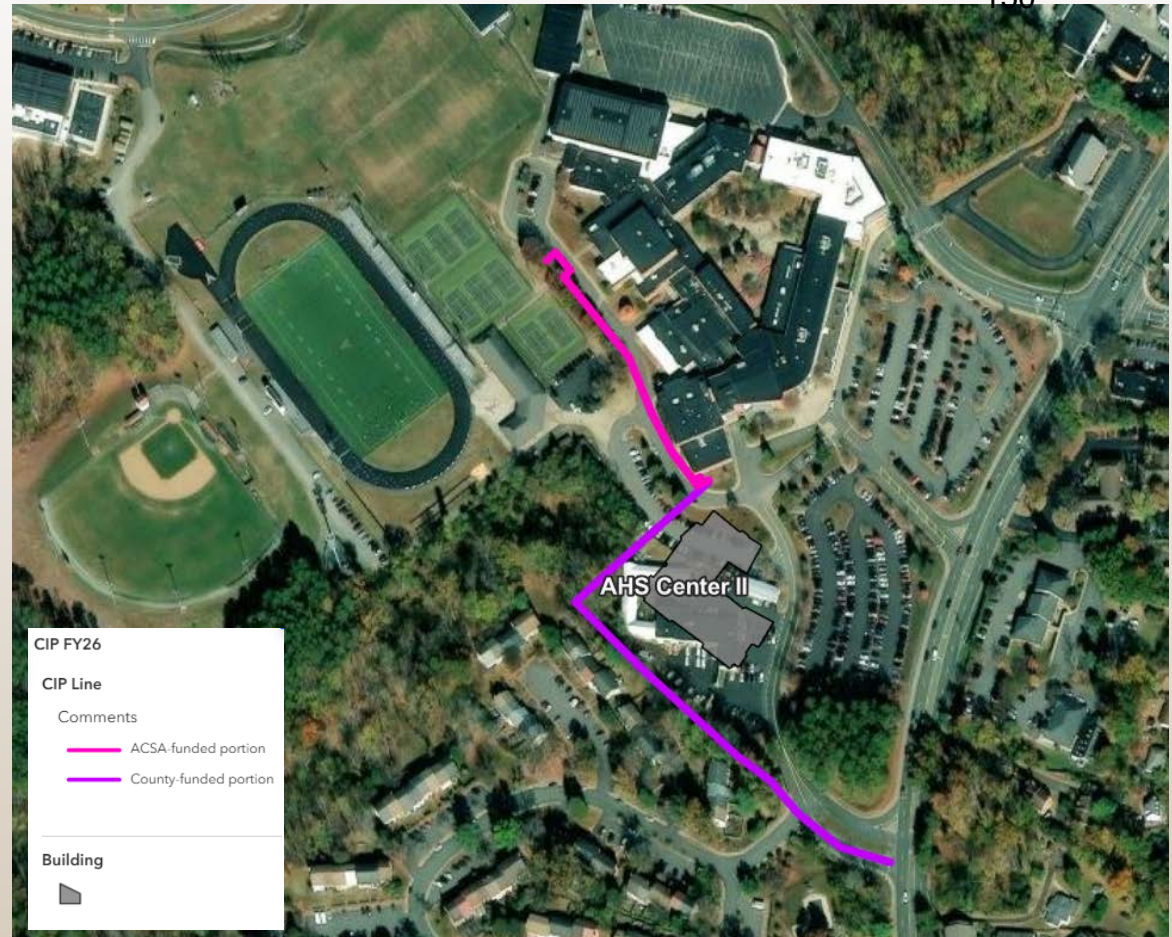


RAINTREE AND FIELDBROOK PVC WATER MAIN REPLACEMENT

- Replaces older PVC water mains installed in the early 1980's
- Design phase underway
- Construction FY 2028-2029
- FY 2026 \$0
- Total Budget \$8,032,300



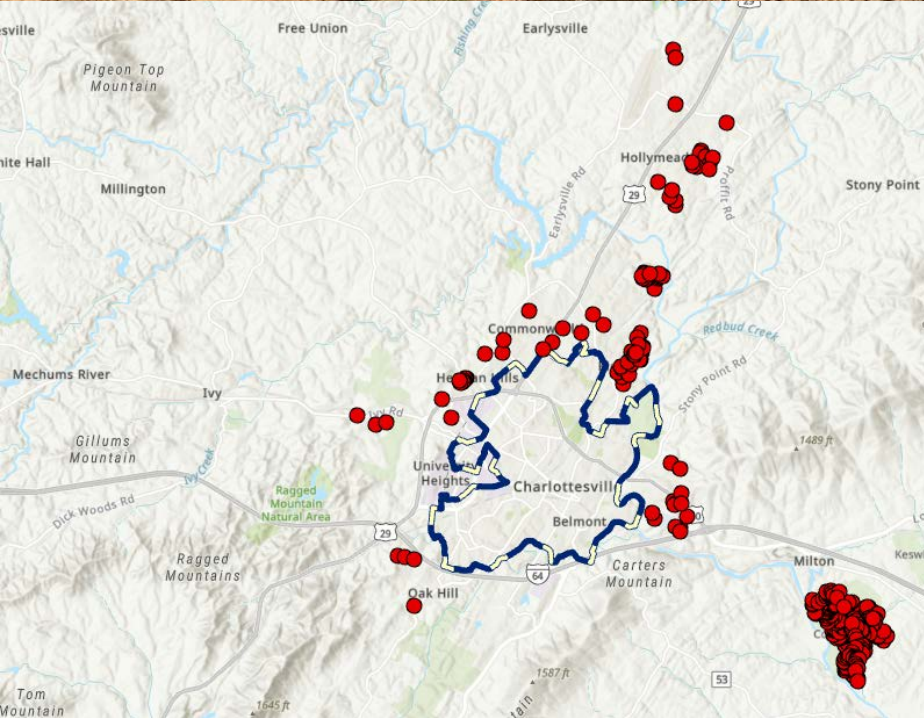
- Coordination with AHS Center II Construction
- Joint effort replaces 1,300 feet of AC water mains
- Construction anticipated in FY 2026
- FY 2026 - \$200,000
- Total Budget \$200,000



ALBEMARLE HIGH SCHOOL AC WATER MAIN REPLACEMENT



EXCLUSION METERS¹⁵¹ REPLACEMENT



- Private Exclusion Meters introduced in the mid 1990's
- Program Goal – Eliminate all remaining private Exclusion Meters (approx. 140 remain)
- FY 2026 \$0
- Total Budget \$527,500



ANNUAL WATER REPAIR AND REPLACEMENT

- Annual Services Contract
- Provides support to Maintenance Department
- Addresses smaller projects less conducive to Design-Bid-Build process
- FY 2026 \$300,000



AIRPORT TRUNK SEWER UPGRADE PROJECT



- Increase sewer capacity to handle Places29 Comprehensive Plan
- Easement acquisition underway
- Construction FY 2027-2028
- FY 2026 \$0
- Total Budget \$8,983,800



NORTHFIELDS PHASE 5 SEWER

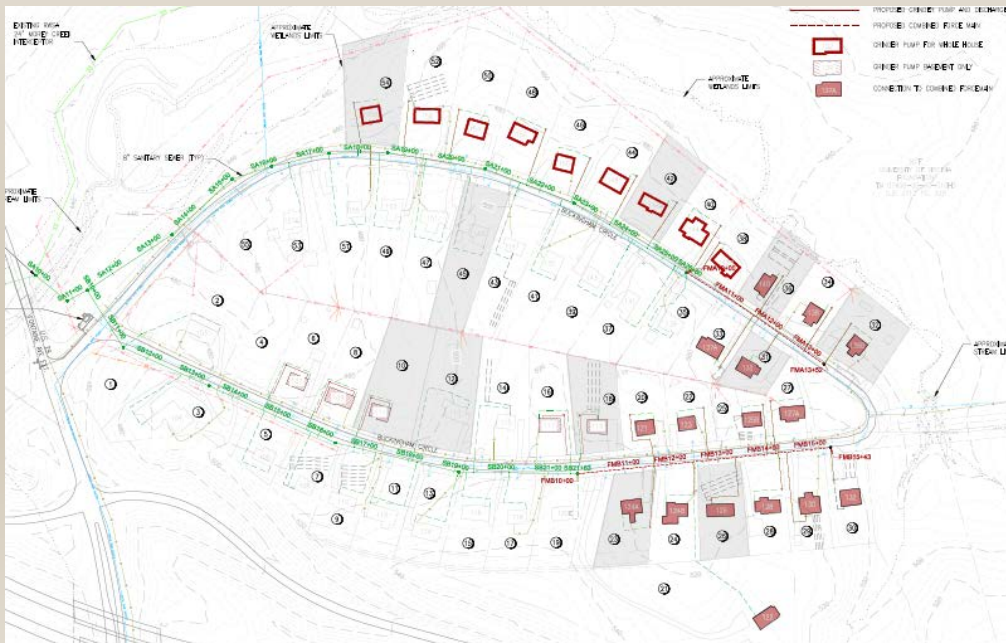


- Areas identified during Northfields Water Main Replacement design
- Provides public sewer service to properties currently served by private drainfields
- Easement acquisition underway
- FY 2026 \$0
- Total Budget \$1,000,000



BUCKINGHAM CIRCLE SEWER

- Sewer to 50+ properties currently on private drainfields
- Design phase underway
- FY 2026 \$525,000
- Total Budget \$3,100,000



BELLAIR – LIBERTY HILLS SEWER



- Community interest in public sewer based on survey feedback
- Design efforts underway
- Construction FY 2026-2028
- FY 2026 \$1,000,000
- Total Budget \$8,493,715



- Sanitary Sewer Evaluation Survey (SSES) to identify I/I
 - Manhole Inspections
 - Flow Metering
 - Smoke Testing
 - CCTV Inspections
- 250 MH's; 45,000 LF of pipe
- FY 2026 \$400,000
- Total Budget may change based on findings and recommendations



CROZET PHASE 3 DRAINAGE BASIN SSES





- Annual Services Contract
- Sanitary sewer issues discovered by ACSA staff
- Work Orders issued to Rehabilitation Contractor
- FY 2026 \$400,000



MISCELLANEOUS SEWER REHABILITATION



CUSTOMER INFORMATION SYSTEM (CIS)¹⁵⁹

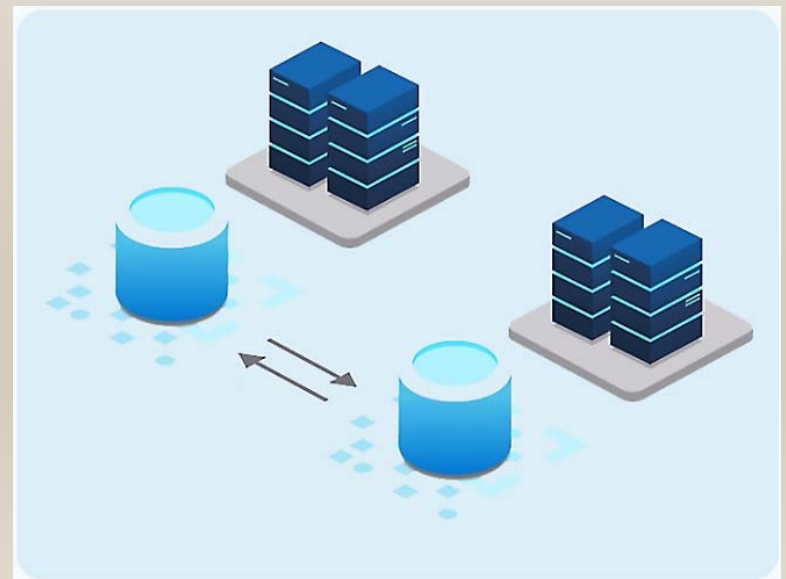


- Strategic Plan – Customer Experience
- Includes Billing System Replacement
- Integration with AMI and ERP
- Request for Proposals for CIS this spring
- FY 2026 \$1,000,000
- Total Budget 2,800,000

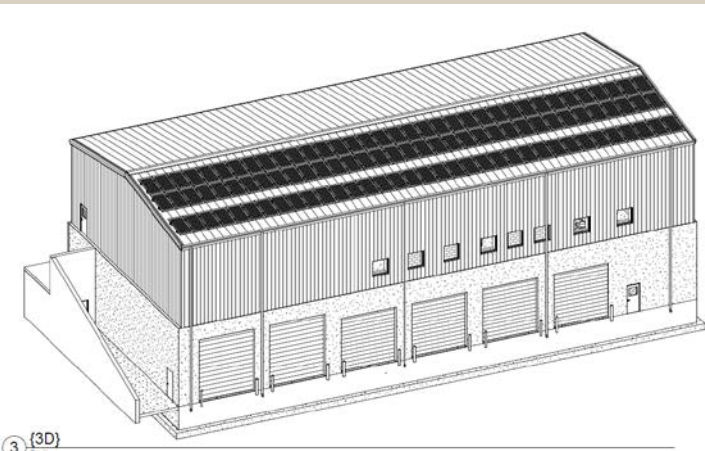
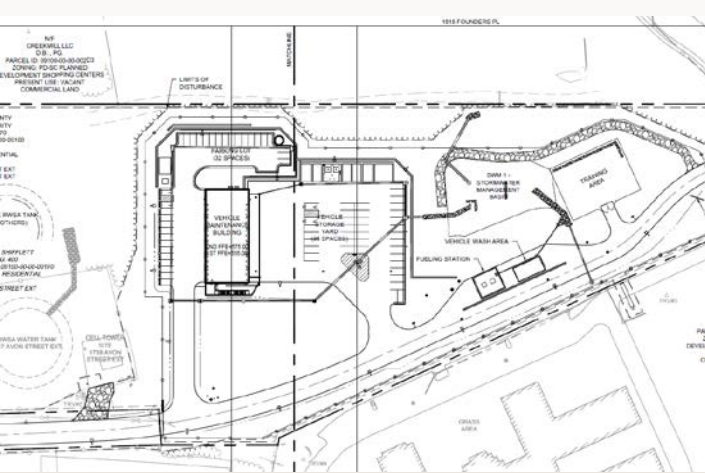


ESRI UTILITY NETWORK IMPLEMENTATION, CLOUD MIGRATION AND SQL SERVER

- Full implementation of
 - Cloud migration of ArcGIS Enterprise and SQL Server
 - ArcGIS Utility Network
- Assessment and data correction is complete
- Access the utility network from any device, updated in real time
- Identify valves to close to isolate breaks and customers impacted
- FY 2026 \$225,000
- Total Budget 425,000



AVON OPERATIONS CENTER







- Strategic Plan – Business Resilience
- Additional Maintenance and Storage Facilities to accommodate continued growth
- Training area for equipment operators
- Construction in FY 2025-2027
- FY 2026 \$7,100,000
- Total Budget \$18,000,000



ARCFLASH HAZARD ASSESSMENT UPDATE

- Evaluate electrical hazards at ACSA Facilities (8 water stations, 4 tanks, and 9 sewer stations)
- Study will provide arc flash protection boundaries and incident energy levels to determine the correct work procedures, PPE, and labeling requirements.
- FY 2026 - \$80,000

PPE CATEGORY 1	PPE CATEGORY 2	PPE CATEGORY 3	PPE CATEGORY 4
<p>Minimum Arc Rating of 4 cal/cm²</p> <p>Arc Rated Clothing:</p> <ul style="list-style-type: none"> • AR long-sleeve shirt and pants, or AR coverall • AR face shield, or AR flash suit hood • AR jacket, parka, rainwear, or hard hat liner (as needed) 	<p>Minimum Arc Rating of 8 cal/cm²</p> <p>Arc Rated Clothing:</p> <ul style="list-style-type: none"> • AR long-sleeve shirt and pants, or AR coverall • AR flash suit hood, or AR face shield and AR balaclava • AR jacket, parka, rainwear, or hard hat liner (as needed) 	<p>Minimum Arc Rating of 25 cal/cm²</p> <p>Arc Rated Clothing:</p> <ul style="list-style-type: none"> • As required: AR long-sleeve shirt, AR pants, AR coverall, AR flash suit jacket, and/or AR flash suit pants • AR flash suit hood • AR gloves • AR jacket, parka, rainwear, or hard hat liner (as needed) 	<p>Minimum Arc Rating of 40 cal/cm²</p> <p>Arc Rated Clothing:</p> <ul style="list-style-type: none"> • As required: AR long-sleeve shirt, AR pants, AR coverall, AR flash suit jacket, and/or AR flash suit pants • AR flash suit hood • AR gloves • AR jacket, parka, rainwear, or hard hat liner (as needed) 

Source: Skanwear website



EMERGENCY RESPONSE PLAN (ERP) UPDATE

- America's Water Infrastructure Act (AWIA) requires community water systems to develop or update emergency response plans.
- Goals
 - Improved response to emergencies
 - Minimize service disruptions
 - Protect public health
 - Regulatory compliance
- FY 2026 - \$80,000

Population Served	Previous ERP Deadline*	Next 5-Year Submission Cycle ERP Deadline*
≥100,000	September 30, 2020	September 30, 2025
50,000-99,999	June 30, 2021	June 30, 2026
3,301-49,999	December 31, 2021	December 31, 2026

Source: US EPA website

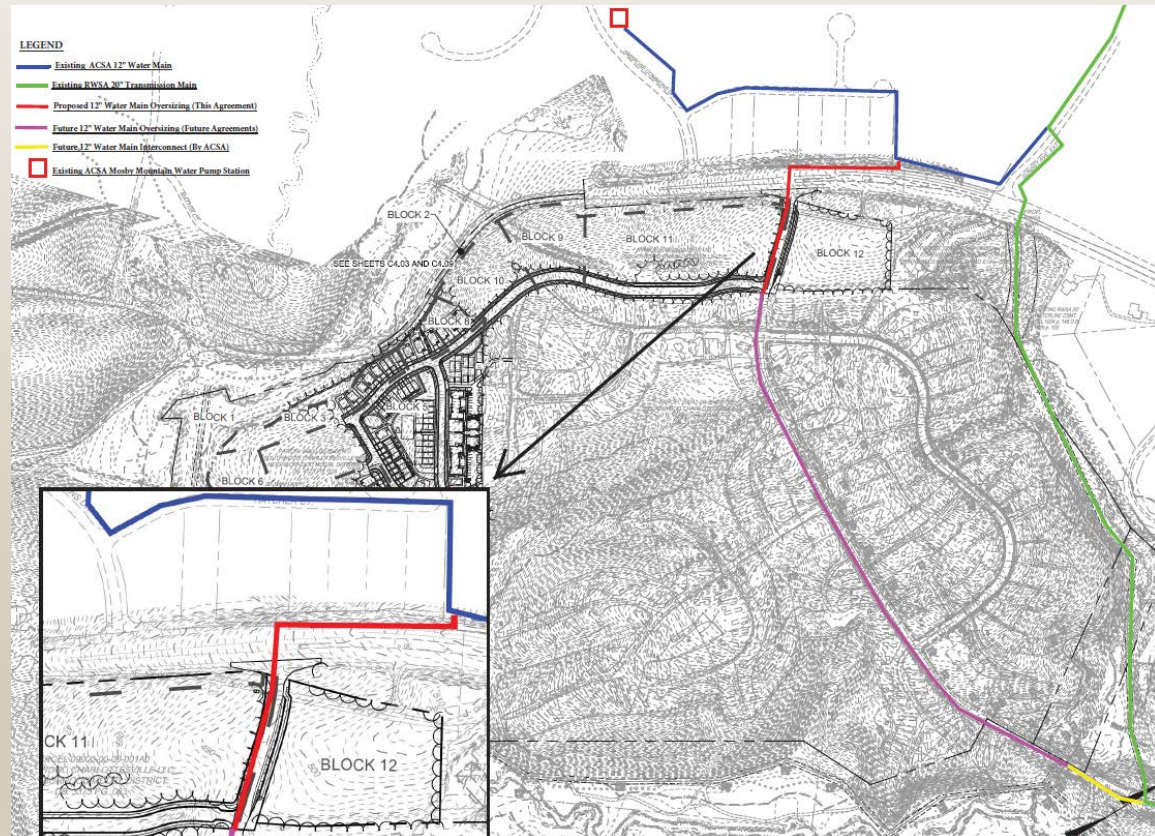


Source: VHA Office of Emergency Management



DEVELOPER PARTICIPATION

- Allows ACSA to oversize water and sewer utilities for new developments
- Recent Example: Southwood Village Block 1 Water Oversizing from 8-inch to 12-inch
- FY 2026 \$100,000 (split between water and sewer)



QUESTIONS AND NEXT STEPS

Questions?

May 15, 2025 –
Proposed FY 2026
Budget and Rates
Workshop

June 19, 2025 –
Public Hearing and
Adoption of FY
2026 Budget, Rates
and CIP



ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: Proposed Fiscal Year 2026 Budget and Rates</p> <p>STAFF CONTACT/PREPARER: Tanya Johnson, Director of Finance</p>	<p>AGENDA DATE: April 17, 2025</p> <p>ACTION: Informational</p> <p>ATTACHMENTS: Yes</p>
---	--

BACKGROUND: The Proposed Fiscal Year 2026 Budget and Rates are included below. This budget follows five months of analysis and preparation by many throughout the ACSA. The overall operating budget is increasing 12.9% and is driven by increases in charges from the RWSA for water and wastewater treatment to the ACSA and departmental needs. The budget schedule calls for an in-depth presentation, discussion, and Public Hearing on the Capital Improvements proposal at today's meeting. We have prepared a presentation summarizing major items in the proposed operating budget and will present those today. Additionally, we have a detailed and thorough presentation and workshop scheduled for the May 15th Board meeting on the Proposed Operating Budget. The budget is considered for adoption at the June 19th Board meeting, following a Public Hearing.

Please also note the ACSA Rules and Regulations, Appendix B attachment. We are proposing changes related to service charges, water/sewer rates, and other charges/fees based on increases in the costs of those services. These changes will require public notice in conjunction with the budgetary process.

BOARD ACTION REQUESTED: Informational; if there are specific areas or questions you would like addressed in detail at the May budget workshop, please let us know.

ATTACHMENTS:

1. Proposed FY 2026 Budget and Rates
2. ACSA Rules and Regulations, Appendix B proposed rate changes
3. FY 2026 Budget and Rates Overview



FISCAL YEAR 2026

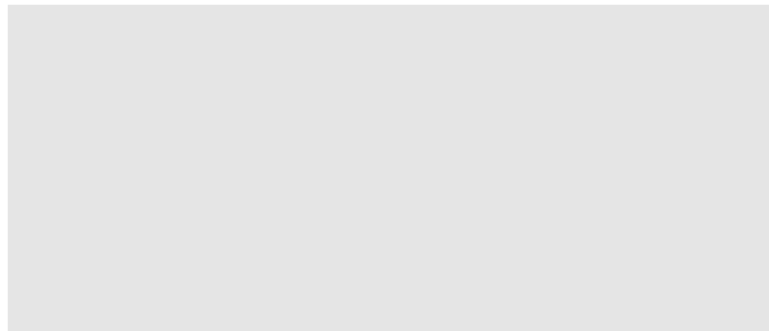


**ADOPTED ANNUAL
OPERATING AND CAPITAL
IMPROVEMENT BUDGET**



July 1, 2025 – June 30, 2026

Proposed Fiscal Year 2026 Budget and Rate Overview



Proposed Fiscal Year 2026 Budget and Rate Overview



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Agenda

- Strategic Focus of the FY 26 and future budgets
- Operating Budget Overview
- Proposed Rates
- Capital Improvement Program (CIP)
- May 15th – Budget Workshop - Areas of Focus
- Next Steps

Strategic Focus of the FY 26 and Future Budgets



Alignment and support for the RWSA to improve water/wastewater infrastructure to meet current and future regulations, redundancy, resiliency, and capacity needs



Providing “best-in-class” service to exceed customer expectations. Momentum with completion of the telephony system, upgrades to modern CIS, and communication systems



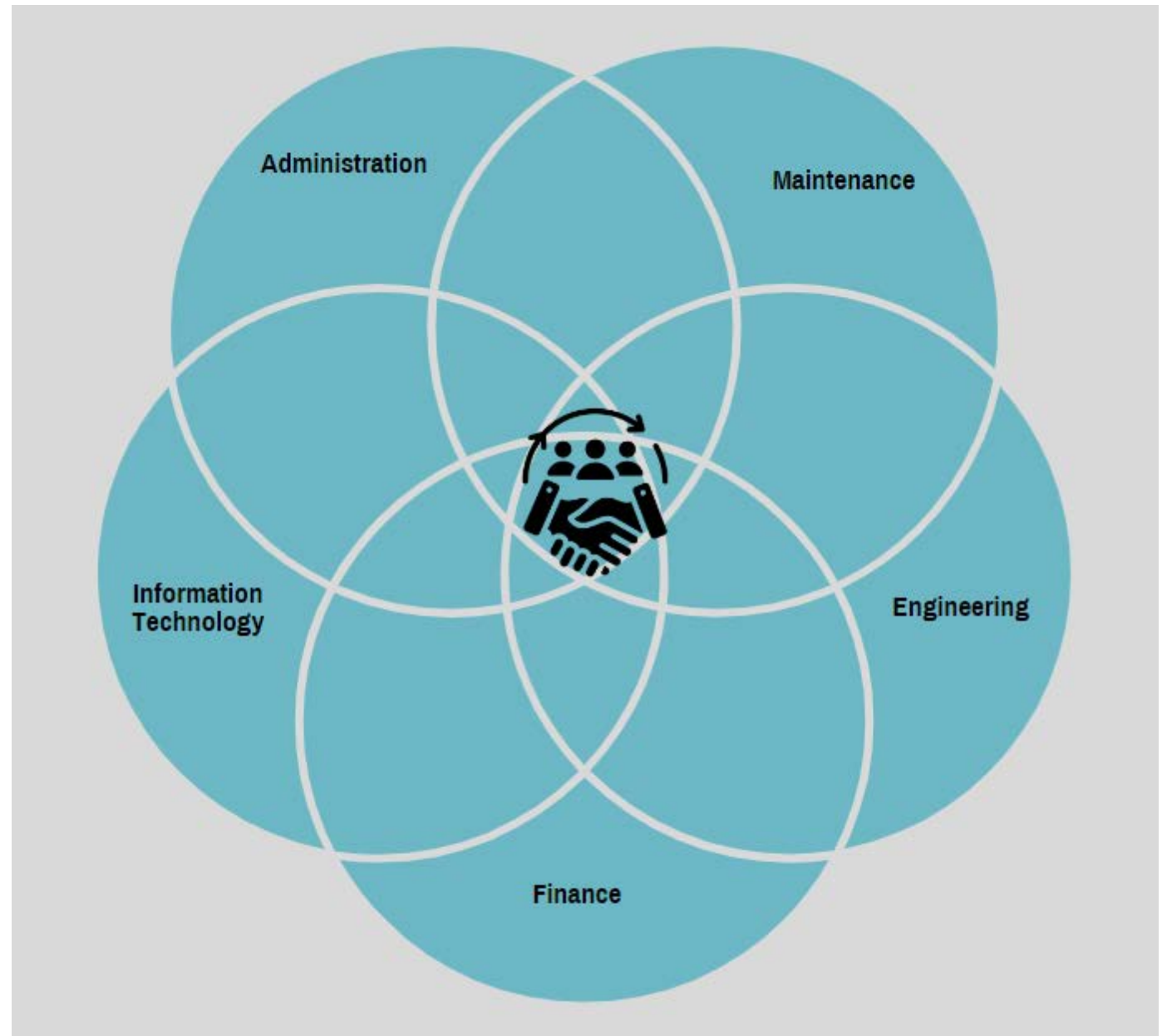
Retaining our highly-skilled, purpose-driven, and motivated workforce and recruiting highly qualified candidates to ensure our service continues to align with our customer’s values



Continue providing clean, safe, reliable and affordable water/wastewater services to all within our service area

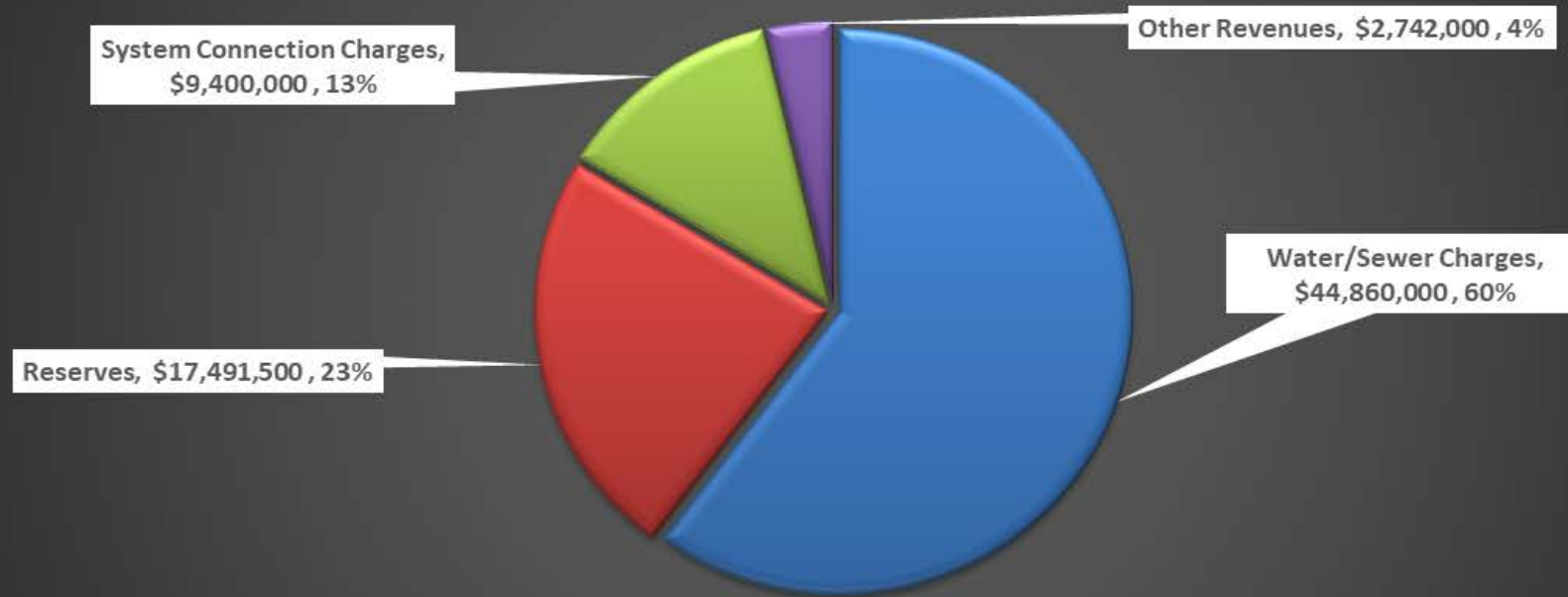


Strategic Focus of the FY 26 and Future Budgets



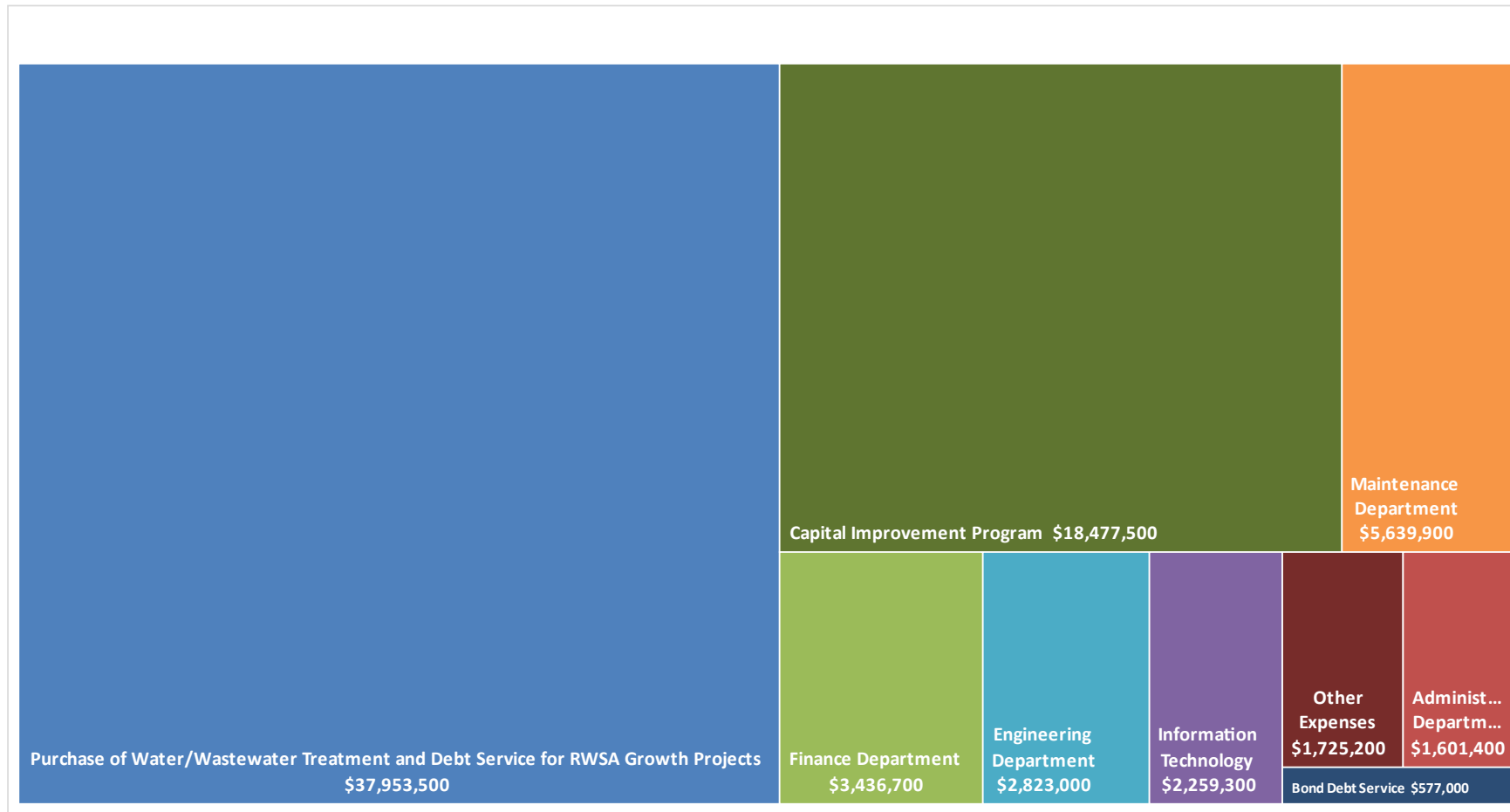
Budgeted Revenues and Use of Reserves

Where the Dollars Come From



Water/Sewer Charges Reserves System Connection Charges Other Revenues

Budgeted Expenses and Capital Costs



Proposed FY 26 – Water and Sewer Rates

	FY 2025	FY 2026
Service Charge	\$ 11.13	\$ 12.24
Volume Charge - Single-Family Residential (per 1,000 gallons)		
Level 1 (0-3,000 gallons)	\$ 5.95	\$ 6.55
Level 2 (3,001-6,000 gallons)	\$11.93	\$13.12
Level 3 (6,001-9,000 gallons)	\$17.88	\$19.67
Level 4 (over 9,000 gallons)	\$23.86	\$26.25
Multi-Family/Non-Residential	\$11.93	\$13.12
Sewer/All Users (per 1,000 gallons)	\$11.83	\$12.78

