

#### **BOARD OF DIRECTORS' MEETING**

July 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 <a href="https://www.serviceauthority.org">www.serviceauthority.org</a>; call in and leave a message prior to the meeting at (434) 977-4511, or email the Board prior to the meeting at <a href="mailto:board@serviceauthority.org">board@serviceauthority.org</a>.

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 June 19, 2025
9:15 a.m.	3. Matters from the Public
9:30 a.m.	4. Response to Public Comment
9:40 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
10:00 a.m.	6. Operational Presentation – Private Development Process
10:20 a.m.	7. Comprehensive Financial Review and Plan of Finance
10:50 a.m.	8. ACSA Strategic Plan Update
11:05 a.m.	9. Items Not on the Agenda
11:10 a.m.	10. Executive Session
	11. Adjourn



# ALBEMARLE COUNTY SERVICE AUTHORITY STATEMENT OF CHAIR TO OPEN THE JULY 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.

1	The Board of Directors of the Albemarie County Service Authority (ACSA)
2	met in a regular session on June 19, 2025, at 9:00 a.m. at the Administration
3	and Operations Center at 168 Spotnap Road in Charlottesville, Virginia.
4	Members Present: Mr. Richard Armstrong; Ms. Lizbeth Palmer; Mr. John
5	Parcells; Mr. Clarence Roberts; Mr. Charles Tolbert (remote); Ms. Kimberly
6	Swanson.
7	Members Absent: None.
8	Staff Present: Mike Derdeyn, David Hensley, Tanya Johnson, John Lewter,
9	Quin Lunsford, Jeremy Lynn, Alex Morrison, Emily Roach, Danielle Trent,
10	April Walker.
11	Staff Absent: Sabrina Seay.
12	Public Present: Hunter Wood, United Land Corp.
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14	1. Call to Order and Establish a Quorum – Statement of Board Chair
15	The Chair then called the meeting to order. He read the opening
16	Board Chair statement (Attached as Page), and a quorum was
17	established. He stated that pursuant to State law and the ACSA's policy, Mr.
18	Charles Tolbert is participating in the meeting remotely from his home in
19	Albemarle County due to a temporary medical condition.
20	Mr. Parcells moved to approve Charles Tolbert's remote
21	participation in the June 19, 2025, Board of Directors meeting;
22	seconded by Ms. Palmer. The Chair asked for a roll-call vote: Mr.
23	Parcells, aye; Ms. Palmer, aye; Mr. Armstrong, aye; Mr. Roberts, aye;
24	Ms. Swanson, aye.
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26	2. Recognitions
27	Mr. Armstrong stated that today is a special recognition in honor of
28	David Hensley and his 40 years of service with the Albemarle County Service
29	Authority. He stated that he would now read the recognition resolution for
30	Mr. Hensley.

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# Mr. Parcells moved to approve the recognition resolution, seconded by Ms. Palmer. All members voted aye.

Mr. Lynn came forward to share a few words about Mr. Hensley. He stated that Mr. Hensley began his career with the ACSA in 1980, in the maintenance department. He stated that Mr. Hensley worked for 9 years with the ACSA before leaving in December 1989 to take a job as a zoning inspector with the County of Albemarle. He mentioned that Mr. Hensley served in that role for about five years but returned to the ACSA in June 1994. He noted that this is when he became a construction inspector and has served in that role for over 30 years.

Mr. Lynn stated that David Hensley brings a wealth of knowledge and experience to the team and plays a critical role in training the next generation of inspectors. He mentioned that Mr. Hensley has worked on numerous ACSA projects including Bellair, Farmington and Buckingham Circle water projects, as well as Northfields and Fores Lakes sewer projects. He stated, however, that he is personally grateful for David's involvement in the Hessian Hills water main replacement project. He stated that this was a challenging project, and the work had to be performed at night. He noted that for nine months, Mr. Hensley's normal working hours were 8pm-5am Sunday through Friday. He stated that he was a project manager at the time and selfishly wanted the most experienced and qualified inspector assigned to the project. He stated that David was able to handle everything the project threw his way, and knowing Mr. Hensley was out there literally allowed him to sleep at night. He added that, on behalf of the ACSA, he wanted to extend his sincere thanks to Mr. Hensley and hopes that the organization can rely on his experience for several more years to come.

Ms. Palmer asked how Mr. Hensley managed to stay up all night long during the Hessian Hills project. Mr. Hensley replied that he was never one to get eight hours of sleep anyway. He stated that he would sleep during the day when he could, but it was not always easy with new grandchildren and

family activities. He stated that overall, it was not terrible, but he would not want to do it again.

on page 8 of the Board packet, there is a discussion from last meeting about

I&I and the great timing of the installation of the new meter. He asked if they

were able to get data and if the prevention is taking place the way they hoped

it would. Mr. Lynn replied that they have not seen that data yet, but he will

asked how the operating budget increased by \$1 million because the

numbers did not add up. He noted that Mr. Lunsford replied that he would

reconcile those numbers and get back to him, but he had not heard anything.

Mr. Lunsford replied that it is reconciled in the presentation that is scheduled

for later on in the meeting. He noted, however, that he was incorrect in what

Mr. Parcells moved to approve the minutes of May 15, 2025;

he shared last meeting but would elaborate on that later in the meeting.

seconded by Ms. Palmer. All members voted aye.

put it on the list of items to try and get before the next Board meeting.