Proposed FY 26 – Changes in System Connection Charges

		FY 2025	FY 2026
ACSA System Development Charge	Water	\$2,030*	\$2,100*
	Wastewater	\$3,180*	\$3,300*
RWSA Capacity Charge	Water	\$5,100*	\$5,300*
	Wastewater	\$4,120*	\$4,300*
	Total	\$14,430*	\$15,000*
*per ERC (equivalent residential connection)			

CIP Program

Project Type	Proposed Cost
Water Projects	\$ 7,967,500
Wastewater Projects	1,925,000
Facility and Non-Utility Projects	8,585,000
Total	\$ 18,477,500

Budget Workshop – May 15, 2025 Board Meeting

- Areas of Focus include:
 - ACSA Strategic Plan and alignment of resources through the FY 2026 Budget
 - Revenue and Expense Expectations
 - Proposed Rate Changes
 - Comprehensive evaluation of charges from the Rivanna Water and Sewer Authority for:
 - Increases in rates/charges for Water/Wastewater Treatment
 - RWSA Capital Program and increases in debt service allocated to ACSA
 - Strategic use of rate stabilization and growth reserves
 - ACSA Departmental Initiatives and Priorities

Next Steps

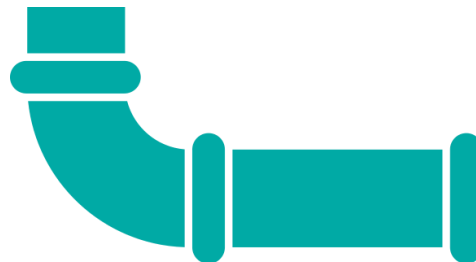
- Budget and Rate Workshop – May 15, 2025
- 2nd Budget and Rate Workshop/Public Hearing – June 19, 2025
- Budget Adoption – June 19, 2025
- Rate Adoption – June 19, 2025, effective July 1, 2025



FISCAL YEAR 2026



**ADOPTED ANNUAL
OPERATING AND CAPITAL
IMPROVEMENT BUDGET**



July 1, 2025 – June 30, 2026

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April 17, 2025

Board of Directors
Albemarle County Service Authority
Charlottesville, Virginia

Dear Board Members:

The Albemarle County Service Authority (ACSA) mission continues to focus on serving our customers by providing safe, clean, and reliable Albemarle water while maintaining fiscal responsibility and environmental stewardship. We remain committed to working with our community partners as we continue to improve our utility system in a timely, cooperative, and financially responsible manner. The proposed Fiscal Year 2026 Budget totals \$74,493,500 and reflects our continuing commitment.

To achieve this goal, the ACSA follows an annual budget development process that aligns with its strategic plan and long-term capital improvement programs. The process considers the needs and priorities of the Rivanna Water and Sewer Authority (RWSA), which operates and maintains the water supply and treatment facilities for the region. The process also considers the local economic and development trends that affect water demand and revenue generation. The ACSA uses historical and projected water consumption data, existing financial commitments, and its own financial policies to develop a recommended budget that responsibly invests available revenues in strategic priorities such as infrastructure maintenance, system expansion, customer service, and regulatory compliance.

The recommended budget for the next fiscal year reflects the long-term planning and vision of our organization. We recognize that capital projects, strategic priorities, and service delivery are not limited to a single year but require ongoing investment and commitment. Therefore, our budget incorporates the costs and benefits of previous long-term decisions, such as the implementation of the telephony project and the construction of the Avon Operations Center, as well as additional staffing needs in Administration and Maintenance. Moreover, our budget anticipates the financial challenges and opportunities that lie ahead in future fiscal years. We aim to balance fiscal responsibility with innovation and excellence in serving our community.

The 2023 - 2027 Strategic plan is a roadmap for the ACSA's success in the upcoming years. It outlines our vision, mission, values, and goals across four main strategic themes: **Data Optimization**, **Business Resilience**, **Customer Experience**, and **Employee Experience**.



Data Optimization is about harnessing the power of data to inform our decisions, improve our processes, and enhance our outcomes. We are conducting a comprehensive review of all data and their sources to ensure proper access, classification, and utilization. We will also implement best practices for data governance, quality, security, and privacy.

Business Resilience is about ensuring the ability to operate effectively and efficiently in the event of disaster or business disruption with minimal interruption of service. We will develop and test contingency plans for various scenarios and risks. We will also adopt environmentally friendly practices and policies to reduce our carbon footprint and support global efforts to combat climate change.

The **Customer Experience** is about providing "best-in-class" service ensuring the needs of our customers are exceeded. We are listening to their feedback, understanding their expectations, and designing systems to deliver solutions that meet or surpass them. We are also leveraging technology and innovation to create seamless and personalized interactions with our customers.

The **Employee Experience** is about retaining and recruiting a highly skilled workforce and providing employees with resources and opportunities for professional growth. We will align as an organization with our values of honesty, trust, integrity, mutual respect, open communication, and employee empowerment. We are also investing in training, development, wellness, and engagement programs for our employees.

These four themes are interrelated and mutually reinforcing. They reflect our commitment to excellence in everything we do. By following this strategic plan, we will achieve our vision of being a leading organization in the utility space that creates value for our customers.

As part of our budget process, we have conducted a comprehensive review of our operating expenses and capital improvement program. We have identified several key projects that will enhance our service delivery and ensure compliance with regulatory standards. These include replacing aging water mains, expanding our wastewater collection system, and implementing new technologies to improve efficiency and service to our customers. These projects are essential to maintaining the quality and reliability of the ACSA system that our customers expect and deserve.

Over the past ten years, the ACSA has invested over \$68.5 million in capital improvements to ensure system reliability, redundancy, and high-quality water and sewer systems. In Fiscal Year 2026, the ACSA proposes a budget of \$18.5 on ACSA capital improvements to further enhance safe drinking water delivery, the collection of wastewater for treatment and modernization of critical infrastructure and processes.



Additionally, our regional partner, the Rivanna Water and Sewer Authority (RWSA), is also continuing needed investment and upgrades in the water and wastewater systems over the next five years. These projects strategically address the water supply, drinking water and wastewater treatment facilities required to meet the requirements of State and Federal regulations, as well as the reliability, capacity, and quality expectations of our community. During this five-year period, the RWSA CIP will significantly strengthen the drinking water systems with expenditures of \$561M for essential projects and include:

- **Community Water Supply Plan Components** – the South Fork Rivanna Reservoir to Ragged Mountain Reservoir Water Pipe and Plumbing Project; the Ragged Mountain to Observatory Water Pipe and Pumping Project; Raising the Normal Pool at Ragged Mountain Reservoir and adding aeration and Oxygenation Systems to Reservoirs.
- **Critical Finished Water Transmission Projects** – Completion of the Airport Road Pump Station; the Central Water Line; Additional Crossings of the South and North Fork Rivanna River; Crozet and Scottsville AC Pipe Replacement and Decommissioning of the North Rivanna WTP.
- **Moore's Creek Advanced Water Resource Recovery Facility** – Blower Building Ventilation Improvements, MCPS Slide Gates, Valves and Bypass & Septage Receiving Upgrades, Structural and Concrete Rehabilitation, Yard Piping Upgrades, Electrical System Upgrade, Building Upfits and Gravity Thickener Improvements, Biogas Upgrades, Engineering and Administration Building.
- **Crozet Water Supply Projects** – Drinking Water Infrastructure Plan Update, Water Treatment Plant-Disinfection Upgrades, Finished Water Greyrock Pump Station, Full GAC Treatment, Beaver Creek New Raw Water Pump Station & Intake, and Beaver Creek Dam Alteration.

The RWSA will also work to complete significant improvements to the wastewater treatment and collection facilities to ensure regulatory compliance and environmental protection. The five-year CIP includes \$147M for essential wastewater projects and include:

- **Renovations and Repairs to Wastewater Facilities** – Moore's Creek, Scottsville, Glenmore, Crozet pump stations, and the Albemarle Berkley Pump Station
- **Repairs and Replacement of Wastewater Piping and Manholes** – Crozet, Albemarle-Berkley, Moore's Creek, Upper Rivanna Interceptors
- **Power System Upgrades** – Scottsville WRRF Whole Plant Generator and Moore's Creek AWRRF 5kV Electrical System

Combined, these critical projects listed above and others throughout the system carry an expected cost over the five-year period of over \$561M, and as one of the RWSA's two customers, the ACSA is responsible for more than 61% of RWSA's annual debt service and operating charges. Charges from the RWSA make up nearly 65% of the ACSA's total operating budget, thus when these costs increase, it dramatically impacts our budget and customer rates.

The ACSA and RWSA continuously collaborate to ensure our customers are well served, and that the rate increases that we must pass along to our customers are fair, provide good value, and adhere to strategic priorities. Staff from both the ACSA and RWSA work closely to ensure critical projects are completed in a timely and financially responsible manner.

The Fiscal Year 2026 Budget considers the need for continued investment in our water and wastewater systems. We anticipate leveraging long-planned rate stabilization reserves strategically in conjunction with an increase in customer rates at a time of rising costs. This increase is explained in greater detail throughout this document and necessary as we responsibly plan for the future. We expect future capital project needs of both the ACSA and RWSA to continue and costs related to these projects will continue to increase. These projects are an investment in the present and the future to ensure the highest quality water and reliable delivery and collection.

We are pleased to present the ACSA's Proposed Operating and Capital Improvement Program (CIP) for Fiscal Year 2026 (July 1, 2025, to June 30, 2026). The FY 2026 budget continues to address long-term strategic initiatives that benefit our customers, while being especially mindful of economic restraints. After a comprehensive review ACSA departmental and capital needs and RWSA costs for water and wastewater treatment, we project an increase of \$6.0M or 18.9% for water/wastewater treatment and debt service. We will continue to invest in improving our water and sewer infrastructure through this proposed budget.

Water and wastewater treatment are essential services that protect public health and the environment. However, they also come with significant costs that affect you, the customer. As a residential customer using 3,200 gallons of water per month, you will see a monthly increase of \$6.19 or \$0.21 per day, in your bill. This increase supports initiatives to ensure and improve reliability, quality, and sustainability of our area's environmental resources by adding redundancy in systems to ensure reliable service, increasing the capacity to provide water and wastewater services to our growing community, proactively identifying leaks and implementing energy efficiency measures that reduce operational costs and greenhouse gas emissions.

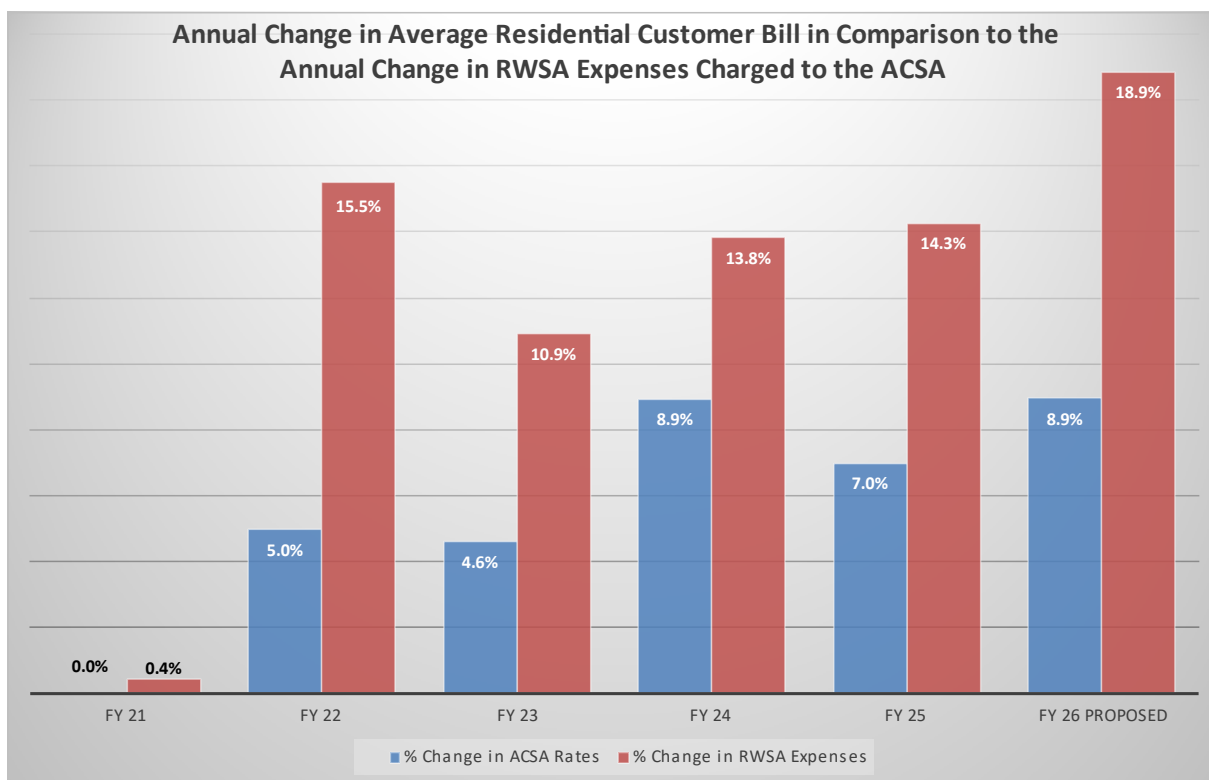
Some of these sustainability initiatives include installing solar panels on our new Avon Operations Center, launching a pilot program using electric vehicles, and continuing our recycling program. These initiatives look forward to ensuring future generations have clean, safe, and reliable water supplies now and well into the future.

ACSA Water and Sewer Monthly User Rates

	FY 2025	FY 2026
Service Charge	\$ 11.13	\$ 12.24
Volume Charge - Single-Family Residential (per 1,000 gallons)		
Level 1 (0-3,000 gallons)	\$ 5.95	\$ 6.55
Level 2 (3,001-6,000 gallons)	\$ 11.93	\$ 13.12
Level 3 (6,001-9,000 gallons)	\$ 17.88	\$ 19.67
Level 4 (over 9,000 gallons)	\$ 23.86	\$ 26.25
Multi-Family/Non-Residential (per 1,000 gallons)	\$ 11.93	\$ 13.12
Sewer/All Users (per 1,000 gallons)	\$ 11.83	\$ 12.78

Even with the rate increase, one penny continues to buy nearly two gallons of water, which is a very good value for the ACSA’s reliable, high quality, and safe drinking water.

Four of the last five years, ACSA customers have seen changes in the monthly user rates. The ACSA did not increase rates in FY 21 as a way to limit economic impacts on our customers in the early stages of the pandemic. This budget, beginning July 1, 2026, proposes increases to ensure strategic investments continue throughout the ACSA’s service area and to offset cost increases in water and wastewater treatment. The average increase over the prior five years is 6.9%.



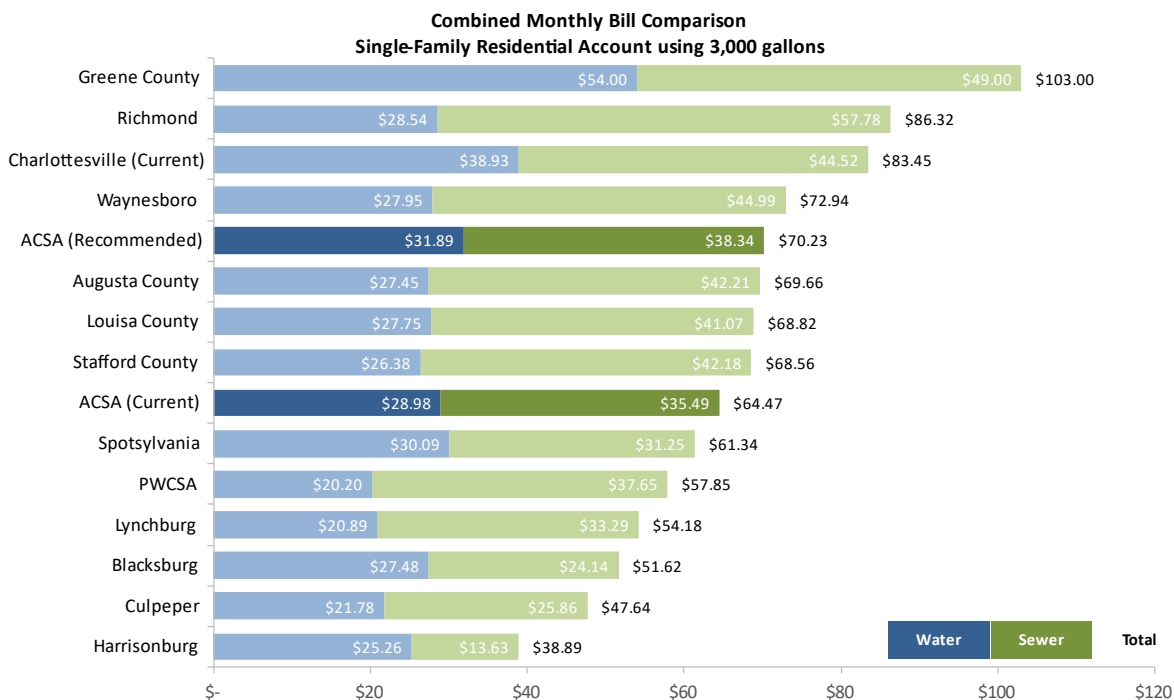
Following an extensive analysis of costs expected to be incurred, we propose that the monthly service charge be increased. The service charge for a 3/4" meter will increase to \$12.24 per month, a \$1.11 increase over the prior year. This update reflects the actual base cost of services provided.

Rate Design – Monthly Service Charges

Meter Size (inches)	Approx. # of Water Customer Accounts by Size	Current	Recommended
		FY 2025	FY 2026
¾	21,452	\$11.13	\$12.24
1	722	\$ 27.81	\$ 30.59
1 ½	467	\$ 55.62	\$ 61.18
2	157	\$ 88.98	\$ 97.88
3	54	\$ 177.96	\$ 195.76
4	16	\$ 278.07	\$ 305.88
6	0	\$ 556.13	\$ 611.74

The service charge covers the cost to appropriately allocate ACSA revenue requirements among users of the entire system based on the cost of providing service. This includes the costs for distribution, metering and administration which is shared among the customer classes. Service charges for meters ranging in size from 1"-6" align with American Water Works Association (AWWA) standard meter size equivalents. These charges mirror the ACSA's Equivalent Residential Connection (ERC) calculation for new connections and provides a consistent basis application of the service charge.

The ACSA average customer bill has been less than the statewide average and is less than the City of Charlottesville’s current comparable residential bill by nearly 16%.



The Proposed ACSA Fiscal Year 2026 Operating Expenses total \$44,850,800, as compared to \$39,739,100 for the current budget year (FY 2025). This represents an increase of \$5,111,700, or 12.9% over the previous year. Our Capital Improvement Program (CIP) as proposed is \$18,477,500, as compared to the current budget of \$12,100,000, and includes a continuation of major capital investment in our system, with an emphasis on needed water/wastewater main replacements, and extension of public sewer to existing subdivisions. Additionally, the ACSA has proposed a number of “non-utility” projects to address operational improvements, such as: mitigation of risk to increase resiliency of critical water and wastewater assets; Geographic Information System (GIS) for Information Technology (IT) system improvements; recommendations from the IT Security Assessment; analysis and deployment of a customer information/telephony system; increased energy conservation throughout all our operations; and development of a satellite operations center and maintenance yard.

Balancing the delivery of quality water and wastewater treatment, investing in the ACSA’s water and sewer system infrastructure, improving service delivery, and providing an elevated level of service to our customers in an era of increasing inflation are some of the most important challenges facing the ACSA. To manage these challenges, these budgets are built on a solid foundation of over 60 years of water and sewer utility service to our customers in the Albemarle, Crozet, and Scottsville communities.

We would like to express our sincere gratitude to the ACSA Leadership Team of Alexander Morrison, April Walker, Emily Roach, and Jeremy Lynn for their valuable contributions to the FY 2026 budget development process. They have demonstrated a high level of professionalism, dedication, and expertise in preparing a realistic and sustainable budget that aligns with our strategic goals and priorities. We would also like to thank Justin Weiler, Richard Nelson, John Anderson, Keane Rucker, Jeremy Lynn, Alex Morrison, Roland Bega, Robbie Lawson, and Billy Defibaugh for their hard work in developing the Capital Improvement Program (CIP). They have done a remarkable job in identifying and prioritizing the critical infrastructure needs and projects for our organization. Their efforts, along with those from other departments ensure that we provide safe, clean, and reliable water and wastewater services for all of our customers.

We appreciate your understanding and cooperation as we work together to provide high-quality water and wastewater services for our community. If you have any questions or concerns about this budget or our initiatives, please contact us at (434)-977-4511 or accounting@serviceauthority.org. Thank you for being a valued customer.

Sincerely,



Quin Lunsford
Executive Director



Tanya Johnson
Director of Finance

History:

In 1964, the Albemarle County Service Authority (ACSA) was created by action of the Albemarle County Board of Supervisors. Beginning in Crozet and growing into the Urban Areas of Albemarle County and the Town of Scottsville, the ACSA is Albemarle County's water and sewer retail provider. The ACSA celebrates its 61st year of water and sewer service to the Albemarle Community.

Employees:

Over 80 dedicated employees work within five different operating departments within the ACSA: Administration, Engineering, Finance, Information Technology, and Maintenance. Our employees are the backbone of the quality services that the ACSA provides to its customers.

Drinking Water Quality:

With a strong emphasis on water quality, the ACSA maintains the water system, provides ongoing system upgrades, and provides water quality testing to meet and exceed all regulatory requirements. The ACSA ensures high quality drinking water to all our customers by performing over 400,000 tests annually. Additional testing information can be found in our annual drinking water quality report at www.serviceauthority.org.

Age of Pipes:

The ACSA water system has a variety of ages, types and conditions of pipes and facilities. We have an ongoing assessment to be sure our water mains deliver reliable water service. We have been active in water main replacement and our annual capital program investment meets our replacement needs. A recent analysis indicated that 48% of our water and sewer mains are less than 25 years old.

Water Distribution System:

ACSA delivers water through 377 miles of interconnected pipes, 8 water pumping stations, 7 water storage tanks, and 3,142 fire hydrants.

Sewer Collection System:

Over 318 miles of sanitary sewer mains and 10 sewer pumping stations comprise the ACSA sewer collection systems for businesses and residences in our service area.

Cost for Gallon of Water:

ACSA water is an excellent value, with over 1.53 gallons of ACSA water costing one cent.

ACSA Service Area:

The ACSA provides service to over 89,000 residents, with more than 23,000 retail accounts in six magisterial districts: Rio, Jack Jouett, Rivanna, Scottsville, Samuel Miller, and White Hall.

Financial Performance:

The ACSA's financial performance remains very strong and sustainable. With a very low level of debt, the ACSA can fund most capital projects out of the annual budgets and through the use of financial reserves.

Financial Performance (cont.):

The ACSA's Annual Comprehensive Financial Report for the year ended June 30, 2024, from which the information within the Budget Appendices/Supplemental Section (Section VI) has been drawn, has been submitted to the Government Finance Officers Association of the United States and Canada (GFOA) for award consideration for the Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition for excellence in state and local government financial reporting. To be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This report must satisfy both generally accepted accounting principles (GAAP) and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements, and we are submitting it to GFOA to determine its eligibility for another certificate.

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Albemarle County Service Authority, Virginia for its Annual Budget for the fiscal year beginning July 1, 2024. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

Customer Service:

ACSA communicates valuable customer related information through bill inserts, quarterly newsletters, the website www.serviceauthority.org, X, Facebook, and Instagram. An after-hours emergency phone service receives and routes calls to alert staff of emergencies or other matters that require immediate attention. We can be contacted at (434) 977-4511 or www.serviceauthority.org by selecting "Service Request."

Governance:

ACSA's Board of Directors establishes policies and guides the overall strategic direction of our organization. The Board is composed of six members representing the six magisterial districts of Albemarle County. The ACSA Board members also set rates, charges, and fees, and approve the budget for the ACSA. The Executive Director reports to the Board and manages the day-to-day operations and performance of the ACSA.

ACSA Financial Information:

- FY 2026 Total Op./Non-Op. Budget: \$56,016,000
- FY 2026 Capital Improvements Budget: \$18,477,500



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished Budget
Presentation Award*

PRESENTED TO

Albemarle County Service Authority

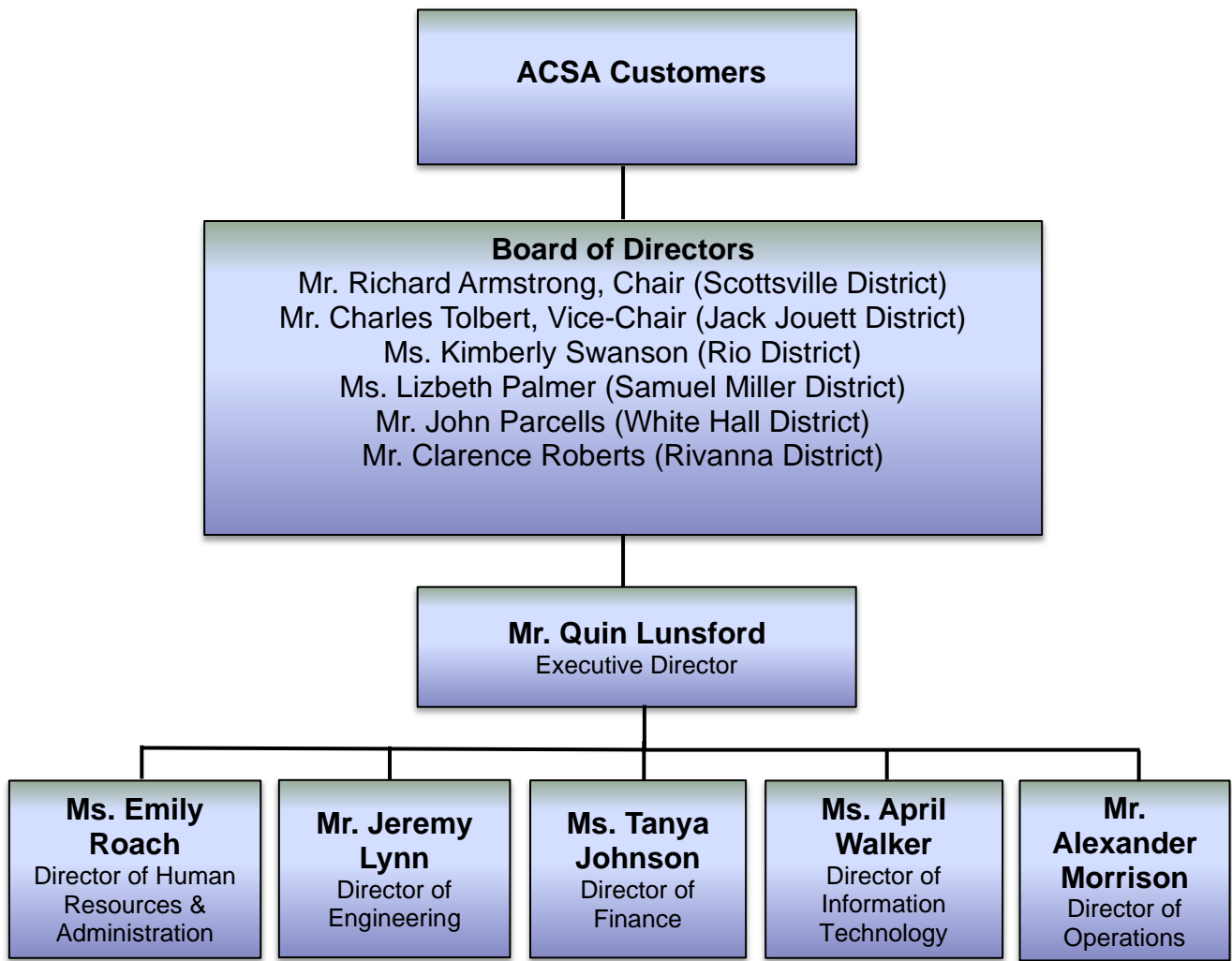
Virginia

For the Fiscal Year Beginning

July 01, 2024

Christopher P. Morill

Executive Director





Strategic Goals and Strategies

The ACSA was created by the Albemarle County (County) Board of Supervisors in 1964 with the Crozet community as its sole customer. In the 1960s, the South Rivanna Dam was constructed, and several subdivisions were developed through the County, such as Carrsbrook, Woodbrook, Westmoreland, Northfields, Berkeley, Hessian Hills, Montvue, Colthurst, Flordon and West Leigh. In the late 1960s and early 1970s, these systems were acquired by the County for the ACSA, and the County purchased water from the City of Charlottesville supply to provide all these areas with public water and eliminate their well systems. In 1972, the Rivanna Water and Sewer Authority (RWSA) was formed and became the wholesale provider of water and wastewater treatment for the City and ACSA.

The ACSA, now 60 years later, provides water distribution and wastewater collection services to more than 23,000 accounts with over 377 miles of water mains and over 318 miles of sanitary sewer mains within our service area, including the urban areas of Albemarle County, and nearby communities of Scottsville and Crozet. Our customers enjoy water drawn from a protected watershed contained almost entirely within the County's borders. The ACSA is governed by a six-member Board of Directors each appointed by the Board of Supervisors of Albemarle County. We distribute treated water, and collect wastewater for treatment, while maintaining, expanding, and replacing the infrastructure within the service area.

The ACSA's five-year Strategic Plan for FY's 2023-2027 outlines the ACSA's vision, mission, and guiding principles. The plan helps chart our future as we look to our next 50 years and establishes clear strategic actions that will be taken. We believe the Strategic Plan reflects the ACSA's vision to "serve and conserve" and assists with establishment of goals for years to come. The ACSA is proud to provide services that positively touch the lives of all our customers, every day. We continue to strengthen the ACSA's role in water leadership in our community, and with the Strategic Plan we identify and communicate our intentions for the future.

The ACSA's Strategic Plan sets forth four major themes, which include: Data Optimization, Business Resilience, Customer Experience, and Employee Experience. These four themes provide a roadmap for the next three years to ensure strategic objectives are prioritized. Summaries of the four strategic themes are listed below:

- **Data Optimization:** The ACSA aims to leverage data and analytics to improve decision making, enhance performance, and create value for external and internal customers. The ACSA will invest in data infrastructure, governance, quality, security, and accessibility to support data-driven initiatives across the organization.
- **Business Resilience:** The ACSA is committed to ensuring the continuity of its operations and services in the face of disruptions and emergencies. The ACSA will also adopt environmentally sustainable practices and policies to reduce its environmental impact and contribute to global efforts to combat climate change.
- **Customer Experience:** The ACSA strives to deliver "best-in-class" customer service and satisfaction to its diverse customer base. The ACSA will focus on understanding customer needs and expectations, improving customer communication and engagement, enhancing service quality and delivery, and fostering community relationships.
- **Employee Experience:** The ACSA values its employees as its most important asset. The ACSA will cultivate a positive work environment that promotes employee well-being, development, recognition, diversity, inclusion, and collaboration. The ACSA will also attract, retain, and develop talent that aligns with its vision, mission, values, and goals.

Additional information related to these themes and the full 5-year Strategic Plan can be found on our website at:

[Strategic Plan 2023-2027](#)

Fund Descriptions and Fund Structure

The ACSA operates and reports as a single enterprise fund, meaning that all departments are included in a single accounting and reporting entity. An enterprise fund is a proprietary type of fund used to account for operations that are financed and operated in a manner similar to private business enterprises. The ACSA's intent is that the costs of providing goods or services to customers on a continuing basis be financed or recovered primarily through user charges. Periodic determination of revenues earned, expenses incurred, and/or changes in net position is appropriate for capital maintenance, public policy, and management control and accountability.

Basis of Accounting and Budgeting

The ACSA follows the accrual basis of accounting. Under this basis of accounting, revenue is recognized when earned and expenses are recorded when incurred. Operating revenues and expenses consist of those revenues and expenses that result from ongoing principal operations of the ACSA. Operating revenues consist primarily of charges for water consumption and wastewater collection. Operating expenses consist of bulk water purchases, wastewater treatment, and administrative expenses. Non-operating revenues and expenses consist of those revenues and expenses that are related to financing and investing type activities and result from non-exchange transactions or ancillary services.

Basis of Budgeting

The ACSA's annual budget is based on the accrual method of accounting and is structured to reflect the same formats as the ACSA's audited financial statements. Both the "basis of accounting" and the "basis of budgeting" are on an accrual basis which recognizes revenues when earned and expenses when incurred.

Financial Policies

The ACSA has developed and adopted Comprehensive Financial Management Policies (Policies) to ensure that the ACSA is financially capable of meeting its immediate and long-term objectives. A financial management policy that is adopted, adhered to, and regularly reviewed is recognized as the foundation of sound financial management. An effective financial management policy:

- Contributes to the ACSA's ability to prepare for and insulate itself from fiscal crisis by being able to better manage stressful internal and external financial events.
- Enhances the ability to realize the most favorable rates in the event the ACSA deems debt financing necessary.
- Promotes long-term financial stability by establishing clear and consistent guidelines.
- Directs attention to the total financial picture of the ACSA rather than single issue areas.
- Promotes the view of linking long-term financial planning with day-to-day operations.

The adopted Policies specifically related to the budget process are as follows:

Operating Budget Policies

- The ACSA will budget for all current operating expenditures to be paid for with operating revenues.
- The ACSA will maintain operating reserves, as defined in the Reserve policy below, to help offset reductions in revenues related to low flow periods. This policy helps maintain the operations and maintenance functions that would otherwise have to be deferred or require sporadic rate increases, however:
- Management and staff should, not only during the preparation of the budget but in budget execution, use due care and promote cost savings and operating efficiencies at all times, especially during period of revenue shortfall.

Operating Budget Policies (cont.)

- In preparing the annual budget, the ACSA will base its revenue and expenditure projections on historic performance while also taking into consideration operational needs, current trends, events, and developments in regulatory requirements, local markets, building developments and environmental activities.
- System development charges, RWSA capacity charges or other special revenues will not regularly be used to finance continuing ACSA operations, but instead will be used for funding specific one-time projects, servicing capacity related debt, expansion and replacement of system infrastructure or adding to ACSA reserves.

Capital Budget Policies

- The ACSA will prepare and update annually for adoption a Capital Improvement Plan (CIP) that is developed for a ten-year planning period.
- The first year of the adopted ten-year CIP will become the most current capital budget for the ACSA and will serve as authorization for project execution by the Board.
- The ACSA will maintain all capital assets at a level adequate to protect the ACSA's capital investment, meet permitted regulatory requirements, and to minimize future maintenance and replacement costs.

Reserve Policies

- The ACSA has implemented "best management practices" which dictate that cash/investment reserves be accumulated to provide for contingencies and planned/unplanned major expenses. The ACSA has established three types of reserves for its water and wastewater systems:
 - Operating and Maintenance Reserve (O&M): The O&M reserve serves as working capital and is important to provide funds for the potential lag between operating revenues and operating expenditures, as well as unplanned minor repairs or fluctuations in the operating budget. This type of reserve is also valuable during unusually wet years, which can result in reduced revenue due to lower than anticipated water usage. This reserve combined with the Repair, Renewal, and Replacement Reserve, Capacity and Growth Reserves, and unrestricted cash and investments are to maintain a Days Cash on Hand floor of 270 days. Water and wastewater rates will be set accordingly to replenish these reserves if cash/investment levels dip below the Days Cash on Hand floor.
 - Repair, Renewal, and Replacement Reserve (3R): The 3R reserve provides funds to pay for unexpected major repairs and planned replacement or rehabilitation of system assets. This reserve may be used to pay for capital costs to avoid or minimize the amount that would otherwise be recovered through user fees. Typically, the annual 3R reserve contribution is calculated based on the estimated useful life and replacement cost of equipment held by the ACSA.
 - Capacity and Growth Reserves: The Capacity and Growth Reserves are established to fund capacity or growth-related costs or charges. These reserves are funded by the ACSA System Development Charge and the RWSA Capacity Charge.

Revenue and Expenditure Policies

- A diversified and stable revenue system will be maintained to shelter services from short-run fluctuations.
- Rate studies are to be conducted every five years to ensure that the rates will continue to support direct and indirect costs of operations, administration, maintenance, debt service, depreciation/amortization of capital assets, and system development. Annually, staff will analyze projections performed by the consultant and adjust as necessary during the budgetary and rate development process.

Revenue and Expenditure Policies (continued)

- Costs related to the expansion of system capacity (i.e., growth-related) should be funded via new/future customers who cause the need for such additional capacity through connection fees. “Growth pays for growth.”
- Water and Wastewater rates and charges shall be kept as low as possible over time without sacrificing continual maintenance of infrastructure already in service.
- The ACSA’s operating expenditures are to be funded with on-going operating revenues to the extent possible.

Debt Policies

- The ACSA will utilize a balanced approach to capital funding utilizing debt financing. CIP planned current-year revenues (pay-as-you-go) and planned capital reserve fund transfers from ACSA reserves.
- The ACSA will analyze all sources of debt financing when it has been determined that there is a need for debt.
- When the ACSA finances capital improvements or other projects by issuing bonds or entering capital leases, it will repay the debt within a period not to exceed the expected average useful life of the project(s) and equipment being financed.
- When assessing capital project funding approaches and the issuance of debt, the ACSA will conduct a series of financial analyses to demonstrate its financial ability to incur such debt under its current rate structure, and to determine if, when and to what degree rate structures need to be adjusted in the event that the current rate structure is not able to accommodate new additional debt.
- The ACSA will review its current debt structure periodically as interest rates fluctuate and optional bond redemption dates arise for refunding or advance refunding opportunities.
- The ACSA will remain in compliance with all debt covenants as they are provided. The ACSA shall maintain net revenues, excluding connection fees, such that they are equal to 1.20x of annual debt service. Regular analyses of covenants will be performed by staff in conjunction with other periodic duties.
- The ACSA is not subject to legal debt limitations and has issued no debt which is overlapping with other jurisdictions during the last ten fiscal years.

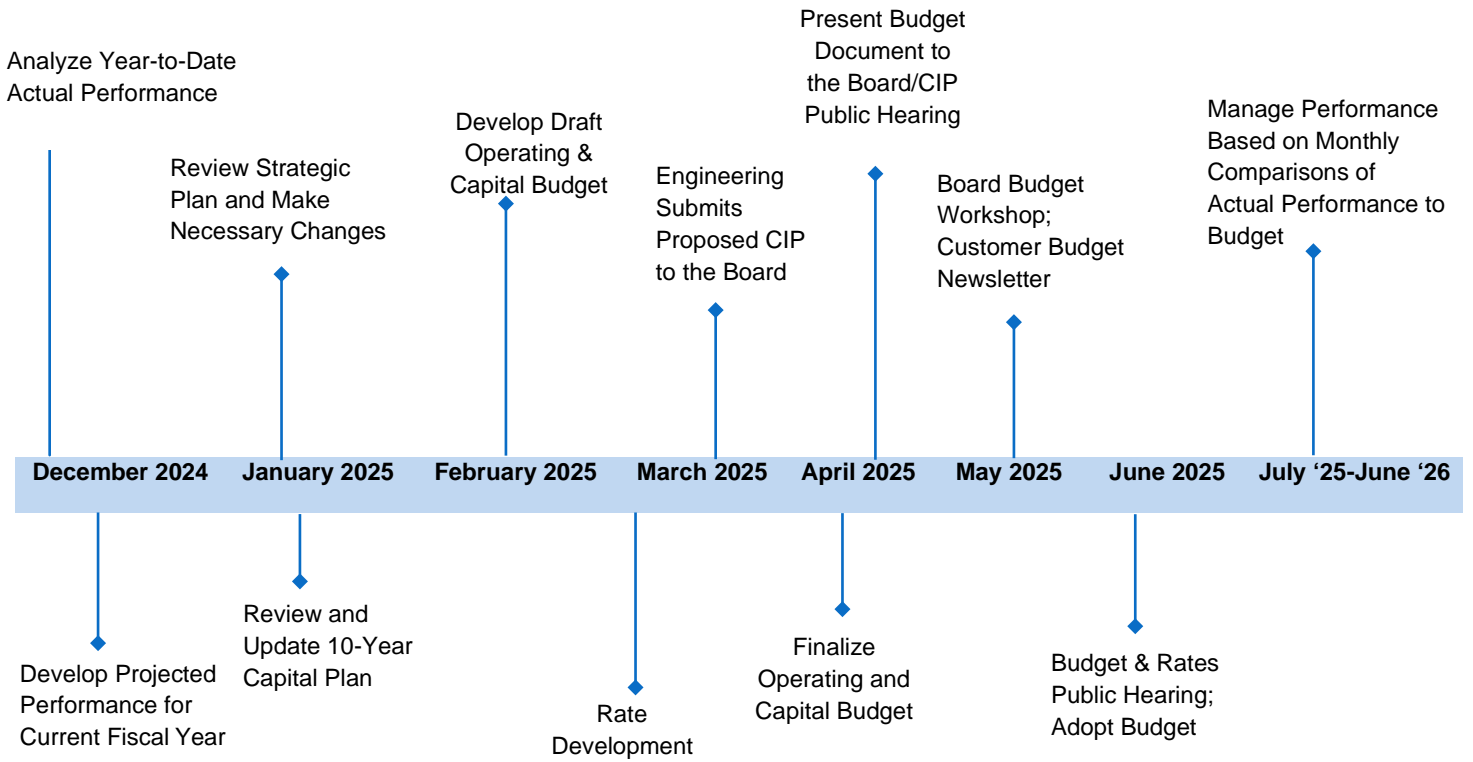
Budget Process

The ACSA must adopt its budget prior to July 1st of each year. Development of the budget is driven by the strategic plan, organization goals and objectives, external factors such as growth, development, and water consumption trends. The Board, ACSA staff, and the public participate in the development of the budget. A public workshop is held to review the draft budget and receive public input prior to the public hearing to adopt the budget.

The Engineering department develops the Capital Improvement Program (CIP) budget using the strategic plan and organizational goals as well as any new development that may impact infrastructure needs. Project costs are estimated based on our asset management assumptions at the time of budget development. Any necessary adjustments are presented as amendments to the Board when those circumstances arise. Once the CIP is completed, it is presented to the Board in April of each fiscal year. The CIP budget determines the budget requirements for our 3R reserve, operating budget, and Capacity and Growth Reserves for capital projects, as well as influencing decisions regarding any existing or future debt requirements for infrastructure or projects.

During this same time, the Finance Department is developing the overall operating budget for the ACSA. The team meets with each individual department to develop operating expenses using trend, usage data, and inflation factors to determine any increase/decrease in expenses. Along with this, discussions of any new personnel requirements are developed to ensure appropriate budgetary coverage. For purposes of revenue development, the team reviews historical and current year trend analysis, such as customer growth, consumption analysis, and the rate study recommendations to develop the revenue budget. Statistical information and performance metrics are also reviewed and updated.

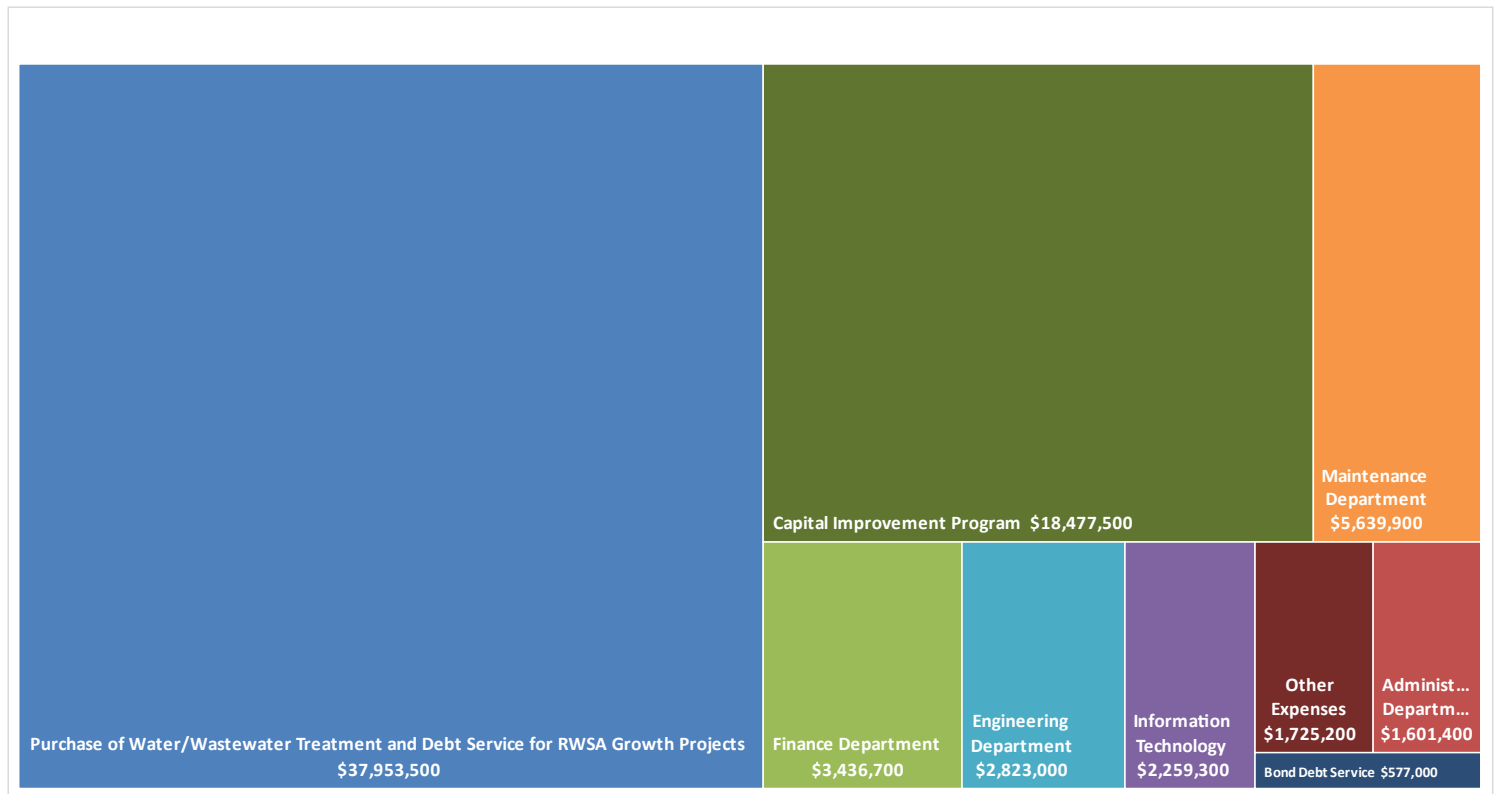
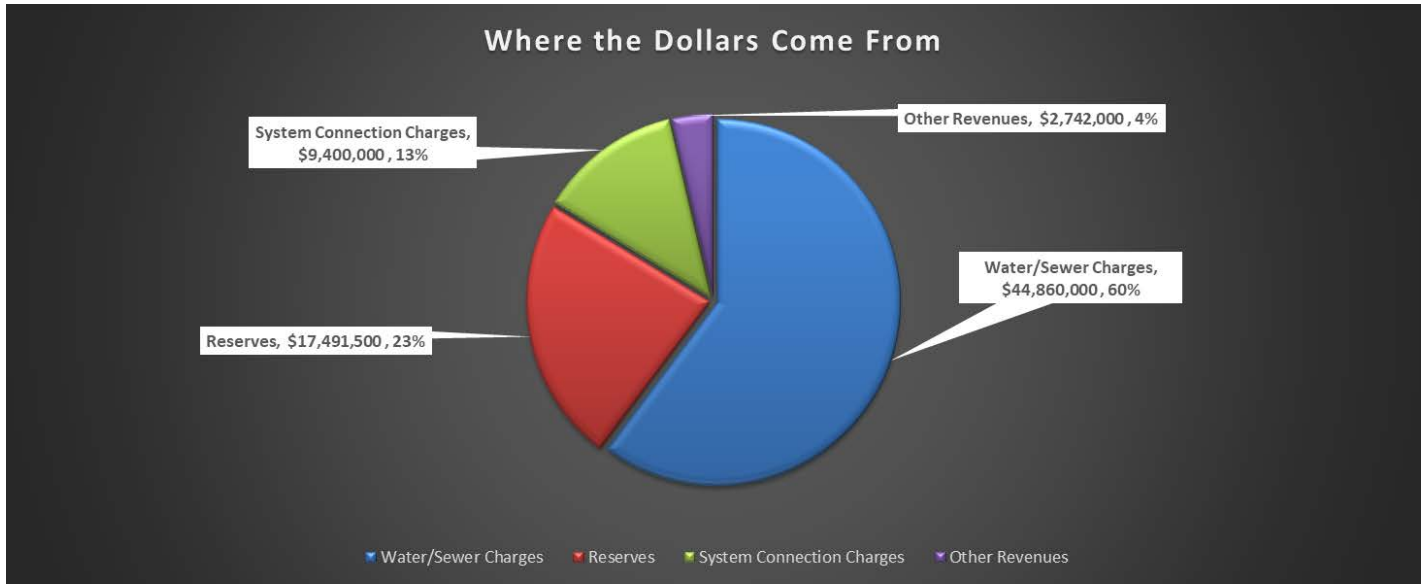
The CIP, revenue, and expense budgets are then combined and presented to the Board in April each year. Public comment and budget workshops are held for discussion in May and amendments before the final budget is adopted in June. A timeline of our budget process is included on the next page to further illustrate the budget process at the ACSA.



Pictured above: Beaver Creek Reservoir

OVERVIEW

The ACSA's Fiscal Year 2026 Total Operating and Non-Operating Budget is 74,493,500:





FY 2026 Operating Budget Highlights

Operating Expenses:

- Proposed FY 2026 Operating Budget Expenses total \$44,850,800
- Approved FY 2025 Operating Budget Expenses total \$39,739,100

Purchased Water/Wastewater treatment from Rivanna Water & Sewer Authority (RWSA):

- Proposed FY 2026 totaled \$29,090,500 or 64.9% of the Operating Budget
- Approved FY 2025 total \$25,004,000
- Increase of \$4,086,500

Departmental Operating Budgets:

- Proposed FY 2026 - \$15,760,300
- Approved FY 2025 - \$14,735,100
- Increase of \$1,025,200

Debt Service (Principal and Interest) Expense:

- Proposed FY 2026 - \$577,000
- Approved FY 2025 - \$579,000

Top Budget Priorities:

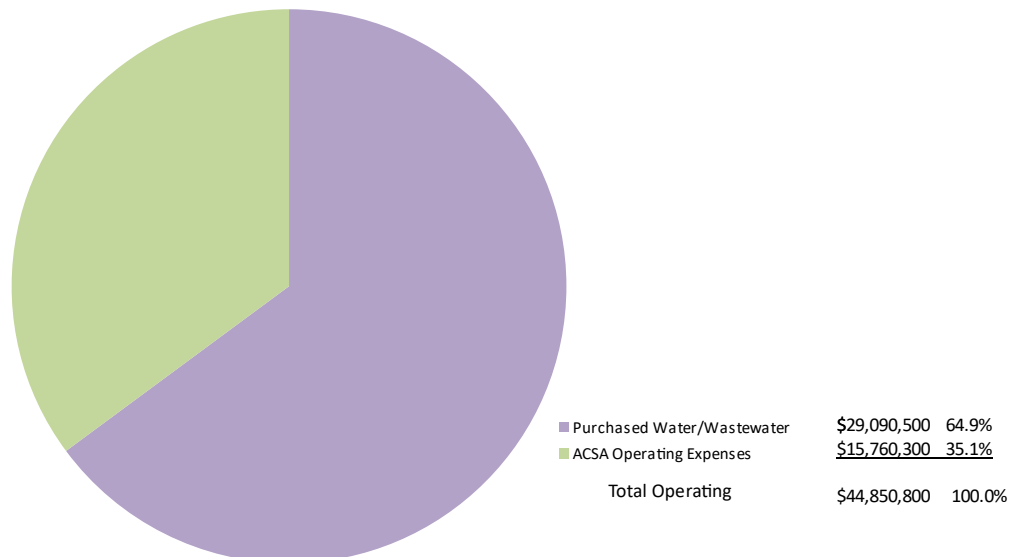
- High quality water delivered to our customers
- Maintain current ACSA programs and services
- Meet financial obligations and financial sustainability
- Enhance the customer experience
- Investment in our infrastructure
- Strategic initiatives

Top Operating Initiatives:

- Continue high level of emergency response times
- Emergency planning
- Continue enhancements to water quality:
 - Regulatory compliance
 - Water system maintenance and replacement
 - Advanced water filtering process (GAC)
- Meet all wastewater standards:
 - Continue sewer system rehabilitations
 - Regulatory compliance

Other ACSA Initiatives:

- Continued implementation of the FY 2023-FY 2027 Strategic Plan
- Succession planning for continuity of operations
- Advanced metering infrastructure (AMI) optimization
- Computerized maintenance management system (CMMS) – workorder management, customer requests, asset management and inventory
- Four new positions – Two Utility Workers I/II, Valve Technician, and Inventory & Equipment Technician



Water and Sewer Rates – Fiscal Year 2026 Proposed:

The proposed monthly user water and sewer rate increase is driven by the following factors:

- The cost of purchased water from the RWSA is expected to increase 19% or \$3.6 million.
- The cost of wastewater treatment from the RWSA is expected to increase 19% or \$2.4 million.
- ACSA departmental budget increase of 6.96%
- Capital Improvement Program of \$18.5 million.

ACSA Water and Sewer Monthly User Rates

	FY 2025	FY 2026
Service Charge	\$ 11.13	\$ 12.24
Volume Charge - Single-Family Residential (per 1,000 gallons)		
Level 1 (0-3,000 gallons)	\$ 5.95	\$ 6.55
Level 2 (3,001-6,000 gallons)	\$11.93	\$13.12
Level 3 (6,001-9,000 gallons)	\$17.88	\$19.67
Level 4 (over 9,000 gallons)	\$23.86	\$26.25
Multi-Family/Non-Residential	\$11.93	\$13.12
Sewer/All Users (per 1,000 gallons)	\$11.83	\$12.78

Based on usage noted below, customers will see moderate increases in their monthly bill.

Sample Monthly Combined (Water and Sewer) Bills

Combined Water and Sewer	Meter Size	Monthly Usage (gallons)	Current Bill	Recommended FY 2026 Bill	Monthly \$ Change	Daily \$ Change
Single-Family						
Minimal User	3/4"	1,200	\$ 32.47	\$ 35.44	\$ 2.97	\$ 0.10
Small User	3/4"	2,500	\$ 55.58	\$ 60.57	\$ 4.99	\$ 0.17
Average User	3/4"	3,200	\$ 69.22	\$ 75.41	\$ 6.19	\$ 0.21
Large User	3/4"	6,200	\$ 141.69	\$ 154.42	\$ 12.73	\$ 0.42
Excessive User	3/4"	7,700	\$ 186.26	\$ 203.10	\$ 16.84	\$ 0.56
Multi-Family/Non-Residential						
Multi-Family	1"	33,700	\$ 828.52	\$ 903.42	\$ 74.90	\$ 2.50
Com. (Offices)	1"	6,300	\$ 177.50	\$ 193.76	\$ 16.26	\$ 0.54
Com. (Other)	3/4"	4,700	\$ 122.80	\$ 133.97	\$ 11.17	\$ 0.37
Industrial	1 ½"	16,500	\$ 447.66	\$ 488.53	\$ 40.87	\$ 1.36
Institutional	¾"	13,000	\$ 320.01	\$ 348.94	\$ 28.93	\$ 0.96



Water and Sewer Rates - Frequently Asked Questions FY 2026 Proposed Budget and Rates

Why does the ACSA need a rate increase?

While the ACSA has been able to maintain its high level of service, costs associated with providing these services have increased and must be supported by sustainable rate increases. The RWSA is our single largest cost, and we anticipate an increase in charges of approximately 19%. This increase supports continued improvements to the quality, reliability, and efficiency of the water and wastewater system. Additionally, the ACSA's cost of doing business which include operating costs, proactive maintenance and improvements to system infrastructure have increased, especially during these inflationary times, as related to changes in supplies, services, salaries, and maintenance costs.

Why are Water and Wastewater treatment costs increasing?

The ACSA purchases treated water and distributes that water to our customers. Costs related to these purchases from the RWSA are expected to increase by 18.9%. The cost increase of purchased water is due to a variety of factors but water treatment plant expansions in the Urban and Crozet systems, the central water line and reservoir pipeline projects, as well as water treatments costs contribute to this increase. The ACSA also returns all collected wastewater to the RWSA for treatment. Costs associated with the treatment of wastewater is expected to increase by 18.9%. The increase in expected treatment expenses is due to a variety of factors but continued investment in infrastructure and increases in chemical and energy costs are the main driver.

How much will my bill increase?

The average residential ACSA customer will see an increase in their monthly bill or \$6.19 or approximately \$0.21 per day.

Why doesn't the ACSA just cut costs rather than increase the rate?

We review spending very carefully throughout the year and during the budget process, but as a growing utility, adding 1-2% or 500 new customers annually, our costs to provide service continue to increase each year. Purchased water and wastewater treatment comprises more than 65% of our costs, which our customers must bear that major increasing expense.

For Small Water Users, does the ACSA have a special rate?

The ACSA has four levels of residential water rates to encourage water conservation. This is an incentive for our customers to conserve water as the greater the use, the higher the rate.

How do the ACSA's water and sewer rates compare to other utilities?

On the average residential bill, ACSA rates compare favorably. We consistently have been below the state-wide average on residential water and sewer bills and are less than a comparable bill for customers within the City of Charlottesville.

Why is the ACSA spending over \$18 million this year on Capital Projects?

Many parts of the ACSA's system are aging with some components more than 50-60 years old. As part of our capital planning, we continue to make improvements through rehabilitation and replacement. Additionally, our system continues to grow, and infrastructure is being added to support increasing demand, enhance performance, and ensure scalability for future expansion.

Who pays for growth?

The ACSA has a philosophy that "growth pays for growth." New development water and sewer systems are installed to ACSA standards and specifications by developers at their cost. To fund additional water and sewer capacity in the system, new development pays a "connection charge" per unit that equates to a single water and sewer residential connection at the proposed FY 2026 charges or \$15,000.



FY 2026 Revenue and Expense Summary

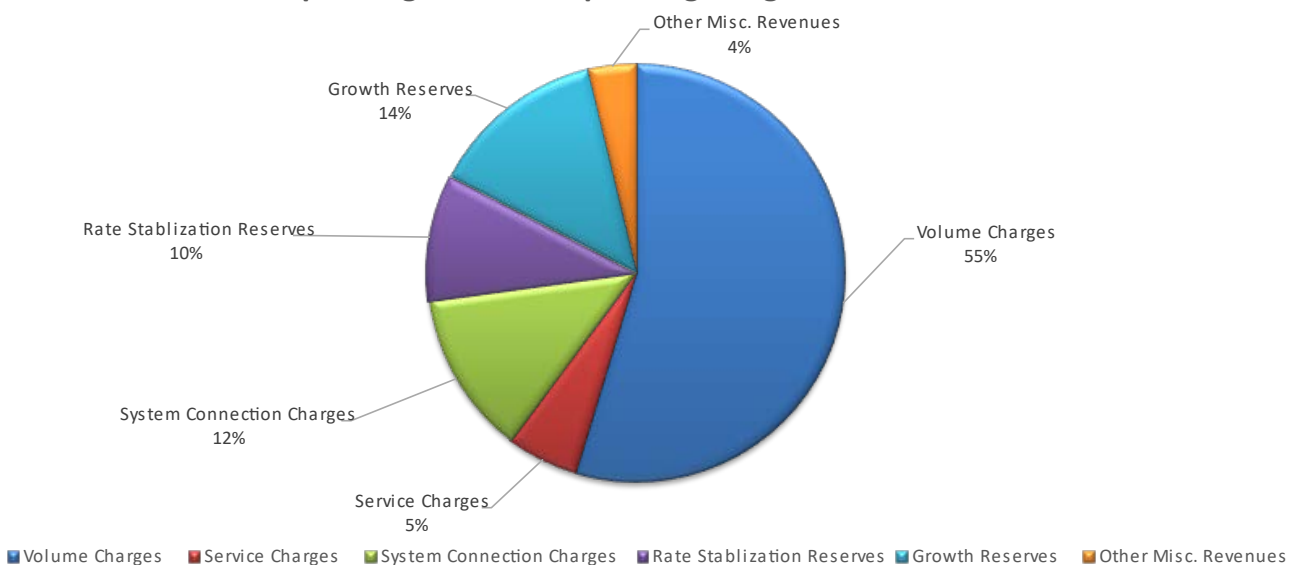
	FY 2025 <u>Approved Budget</u>	FY 2026 <u>Proposed Budget</u>	Proposed as % of FY 2025
<i>OPERATING REVENUES</i>			
Total Volume Charges	\$ 36,800,000	40,700,000	110.6%
Total Service Charges	3,700,000	4,160,000	112.4%
Rate Stabilization Reserves	6,549,400	7,278,500	111.1%
Total Operating Revenues	47,049,400	52,138,500	110.8%
<i>NON-OPERATING REVENUES</i>			
System Connection Charges	8,000,000	9,400,000	117.5%
Use of Growth Reserves	2,781,000	10,213,000	367.2%
Interest Income	2,000,000	2,000,000	100.0%
Misc. Utility Charges	700,000	600,000	85.7%
Inspection Fees	35,000	100,000	285.7%
Plan Review & FOG Permit Fees	26,000	26,000	100.0%
Rental Income	16,000	16,000	100.0%
Total Non-Operating Revenues	13,558,000	22,355,000	164.9%
Total Operating & Non-Operating Revenues	60,607,400	74,493,500	122.9%
<i>OPERATING EXPENSES</i>			
Purchase of Water/Wastewater	25,004,000	29,090,500	116.3%
Maintenance Department	5,092,000	5,639,900	110.8%
Finance Department	3,283,100	3,436,700	104.7%
Engineering Department	2,631,400	2,823,000	107.3%
Information Technology Department	2,143,000	2,259,300	105.4%
Administration Department	1,585,600	1,601,400	101.0%
Total Operating Expenses	39,739,100	44,850,800	112.9%
<i>NON-OPERATING EXPENSES</i>			
Transfer for Capital Expenses - CIP	12,100,000	18,477,500	152.7%
Debt Service for RWSA Growth Projects – Water/WW	6,926,000	8,863,000	128.0%
Existing Debt Service and Amortization	579,000	577,000	99.7%
Repair, Renewal, & Rehabilitation Reserves	373,000	388,000	104.0%
Planned Equipment Replacement	695,000	1,131,000	162.7%
Capital Equipment Acquisition	195,300	206,200	105.6%
Total Non-Operating Expenses	20,868,300	29,642,700	142.0%
Total Operating & Non-Operating Expenses	\$ 60,607,400	74,493,500	122.9%
<i>CAPITAL IMPROVEMENTS FUNDING</i>			
Transfer from Operating Revenues	\$ 4,584,600	3,831,300	83.6%
Transfer from 3R Reserves	6,549,400	7,278,500	111.1%
Transfer from Growth Reserves	966,000	7,367,700	762.7%
Total Capital Improvements Funding	12,100,000	18,477,500	152.7%
<i>CAPITAL IMPROVEMENTS EXPENSES</i>			
Water - Capital Improvement Projects	7,760,000	7,967,500	102.7%
Wastewater - Capital Improvement Projects	1,230,000	1,925,000	156.5%
Non-Utility and Facility Capital Projects	3,110,000	8,585,000	276.0%
Total Capital Improvements Expenses	\$ 12,100,000	18,477,500	152.7%



FY 2026 Budget Revenues

	FY 2025 Approved Budget	FY 2026 Proposed Budget	Proposed as % of FY 2025
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Operating and Non -Operating Budgeted Revenues



Revenue Highlights – FY 2026



	FY 2025	FY 2026
Total Volume Charges (monthly user rates)	\$36,800,000	\$40,700,000
Total Service Charges (cost of service)	\$3,700,000	\$4,160,000
System Connection Charges (new development fees)	\$8,000,000	\$9,400,000
Rate Stabilization/Growth Reserves	\$9,330,400	\$17,491,500
Other Revenues	\$2,777,000	\$2,742,000
Total Revenues	\$60,607,400	\$74,493,500

Total Volume Charges - \$40,700,000; water and sewer usage billed to ACSA customer monthly; proposed rate increases primarily driven by increased costs of water and wastewater treatment and departmental initiatives.

Total Service Charges - \$4,160,000; monthly service charge to reflect actual costs for metering, billing, and customer service; the budget proposes to increase the monthly service charge from \$11.13 to \$12.24 for our average customer (service charge dependent upon meter size).

System Connection Charges - \$9,400,000; budgeted revenues are expected to increase in comparison to those in FY 2025, based on proposed development within the service area, engineering estimates, and an increase in ERC charges.

ACSA System Development Charges offset the capital costs of backbone capacity in the ACSA water and sewer system mains, pumping stations, water tanks, and facilities.

RWSA Capacity Charges offset the capital costs of backbone capacity in the RWSA's (wholesale water and wastewater treatment provider) water and sewer systems for which the ACSA is responsible for covering the costs per agreements.

		FY 2025	FY 2026
ACSA System Development Charge	Water	\$2,030*	\$2,100*
	Wastewater	\$3,180*	\$3,300*
RWSA Capacity Charge	Water	\$5,100*	\$5,300*
	Wastewater	\$4,120*	\$4,300*
	Total	\$14,430*	\$15,000*
*per ERC (equivalent residential connection)			

		FY 2024 <u>Actual</u>	FY 2025 <u>Estimated</u>	FY 2026 <u>Proposed</u>
Beginning Net Position	\$	229,521,670	237,810,817	242,810,817
Change in Net Position		8,289,147	5,000,000	8,000,000
Ending Net Position	\$	237,810,817	242,810,817	250,810,817
Net investment in capital assets	\$	178,591,470	189,490,817	200,490,817
Restricted for debt service		331,089	320,000	320,000
Unrestricted		58,888,258	53,000,000	50,000,000
Ending Net Position	\$	237,810,817	242,810,817	250,810,817

Note: The schedule above reflects audited FY 2024 changes in net position and estimates changes for FY 2025 and FY 2026. Net position is dependent upon a variety of factors and is contingent upon contributed capital or capital assets from developers and customers. These contributions can be significant, and estimates related to the timing of the formal dedication of these assets can vary. Please see "Changes in Net Position" in the Budget Appendix for a schedule of historical audited data.



Long-range Financial Plans

The ACSA uses the following guiding principles in its evaluation of current and future financial sustainability:

- Water and sewer rates and charges shall be kept as low as possible over time. It is possible to keep rates low for a period of time by not investing sufficiently in the maintenance of the water and sewer systems, but eventually the systems will deteriorate and require substantial investments leading to the need for significant and immediate rate increases, poor service to our customers and lowered water quality. The assumption that the ACSA will continually reinvest in the water and sewer systems to replace assets as they reach the end of their useful lives is built into our analysis to allow for timely and predictable rate increases.
- “Growth pays for growth” – that is, costs related to the expansion of system capacity (i.e., growth related) should be funded via new/future customers who cause the need for such additional capacity. However, if anticipated growth does not occur as expected, existing customers would have to make up the difference via higher user rates.
- The ACSA should maintain reserves to provide for contingencies and unplanned expenses and to ensure that funds are generated to allow for appropriate future system replacement.

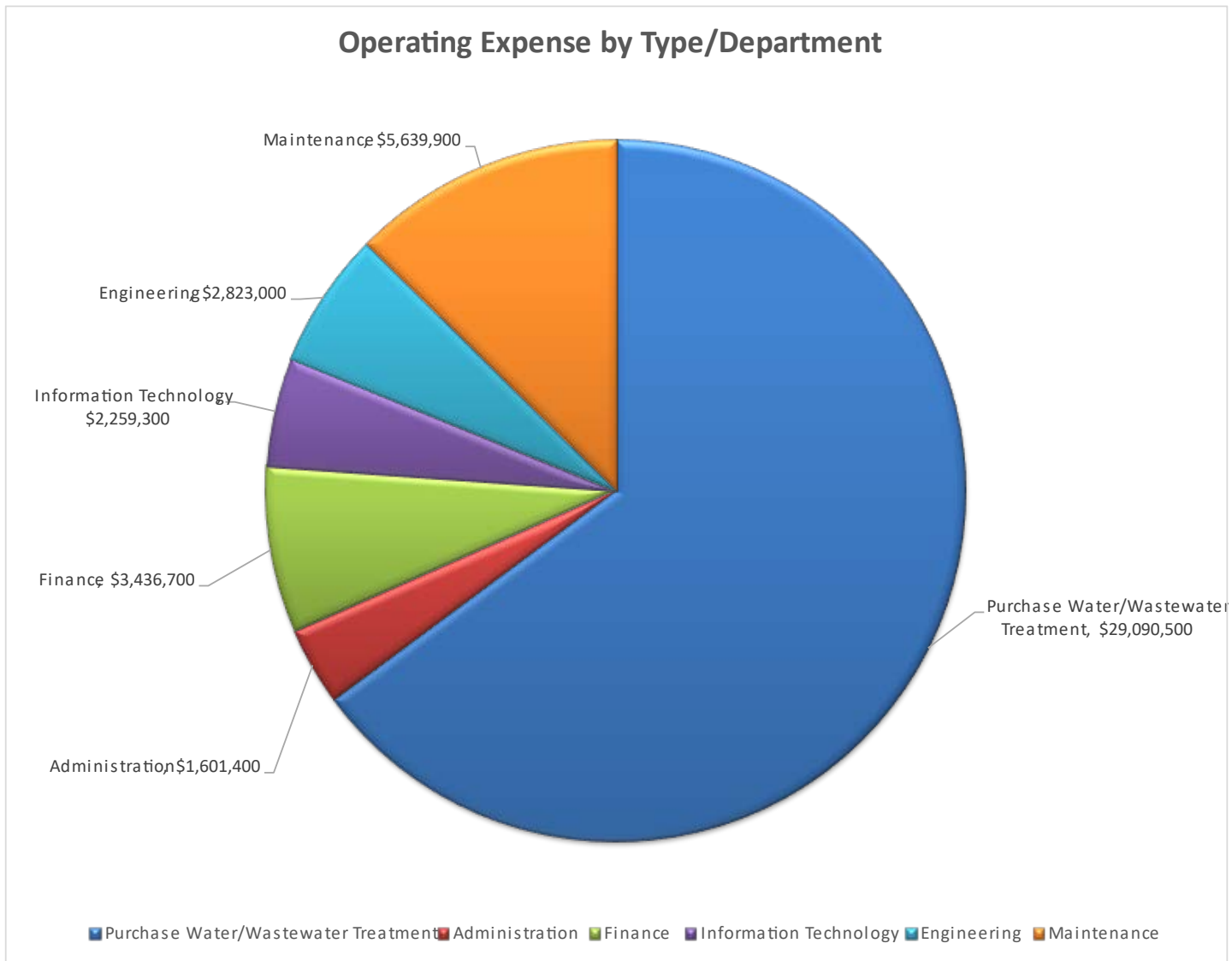
The proposed FY 2026 budget supports the above noted principles by:

- The ACSA comprehensively evaluated both operating revenues (service and volume charges for water and sewer services) and non-operating revenues (system connection/development charges) through a formal rate study and analysis. This analysis utilizes long range projections of ACSA assets, expected expenses, and development and rehabilitation of the system to aide in a rate design that keeps rates/charges as low as possible over time without sacrificing regular planned reinvestment in ACSA infrastructure.
- Contributing to the ACSA’s 3R reserve in accordance with our adopted Financial Policies. This contribution to the reserve also assists the ACSA in achieving goals related to three themes in the ACSA’s Strategic Plan:
 - Asset Management – assist with planning for long-term sustainability of utility assets used in maintaining water and wastewater resources.
 - Finance – ensure that the ACSA is financially self-sustaining and fiscally strong.
 - Finance – The operating budget has been designed so that operating revenues cover operating expenses and contributes to established reserves when revenues exceed expenses. The reserves established in prior years and current year non-operating revenue financially support nonrecurring capital expenditures as those identified in the formal capital improvement program.
- The formal Capital Improvement Program (CIP) outlines estimated project costs for FY 2026 and the nine years following. These projects consist of both water, wastewater, and non-utility/facility projects and include but are not limited to replacement of existing water mains, creating redundancy in the water system, identifying infiltration and inflow in our sanitary sewer system, and construction of a satellite facility. This program helps the ACSA achieve its goals related to the following themes:
 - Asset management – assists with collaborative planning to provide future community infrastructure needs. This program also allows for long-term sustainability of utility assets by maintaining water and wastewater resources.
 - Operations – assists in managing and maintaining existing infrastructure to ensure reliable service to our customers by assessing, on an annual basis, current and future needs. This program also improves emergency preparedness and ensures we maintain or exceed industry standards for water and wastewater quality and operations. The program assists in the elimination of asbestos-cement pipe, continued sewer system rehabilitation, program to replace exclusion meters, and water pipe “saddle” connection replacement.

ACSA Operating Budget

The ACSA Operating Budget as proposed for next year is \$44,850,800 or a 13% increase. The largest single cost of the Operating Budget is purchased water and wastewater treatment from the RWSA at \$29,090,500 or 65% of the Operating Budget.

The following pages will outline in more detail the Operating Budget proposals for FY 2026. Beyond the RWSA expenses, are the projected expenses for each of the ACSA Operating Departments including Administration at \$1,601,400, Finance at \$3,436,700, Engineering at \$2,823,000, Maintenance at \$5,639,900, and Information Technology at \$2,259,300. Included with each Operating Budget is an explanation of the departmental functions and key initiatives for FY 2026:





Rivanna Water and Sewer Authority Expenses

Purchased Water and Wastewater Treatment Costs from the Rivanna Water and Sewer Authority (RWSA)

The ACSA purchases wholesale water and wastewater treatment from the RWSA. The RWSA oversees the regional water supply at area reservoirs, operates the water treatment plants, and provides water to the ACSA through large water transmission lines. The ACSA is responsible for the retail water distribution system that serves our more than 22,900 accounts.

The RWSA operates the regional wastewater treatment plants and charges the ACSA at a wholesale rate. The ACSA operates the sewer collection system for our retail sewer customers. Approximately 87% of our customers have both water and sewer service, while approximately 13% of our customers have water service only. While the RWSA charges the ACSA a “wholesale” rate for each service area, the ACSA operates with a single system-wide retail rate for our customers.

The chart below shows the RWSA charges for water and wastewater treatment, with increases in purchased water/wastewater treatment costs for next year due, in part, to an increase in RWSA operating expenses and costs associated with long deferred maintenance projects and continued enhancement in the system.

RWSA EXPENSES	FY 2024	FY 2025	FY 2026 Proposed	FY 2026 as % of FY 2025
Purchase of Bulk Water	16,256,000	19,095,000	22,697,500	118.9%
Sewer Treatment Expense	11,689,000	12,835,000	15,256,000	118.9%
Subtotal:	\$ 27,945,000	31,930,000	37,953,500	118.9%

RWSA EXPENSES BY SERVICE AREA

	Rates FY 2024	Rates FY 2025	Rates FY 2026					
WATER								
Urban	\$2.949/TG and \$542,282/mo.	\$3.363/TG and \$673,264/mo.	\$3.642/TG and \$847,462/mo.	\$	11,820,332	14,151,588	16,875,252	119.2%
Crozet	\$301,706/mo.	\$334,251/mo.	\$388,848/mo.		3,620,472	4,011,012	4,666,180	116.3%
Scottsville	\$67,933/mo.	\$77,700/mo.	\$96,339/mo.		815,196	932,400	1,156,068	124.0%
Total				\$	16,256,000	19,095,000	22,697,500	118.9%
WASTEWATER								
Urban	\$2.922/TG and \$383,403/mo.	\$3.247/TG and \$422,158/mo.	\$3.719/TG and \$529,679/mo.	\$	10,724,309	11,797,332	13,891,048	117.7%
Scottsville	\$33,569/mo.	\$36,498/mo.	\$45,563/mo.		402,828	437,976	546,756	124.8%
Stone-Robinson School	\$17,267/annual	\$17,800/annual	-		17,267	17,800	-	-
Glenmore	\$45,383/mo.	\$48,491/mo.	\$68,183/mo.		544,596	581,892	818,196	140.6%
Total				\$	11,689,000	12,835,000	15,256,000	118.9%

The Operating Budgets for the ACSA are divided into the five departments: Administration (which includes Human Resources), Finance, Engineering, Maintenance, and Information Technology. Purchased water and wastewater treatment is budgeted within the “Operating Budget.” These expenses are recurring costs to provide water and sewer services to our customers.

The ACSA operates with a set of budget categories: Personal Services, Operating Supplies, Repair and Maintenance Supplies, Professional and Contractual Services, Repairs and Maintenance, Other Services and Charges, and Capital Outlay. Within each of these departmental budgets, detailed line items for the proposed expenditures for FY 2026 are presented.

Personal Services

- Includes salary, benefits, payroll taxes, and other related expenses
- Salaries – a 3% performance pay salary pool is proposed to recognize individual performance. These are performance-based pay increases, with individual performance evaluations for every employee. Additionally, a market rate adjustment of 2% is proposed to remain competitive within the increasing marketplace. Furthermore, the ACSA conducted a formal compensation and classification study in FY25.
- Retirement – the employer contribution to the Virginia Retirement System is a percentage of payroll based on an actuarial study; the rate for Fiscal Year 2026 increases to 9.76% compared to Fiscal Year 2025 rate of 9.57%.
- Health Care and Benefit Dollars – the ACSA, through a contract with Albemarle County, provides a Health Care Program for our employees. The ACSA contributes on behalf of all employees. These contributions vary by employee plan type. Also included in this item are the actuarially determined costs for Other Post-Employment Benefits (OPEB).
- Worker’s Compensation is a rated policy, with the cost allocated to each department for position types.
- Projected overtime and standby (emergency) duty pay is budgeted here.
- Four new positions recommended: Valve Technician, Two Utility Worker I/II, and Inventory & Equipment Tech
- Elimination of a vacant Meter Technician position due to efficiencies realized with the AMI implementation.

Operating Supplies

- General supplies for both field and office operations
- Gasoline, oil, and grease are the largest items in this category, and are allocated by vehicle to each departmental budget. Fuel is purchased through a competitive contract.
- Safety equipment and personal protection equipment (PPE)
- Heating fuel for buildings

Repair and Maintenance Supplies

- This category consists of expenses related to field operations for material purchases such as piping, valves, hydrants, pump stations repair supplies, small tools, vault upgrades, various maintenance repair supplies, tires, batteries, CCTV, sewer odor control, hydrant replacement program, etc. This proposed budget has a replacement initiative for obsolete computers/other handheld computing devices.

Professional and Contractual Services

- Uniforms through a rental contract for field employees
- Postage – a large item, mostly utility billing related
- Building cleaning contract, and landscaping services contracts
- Legal and audit expenses
- Communication charges – landline telephone, cell phone, radio
- Strategic Plan Emergency Preparedness items – federally required Vulnerability Assessment, and development of an Emergency Response Plan
- Pump stations – grease removal by contract
- Easement clearing



Proposed FY 2026 Operating Budget – Detail (cont.)

Repairs and Maintenance

- Equipment and vehicle repairs of a wide variety for approximately 150 pieces of rolling stock and equipment

Other Services and Charges

- Dues and memberships in professional organizations
- Education and professional development travel
- Major expense for electricity, particularly at pump stations
- Advertising and Water Conservation Program
- Permit from State Office of Drinking Water
- Software, software maintenance, publication resources
- General liability insurance

Capital Outlays

- Office equipment and furniture
- Replacement of IT technology (computers, servers, tablets, etc.)
- Major machinery and equipment funded through the Repair, Replacement, and Rehabilitation Fund (3R) as well as machinery and equipment not funded through the 3R Fund (equipment new to the ACSA). These items can be noted on the "Planned Equipment Purchase Summary."



Administration

The Administration Department operates with several major functions: organizational management under the Executive Director, administrative functions, customer communications, human resource functions and Clerk for the Board of Directors.

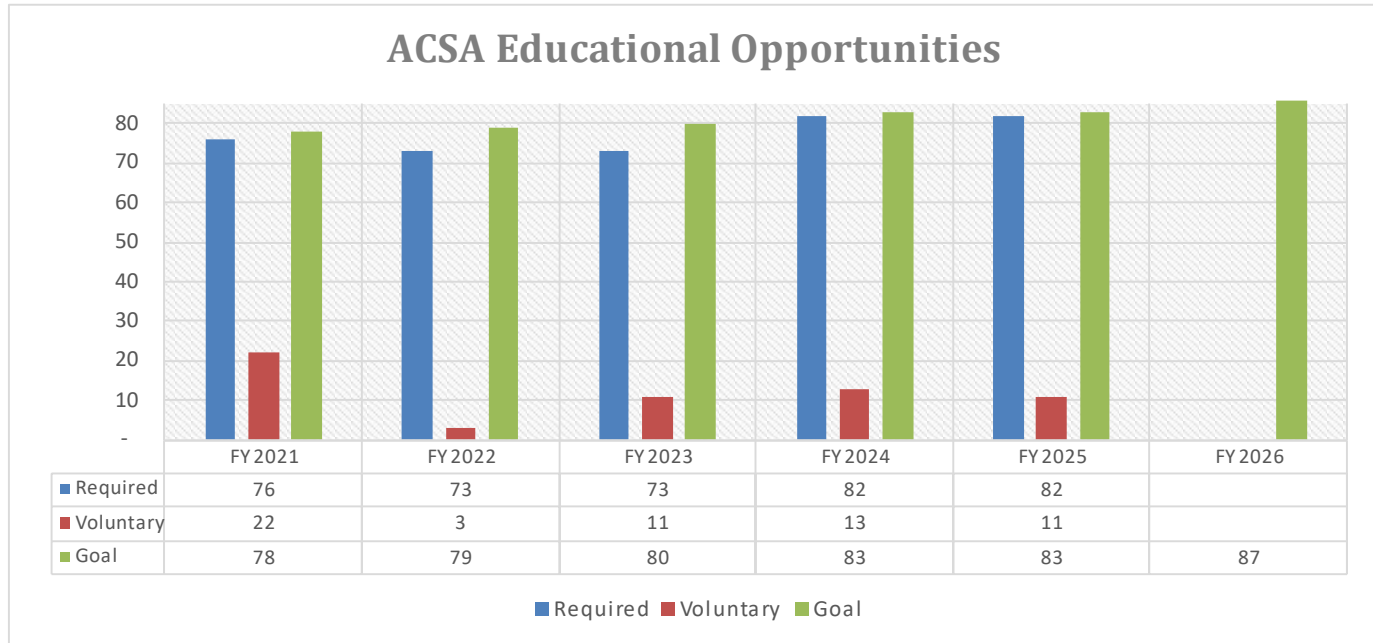
Administration/Human Resources: Provides organizational administrative support; oversees the Risk Management Program (claims, liability insurance, worker's compensation, etc.); serves as Clerk to the Board of Directors (monthly meetings, board correspondence, minutes, dissemination of board packets); provides organizational documents and database management services; leads the Water Conservation Program and initiatives (events, advertising, community relations, and partnership with the City of Charlottesville and the RWSA); administers and maintains benefit administration and employee record management; coordinates with the ACSA communication consultant on various projects and quarterly customer newsletter; ensures employee/employer legal compliances (FMLA, ADA, OSHA); oversees recruitment, succession planning, new hire orientation, retirement planning, employee relations, trainings, and other human resource services. Additionally, the team provides administrative support to the Executive Director of the ACSA.

Key initiatives and changes for FY 2026:

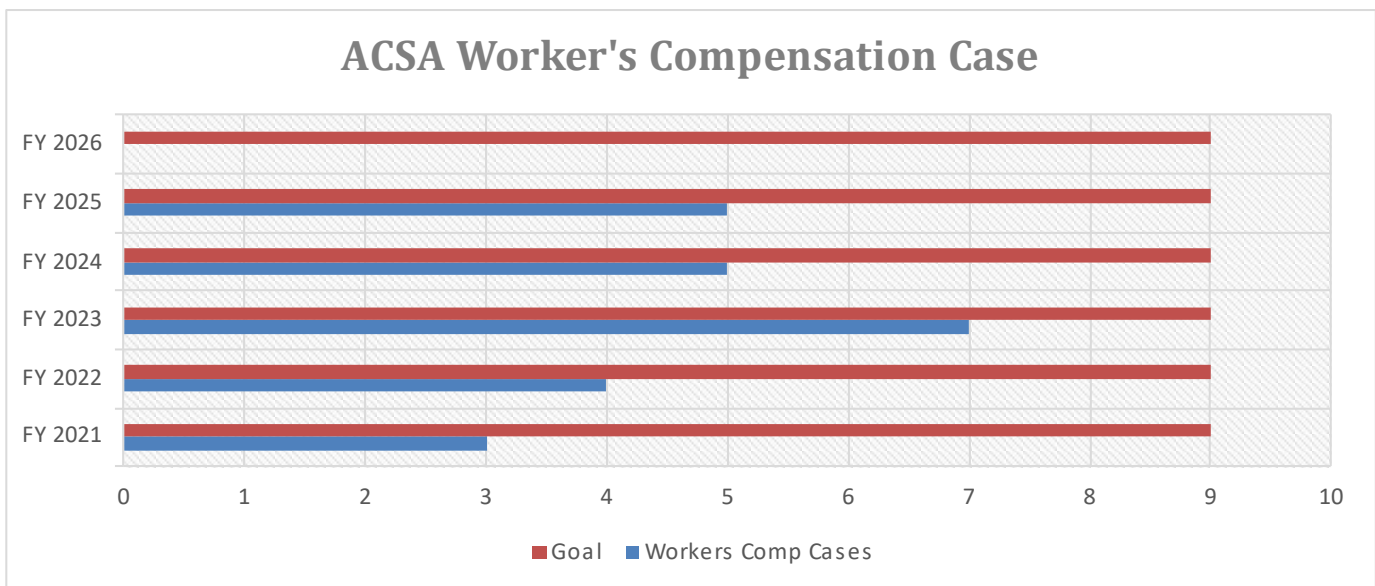
- Hire a Safety Supervisor **(2023-2027 Strategic Plan)**
- Continue quarterly Leadership Development Training Program for supervisors **(2023-2027 Strategic Plan)**
- Continue customer communications **(2023-2027 Strategic Plan)** through a variety of media, customer education and outreach by working with a communications consultant:
 - Including a comprehensive customer education program on the value and quality of water, especially considering future increased investment in major regional water projects, performed in coordination with our regional water partners (RWSA and the City of Charlottesville).
- Continue to actively promote water conservation and environmental sustainability **(2023-2027 Strategic Plan)**
- Continue to provide training and professional development opportunities for Employees as part of the ACSA's Succession Plan **(2023-2027 Strategic Plan)**
- Continue to provide safety training and initiatives for ACSA Employees **(2023-2027 Strategic Plan)**
- Continue to enhance the Customer Experience **(2023-2027 Strategic Plan)**
- Support the Board of Directors in policy making

Performance Metrics:

Staff Education and Retention – The ACSA strongly believes in retaining our qualified staff members. As such, we offer many training opportunities for employees to participate in each year. The training opportunities can be required for specific job types, such as safety training for maintenance workers or voluntary training events for all employees. The ACSA’s goal is for all employees to attend training sessions offered.



Worker’s Compensation Cases – The ACSA provides safety training classes each year to reduce workplace accidents. Our goal is to maintain no more than 9 worker’s compensation cases each fiscal year through training management.



Administration Department

Description	FY 2024 Expended	FY 2025	FY 2025	FY 2025 Budget	FY 2026	FY 2026	FY 2026
		Actual Expenses To-Date(Feb)	Anticipated Expenses To-EOFY 2025		Base Budget	Total Proposed	as % of FY 2025
<i>PERSONAL SERVICES</i>							
Compensation of Board Members	\$ 16,172	7,719	11,579	17,900	18,400	18,400	102.8%
Salaries & Wages	575,775	375,519	563,279	713,000	681,000	681,000	95.5%
Overtime	-	-	-	3,000	3,000	3,000	100.0%
Social Security	42,599	28,239	42,359	56,200	53,800	53,800	95.7%
Retirement	73,334	41,842	62,763	76,100	75,200	75,200	98.8%
Health & Benefit Dollars	83,988	59,591	89,387	108,200	134,500	134,500	124.3%
Life Insurance	7,377	4,213	6,320	9,000	9,000	9,000	100.0%
Workers' Compensation	341	194	291	600	500	500	83.3%
Meals	60	472	708	600	600	600	100.0%
Safety Incentive Program	1,869	852	1,278	2,000	2,000	2,000	100.0%
Employee Incentives	45,626	22,117	33,176	35,600	45,800	45,800	128.7%
Subtotal:	847,141	540,758	811,140	1,022,200	1,023,800	1,023,800	100.2%
<i>OPERATING SUPPLIES</i>							
Office Supplies	4,407	3,015	4,523	5,900	6,000	6,000	101.7%
Copier Supplies	940	287	431	1,900	1,900	1,900	100.0%
Janitorial Supplies	5,021	3,495	5,243	4,200	4,200	4,200	100.0%
Fuel, Oil, and Grease	517	116	174	1,000	1,000	1,000	100.0%
Small Tools & Equipment	626	345	518	4,300	4,300	4,300	100.0%
EMS Program	1,214	297	446	2,500	2,500	2,500	100.0%
Subtotal:	12,725	7,555	11,335	19,800	19,900	19,900	100.5%
<i>REPAIRS AND MAINTENANCE</i>							
Vehicle Repair and Maintenance	2,092	217	326	2,200	2,200	2,200	100.0%
Subtotal:	2,092	217	326	2,200	2,200	2,200	100.0%

PROFESSIONAL & CONTRACTUAL SERVICES

Legal	40,819	15,921	23,882	54,000	60,000	60,000	111.1%
Uniforms	-	-	-	-	1,100	1,100	-
Consultants' Fees	110,454	75,702	113,553	116,500	116,500	116,500	100.0%
Printing and Duplicating	2,064	1,525	2,288	17,700	17,700	17,700	100.0%
Other Contractual Services	16,768	7,402	11,103	15,000	15,000	15,000	100.0%
Subtotal:	170,105	100,550	150,826	203,200	210,300	210,300	103.5%

OTHER SERVICES AND CHARGES

Insurance	74,048	57,666	86,499	85,000	90,000	90,000	105.9%
Dues and Memberships	18,772	17,550	26,325	17,100	17,100	17,100	100.0%
Books and Periodicals	151	-	-	1,500	1,500	1,500	100.0%
Education and Training	39,344	18,484	27,726	66,500	66,500	66,500	100.0%
Board Member Education and Training	3,736	26	39	5,000	5,000	5,000	100.0%
Travel	5,996	330	495	10,000	10,000	10,000	100.0%
Advertising	17,215	6,731	10,097	33,100	33,100	33,100	100.0%
Conservation	17,402	16,353	24,530	50,000	50,000	50,000	100.0%
Permits	66,444	67,950	101,925	70,000	72,000	72,000	102.9%
Subtotal:	243,108	185,090	277,636	338,200	345,200	345,200	102.1%

TOTAL ADMINISTRATION \$	1,275,171	834,170	1,251,263	1,585,600	1,601,400	1,601,400	101.0%
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NEW EQUIPMENT ACQUISITION

New Equipment Acquisition	\$	-	-	-	-	46,500	46,500	-
Total	\$	-	-	-	-	46,500	46,500	-

Finance

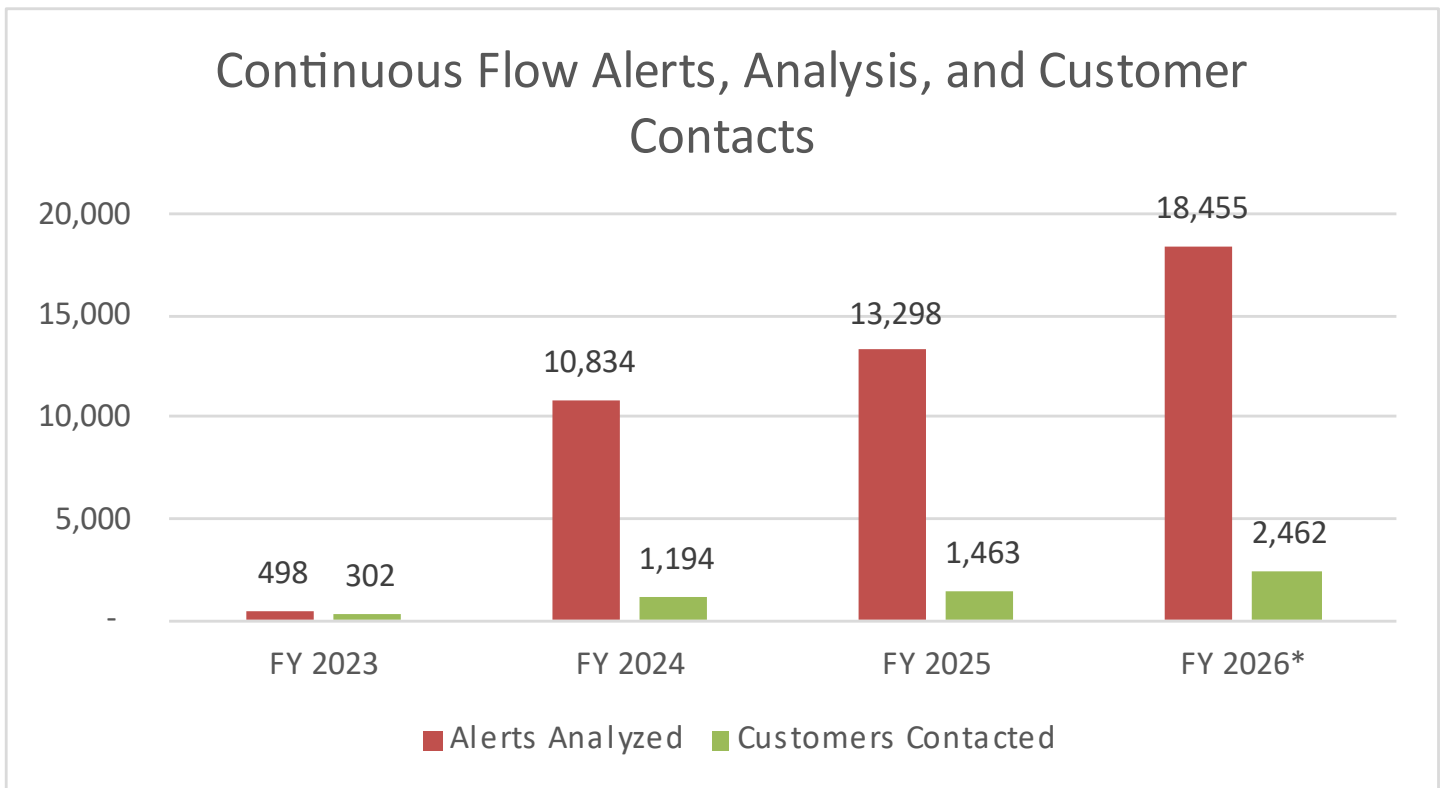
The ACSA Finance Department is responsible for all financial matters at the ACSA including accounting, financial reporting, utility billing and collection, customer service, meter reading, purchasing, budget preparation, internal control, auditing, debt financing, investment management, and revenue and expenditure forecasting which includes rate modeling. The development of the Annual Comprehensive Financial Report (ACFR), interim financial statements, consumption reports, and preparation of the annual budget are coordinated by Finance.

Key initiatives and changes for FY 2026:

- Design and implementation of the current and future Budget and Rates
- Annual Comprehensive Financial Report preparation
- Focused training for staff and data analysis, including AMI, ERP and CMMS [\(2023-2027 Strategic Plan\)](#)
- Training directed toward improving workforce skills and succession planning [\(2023-2027 Strategic Plan\)](#)
- Continuation of strategic investment management
- Customer Information System (CIS) development, including billing system and integration with the recently deployed phone system and website redesign [\(2023-2027 Strategic Plan\)](#)
- Implementation of customer experience vision statement and analysis of customer engagement opportunities [\(2023-2027 Strategic Plan\)](#)
- Review and documentation of business continuity from an operational and financial perspective [\(2023-2027 Strategic Plan\)](#)

Performance Metrics:

Advanced Metering Infrastructure (AMI)- Leak Notifications – The ACSA’s prior strategic plan included installation of an AMI system to automate meter reading and provide critical data for review, oversight, and analysis. Additionally, the system provides automated alerts to staff when a customer’s meter registers continuous water flow for a defined period of time. Staff reviews these alerts daily to identify potential leaks/unintended water use on the customer’s side of the meter. The ACSA’s goal is to review all continuous flow alerts within 24 hours of receipt. The information presented below illustrates alerts received/analyzed and the number of customers contacted as having potential leaks. Analyzation of the alerts is important because there are user types that regularly and appropriately use water continuously (ex. Hospitals, apartment complexes, etc.) The ACSA currently has over 23,000 AMI meters installed. The continuous flow alerts have provided an opportunity to be proactive in our notification and has been well received by customers. These alerts assist in conservation of resources and limits financial impacts to customers who otherwise would have received high bills due to unknown leaks. We have estimated information for FY 2026 based on historical information and future expectations. (* - Estimates for FY 2026)



Finance Department

Description	FY 2024 Expended	FY 2025 Actual Expenses To-Date(Feb)	FY 2025 Anticipated Expenses To-EOFY 2025	FY 2025 Budget	FY 2026 Base Budget	FY 2026 Total Proposed	FY 2026 as % of FY 2025
PERSONAL SERVICES							
Salaries & Wages	\$ 1,320,311	864,376	1,296,564	1,473,900	1,432,600	1,432,600	97.2%
Overtime Pay	21,285	9,371	14,057	30,000	30,000	30,000	100.0%
Social Security	100,212	65,450	98,175	115,000	112,100	112,100	97.5%
Retirement	132,820	93,772	140,658	163,700	156,400	156,400	95.5%
Health & Benefit Dollars	228,814	165,397	248,096	270,000	317,700	317,700	117.7%
Life Insurance	16,822	10,036	15,054	19,500	18,900	18,900	96.9%
Workers' Compensation	4,771	2,550	3,825	9,100	6,900	6,900	75.8%
Meals	127	-	-	500	500	500	100.0%
Employee Incentives	255	-	-	-	-	-	-
Subtotal:	1,825,417	1,210,952	1,816,429	2,081,700	2,075,100	2,075,100	99.7%
OPERATING SUPPLIES							
Office Supplies	11,941	8,309	12,464	12,800	21,300	21,300	166.4%
Personal Protective Equipment	961	924	1,386	1,600	1,300	1,300	81.3%
Fuel, Oil & Grease	12,253	6,017	9,026	15,000	15,000	15,000	100.0%
Small Tools & Equipment	2,314	427	641	6,500	8,200	8,200	126.2%
Subtotal:	27,469	15,677	23,517	35,900	45,800	45,800	127.6%
REPAIR & MAINTENANCE							
Hydrant Meter Program	7,183	5,504	8,256	19,200	15,200	15,200	79.2%
Materials - Water	196,469	110,249	165,374	299,200	346,100	346,100	115.7%
Subtotal:	203,652	115,753	173,630	318,400	361,300	361,300	113.5%
PROFESSIONAL & CONTRACTUAL SERVICES							
Audit	40,085	39,900	40,085	44,000	45,400	45,400	103.2%
Bank and Fiscal Charges	49,682	27,075	40,613	57,900	47,900	47,900	82.7%
Uniform Rental	10,085	1,946	2,919	1,700	5,800	5,800	341.2%
Consultants' Fees	37,231	27,018	40,527	102,300	122,400	122,400	119.6%
Service Contracts	371,226	291,325	436,988	404,600	463,100	463,100	114.5%
Postage	84,828	84,126	126,189	156,300	172,300	172,300	110.2%
Printing and Duplicating	14,549	280	420	19,500	21,000	21,000	107.7%
Other Contractual Services	2	2	3	-	100	100	-
Subtotal:	607,688	471,672	687,744	786,300	878,000	878,000	111.7%

REPAIRS AND MAINTENANCE

Equipment Repair and Maintenance	525	-	-	5,600	5,600	5,600	100.0%
Vehicle Repair and Maintenance	4,103	4,064	6,096	8,700	7,000	7,000	80.5%
Subtotal:	4,628	4,064	6,096	14,300	12,600	12,600	88.1%

OTHER SERVICES AND CHARGES

Rental of Equipment	-	12,484	18,726	14,300	16,300	16,300	114.0%
Software	1,786	8,453	12,680	200	10,500	10,500	5250.0%
Dues and Memberships	1,419	1,160	1,740	1,800	1,700	1,700	94.4%
Books and Periodicals	-	339	509	-	500	500	-
Education and Training	13,830	4,486	6,729	12,800	12,900	12,900	100.8%
Travel	5,518	743	1,115	17,400	22,000	22,000	126.4%
Subtotal:	22,553	27,665	41,499	46,500	63,900	63,900	137.4%

TOTAL FINANCE \$	2,691,407	1,845,783	2,748,915	3,283,100	3,436,700	3,436,700	104.7%
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PLANNED EQUIPMENT REPLACEMENT

Planned Equipment Replacement	\$ -	39,051	58,576	-	3,000	3,000	-
Total	\$ -	39,051	58,576	-	3,000	3,000	-

Engineering

The Engineering Department is responsible for planning, managing, and protecting our existing water and wastewater utility system, as well as the expansion of this system. We use tools such as our Geographic Information System (GIS), computer hydraulic models, and a variety of flow/pressure recording instruments to verify system capacity, and plan for necessary capital improvements. Our staff plans and manages projects in our Capital Improvement Program (CIP) and provides oversight of private development that expands our water and wastewater networks. We utilize on-site construction inspection to ensure the quality of facilities installed for both CIP and private development projects. Engineering staff are responsible for locating our existing buried assets (such as water and sewer lines, valves, etc.) and the review of building permits, sign permits and demolition permits, to ensure our water and wastewater facilities are protected and their integrity is maintained. We operate an aggressive Backflow and Cross-Connection Prevention Program that protects the quality of water delivered to our customers. We also manage a proactive Fats, Oils and Grease (FOG) Reduction Program to minimize the buildup of these substances in the wastewater collection system that can reduce the capacity in our pipes and result in blockages, causing sanitary sewer overflows (SSO's). The Engineering Department is also tasked with monitoring changes to Federal, State and Local regulations pertaining to water quality, to comply with all the necessary requirements to ensure the high quality of the water we deliver and the service we provide.

Key initiatives for FY 2026:

Capital Improvement Budget:

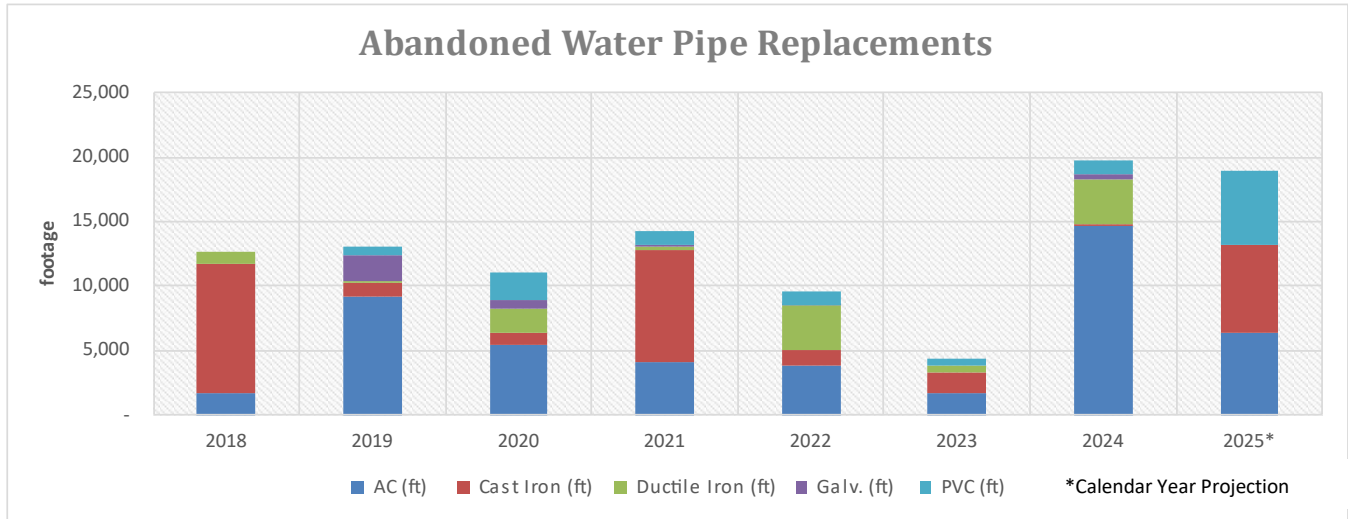
- Replacement of aging, deteriorating and under-sized water mains [\(2023-2027 Strategic Plan\)](#)
- Elimination of asbestos-cement, cast iron and older PVC water mains
- Improve fire protection and increase water system redundancy and reliability [\(2023-2027 Strategic Plan\)](#)
- Increase wastewater capacity to accommodate continued growth in the development area [\(2023-2027 Strategic Plan\)](#)
- Extend public sanitary sewer service to existing neighborhoods currently served by private septic systems
- Continue evaluation of sanitary sewer drainage basin to identify and correct deficiencies allowing infiltration and inflow into the collection system
- Customer Information System (CIS) development, including billing system and integration with the recently deployed phone system and website redesign [\(2023-2027 Strategic Plan\)](#)
- Continue construction of the Avon Operations Center [\(2023-2027 Strategic Plan\)](#)
- Emergency Response Plan (ERP) and ArcFlash Hazard Assessment Updates [\(2023-2027 Strategic Plan\)](#)

Operating Budget:

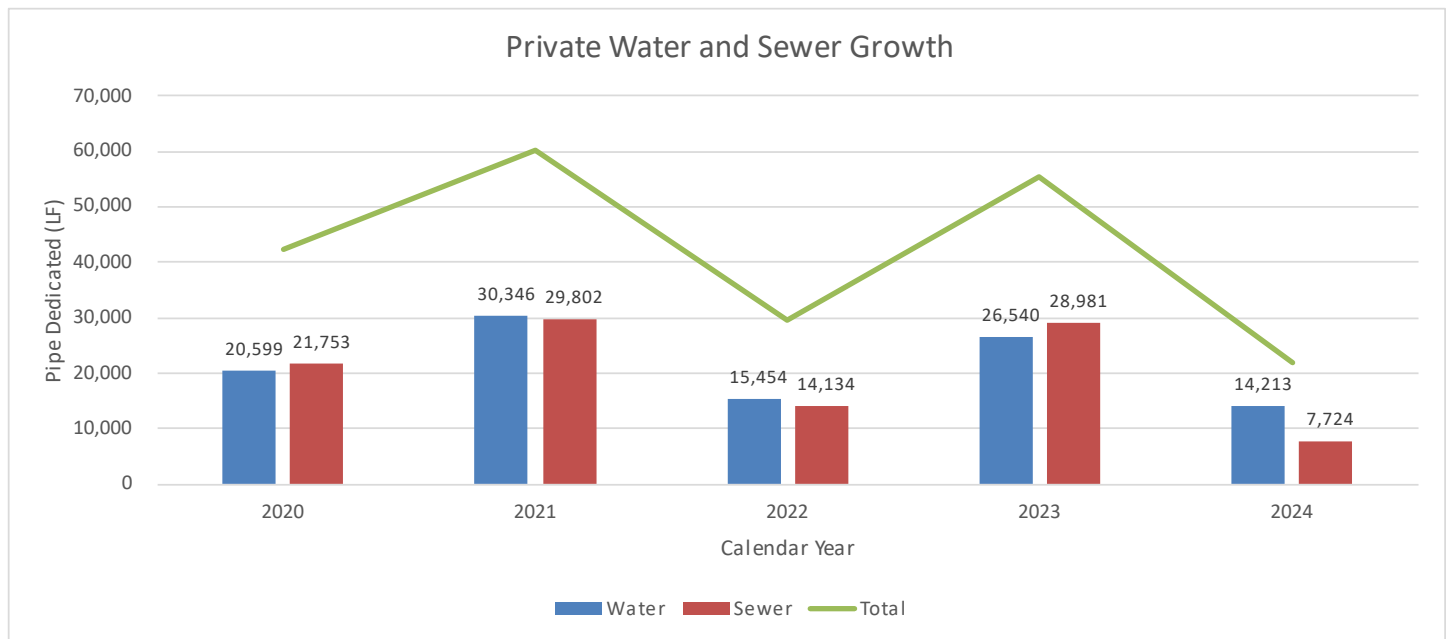
- Continue Hydraulic Modeling assistance from consultants to support Engineering Department staff [\(2023-2027 Strategic Plan\)](#)
- Scheduled replacement of aging equipment used to conduct pressure monitoring within the distribution system.
- Training directed toward improving workforce skills and succession planning [\(2023-2027 Strategic Plan\)](#)

Performance Metrics:

Water Distribution System Replacement Program – The ACSA has a goal to replace aging, undersized, and inferior pipe within our water distribution system over a period of years to meet updated standards. The illustration below indicates the amount and type of abandoned water pipe that has been replaced over recent years. Current amount of pipe requiring replacement is approximately 218,000 linear feet.



Water and Sewer Dedication – The ACSA works closely with the development community to review, approve, and inspect water and sewer utilities that are dedicated to the ACSA for future operation and maintenance. The graph below shows pipe footage of water and sewer mains that were dedicated to the ACSA during the past five calendar years.



Engineering Department

Description	FY 2024 Expended	FY 2025	FY 2025	FY 2025 Budget	FY 2026	FY 2026	FY 2026
		Actual Expenses To-Date(Feb)	Anticipated Expenses To-EOFY 2025		Base Budget	Total Proposed	as % of FY 2025
PERSONAL SERVICES							
Salaries & Wages	\$ 1,563,471	1,175,739	1,763,608	1,819,000	1,874,000	1,874,000	103.0%
Overtime Pay	8,341	12,371	18,556	20,000	20,000	20,000	100.0%
Social Security	118,855	91,451	137,176	140,700	145,000	145,000	103.1%
Retirement	153,130	139,476	209,215	186,700	192,800	192,800	103.3%
Health & Benefit Dollars	188,995	166,747	250,121	223,100	368,400	368,400	165.1%
Life Insurance	20,011	13,558	20,337	24,000	24,800	24,800	103.3%
Workers' Compensation	8,917	7,965	11,948	17,300	16,300	16,300	94.2%
Meals	104	-	-	1,000	800	800	80.0%
Subtotal:	2,061,824	1,607,307	2,410,961	2,431,800	2,642,100	2,642,100	108.6%
OPERATING SUPPLIES							
Personal Protective Equipment	1,122	694	1,041	5,100	5,300	5,300	103.9%
Office Supplies	-	340	510	1,200	-	-	-
Fuel, Oil & Grease	17,208	8,748	13,122	30,000	19,500	19,500	65.0%
Small Tools & Equipment	6,448	5,199	7,798	27,700	30,100	30,100	108.7%
Subtotal:	24,778	14,981	22,471	64,000	54,900	54,900	85.8%
PROFESSIONAL & CONTRACTUAL SERVICES							
Uniform Rental	3,072	490	734	5,300	6,200	6,200	117.0%
Postage	133	16	24	800	800	800	100.0%
Service Center	36,541	14,780	22,170	63,000	54,500	54,500	86.5%
Printing & Duplicating	170	-	-	-	-	-	-
Other Contractual Services	592	-	-	-	-	-	-
Subtotal:	40,508	15,286	22,928	69,100	61,500	61,500	89.0%

<i>REPAIRS AND MAINTENANCE</i>							
Equipment Repair and Maintenance	2,946	-	-	4,700	4,700	4,700	100.0%
Vehicle Repair and Maintenance	14,818	4,731	7,096	14,400	16,800	16,800	116.7%
Subtotal:	17,764	4,731	7,096	19,100	21,500	21,500	112.6%
<i>OTHER SERVICES AND CHARGES</i>							
Dues and Memberships	965	608	912	2,100	1,800	1,800	85.7%
Books and Periodicals	83	80	120	700	700	700	100.0%
Education and Training	7,658	2,324	3,486	22,000	20,500	20,500	93.2%
Travel	4,329	966	1,449	22,600	20,000	20,000	88.5%
Subtotal:	13,035	3,978	5,967	47,400	43,000	43,000	90.7%
TOTAL ENGINEERING	\$ 2,157,909	1,646,284	2,469,428	2,631,400	2,823,000	2,823,000	107.3%
<i>NEW EQUIPMENT ACQUISITION</i>							
New Equipment Acquisition	\$ -	5,350	8,026	66,000	-	-	-
Total	\$ -	5,350	8,026	66,000	-	-	-
<i>PLANNED EQUIPMENT REPLACEMENT</i>							
Planned Equip. Replacement	\$ 3,996	39,290	58,935	43,000	6,000	6,000	14.0%
Total	\$ 3,996	39,290	58,935	43,000	6,000	6,000	14.0%

Information Technology

The Information Technology (IT) Department is responsible for the governance, security, and overall functionality of ACSA's technological systems. This includes the configuration, deployment, and maintenance of business applications, services, and infrastructure. As operational needs evolve, the department continuously assesses, updates, and enhances existing systems to improve efficiency and effectiveness.

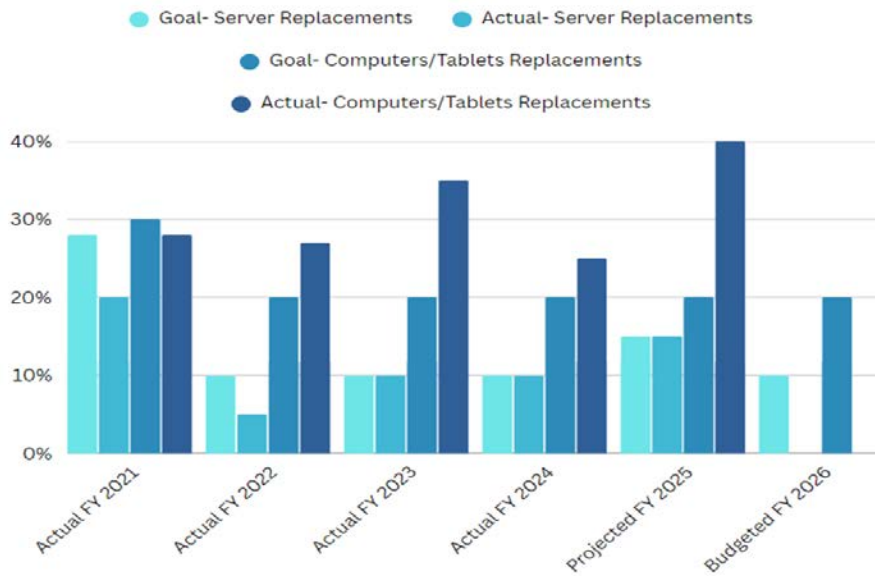
These initiatives reflect IT's commitment to supporting ACSA's strategic goals, ensuring system reliability, and strengthening the organization's technological capabilities.

Key initiatives and changes for FY 2026:

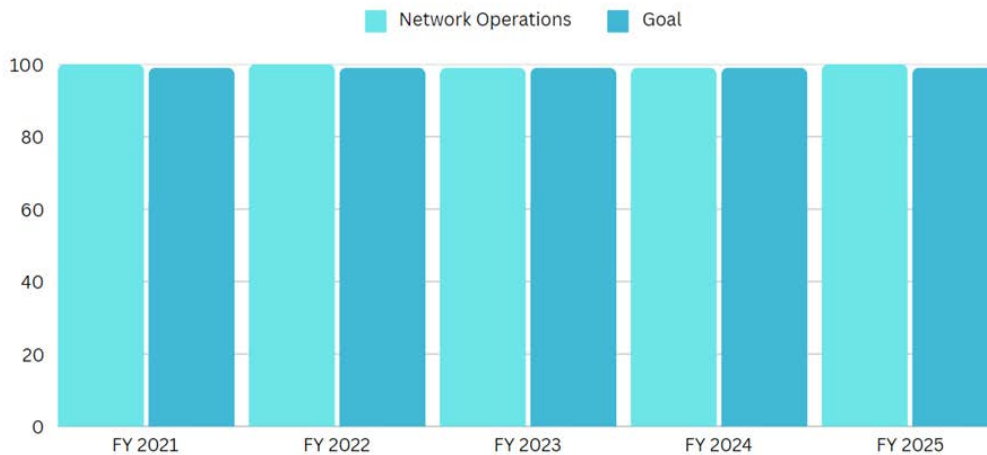
- Provide ongoing IT support to ACSA staff and facilitate the implementation of various projects.
- Strengthen data security and monitoring in alignment [\(2023-2027 Strategic Plan\)](#).
- Complete the federally mandated 5-Year Vulnerability (Risk) Assessment.
- Advance the development of the Customer Information System (CIS) as part of the [2023-2027 Strategic Plan](#).
- Continuously evaluate, enhance, and optimize IT infrastructure to support organizational needs [\(2023-2027 Strategic Plan\)](#).
- Replace aging servers, PCs, field tablets, and mobile devices in accordance with the formalized replacement cycle. [\(2023-2027 Strategic Plan\)](#).
- Improve business continuity and operational resilience by beginning the migration of servers and software applications to the cloud [\(2023-2027 Strategic Plan\)](#).
- Install the necessary wiring and network infrastructure to establish security and data networks at the Avon Operations Center [\(2023-2027 Strategic Plan\)](#).
- Deploy and integrate the Utility Network, a comprehensive framework designed to enhance infrastructure management and operational efficiency [\(2023-2027 Strategic Plan\)](#).

Performance Metrics:

Information Technology Hardware/Software Replacement Program –The ACSA IT Department has adopted a replacement plan for technological requirements with a goal of replacing 12 computers and 4 servers this fiscal year:



Network Operations – The IT Department has an adopted goal of network activity being operational 99% of the workday to ensure operational efficiency and access to internal customers. The chart below illustrates network operations historically and future goals:



Information Technology

Description	FY 2024 Expended	FY 2025	FY 2025	FY 2025 Budget	FY 2026	FY 2026	FY 2026
		Actual Expenses To-Date(Feb)	Anticipated Expenses To-EOFY 2025		Base Budget	Total Proposed	as % of FY 2025
<i>PERSONAL SERVICES</i>							
Salaries & Wages	\$ 705,603	507,087	760,631	818,500	862,000	862,000	105.3%
Overtime	7,258	3,953	5,930	7,500	10,000	10,000	133.3%
Social Security	52,543	37,834	56,751	63,200	67,500	67,500	106.8%
Retirement	68,242	52,846	79,269	87,900	92,100	92,100	104.8%
Health & Benefit Dollars	112,399	78,792	118,188	132,800	173,000	173,000	130.3%
Life Insurance	8,795	5,918	8,877	10,700	11,300	11,300	105.6%
Workers' Compensation	395	231	347	600	600	600	100.0%
Meals	128	-	-	1,000	1,000	1,000	100.0%
Subtotal:	955,363	686,661	1,029,993	1,122,200	1,217,500	1,217,500	108.5%
<i>OPERATING SUPPLIES</i>							
Office Supplies	9,403	7,526	11,289	7,500	7,500	7,500	100.0%
Copier Supplies	186	-	-	500	500	500	100.0%
Personal Protective Equipment	730	-	-	1,500	1,300	1,300	86.7%
Fuel, Oil & Grease	879	580	870	1,200	1,200	1,200	100.0%
Small Tools & Equipment	41,379	8,046	12,069	120,200	116,900	116,900	97.3%
Subtotal:	52,577	16,152	24,228	130,900	127,400	127,400	97.3%
<i>PROFESSIONAL & CONTRACTUAL SERVICES</i>							
Uniforms	396	-	-	-	-	-	-
Consulting Services	6,346	12,776	19,164	70,000	90,000	90,000	128.6%
Service Contracts	230,838	278,779	418,169	608,000	580,700	580,700	95.5%
Telephone/Communications	133,509	90,291	135,437	184,400	212,100	212,100	115.0%
Printing and Duplicating	-	85	128	-	-	-	-
Other Contractual Services	150	-	-	-	-	-	-
Subtotal:	371,239	381,931	572,898	862,400	882,800	882,800	102.4%

REPAIRS AND MAINTENANCE

Vehicle Repair and Maintenance	273	166	249	2,300	2,300	2,300	100.0%
Subtotal:	273	166	249	2,300	2,300	2,300	100.0%

OTHER SERVICES AND CHARGES

Software	33,470	40,716	61,074	-	-	-	-
Dues and Memberships	105	295	443	400	500	500	125.0%
Books and Periodicals	-	-	-	300	300	300	100.0%
Education and Training	15,919	10,611	15,917	17,500	20,000	20,000	114.3%
Travel	4,790	2,463	3,695	7,000	8,500	8,500	121.4%
Subtotal:	54,284	54,085	81,129	25,200	29,300	29,300	116.3%

TOTAL INFORMATION TECHNOLOGY \$	1,433,736	1,138,995	1,708,497	2,143,000	2,259,300	2,259,300	105.4%
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NEW EQUIPMENT ACQUISITION

New Equipment Acquisition	\$ 3,537	8,021	12,031	110,300	29,700	29,700	26.9%
Total	\$ 3,537	8,021	12,031	110,300	29,700	29,700	26.9%

PLANNED EQUIPMENT REPLACEMENT

Planned Equipment Replacement	\$ 162,652	148,020	222,030	282,000	155,000	155,000	55.0%
Total	\$ 162,652	148,020	222,030	282,000	155,000	155,000	55.0%

Maintenance

The Maintenance Department operates with two primary goals: **(1)** to upgrade and maintain our water distribution system to provide safe, clean drinking water with minimal service disruptions at a reasonable cost, and **(2)** to upgrade and maintain our sanitary sewer collection system to ensure reliable service with minimal impacts while protecting the environment.

To achieve these goals, the department oversees **18 pump stations** (10 sewer and 8 water), **7 water storage tanks**, and **16 pressure-reducing valve stations**—all critical components of our system. We perform continuous preventive maintenance to ensure their reliability. Additionally, the department is responsible for operating and maintaining:

- **320 miles** of gravity sanitary sewer
- **5.15 miles** of sanitary sewer force mains
- **10,050** sanitary sewer manholes
- **20,300** sanitary sewer lateral connections
- **380 miles** of water distribution mains
- **10,500** water system valves
- **3,200** fire hydrants
- **23,700** water service connections
- **1.45 million gallons** of water storage

As ACSA's largest department, Maintenance reflects the organization's commitment to keeping our water and sewer infrastructure in **optimal condition with a high level of resiliency**. With our system expanding each year, the scope of our maintenance responsibilities continues to grow.

Key initiatives for FY 2026:

- Promote optimization of resources through continued development of a resource use plan for Avon Operations Center in anticipation of CY 26 Q3 Opening **(2023-2027 Strategic Plan)**
- Development of a formal Business Continuity Plan for the ACSA to assure business resilience. **(2023-2027 Strategic Plan)**
- Continue increased emphasis on training and education programs for leadership, safety, equipment, job required, advancement, and operational flexibility **(2023-2027 Strategic Plan)**
- Review and revise roles and responsibilities for the proposed Inventory and Equipment Technician for effective and efficient utilization of the new position in anticipation of the Avon Operations Center opening.
- Use of Operational Insights within the Cityworks work order system to leverage this tool for preventative maintenance planning. **(2023-2027 Strategic Plan)**
- Succession plan training for senior maintenance staff. **(2023-2027 Strategic Plan)**
- Continued focus on saddle replacements throughout the service area **(2023-2027 Strategic Plan)**
- Continued focus on remaining exclusion meter conversions throughout the service area.

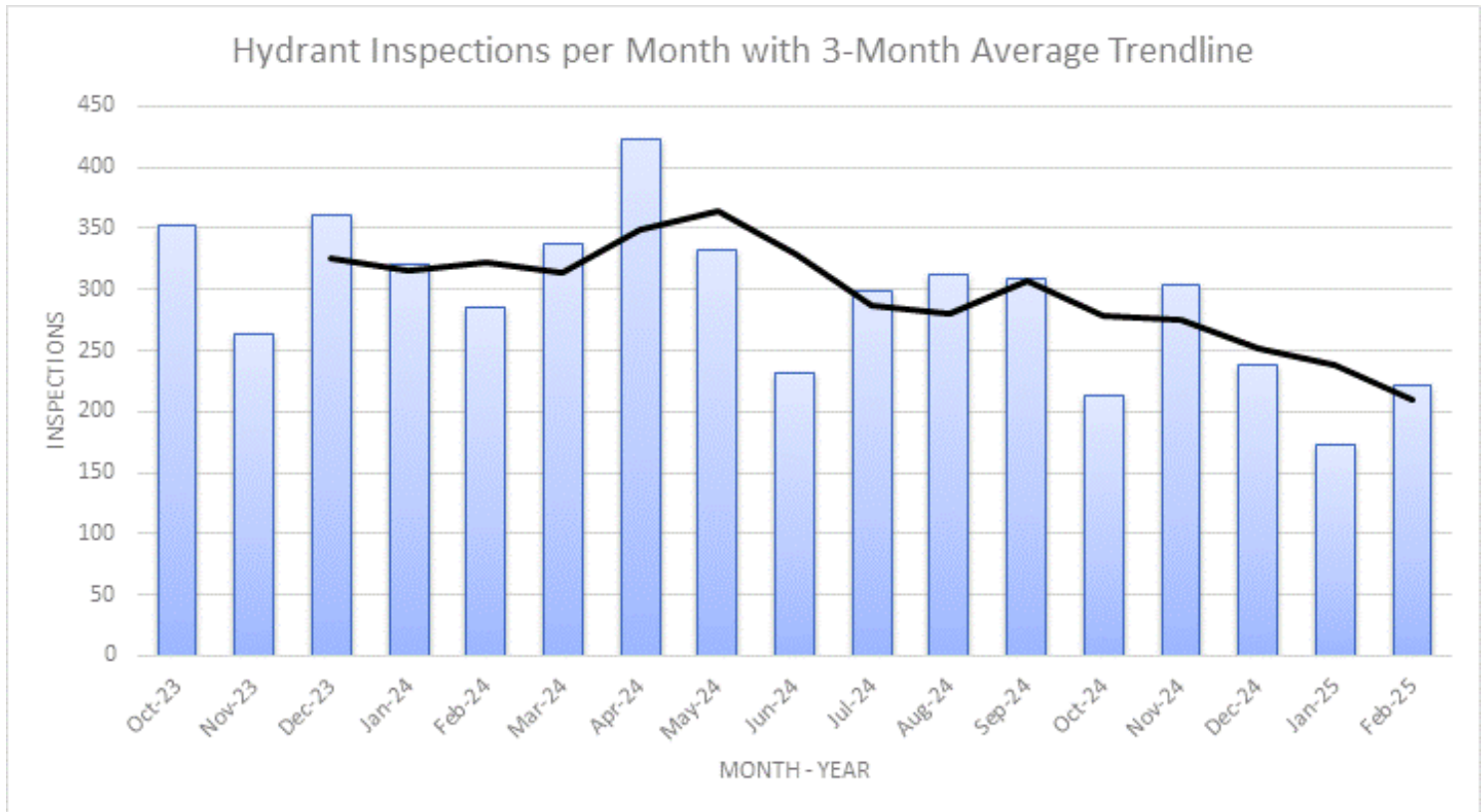
- Complete Risk and Resiliency Assessment 5-Year Update **(Federally Required CY 25 by AWIA)**
- Complete Emergency Response Plan 5-Year Update **(Federally Required FY 26 by AWIA)**
- Support, as needed, of CIS platform implementation **(2023-2027 Strategic Plan)**
- Promotion of customer engagement opportunities by use of social media and website tools for maintenance activity updates **(2023-2027 Strategic Plan)**
- Acquisition of a replacement Sewer Flush Truck.
- Fully deploy in-house milling operations for pavement repair to reduce third party restoration charges

Performance Metrics

The ACSA utilizes a variety of performance metrics to track and evaluate progress on strategic plan initiatives, system reliability, and overall performance. Instead of focusing solely on yearly totals for comparison, we are shifting to a **monthly tracking approach** with a **running three-month average** for key activities. This method allows us to set and adjust targets dynamically, ensuring we can proactively address performance goals throughout the year. Our Cityworks CMMS system, implemented in FY 21, remains a critical tool for capturing and analyzing these metrics to drive data-informed decisions. The metrics below illustrates this refined approach, providing a more responsive and actionable performance assessment.

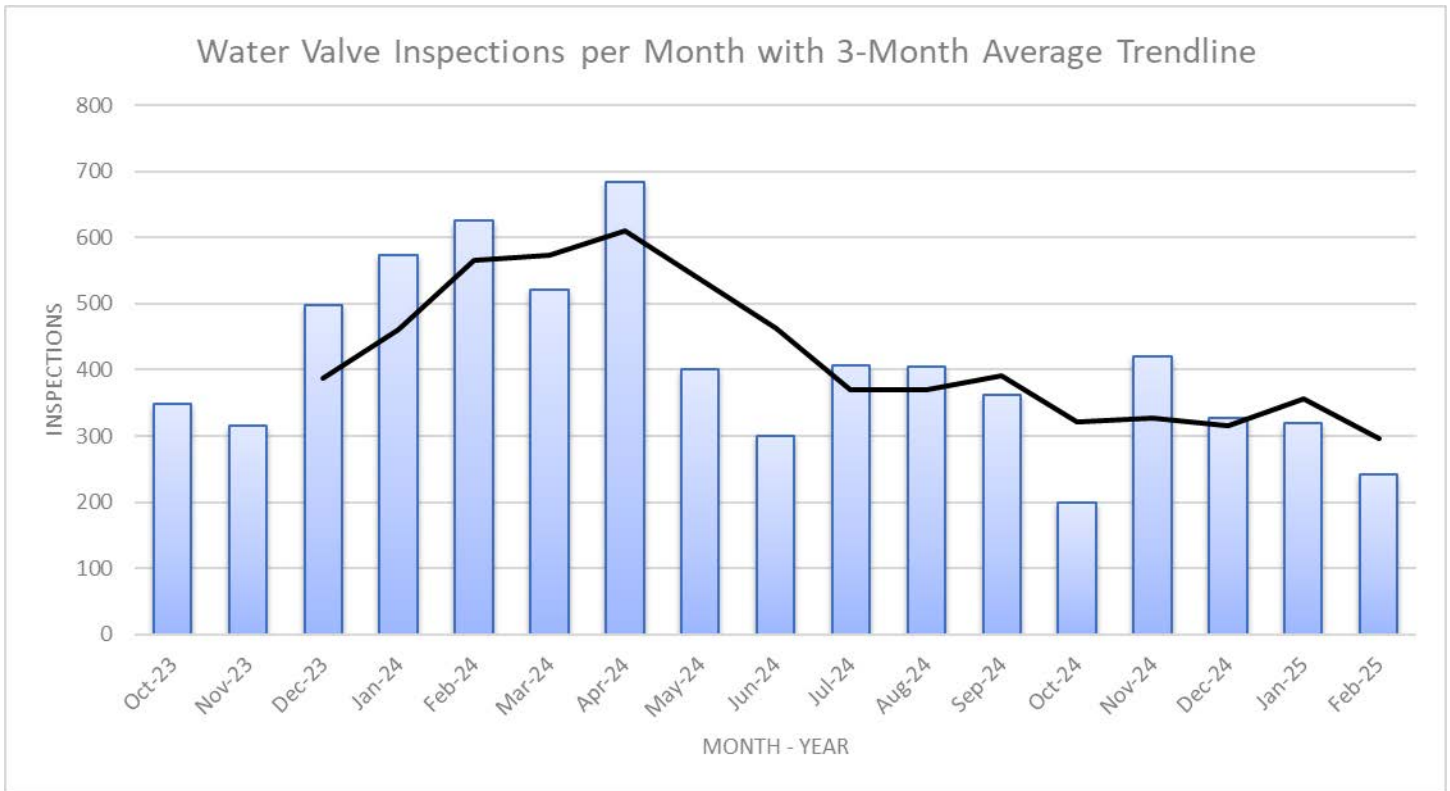
Fire Hydrant Inspection Plan -- The ACSA continually strives to maintain water safety by implementing a comprehensive Fire Hydrant Inspection Plan in accordance with AWWA standards (e.g., AWWA C502). Our performance graph, covering the most recent 17 months, shows monthly inspection data with a three-month moving average trendline. Moving forward, as each new month's data becomes available, we will update the graph so we can continuously assess our performance and make operational adjustments as needed.

Target Average (3-Month Moving Average): 275 inspections/month



Water Valve Inspection Plan -- Our Water Valve Inspection Plan is designed to maintain and improve the reliability of our water distribution system. We now monitor monthly valve inspections, and our graph—depicting the past 17 months—features a three-month moving average trendline. As new monthly data is added, we will update this graph to review our current performance, enabling us to adjust our operations and, eventually, refine our targets. Note that this metric supports our efforts, including the anticipated additional Valve Tech position, and will help us track both inspections and repairs.

Target Average (3-Month Moving Average): 550 inspections/month



Maintenance Department

Description	FY 2024 <u>Expended</u>	FY 2025 Actual Expenses <u>To-Date(Feb)</u>	FY 2025 Anticipated Expenses <u>To-EOFY 2025</u>	FY 2025 <u>Budget</u>	FY 2026 Base <u>Budget</u>	FY 2026 Total <u>Proposed</u>	FY 2026 as % of <u>FY 2025</u>
<i>PERSONAL SERVICES</i>							
Salaries & Wages	\$ 2,138,351	1,525,800	2,288,700	2,350,100	2,660,000	2,660,000	113.2%
Overtime/Standby Pay	66,657	45,281	67,922	85,000	85,000	85,000	100.0%
Social Security	166,641	119,034	178,551	186,000	209,400	209,400	112.6%
Retirement	216,816	169,178	253,767	251,400	295,100	295,100	117.4%
Health & Benefit Dollars	339,264	248,358	372,537	385,800	544,400	544,400	141.1%
Life Insurance	27,268	17,808	26,712	30,600	35,000	35,000	114.4%
Workers' Compensation	38,241	30,053	45,080	69,000	72,700	72,700	105.4%
Meals	1,643	373	560	1,200	5,000	5,000	416.7%
Subtotal:	2,994,881	2,155,885	3,233,829	3,359,100	3,906,600	3,906,600	116.3%
<i>OPERATING SUPPLIES</i>							
Office Supplies	953	96	144	1,700	4,100	4,100	241.2%
Shop Supplies	6,792	2,417	3,626	33,700	39,900	39,900	118.4%
Personal Protective Equipment	40,684	58,013	87,020	70,000	45,500	45,500	65.0%
Fuel, Oil & Grease	71,962	46,139	69,209	95,200	88,500	88,500	93.0%
Heating Fuel	2,897	1,352	2,028	7,400	10,500	10,500	141.9%
Small Tools & Equipment	57,426	65,583	98,375	105,500	134,000	134,000	127.0%
Subtotal:	180,714	173,600	260,402	313,500	322,500	322,500	102.9%
<i>REPAIR & MAINTENANCE SUPPLIES</i>							
Materials - Water	200,311	110,479	165,719	332,100	242,100	242,100	72.9%
Materials - Hydrants	23,057	20,252	30,378	55,000	56,500	56,500	102.7%
Materials - Sewer	18,807	16,354	24,531	22,000	22,000	22,000	100.0%
Building & Grounds Supplies	14,850	5,447	8,171	18,000	19,800	19,800	110.0%
Water Pump Station Supplies	39,000	44,228	66,342	43,600	43,200	43,200	99.1%
Sewer Pump Station Supplies	204,451	65,286	97,929	121,000	128,800	128,800	106.4%
Subtotal:	500,476	262,046	393,070	591,700	512,400	512,400	86.6%
<i>PROFESSIONAL & CONTRACTUAL SERVICES</i>							
Labor - Outside Contract	101,175	59,814	89,721	124,400	133,300	133,300	107.2%
Uniform Rental	35,760	9,611	14,417	35,700	47,100	47,100	131.9%
Building & Grounds Services	124,831	73,484	110,226	124,100	124,200	124,200	100.1%
Postage	-	-	-	3,000	6,000	6,000	200.0%
Printing and Duplicating	425	-	-	-	-	-	-
Service Center	-	-	-	-	18,000	18,000	-
Other Contractual Services	1,169	-	-	10,300	1,500	1,500	14.6%
Subtotal:	263,360	142,909	214,364	297,500	330,100	330,100	111.0%

REPAIRS AND MAINTENANCE

Equipment Repair and Maintenance	83,529	29,664	44,496	173,800	189,100	189,100	108.8%
Building & Grounds Repair and Maintenance	20,748	7,952	11,928	30,500	8,100	8,100	26.6%
Vehicle Repair and Maintenance	41,481	42,347	63,521	73,400	74,400	74,400	101.4%
Subtotal:	145,758	79,963	119,945	277,700	271,600	271,600	97.8%

OTHER SERVICES AND CHARGES

Rental of Equipment	-	296	444	5,000	5,000	5,000	100.0%
Dues and Memberships	-	1,015	1,523	-	700	700	-
Books and Periodicals	-	-	-	-	500	500	-
Education and Training	82,810	16,500	24,750	60,100	44,200	44,200	73.5%
Travel	11,436	6,682	10,023	25,800	25,800	25,800	100.0%
Electricity - Water Pump Station	42,727	26,892	40,338	60,100	80,900	80,900	134.6%
Electricity - Sewer Pump Station	39,242	22,467	33,701	50,400	61,900	61,900	122.8%
Electricity - Shop & Office	50,526	31,855	47,783	48,300	75,300	75,300	155.9%
Permits	640	310	465	2,800	2,400	2,400	85.7%
Subtotal:	227,381	106,017	159,027	252,500	296,700	296,700	117.5%

TOTAL MAINTENANCE \$ **4,312,570** **2,920,420** **4,380,637** **5,092,000** **5,639,900** **5,639,900** **110.8%**

NEW EQUIPMENT ACQUISITION

New Equipment Acquisition	\$ 924	9,991	14,987	19,000	130,000	130,000	684.2%
Total	\$ 924	9,991	14,987	19,000	130,000	130,000	684.2%

PLANNED EQUIPMENT REPLACEMENT

Planned Equipment Replacement	\$ 10,000	290,629	435,944	370,000	967,000	967,000	261.4%
Total	\$ 10,000	290,629	435,944	370,000	967,000	967,000	261.4%



Debt Financing – FY 2026

The ACSA will be exploring debt issuance to fund Avon Operations while continuing to evaluate other potential opportunities that may arise. The ACSA refunded the Build America Bond (BAB) revenue bond on July 21, 2021, through the Virginia Resources ACSA (VRA) and its 2021B Pooled Bond issuance. Below is a summary of the ACSA debt service requirements along with the effect to future budget years.

Debt Type	Balance July 1, 2024	Additions	Reductions	Balance June 30, 2025	Amounts Due Within One Year
Refunding bond	\$ 3,390,000	\$ -	\$ (415,000)	\$ 2,975,000	\$ 435,000

A single revenue bond for \$10,357,000 was issued as a Build American Bond (BAB) on November 1, 2010. Proceeds from the sale were used to (1) provide new money funding for the North Fork Regional Pump Station project and to (2) pay the cost of issuance. On July 21, 2021, the ACSA refunded this bond through an issuance by the Virginia Resources Authority (VRA). The refunding resulted in a net budgetary savings of \$1,242,262 or a net present value percent savings of 9.68%.

The revenue refunding bond debt service requirements to maturity are as follows:

Fiscal Year Ending June 30,	Principal	Interest	Total Annual Debt Service
2026	435,000	141,322	576,322
2027	460,000	118,388	578,388
2028	480,000	94,300	574,300
2029	505,000	69,059	574,059
2030-2031	1,095,000	56,759	1,151,759
	\$ 2,975,000	\$ 479,828	\$ 3,454,828



Capital Equipment Purchases

The ACSA purchases capital equipment on an ongoing basis as new or unique needs arise or during planned replacement periods. For budgeting purposes, differentiation between equipment that is being replaced and equipment that is being purchased for the first time. Please see summaries of equipment purchased below:

Equipment – Newly acquired - \$206,200

Administration – Vehicle for Safety Manager (Budget Impact: \$46,500)

Information Technology – Information Technology has identified the need for additional IT equipment to be used by multiple departments throughout the ACSA. This equipment includes additional iPads (5), GPS Units (4), cell phones (5), computers (3), and office furniture (1) (Budget Impact: \$15,000, \$1,000, \$2,500, \$9,000, and \$2,200, respectively).

Maintenance – Maintenance has identified the need for a DR field and brush mower, Asphalt cutting wheel, Ford F-150, Smartshore system, sewer pipeline repair trailer, sewer pipeline repair equipment and two Connex boxes. (Budget Impact: \$5,000, \$5,500, \$50,000, \$13,500, \$6,000, \$30,000 and \$20,000 respectively).

Equipment- Replacement - \$1,131,000

Maintenance – Scheduled replacement of fleet vehicles (3), correlator replacement, patroller and logger replacement. (Budget impact: \$60,000, \$105,000, \$745,000, \$33,000, \$24,000, respectively)

Information Technology – Replacement of iPads (13), cell phones (17), computers (12), servers (3), and, SCADA PLCs, cell modems, security camera, and board furniture in accordance with the ACSA's regularly scheduled change-out policy. (Budget impact: \$20,000, \$36,000, \$30,000, \$40,000, \$20,000, \$5,000, and \$4,000 respectively).

Engineering – Office furniture. (Budget impact: \$6,000 respectively).

Finance – Office furniture. (Budget Impact: \$3,000 respectively).

Capital Equipment Purchases

Description	FY 2026 Proposed <u>Budget</u>
<i>NEW EQUIPMENT ACQUISITION</i>	
Administration	\$ 46,500
Information Technology	29,700
Maintenance	130,000
Total:	<u>\$ 206,200</u>
 <i>PLANNED EQUIPMENT REPLACEMENT</i>	
Maintenance	\$ 967,000
Information Technology	155,000
Engineering	6,000
Finance	3,000
Total:	<u>\$ 1,131,000</u>

The following is a summary of the estimated project costs to be undertaken in FY 2026:

Water Projects:	\$ 7,967,500
Wastewater Projects:	1,925,000
Non-Utility and Facility Projects:	<u>8,585,000</u>
Total:	\$ 18,477,500

The new projects identified in the upcoming FY 2026 CIP include construction of replacement water mains at Albemarle High School, updates to ArcFlash Hazard Assessment for our water and wastewater pump stations, and an update to our Emergency Response Plan. A summary of the proposed CIP projects with their anticipated funding in FY 2026 follows:

WATER SYSTEM IMPROVEMENTS

- Scottsville Phase 4 Water Main Replacement:** This project continues our systematic program to replace undersized and deteriorating asbestos-cement and cast-iron water mains throughout our water systems. The water mains along James River Road, Warren Street, and several streets in Downtown Scottsville will be upgraded. Design efforts are nearing completion and easement acquisition efforts are underway. The amount budgeted will allow construction activities to begin in late FY 2026 with additional funds required in future fiscal years.

 - **Previous Budgets - \$554,900,**
 - **FY 2026 Budget - \$1,000,000**
 - **Total Project Budget - \$7,654,900**
- Ragged Mountain Phase 1 Water Main Replacement:** This project will replace the oldest active water main remaining in our system. This cast iron pipe is over 90 years old and is severely tuberculated, which greatly reduces the flow capacity in this section. With multiple unsuccessful bids on VDOT's Morey Creek Bridge Replacement Project, additional design efforts have been completed for a revised water connection to Fontaine Research Park. Construction activities are scheduled to begin in FY 2026 in conjunction with RWSA's Ragged Mountain Reservoir to Observatory WTP 36" Raw WL Project.

 - **Previous Budgets - \$876,400**
 - **FY 2026 Budget - \$1,000,000**
 - **Total Project Budget - \$2,576,400**
- Northfields Water Main Replacement:** This project continues our systematic program to replace undersized and deteriorating asbestos-cement water mains. These existing water mains were installed in the 1960's as a private well system and have reached the end of their useful life. The project is currently under design with funds previously budgeted and easement acquisition efforts are underway. It is anticipated that construction will occur in the FY 2027 – FY 2029 timeframe. Additional funding will be required based on ultimate construction schedule.

 - **Previous Budgets - \$530,000**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$7,930,000**

4. **Briarwood Water Main Replacement:** 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. The design phase is complete, and construction bids will be opened in April 2025. Construction activities are anticipated to be completed in FY 2026.
 - **Previous Budgets - \$1,730,000**
 - **FY 2026 Budget - \$2,370,000**
 - **Total Project Budget - \$4,100,000**

5. **Barracks West Water Main Replacement:** 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 also provides for an opportunity to improve fire protection to these multi-family apartments. The design phase is nearing completion with funds previously appropriated, and construction is anticipated to occur in FY 2026. The amount budgeted combined with funds previously appropriated should cover construction costs anticipated for this project.
 - **Previous Budgets - \$3,402,500**
 - **FY 2026 Budget - \$97,500**
 - **Total Project Budget - \$3,500,000**

6. **Townwood Water Main Replacement:** 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. The design phase is nearing completion and construction is expected to take place in the FY 2026 – FY 2027 timeframe.
 - **Previous Budgets - \$200,000**
 - **FY 2026 Budget - \$3,000,000**
 - **Total Project Budget - \$3,200,000**

7. **Broadway Street Water Main Replacement:** This project will replace the cast 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. The Notice to Proceed was established as March 10, 2025, and construction activities are expected to begin this spring.
 - **Previous Budgets - \$1,667,800**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$1,667,800**

8. **Raintree and Fieldbrook PVC Water Main Replacement:** This project continues our systematic program to replace the PVC water mains that have been in service since the 1980's. The design phase is currently underway and will carry over into FY 2026 with funds previously appropriated. Construction is expected to take place in the FY 2028 - FY 2029 timeframe with additional funds required.
 - **Previous Budgets - \$432,300**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$8,032,300**

9. **Albemarle High School AC Water Main Replacement (New):** This project will replace the remaining asbestos cement water mains at Albemarle High School, in conjunction with the County's AHS Center II construction project. Construction is expected to take place in FY 2026 with the funds budgeted.
 - **FY 2026 Budget - \$200,000**
 - **Total Project Budget - \$200,000**

10. Exclusion Meters Replacement: 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 for irrigation purposes. Private meters were installed behind their ACSA domestic meter to record this volume of water, and it was "excluded" from the calculation of their sewer charges, and these became known as exclusion meters. In 2006 the ACSA Rules and Regulations were modified to disallow private exclusion meters and required all future irrigation meters be tapped separately off our water mains, to be owned and controlled by the ACSA. ACSA staff continues to coordinate with various irrigation contractors to upgrade existing private exclusions meters to ACSA-owned exclusion meters.

- **Previous Budgets - \$527,500**
- **FY 2026 Budget - \$0**
- **Total Project Budget - \$527,500**

11. Annual Water Repair and Replacement: This project will utilize a publicly bid water repair and replacement contract that is renewable on an annual basis to make improvements and interconnections in our water distribution system. **FY 2026 Budget - \$300,000 (Annually)**

SEWER SYSTEM IMPROVEMENTS

12. Airport Trunk Sewer Upgrade: With the continued growth in the Hollymead Town Center area, the existing sewer collector serving the airport and the area west of Route 29 needs upgrading to handle full build-out. The existing sewer was originally sized to serve the light industrial zoning designated for that area at the time of construction. The increased density specified in the County Comprehensive Plan for the same drainage basin will exceed the capacity of the existing sewer. Design is ongoing and easement acquisition is underway with funds previously budgeted. It is anticipated that construction will begin in FY 2027, with additional funding required.

- **Previous Budgets - \$483,800**
- **FY 2026 Budget - \$0**
- **Total Project Budget - \$8,983,800**

13. Northfields Phase 5 Sewer: During the 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 existing neighborhood properties currently served by private septic fields. The project is currently under design with funds previously budgeted. It is anticipated that construction could occur in the FY 2028 – FY 2029 timeframe with additional funding required.

- **Previous Budgets - \$70,000**
- **FY 2026 Budget - \$0**
- **Total Project Budget - \$1,000,000**

14. Buckingham Circle Sewer: In 2012, the ACSA completed the Buckingham Circle Water Main Replacement Project. At that time, the feasibility of installing a sanitary sewer system was explored but there was insufficient interest from the neighborhood. Recent communications with the community indicate a strong interest in extending public sewer into the neighborhood. ACSA staff is beginning the design process and is hopeful that construction activities could begin in late in FY 2026 with additional funding required in FY 2027.

- **Previous Budgets - \$175,000**
- **FY 2026 Budget - \$525,000**
- **Total Project Budget - \$3,100,000**

15. **Bellair – Liberty Hills Sewer:** This project extends public sewer into the Bellair and Liberty Hills neighborhoods as most residents are currently served by private septic fields. Design efforts are underway with funds previously appropriated. It is anticipated that construction could begin in late FY 2026, with additional funding required in FY 2027 and FY 2028.
- **Previous Budgets - \$393,715**
 - **FY 2026 Budget - \$1,000,000**
 - **Total Project Budget - \$8,493,715**
16. **Crozet Phase 3 Drainage Basin SSES:** This project includes a Sanitary Sewer Evaluation Survey (SSES) of the Crozet Phase 3 Drainage Basin utilizing manhole inspections, flow metering, smoke testing, closed circuit television (CCTV) inspections, night flow isolation and flooded dye testing to identify sources of infiltration and inflow (I/I). This drainage basin includes approximately 250 manholes and 45,000 linear feet of sanitary sewer main.
- **Previous Budgets - \$400,000**
 - **FY 2026 Budget - \$0**
 - **Total Project Budget - \$400,000**
17. **Miscellaneous Sewer Rehabilitation:** This project continues our “find and fix” program of sanitary sewer rehabilitation to reduce I&I in our system during the fiscal year. These efforts will utilize publicly bid miscellaneous sewer rehabilitation contracts that are renewable on an annual basis up to two times after the initial contract. It will be used to make repairs and rehabilitate defects in our system found with systematic CCTV inspection by ACSA crews and the subcontractor.
- **FY 2026 Budget - \$400,000 (Annually)**

NON-UTILITY AND FACILITY IMPROVEMENTS

18. **Customer Information System (CIS) Replacement:** This project includes the updating of our website, replacement of the existing telephone system and implementation of a new Customer Information System. These initiatives fall under the Customer Experience pillar of the ACSA’s Strategic Plan. The ACSA’s website has been updated, and implementation of the new telephone system should be completed in FY 2025. The Request for Proposals (RFP) for the CIS system is forthcoming and our consultant will assist in the procurement process and subsequently during development to ensure a stable transition for our customers and ACSA staff. These efforts will also include integration with other systems, specifically the Advanced Metering Infrastructure, Enterprise Resource Planning System, website, and phone system. The amount budgeted is to begin implementation for a replacement Customer Information System. These funds are divided equally between water and wastewater projects. Additional funding is anticipated in FY 2027 for full development.
- **Previous Budgets - \$1,000,000**
 - **FY 2026 Budget - \$1,000,000**
 - **Total Project Budget - \$2,800,000**
19. **ESRI Utility Network Implementation, Cloud Migration and SQL Server:** This project consists of consulting services to develop a plan and fully implement a cloud migration of ArcGIS Enterprise and SQL Server, as well as the ArcGIS Utility Network. A consultant has completed an assessment of the GIS’s current state in preparation for the Utility Network and corrections have been largely completed. The cloud migrations would prefer the use of Infrastructure as a Service, but other options will be considered. The SQL Server portion will migrate databases for the GIS as well as other production software suites including but not limited to Cityworks and GraniteNet. These funds are divided equally between water and wastewater projects.
- **Previous Budgets - \$200,000**
 - **FY 2026 Budget - \$225,000**
 - **Total Project Budget - \$425,000**

- 20. Avon Operations Center:** The Avon Street Extended property has long been held as a future location to build additional facilities as the ACSA continues to grow. The current Maintenance Yard at our Spotnap Road location is becoming overcrowded, and our leased space at the Crozet Water Treatment Facility will be eliminated with the upcoming Granular Activated Carbon (GAC) Expansion. This project will develop the Avon Street property into a larger vehicle and materials storage facility, including a training area for our equipment operators. This project is currently under construction with completion anticipated in FY 2027. These funds are divided equally between water and wastewater projects.
- **Previous Budgets - \$10,900,000**
 - **FY 2026 Budget - \$7,100,000**
 - **Total Project Budget - \$18,000,000**
- 21. ArcFlash Hazard Assessment Update (New):** This ArcFlash Hazard Assessment will evaluate the electrical hazards and ensure appropriate safety measures are in place. Industry standards, including NFPA guidelines, recommend updates to these studies every five years or when system changes occur. This project will bring our previous assessments up to date, reflecting any modifications in our electrical systems and ensuring compliance with the latest safety standards. Regular updates enhance worker safety, reduce liability risks, and provide accurate data for maintaining a safe operating environment. These funds are divided equally between water and wastewater projects.
- **FY 2026 Budget - \$80,000**
- 22. Emergency Response Plan Update (New):** The America's Water Infrastructure Act (AWIA) requires water utilities to update their Emergency Response Plans (ERPs) to address risks from natural hazards and malevolent acts. This project will ensure compliance by reviewing and updating the ACSA's ERP to reflect current risks, operational changes, and best practices. Keeping the ERP up to date strengthens our ability to respond to emergencies, minimizes service disruptions, and protects public health while demonstrating our commitment to preparedness and regulatory compliance. The amount budgeted will be used to update the ACSA's ERP in FY 2026. These funds are divided equally between water and wastewater projects.
- **FY 2026 Budget - \$80,000**
- 23. Developer Participation:** Each year funds are set aside to participate in oversizing utilities constructed to serve new development. The Rate Model includes \$100,000 divided equally between water and wastewater projects as a contingency to ensure new pipes are sized to meet the ACSA's long-range needs.
- **FY 2026 Budget - \$100,000 (Annually)**

Albemarle County Service Authority Water & Sewer Rate Model

SCHEDULE 6 - CAPITAL IMPROVEMENT PROJECTS

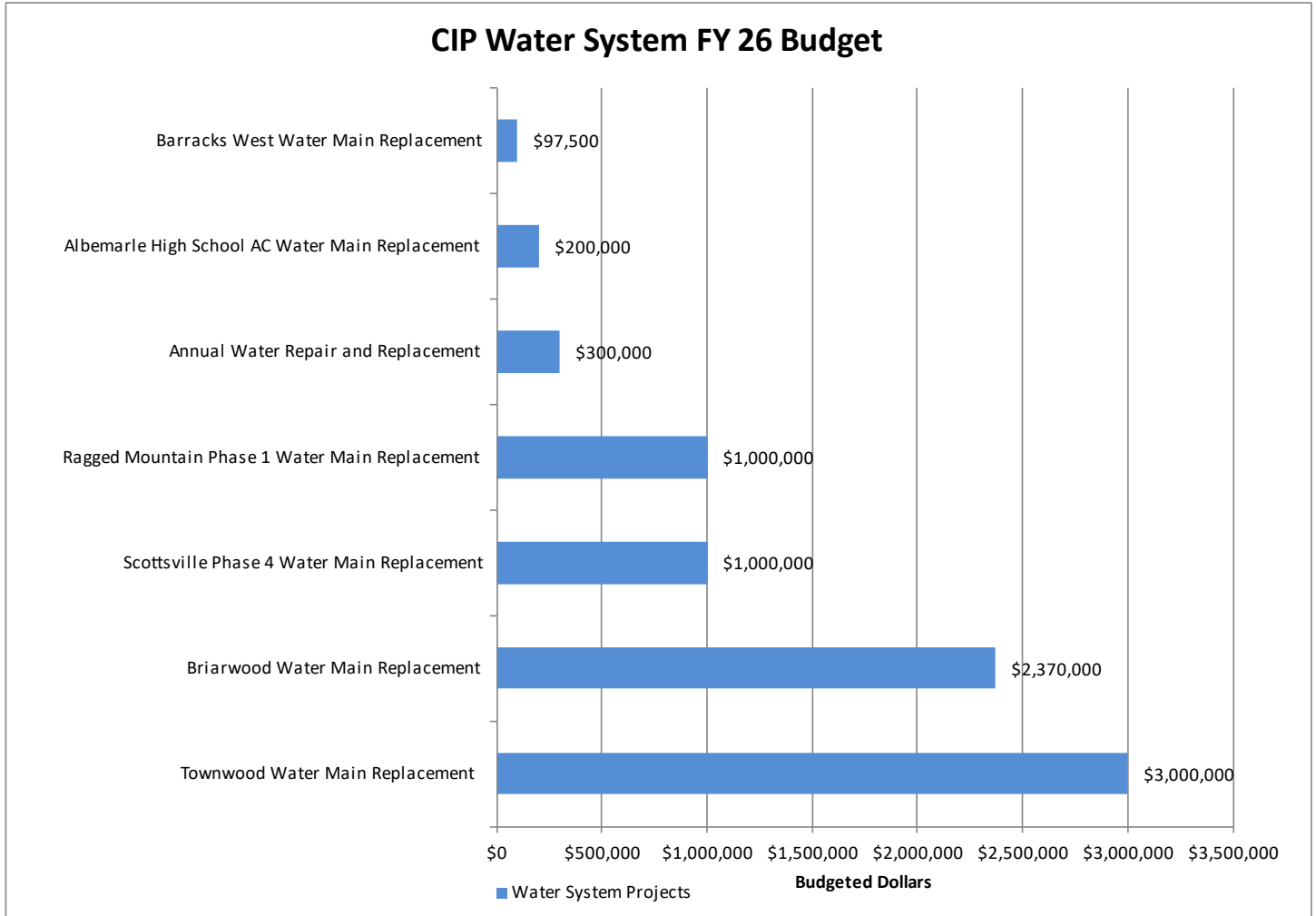
WATER SYSTEM CIP IMPROVEMENTS														
LINE NO.	SYSTEM	PROJECT	TOTAL PREV. BUDGETS	2026 FORECAST	2027 FORECAST	2028 FORECAST	2029 FORECAST	2030 FORECAST	2031 FORECAST	2032 FORECAST	2033 FORECAST	2034 FORECAST	2035 FORECAST	TOTAL 10-YR FORECAST
1	Crozet	Crozet Phase 5 Water Main Replacement	\$ -				\$ 850,000	\$ -	\$ 2,000,000	\$ 4,000,000				\$ 6,850,000
2	Crozet	Parkview Drive Water Connection	\$ 300,000											\$ 300,000
3	Scottsville	Scottsville Phase 4 Water Main Replacement	\$ 554,900	\$ 1,000,000	\$ 3,500,000	\$ 2,600,000								\$ 7,654,900
4	Scottsville	Stony Point Water Main Replacement	\$ 175,000					\$ 350,000						\$ 525,000
5	Urban	Ragged Mountain Phase 1 Water Main Replacement	\$ 876,400	\$ 1,000,000	\$ 700,000									\$ 2,576,400
6	Urban	Northfields Water Main Replacement	\$ 530,000	\$ -	\$ 2,000,000	\$ 3,000,000	\$ 2,400,000							\$ 7,930,000
7	Urban	Wakefield Water Main Replacement	\$ -				\$ 250,000	\$ 1,300,000						\$ 1,550,000
8	Urban	Carrsbrook Water Main Replacement	\$ -			\$ 550,000	\$ 550,000	\$ 4,000,000	\$ 3,000,000					\$ 8,100,000
9	Urban	Rt 785 Water Main Replacement	\$ -				\$ 70,000	\$ 350,000						\$ 420,000
10	Urban	Old Forge Water Main Replacement	\$ -						\$ 300,000	\$ 1,400,000	\$ 500,000			\$ 2,200,000
11	Urban	Briarwood Water Main Replacement	\$ 1,730,000	\$ 2,370,000										\$ 4,100,000
12	Urban	Barracks West Water Main Replacement	\$ 3,402,500	\$ 97,500										\$ 3,500,000
13	Urban	Townwood Water Main Replacement	\$ 200,000	\$ 3,000,000										\$ 3,200,000
14	Urban	Broadway Street Water Main Replacement	\$ 1,667,800	\$ -										\$ 1,667,800
15	Urban	Raintree and Fieldbrook PVC Water Main Replacement	\$ 432,300	\$ -		\$ 2,000,000	\$ 5,600,000							\$ 8,032,300
16	Urban	Albemarle High School AC Water Main Replacement	\$ -	\$ 200,000										\$ 200,000
17	Urban	Southern Rivanna River Crossing	\$ -		\$ 350,000	\$ 2,150,000								\$ 2,500,000
18	Urban	Airport Acres Water System	\$ -										\$ 350,000	\$ 350,000
19	Urban	Glenorchy - Viewmont Court Water Extension	\$ -							\$ 200,000				\$ 200,000
20	Urban	Ashcroft Water Main Replacement	\$ -							\$ 700,000	\$ 2,000,000	\$ 2,000,000		\$ 4,700,000
21	Urban	Riverrun Water Main Replacement	\$ -			\$ 300,000	\$ 2,700,000							\$ 3,000,000
22	Urban	North Pines Water Main Replacement	\$ -										\$ 550,000	\$ 550,000
23	Urban	Lewis Hill Water Main Replacement	\$ -								\$ 500,000	\$ 3,000,000		\$ 3,500,000
24	Urban	Ivy Oaks Water Main Replacement	\$ -							\$ 450,000	\$ 2,750,000			\$ 3,200,000
25	Urban	Hollymead Phase 2 Water Main Replacement	\$ -							\$ 300,000		\$ 1,800,000		\$ 2,100,000
26	Urban	Canterbury Hills Phase 2 Water Main Replacement	\$ -					\$ 300,000	\$ 300,000	\$ -	\$ 1,500,000	\$ 2,500,000		\$ 4,600,000
27	Urban	Mosby Mountain Pressure Zone - Additional Storage	\$ -				\$ 150,000	\$ 1,400,000						\$ 1,550,000
28	Urban	Branchlands PVC Water Main Replacement	\$ -					\$ 550,000	\$ -	\$ 1,000,000	\$ 3,000,000			\$ 4,550,000
29	Urban	Old Ballard Road Water Connection	\$ -									\$ 700,000	\$ 2,300,000	\$ 3,000,000
30	All	Exclusion Meters Replacement Program	\$ 527,500	\$ -										\$ 527,500
31	All	Pipe Saddles Replacement	\$ 100,000	\$ -	\$ -	\$ -	\$ 50,000							\$ 150,000
32	All	Water Main Condition Assessment	\$ -		\$ 500,000									\$ 500,000
33	All	Water Pump Stations - Rehabilitation	\$ 95,000	\$ -	\$ 50,000	\$ 35,000						\$ 275,000		\$ 455,000
34	All	Annual Water Repair and Replacement	Ongoing	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 3,000,000
Total Water Capital Projects				\$ 7,967,500	\$ 7,400,000	\$ 10,935,000	\$ 12,920,000	\$ 8,550,000	\$ 5,900,000	\$ 7,450,000	\$ 9,450,000	\$ 10,575,000	\$ 5,500,000	\$ 97,238,900

SEWER SYSTEM CIP IMPROVEMENTS														
LINE NO.	SYSTEM	PROJECT	TOTAL PREV. BUDGETS	2026 FORECAST	2027 FORECAST	2028 FORECAST	2029 FORECAST	2030 FORECAST	2031 FORECAST	2032 FORECAST	2033 FORECAST	2034 FORECAST	2035 FORECAST	TOTAL 10-YR FORECAST
35	Crozet	Brookwood Road Sewer Extension	\$ -					\$ 25,000						\$ 25,000
36	Crozet	Buck Road Sewer Extension	\$ -					\$ 50,000						\$ 50,000
37	Crozet	Park Road Sewer Extension	\$ -					\$ 100,000						\$ 100,000
38	Urban	Airport Trunk Sewer Upgrade	\$ 483,800	\$ -	\$ 2,000,000	\$ 5,000,000	\$ 1,500,000							\$ 8,983,800
39	Urban	Northfields Phase 5 Sewer	\$ 70,000	\$ -	\$ -	\$ -	\$ 930,000							\$ 1,000,000
40	Urban	Northfields Sewer (Future Phases)	\$ -								\$ 1,900,000			\$ 1,900,000
41	Urban	Buckingham Circle Sewer	\$ 175,000	\$ 525,000	\$ 2,400,000	\$ -								\$ 3,100,000
42	Urban	Carrsbrook Collection System	\$ -			\$ 900,000	\$ 900,000	\$ 4,500,000	\$ 3,500,000					\$ 9,800,000
43	Urban	Hessian Hills Sewer Phase III	\$ -					\$ 150,000						\$ 150,000
44	Urban	Ednam Forest Sewer	\$ -				\$ 600,000	\$ -	\$ 5,000,000	\$ 6,000,000				\$ 11,600,000
45	Urban	Airport Acres Off-site Sewer	\$ -								\$ 250,000	\$ -	\$ 1,500,000	\$ 1,750,000
46	Urban	Airport Acres Sewer	\$ -								\$ 550,000	\$ -	\$ 3,000,000	\$ 3,550,000
47	Urban	Bellair-Liberty Hills Sewer	\$ 393,715	\$ 1,000,000	\$ 5,500,000	\$ 1,600,000								\$ 8,493,715
48	Crozet	Crozet Phase 3 Drainage Basin SSES	\$ 400,000											\$ 400,000
49	All	Sewer Pump Stations - Rehabilitation	\$ 230,000	\$ -	\$ 50,000	\$ 900,000			\$ 210,000	\$ 100,000		\$ 200,000		\$ 1,690,000
50	All	Miscellaneous Sewer Rehabilitation	Ongoing	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 4,000,000
Total Sewer Capital Projects				\$ 1,925,000	\$ 10,350,000	\$ 8,800,000	\$ 4,330,000	\$ 5,225,000	\$ 9,110,000	\$ 6,500,000	\$ 3,100,000	\$ 600,000	\$ 4,900,000	\$ 56,592,515

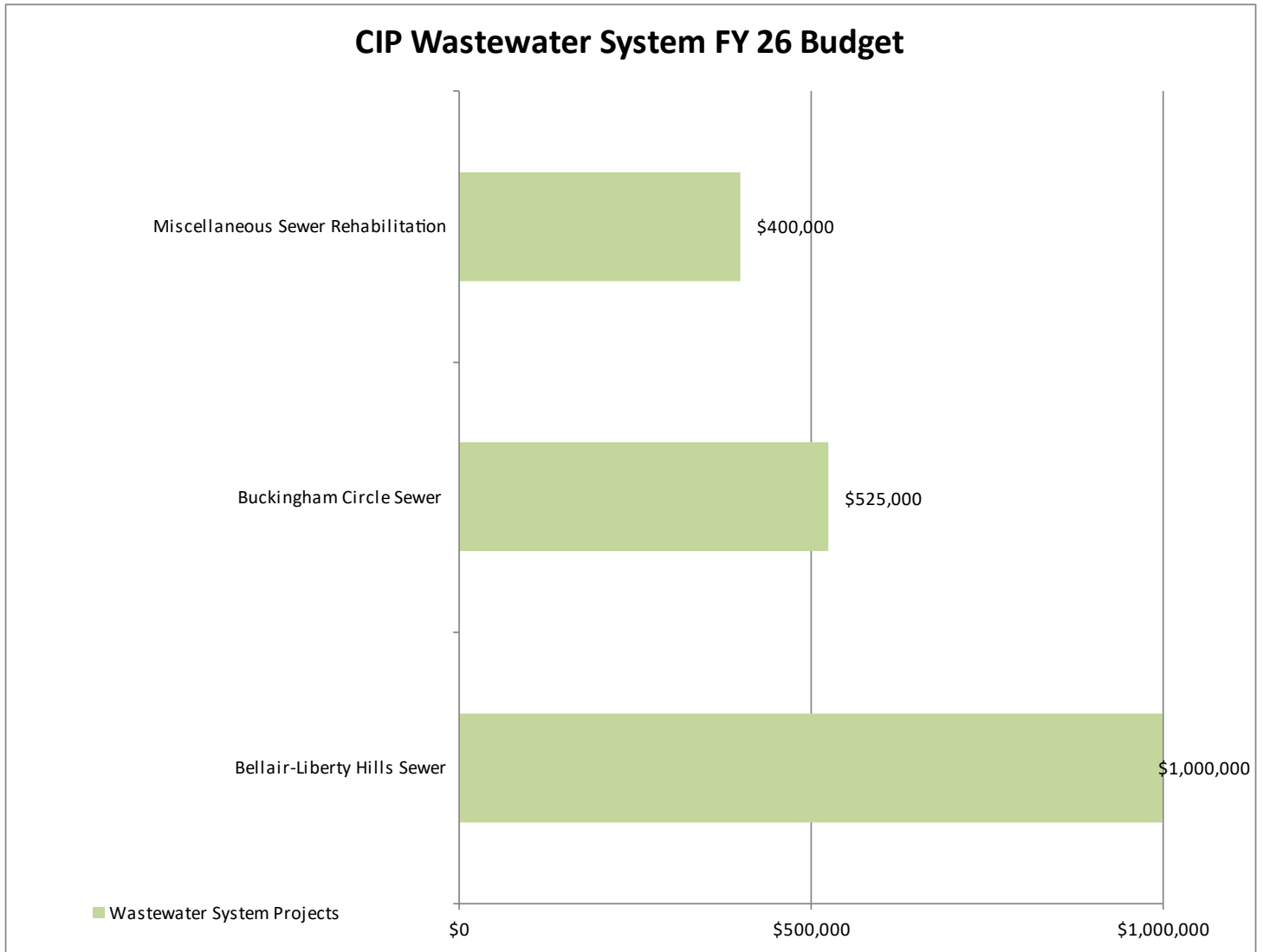
NON-UTILITY AND FACILITY CIP IMPROVEMENTS														
LINE NO.	SYSTEM	PROJECT	TOTAL PREV. BUDGETS	2026 FORECAST	2027 FORECAST	2028 FORECAST	2029 FORECAST	2030 FORECAST	2031 FORECAST	2032 FORECAST	2033 FORECAST	2034 FORECAST	2035 FORECAST	TOTAL 10-YR FORECAST
51	All	Customer Information System (CIS) Replacement	\$ 1,000,000	\$ 1,000,000	\$ 800,000									\$ 2,800,000
52	All	ESRI Utility Network Implementation/Cloud Migration/SQL Server	\$ 200,000	\$ 225,000										\$ 425,000
53	All	Avon Operations Center	\$ 10,900,000	\$ 7,100,000										\$ 18,000,000
54	All	Records Management Project	\$ 390,000	\$ -		\$ 50,000								\$ 440,000
55	All	ArcFlash Hazard Assessment Update	\$ -	\$ 80,000										\$ 80,000
56	All	Emergency Response Plan (ERP) Update	\$ -	\$ 80,000										\$ 80,000
57	All	Facility Master Plan	\$ -		\$ 200,000									\$ 200,000
58	All	Developer Participation	Ongoing	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
Total Non-Utility and Facility Capital Projects				\$ 8,585,000	\$ 1,100,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 23,025,000

TOTAL CAPITAL IMPROVEMENT PROJECTS \$ 24,833,915 \$ 18,477,500 \$ 18,850,000 \$ 19,885,000 \$ 17,350,000 \$ 13,875,000 \$ 15,110,000 \$ 14,050,000 \$ 12,650,000 \$ 11,275,000 \$ 10,500,000 \$ 176,856,415

The following is an illustration of estimated water system project costs to be undertaken in FY 2026:



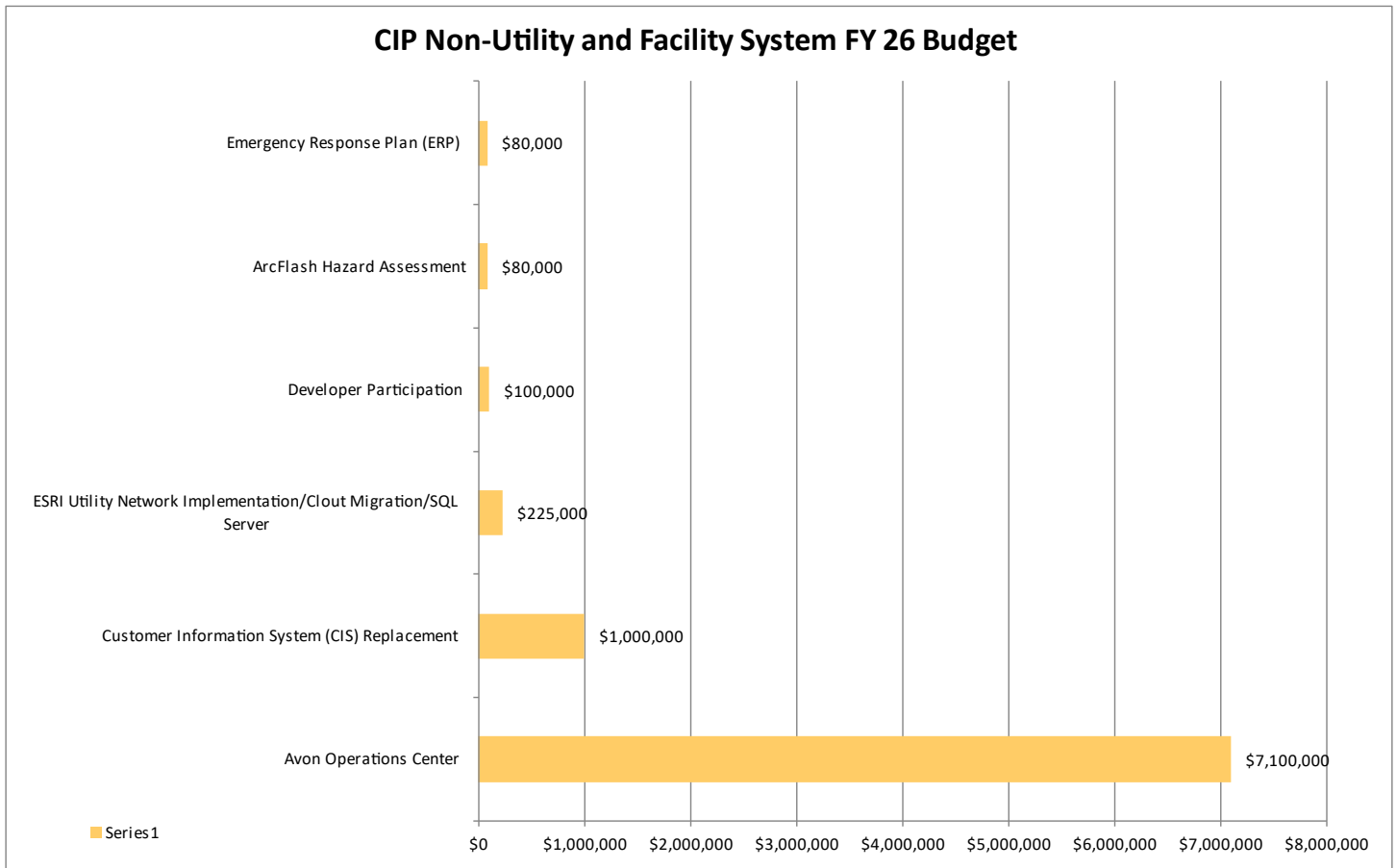
The following is an illustration of estimated wastewater system project costs to be undertaken in FY 2026:



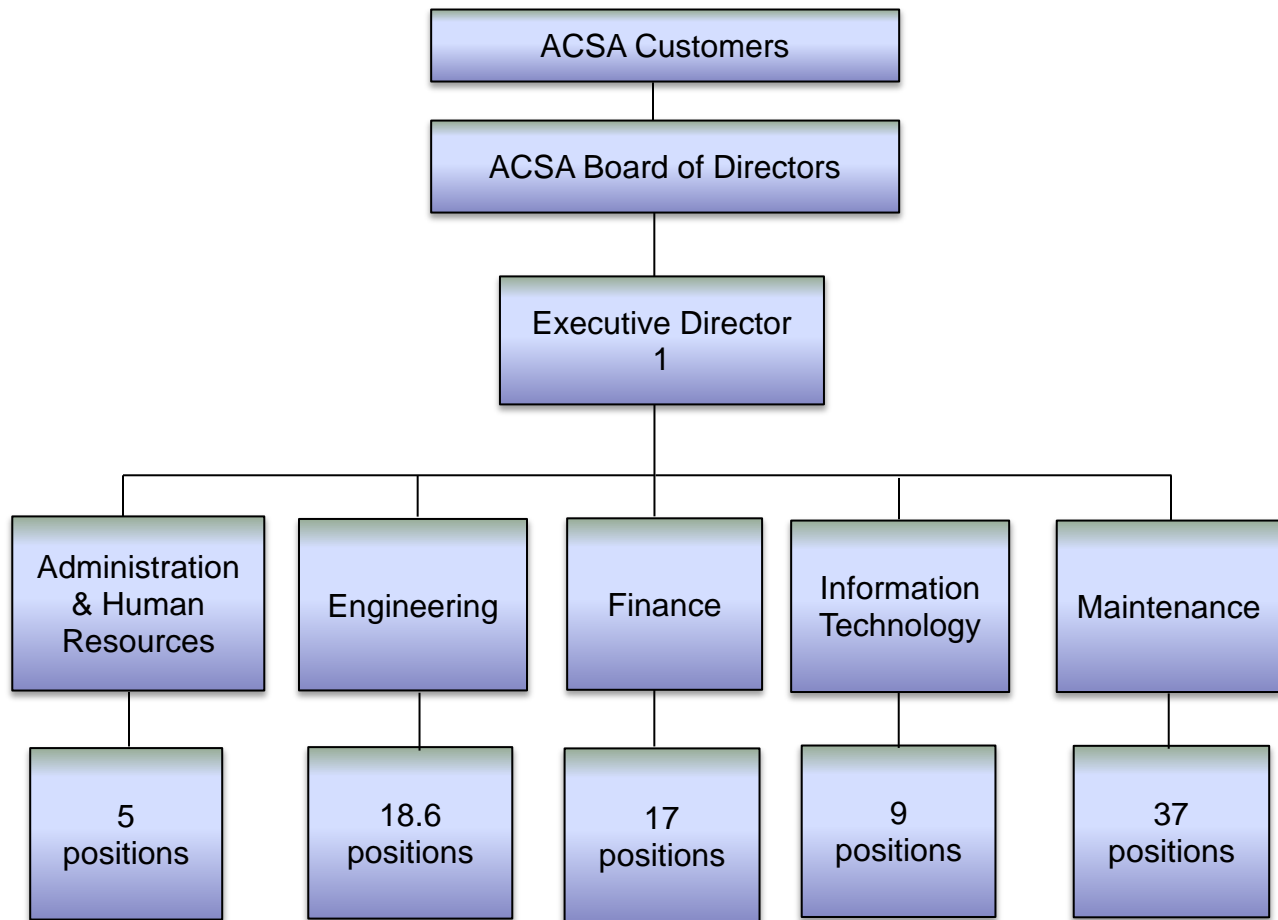


CIP—FY 2026 Graphical Capital Budget – Non-Utility and Facility

The following is an illustration of estimated non-utility and facility project costs to be undertaken in FY 2026:



ACSA Organizational & Personnel Chart



Note: Four new positions proposed and one eliminated in Fiscal Year 2026 and can be noted on the following page by the “*” Please see detail descriptions within the Maintenance and Finance departmental summary.

ACSA Departmental Staffing – FY 2026

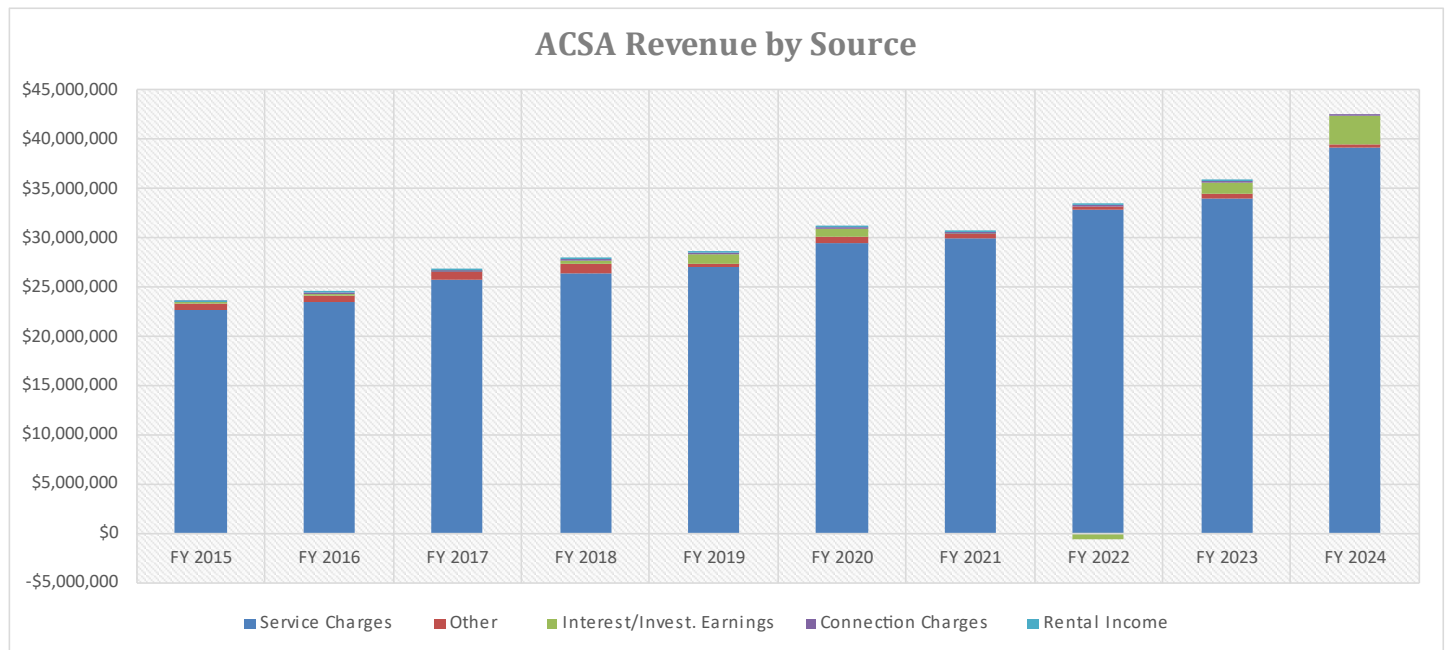
		FY 2024 Positions	FY 2025 Positions	FY 2026 Positions
ADMINISTRATION	Executive Director	1	1	1
	Director of Human Resources & Admin.	1	1	1
	Administrative Office Assoc.	1	1	1
	Executive Assistant	1	1	1
	Human Resources Tech.	1	1	1
	Safety Supervisor	1	-	1
INFO. TECH.	Director of Information Technology	1	1	1
	ISO Systems Engineer	1	1	1
	Systems Analyst	1	1	1
	GIS & CMMS Coordinator	1	1	1
	GIS Technician	1	1	1
	SCADA Technician	1	1	1
	Systems Engineer	1	1	1
	Utility Data Analyst	1	1	1
IT Technician	1	1	1	
FINANCE	Director of Finance	1	1	1
	Accounting Supervisor	1	1	1
	Meter Operations Supervisor	1	1	1
	Customer Service Supervisor	1	1	1
	Sr. Customer Service Rep.	1	1	1
	Sr. Meter Technician	1	1	1
	Procurement and Fin. Specialist	1	1	1
	Payroll and Rev. Specialist	1	1	1
	Accounting Clerk	1	1	1
	Customer Service Rep. I/II	5	5	5
	Meter Technician I/II	4	4	3*
ENGINEERING	Director of Engineering	1	1	1
	Civil/Sr. Civil Engineer	4	4	4
	Environmental Compliance Supervisor	1	1	1
	Reg. Compliance Specialist	1	1	1
	Construction Inspector	5	6	6
	Sr. Utility Location Tech/Utility Loc. Tech.	3	3	3
	Engineering Tech.	2	2	2
	P.T. Engineering Intern	0.6	0.6	0.6
MAINTENANCE	Director of Operations	1	1	1
	Operations Supervisor	2	2	2
	Facilities Supervisor	1	1	1
	Facilities Maintenance Tech.	1	1	1
	Electrician/Pump Technician	1	1	1
	Electrical Pump Apprentice	1	1	1
	CCTV Technician	2	2	2
	Crew Leader I/II	5	5	5
	Utility Worker I/II	18	17	18*
	Inventory & Equipment Tech.	-	-	1*
	Valve Technician	-	1	2*
	Hydrant Technician	1	1	1
Executive Assistant	1	1	1	
TOTAL		84.6	84.6	87.6



Revenue by Source

Fiscal Year	Service Charges	Connection Charges	Rental Income	Interest/Invest. Earnings (Loss)	Other	Total
2015	\$ 22,641,543	\$ 96,992	\$ 33,437	\$ 102,469	\$ 680,717	\$ 23,555,158
2016	23,460,681	117,728	27,645	215,035	675,878	24,496,967
2017	25,786,007	138,553	17,213	59,576	738,948	26,740,297
2018	26,453,332	140,451	16,603	348,572	843,004	27,801,962
2019	27,053,948	135,007	16,603	946,599	364,584	28,516,741
2020	29,502,041	147,876	16,603	733,385	639,080	31,038,985
2021	29,883,684	141,043	15,539	82,900	532,947	30,656,113
2022	32,825,048	131,415	18,357	(631,795)	363,569	32,706,594
2023	34,052,322	178,642	270	1,084,854	461,806	35,777,894
2024	39,119,362	178,849	-	2,810,568	441,025	42,549,804

Source: ACSA Annual Comprehensive Financial Report for the fiscal year ended June 30, 2024.

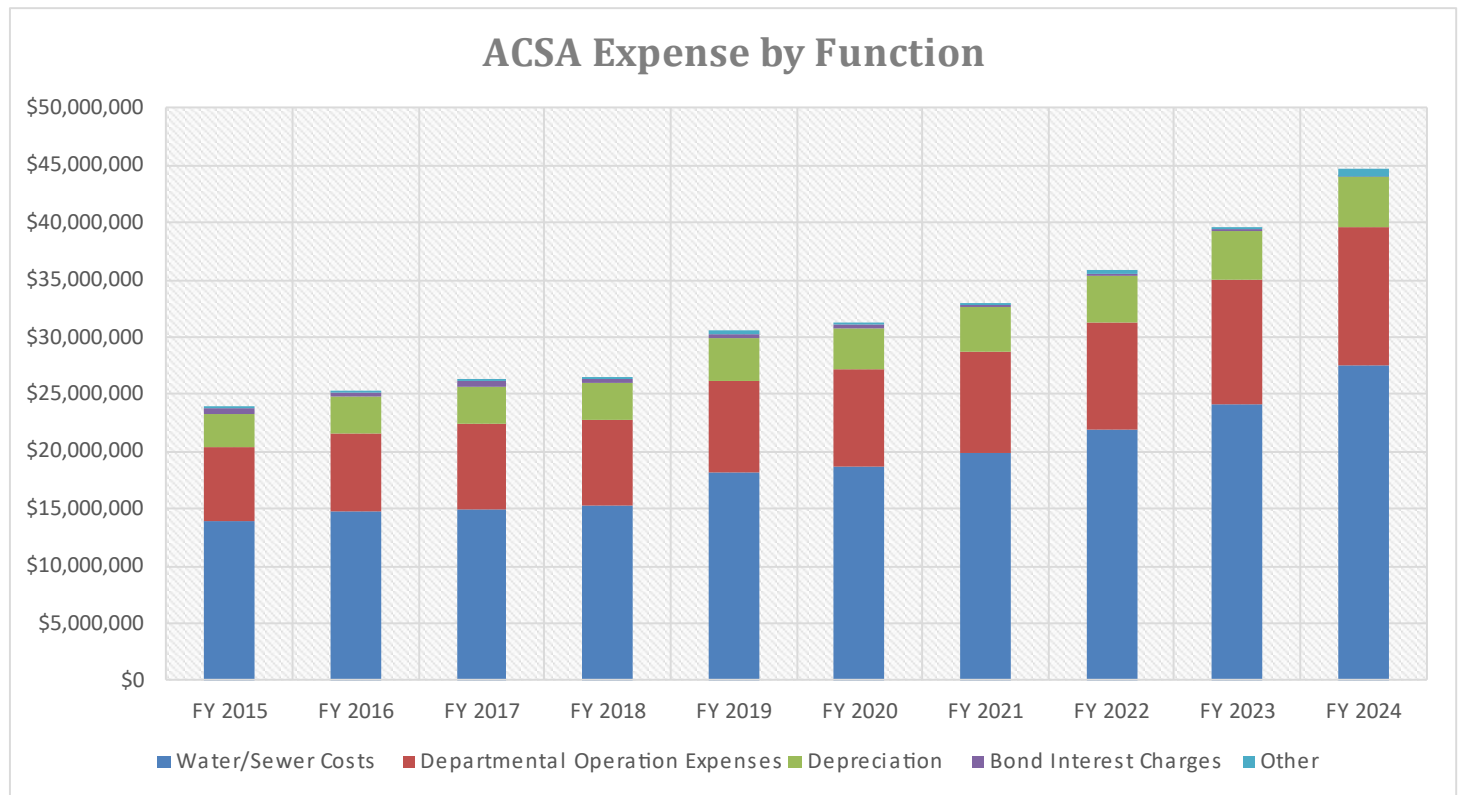




Expense by Function

Fiscal Year	Water/Sewer Costs	Departmental Operating Expenses	Bond Interest Charges	Depreciation	Other	Total
2015	\$ 13,901,732	\$ 6,433,114	\$ 414,813	\$ 3,026,916	\$ 193,203	\$ 23,969,778
2016	14,795,643	6,843,659	395,056	3,158,144	22,163	25,214,665
2017	14,928,569	7,501,581	374,726	3,302,779	4,761	26,112,416
2018	15,289,280	7,404,479	353,776	3,336,765	55,201	26,439,501
2019	18,154,657	8,076,009	332,183	3,625,254	438,731	30,626,834
2020	18,694,581	8,441,727	309,946	3,669,899	7,553	31,123,706
2021	19,858,509	8,845,385	287,044	3,898,244	161,972	33,051,154
2022	21,923,767	9,271,273	235,937	4,114,076	325,933	35,870,986
2023	24,189,739	10,775,280	102,153	4,305,016	219,564	39,591,752
2024	27,585,689	12,051,902	82,250	4,354,813	681,357	44,756,011

Source: ACSA Annual Comprehensive Financial Report for the fiscal year ended June 30, 2024.

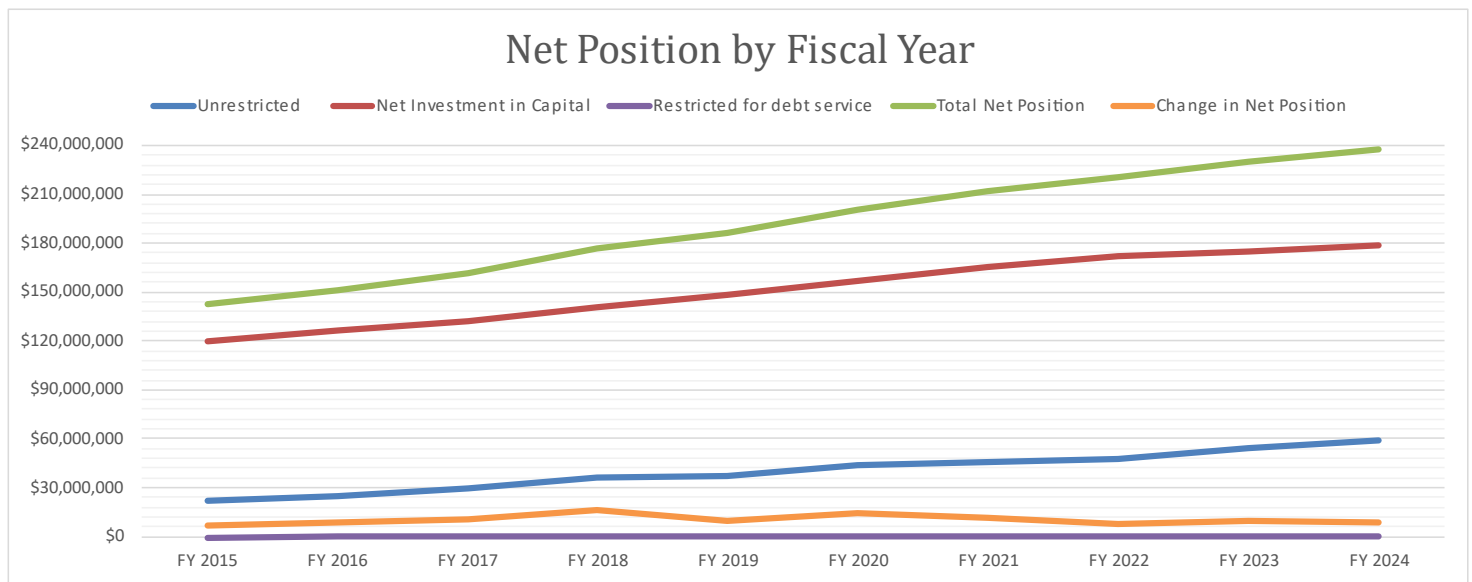




Changes in Net Position

Fiscal Year	Beginning Net Position	Net Investment in Capital Assets	Restricted for debt service	Unrestricted	Ending Net Position	Change in Net Position
2015*	\$ 135,173,558	\$ 119,714,145	\$ 234,890	\$ 22,276,215	\$ 142,225,250	\$ 6,305,789
2016	142,225,250	126,311,674	240,591	24,423,916	150,976,181	8,750,931
2017	150,976,181	131,997,020	247,015	29,077,339	161,321,374	10,345,193
2018*	159,966,301	140,238,885	255,835	36,007,519	176,502,239	16,535,938
2019	176,502,239	148,180,254	264,343	37,580,516	186,025,113	9,522,874
2020	186,025,113	156,610,823	269,790	43,394,497	200,275,110	14,249,997
2021	200,275,110	165,640,741	272,895	46,047,071	211,960,707	11,685,597
2022	211,960,707	172,031,606	314,718	47,742,895	220,089,219	8,128,512
2023	220,089,219	175,247,805	331,531	53,942,334	229,521,670	9,432,451
2024	229,521,670	178,591,470	331,089	58,888,258	237,810,817	8,289,147

Source: ACSA records, * -- Beginning net position restated, in accordance with GASB Statements/other.



County Demographic and Economic Statistics

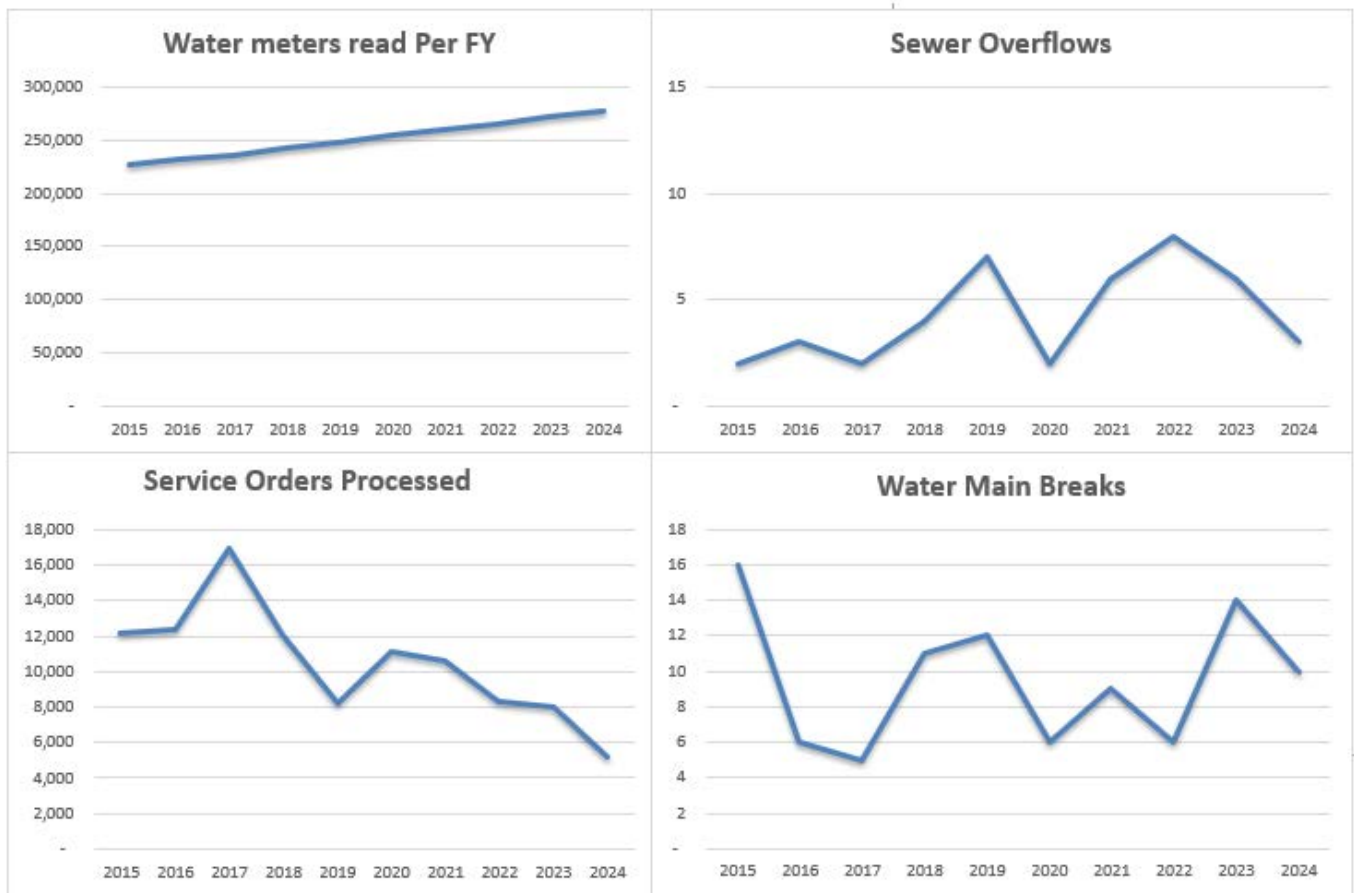
Calendar Year	Population	Personal Income (\$)	Per Capita Income (\$)	Per Capita Income as a Percent (%) of U.S. Average	School Enrollment	Unemployment Rate (%)
2014	104,489	\$ 8,420,079,000	\$ 56,851	128	13,677	4.7
2015	105,703	8,795,194,000	58,603	127	13,737	3.7
2016	106,878	9,182,721,000	60,294	125	13,792	3.5
2017	107,702	9,375,633,000	60,964	124	13,910	3.3
2018	108,718	10,531,351,000	67,630	131	14,013	2.7
2019	109,330	11,702,008,000	74,613	137	14,435	2.5
2020	112,395	12,160,701,000	77,657	138	13,532	5.4
2021	113,535	12,230,910,000	77,606	130	13,749	3.2
2022	114,534	13,670,666,000	85,867	134	13,970	2.7
2023	115,676	14,583,689,000	91,201	132	13,821	2.6

Source: ACSA Annual Comprehensive Financial Report for the fiscal year ended June 30, 2024.



For the Year Ended June 30, 2024

Year Created	1964
Size of Service Area:	
Miles of water lines	377.84
Miles of sewer lines	318.64
Fire hydrants	3,142
Water pumping stations	8
Sewer Pumping stations	10
Water storage tanks	7



Source: ACSA Annual Comprehensive Financial Report for the fiscal year ended June 30, 2024.

ACCRUAL BASIS OF ACCOUNTING – A basis of accounting under which increases and decreases in economic resources are recognized as soon as the underlying event or transaction occurs. Revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing of related cash flows.

ALBEMARLE COUNTY SERVICE AUTHORITY – ACSA – Established in 1964 to provide water and wastewater to residents in the County of Albemarle Virginia.

ANNUAL COMPREHENSIVE FINANCIAL REPORT -- ACFR – A set of financial statements that comply with the accounting requirements promulgated by the Governmental Accounting Standards Board.

AMERICAN WATER WORKS ASSOCIATION – AWWA – Established in 1881, AWWA is the largest nonprofit, scientific and educational association dedicated to managing and treating water. AWWA develops standards that represent a consensus of the water industry.

AMERICAN WITH DISABILITIES ACT – ADA – government regulations regarding discrimination based on disabilities.

ADVANCED METERING INFRASTRUCTURE – AMI – enhanced meter reading technology.

ASBESTOS CEMENT (AC) PIPE – A concrete pipe made of a mixture of Portland cement and asbestos fiber and highly resistant to corrosion.

AUTHORITY – A public agency which performs a specified range of services that are usually financed from fees or service charges.

BUDGET – A specific financial plan for the fiscal year that states the expenditures required to meet that plan of operations and identifies the revenue necessary to finance the plan.

CAPITAL CONTRIBUTIONS – Capital contributions are recorded for the receipt of funds, property, lines and improvements by developers, customers, or other governments.

CAPITAL IMPROVEMENT BUDGET – The budgetary expenditures as it relates to the Capital Improvement Program.

CAPITAL IMPROVEMENT PROGRAM (CIP) – The 10-year plan of capital projects which includes replacement or improvement to the service area water and sewer infrastructure as well as A.C.S.A. facilities improvements.

CLOSED CIRCUIT TELEVISION – CCTV – closed circuit television equipment used to monitor the inside of water and wastewater lines with the system infrastructure to detect blockages or leaks.

COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM – CMMS – A software system that maintains a computer database of information about an organizations maintenance operation, inventory, workorders, asset management, and customer requests.

ENTERPRISE FUND – An enterprise fund is a proprietary type of fund used to account for operations that are financed and operated in a manner similar to private business enterprises. The ACSA's intent is that the costs of providing goods or services to customers on a continuing basis be financed or recovered primarily through user charges.

EQUIVALENT RESIDENTIAL CONNECTION – ERC – costs associated with a new development connection.

FAMILY MEDICAL AND LEAVE ACT – FMLA – government regulatory agency regarding employee leave related to health issues.

FISCAL YEAR – FY -- A 12-month period designated as the operating year for accounting and budgetary purposes. The ACSA's fiscal year runs from July 1 through June 30.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES – GAAP – accounting guidelines used to report financial information in a relevant and reliable manner.

GEOGRAPHIC INFORMATION SYSTEM – GIS – information system used to geographically locate areas within the ACSA service area.

GOVERNMENT FINANCE OFFICERS ASSOCIATION – GFOA – association that represents public finance officials throughout the United States and Canada. The GFOA's mission is to promote excellence in state and local government financial management.

GRANULAR ACTIVATED CARBON – GAC—An advanced water filtration system to provide fresh, clean water to residents.

HEATING, VENTILATION, AIR CONDITIONING – HVAC – system designed to provide heat, air, and appropriate ventilation within the ACSA operating facilities.

INFLOW AND INFILTRATION – (I&I) – groundwater and stormwater that enter a sewer system.

INFORMATION TECHNOLOGY – IT – a department within the organization responsible for all technological operating aspects of the ACSA.

LONG-TERM DEBT – Debt with a maturity of more than one year after the date of issuance.

NET POSITION – The difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Net investment in capital assets represents capital assets, less accumulated depreciation, less any outstanding debt related to the acquisition, construction, or improvement of those assets. Net position is reported as restricted when there are limitations imposed on its use either through the enabling legislation adopted by the ACSA or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION – OSHA – government regulatory agency regarding health and safety issues in the workplace.

OPERATING AND MAINTENANCE RESERVES – O&M RESERVES – serves as working capital to cover the time delay between operating revenues and expenditures.

OPERATING BUDGET – A financial plan for future operations based on estimated revenues and expenditures for a specific period.

OPERATING EXPENDITURES – Expenses which are directly related to the organization's primary activities.

OPERATING REVENUES – Revenues directly related to the ACSA’s primary service activities and derived from user charges for services.

OTHER POST-EMPLOYMENT BENEFITS – OPEB – Refers to benefits, other than pensions, that ACSA employees receive as part of his/her retirement benefits.

POLYVINYL CHLORIDE – PVC – a synthetic resin used to make piping that is used in the ACSA water and wastewater infrastructure.

PROPERTY, PLANT, AND EQUIPMENT – a category that defines fixed assets of the ACSA.

PUMP STATION – Structure containing pumps, controls, valves, piping and electrical equipment for pumping water or wastewater from one place to another. In the water industry, a pump is used to pump water from the source to the customer or to a storage tank, a sewer pump station is used to pump sewage from a wet well or manhole to another manhole at a higher elevation.

REPAIR, REPLACEMENT, AND REHABILITATION FUND – 3R – a fund established to support the unexpected repair, replace and rehabilitation of ACSA water system infrastructure.

RESERVE – Cash and investments accumulated to provide for contingencies and planned/unplanned major expenses.

RIVANNA WATER AND SEWER AUTHORITY – RWSA – wholesale provider of water and wastewater treatment for the ACSA.

SANITARY SEWER EVALUATION SURVEY – SSES – a systematic evaluation of a sanitary sewer system or portion that identifies the condition of sewers, manholes, pump stations and identifies I & I sources, locations, and associated extraneous flow rates.

SANITARY SEWER OVERFLOWS – SSO – overflows of the sewer system caused by the buildup of products within the wastewater pipes.

SUPERVISORY CONTROL AND DATA ACQUISITION – SCADA – A control system that uses computers, networked data communications and graphical user interfaces for high-level process supervisory management but uses other peripheral devices such as programmable logic controllers to interface to the pump stations, water tanks, or pressure reducing valves instruments.

T.G. – Rate used to define water per Thousand Gallons.

A lign

Values

We align ourselves with our core values of honesty, trust, integrity, mutual respect, open communication, and employee empowerment.

C ommit

Community

We commit to provide responsive customer service, to collaborate fully with our community partners, and to promote conservation and environmental stewardship.

S trive

Internal Focus

We strive for professional excellence by maintaining consistent and fair policies across the organization, and encouraging and recognizing pride and dedication to ensure a healthy working environment.

A spire

Future

We aspire to practice strategic foresight and fiscal responsibility while embracing innovation.

Vision

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

Mission

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

ALBEMARLE COUNTY SERVICE AUTHORITY WATER AND SEWER RATE SCHEDULE

Effective July 1, 2024-2025

Section 7-07. Temporary Water Service

A. Temporary Water Service

Initial Fee	\$55.00
Each 30-Day Extension	\$55.00

B. Meter Size Deposit

3/4" & 1"	\$330.00
1 1/2"	\$440.00
2"	\$550.00

Section 7-08. Temporary Use of Fire Hydrants

- A. 1" hydrant meter - \$600 (\$100 non-refundable)
 1 1/2" hydrant meter - ~~\$950~~ 1,300 (\$150 non-refundable)
 3" hydrant meter - \$2,000 (\$200 non-refundable)

- B. A usage fee of \$30.00 per month will be charged for hydrant use through the hydrant meter. Failure to submit a meter reading will result in a \$55.00 non-refundable fee.

Section 8 Cross-Connection and Backflow Prevention; Section 8-21. Violation Charges

Item #	Charge	Violation
1	\$1,000	Failure to correct an identified cross-connection – high hazard
2	\$500	Failure to correct an identified cross-connection – low hazard
3	\$1,000	Failure to install an approved backflow prevention assembly – high hazard
4	\$500	Failure to install an approved backflow prevention assembly – low hazard
5	\$1,000	Removal or by-pass of a required backflow prevention assembly – high hazard
6	\$500	Removal or by-pass of a required backflow prevention assembly – low hazard
7	\$250	Failure to provide a passing test report for a backflow prevention assembly – high hazard
8	\$100	Failure to provide a passing test report for a backflow prevention assembly – low hazard

Section 10-03. Meter Testing Charge

3/4" - 1"	\$220.00
1½" - 2"	\$275.00
3" - larger	\$ Actual Cost+25%

Section 11-05 Deposits For Temporary Meters

<u>Meter Size</u>	<u>Deposit</u>
3/4" & 1"	\$330.00
1 1/2"	\$440.00
2"	\$550.00

Section 11-06. Deposits For Fire Hydrant Meters

<u>Meter Size</u>	<u>Deposit</u>
1"	\$600(\$100 non-refundable)
1 ½"	\$950 <u>1,300</u> (\$150 non-refundable)
3"	\$2,000 (\$200 non-refundable)

Section 12-02. Water and Sewer Rates

VOLUME CHARGES

In addition to the fixed monthly service charge (Section 12-03), a volume charge based upon monthly metered water use will be assessed as follows:

Water

Metered Consumption

Residential and All Irrigation Water Rates:

Level 1 (0-3,000 gallons per month)	\$ 5.95 <u>6.55</u> per thousand gallons
Level 2 (3,001-6,000 gallons per month)	\$ 41.93 <u>13.12</u> per thousand gallons
Level 3 (6,001-9,000 gallons per month)	\$ 47.88 <u>19.67</u> per thousand gallons
Level 4 (over 9,000 gallons per month)	\$ 23.86 <u>26.25</u> per thousand gallons

Non-Residential and Multi-Family Residential Water Rate (except irrigation water):
\$ ~~41.93~~ 13.12 per thousand gallons

For customers having both a primary and auxiliary meter, the four rate levels will be applied to the sum of the consumption on both meters, not to each individual meter.

Wastewater

Metered Consumption \$ ~~41.83~~ 12.78 per thousand gallons

Section 12-03. Monthly Service Charge

The fixed monthly service charge will be assessed based on meter size as follows:

<u>Meter Size</u>	<u>Service Charge</u>
3/4"	\$ 11.13 <u>12.24</u>
1"	\$ 27.81 <u>30.59</u>
1 1/2"	\$ 55.62 <u>61.18</u>
2"	\$ 88.98 <u>97.88</u>
3"	\$ 177.96
	<u>195.76</u>
4"	\$ 278.07
	<u>305.88</u>
6"	\$ 556.13
	<u>611.74</u>

Section 12-04. Connection Charges

ERC Determination

Connection Charges for metered services larger than 3/4" shall be equated to equivalent residential connections (ERC) according to the following ratios:

3/4" meter	=	1 ERC	3" meter	=	16 ERCs
1" meter	=	2.5 ERCs	4" meter	=	25 ERCs
1 1/2" meter	=	5 ERCs	6" meter	=	50 ERCs
2" meter	=	8 ERCs			

Connection Charges for multi-family, hotels, hospitals, assisted living facilities, nursing care facilities, master-metered single-family units, and master-metered mobile home parks shall be determined based upon the higher fee of either the meter size or the calculated number of ERCs based on the following factors:

Multi-family	1 unit	=	0.50	ERC
Hotels	1 room	=	0.50	ERC
Mobile Home Park	1 mobile home	=	1.00	ERC
Hospitals	1 bed	=	1.00	ERC
Assisted Living Facility	1 bed	=	0.40	ERC
Nursing Care Facility	1 bed	=	0.75	ERC
Master-Metered Single-Family	1 unit	=	1.00	ERC

For large or unusual new connections, where either high demand may be anticipated or new connections serve both residential and non-residential customers, the Authority reserves the right to calculate Connection Charges based on engineering data specific to that customer rather than using the ERC factors above.

12-04. A. Installation Charges(a) WaterPrimary Meters

3/4" meter and connection	\$1,228
1" meter and connection	\$1,300
Over 1" meter and connection	Actual Cost
3/4" meter only	\$ 220
1" meter only	\$ 330
Over 1" meter only	Actual Cost

Auxiliary Meters

Actual Cost

(b) Wastewater

All Taps	Actual Cost
----------	-------------

12-04. B. System Development Charges

Water	\$2,030 <u>2,100</u> per ERC
Wastewater	\$3,180 <u>3,300</u> per ERC*

*Except certain Glenmore parcels as defined by Glenmore WWTP Agreement dated June 15, 1995

12-04. C. RWSA Capacity Charges

Water	\$5,100 <u>5,300</u> per ERC
Wastewater	\$4,120 <u>4,300</u> per ERC*

*Except certain Glenmore parcels as defined by Glenmore WWTP Agreement dated June 15, 1995

12-04. D. NFRPS Special Rate District Charges

North Zone	\$2,275. per ERC
South Zone	\$1,389. per ERC

Section 12-05. Installation Charges for Irrigation Meters

A. Auxiliary Meters	Actual cost of installation
---------------------	-----------------------------

B. Primary Meters

Actual cost of installation

Section 12-06. Line Tapping Fee

Where the ACSA provides water main taps to accommodate line extensions, fire sprinkler systems and similar uses, a tapping fee will be assessed to the customer in accordance with the following schedule:

TAPPING

<u>MACHINE</u>	<u>TAP SIZE</u>	<u>LINE SIZE</u>	<u>PRICE</u>
E-4	3/4" – 1"	1 1/4" – 3"	\$190.00
B-100	3/4" – 1"	4" – 24"	\$190.00
A-2	1 1/2" – 2"	6" – 24"	\$275.00
CL-12	4" – 12"	4" – 24"	\$110/inch

Section 13. Miscellaneous Charges

13.02. Account Charge	\$13.00 per each new account
13-03. Delinquent Cut Off/On Fee	\$40.00/trip during normal work hours
13-04. Reconnection Fee	\$90.00 after work hours & weekends
3/4" - 1 1/2" meter	\$40.00
2" - 4" meter	\$55.00
Larger than 4" meter	Actual Cost
13-05. Special Service Fee	\$40.00/trip during normal work hours \$90.00 after work hours & weekends
13-06. Meter Size Change Fee All Meters	Actual Cost
13-07. Exceptional Payment Processing Fee	\$35.00 (Payable by Cash only)
13-08. Delinquent Payment Penalty	10% On Outstanding balance

Late Payment Charge	1 1/2% per month
13-09.Meter Re-read Fee	\$40.00
13-10. Plan Review & Construction Inspection Fees:	
Water and/or Sewer lines (Minimum \$500/project charge)	\$ 1.75/linear foot
Re-inspection Fee of New Water/Sewer Lines	\$45.00/hour
Inspection of New Pumping Stations	Actual Cost
13-11. Failure to Report Hydrant Meter Reading	\$55.00
13-12.Irrigation System Application Processing Fees:	
a. Plan Review and Meter Sizing	\$ 35.00
b. Cost Estimate preparation	\$140.00
13-13.Meter Tampering Fee	\$300.00

Section 16. Emergency Water Restrictions

VOLUME CHARGES DURING EMERGENCY WATER RESTRICTIONS

Water

Beginning with the first billing cycle following adoption of Emergency Water Restrictions, in addition to the fixed monthly service charge, a volume charge based upon monthly metered water use will be assessed as follows:

Single-Family Residential	Per 1,000 gallons
Level 1 (0-3,000 gallons per month)	Normal Rate x 1.25
Level 2 (3,001-6,000 gallons per month)	Normal Rate x 1.50
Level 3 (6,001-9,000 gallons per month)	Normal Rate x 2.00
Level 4 (over 9,000 gallons per month)	Normal Rate x 2.00
Non-Single Family Residential	Per 1,000 gallons
All usage	Normal Rate x 1.50

16-06. PENALTIES.

First offense	\$ 500.00
Second offense	\$1,000.00

In addition to the penalty charge, the ACSA may terminate of water service for the duration of the emergency.

Section 18. Carwash Certification Program

18-04. FEES.

CCP Application Fee	\$100.00
CCP Annual Renewal Fee	\$100.00

18-05. INSPECTION.

CCP Re-application Fee	\$100.00
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Section 19. Fats, Oils, and Grease (FOG)

19-22. COSTS AND CHARGES.

Item #	Cost/Charge	Description/Infraction
1	\$300/3 years	FOG Waste Discharge Permit
2	\$1,000/month *	NOV- failure of an FSE to install or repair grease control device
3	\$1,000/month *	NOV- repeated failure of an FSE to properly maintain grease control device, and repeated excessive FOG discharge from an FSE
4	\$500	NOV - failure of an FSE to keep grease control maintenance records on site and available to the ACSA
5	\$500	NOV- falsification by an FSE of grease control device maintenance records
6	\$500/month *	NOV- failure of an FSE to submit a FOG Waste Discharge Permit application or pay a permit fee
7	Assessed amount	An FSE whose operations allow grease accumulation - all costs to clean and repair the ACSA facilities
8	Assessed amount	An FSE whose operations allow grease accumulation that results in a sanitary sewer overflow - all costs to clean and repair the ACSA facilities
9	Assessed amount	An FSE whose operations allow grease accumulation that results in a sanitary sewer overflow- all fines levied by the state or federal government
10	Up to \$10,000/occurrence	Commercial waste hauler or individual – illegal discharge of grease wastes to the ACSA system

*Until the violation is corrected to the satisfaction of the ACSA.

ALBEMARLE COUNTY SERVICE AUTHORITY

AGENDA ITEM EXECUTIVE SUMMARY

<p>AGENDA TITLE: Budget and Rate Public Hearing Scheduling -June 19, 2025</p>	<p>AGENDA DATE: April 17,2025</p>
<p>STAFF CONTACT(S)/PREPARER: Tanya Johnson, Director of Finance</p>	<p>ACTION: <input checked="" type="checkbox"/></p> <p>ATTACHMENTS: Yes</p>

BACKGROUND: State law requires a formal, advertised Public Hearing on the Budget and Rates.

RECOMMENDATION: The Board needs to formally schedule the Public Hearing for the June 19, 2025, Board meeting at 9:00 a.m. at the ACSA Office at 168 Spotnap Road, Charlottesville, VA 22911 and online via Zoom to meet the advertising requirements.

BOARD ACTION REQUESTED: Adopt a resolution that sets June 19, 2025, as the date for a Public Hearing on the proposed Budget, and the preliminary schedule fixing and classifying such rates, fees, and charges for the Albemarle County Service Authority for Fiscal Year 2026 and authorizing the advertising of the Public Hearing.

ATTACHMENTS:

Proposed Water and Sewer Rate Schedule for FY 2026
Resolution Scheduling Budget and Rates Public Hearing

**RESOLUTION SCHEDULING BUDGET AND RATES
PUBLIC HEARING- JUNE 19, 2025**

BE IT HEREBY RESOLVED that the Board of Directors of the Albemarle County Service Authority sets forth the Preliminary schedule or schedules fixing and classifying such rates, fees, and charges for Fiscal Year (FY) 2026 as attached hereto, and further approves the scheduling and advertising of the Preliminary schedule or schedules for a June 19, 2025 Public Hearing on said FY 2026 budget, rates, fees, and charges.

Certified to be a true copy of a Resolution adopted by the Albemarle County Service Authority Board of Directors at a regularly scheduled meeting on April 17, 2025 by a vote of ___ to ___.

Quin Lunsford, Secretary-Treasurer

THE ALBEMARLE COUNTY SERVICE AUTHORITY
PUBLIC HEARING ON PROPOSED BUDGET AND
WATER/WASTEWATER RATE CHANGES FOR FY 2026

The Albemarle County Service Authority will hold a public hearing on Thursday, June 19, 2025, at 9:00 a.m. at the ACSA Office at 168 Spotnap Road, Charlottesville, Virginia 22911 and via Zoom, please visit www.serviceauthority.org for additional information. The public hearing will address the Proposed FY 2026 Budget and the following changes to the water and wastewater rates and other charges/fees:

Hydrant	<u>FY 2025</u>	<u>Proposed FY 2026</u>
1 ½ hydrant meter	\$ 950	\$ 1,300(\$150 non-refundable)
Water		
Service Charge by Meter Size		
¾"	\$ 11.13	\$ 12.24
1"	\$ 27.81	\$ 30.59
1 ½"	\$ 55.62	\$ 61.18
2"	\$ 88.98	\$ 97.88
3"	\$ 177.96	\$ 195.76
4"	\$ 278.07	\$ 305.88
6"	\$ 556.13	\$ 611.74
System Development Charges		
Water	\$ 2,030	\$ 2,100 per ERC
Wastewater	\$ 3,180	\$ 3,300 per ERC
RWSA Capacity Charges		
Water	\$ 5,100	\$ 5,300 per ERC
Wastewater	\$ 4,120	\$ 4,300 per ERC
Volume Charge - Single-Family Residential (per 1,000 gallons)		
Level 1 (0-3,000 gallons)	\$ 5.95	\$ 6.55
Level 2 (3,001-6,000 gallons)	\$ 11.93	\$ 13.12
Level 3 (6,001-9,000 gallons)	\$ 17.88	\$ 19.67
Level 4 (over 9,000 gallons)	\$ 23.86	\$ 26.25
Multi-Family/Non-Residential	\$ 11.93	\$ 13.12
Wastewater		
Sewer/All Users (per 1,000 gallons)	\$ 11.83	\$ 12.78

All other charges remain unchanged.

Further information may be obtained from the ACSA website at www.serviceauthority.org or the office of the Executive Director, or by calling the ACSA office at 434-977-4511 ext. 3.

Quin Lunsford
Executive Director

MOTION:

MEETING DATE: April 17, 2025

SECOND:

RESOLUTION

BE IT RESOLVED by the Board of Directors of the Albemarle County Service Authority that the Board needs to enter into a second Executive Session to consider the following matter:

1. Pursuant to Va. Code §2.2-3711 A (1) to discuss a personnel matter concerning the Executive Director's Performance Review.

VOTE:

AYES:

NAYS:

(For each nay vote, the substance of the departure from the requirements of the Act should be described).

ABSENT DURING VOTE:

ABSENT DURING EXECUTIVE MEETING:

Quin Lunsford, Secretary-Treasurer

MOTION:

MEETING DATE: April 17, 2025

SECOND:

CERTIFICATION OF EXECUTIVE MEETING

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

WHEREAS, §2.2-3711 A (1) of the Code of Virginia requires a certification by this Board that such executive meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board.

VOTE:

AYES:

NAYS:

(For each nay vote, the substance of the departure from the requirements of the Act should be described).

ABSENT DURING VOTE:

ABSENT DURING EXECUTIVE MEETING:

Quin Lunsford, Secretary-Treasurer