Mr. Parcells stated that he had a couple of questions. He stated that

Mr. Parcells stated that on page 17 of the packet, lines 10-12, he

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#### 3. Approve Minutes of May 15, 2025

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4. Matters from the Public

Hunter Wood with United Land Corp came forward to address the Board. He stated that he first wanted to congratulate David Hensley on his service recognition. He mentioned that Mr. Hensley has inspected tens of thousands of feet of pipe that he has installed over the last 38 years and it was awesome to work with him.

Mr. Wood stated that he wanted to address the Board today concerning the Airport Trunk Sewer project. He stated that he has been waiting for this project to begin, and the County has not been very nice to him. He mentioned that he has a piece of property that he cannot develop because there is no sewer capacity, yet the County continues to increase

his taxes. He mentioned that Mr. Lynn was kind enough to write a letter to the County a couple of years ago, after the ACSA extended the start date of the project. He stated that Mr. Lynn wrote another letter this year, but the County would not give him any tax relief since the projected start date of the project had not moved from the last time. He stated that he is being taxed pretty high on the Hollymead Town Center property, and he cannot put any units in the ground. He stated that he is here today to ask the Board to push that project along. He noted that Mr. Lynn said the ACSA is still waiting for some easements, but he is asking if they can get the project into the pipeline quicker.

#### 5. Response to Public Comment

Ms. Swanson asked if this was part of a special exemption permit process. Mr. Wood replied no. He stated that he has an approved site plan to build units, but he cannot because he has no sewer. Ms. Swanson asked if it is a jurisdictional boundary issue. Mr. Wood replied no. He stated that there is a sewer line that runs from Forest Lakes to the Charlottesville-Albemarle Airport that he physically put in himself 30 years ago. He mentioned that with new zoning, the line is technically at capacity. He stated that Hollymead Towne Center was approved around 2006-2007. He stated that he basically built a sewer line and now is being prevented from having sewer on his property. He noted that the Airport Trunk Sewer project has been in the ACSA's CIP for 5-7 years and is now being pushed out again to FY 2027. He stated that he has been patient, but he cannot continue to wait.

Mr. Parcells asked for clarification on what action Mr. Woods wanted the ACSA Board to take. Mr. Woods stated that he wants the sewer project moved up on the timeline. He stated that the tax assessment is being increased on his property, and he is not able to develop the property because he cannot get a permit from the County without sewer. He mentioned that he understands that the ACSA has had issues with obtaining the required easements for the project, but he thinks at some point they need to just

condemn those properties because the project cannot keep getting kicked down the road.

Ms. Swanson asked Mr. Wood what the primary response is that he has received from the County. Mr. Wood replied that he went to the Albemarle County Board of Equalization on Monday and they raised his assessment from last year. He stated that, in his opinion, the project is at a standstill, but the County can condemn the land and fight the litigation later for those property owners that do not want to give the easements. Ms. Swanson asked if Mr. Wood's issue is with another private property owner. Mr. Wood replied no. He stated that his issue is with the sewer line not being upgraded yet. He noted that once a sewer line is at a certain capacity, it has to be replaced. He stated that he thinks it is the ACSA's duty to move forward with this project, but it keeps getting postponed.

Mr. Derdeyn, ACSA attorney, stated that what he gathers from this is that Mr. Woods' property, and others, is being taxed as if it is developable. He stated, however, that the sewer line expansion has not occurred and as a result, his property is not developable. Mr. Armstrong asked if the project is being delayed because of the easements, which take a long time. Mr. Derdeyn replied yes, but Mr. Lynn would know better.

Mr. Lynn stated that currently, the ACSA has obtained 14 out of the 24 easements required. He stated that two employees are going out today to get two more easements signed, so they hope to be at 16 by noon. He noted that they have a couple of verbal agreements but getting them to sign the easement document has proven to be difficult. He mentioned that there are three or four they feel may not grant the easement, which is when the staff would ask the Board to approve a resolution for condemnation. He added that the project has continued to be pushed out by a year each year but after realizing the impact on Mr. Wood and meeting with the Board of Equalization last year, the ACSA made a commitment to not let it slide in this budget cycle. He noted that the project has remained at the construction date of FY 2027 since that time. He stated that the ACSA will need to figure out if

there is a way to construct a portion of the project to get Mr. Wood adequate sewer capacity. He stated that he thinks they need a sit-down meeting with Mr. Wood to better understand what he needs and his timeline, so that perhaps they can begin the project concurrently with his site plan process.

Mr. Wood stated that he has done this type of work his entire life and understands that things take time, but it is at the point where there has been enough time. He stated that if he knew the project was definitely going to start, he could concurrently apply for permits to build. He mentioned that it is probably a two-year project to complete the sewer line.

Mr. Parcells stated that it strikes him that the County will not allow Mr. Wood to develop the land without sewer, but they are not willing to work with the ACSA to facilitate obtaining the easements to move the project forward. Mr. Lynn stated that the County has granted the easement that the ACSA needed on their property. He stated that from the County's perspective, this is an ACSA challenge to obtain the remaining required easements. Mr. Derdeyn added that it is the ACSA that has condemnation authority. He stated that, as Mr. Lynn was saying, the ACSA staff would come before the Board and ask for approval before beginning the condemnation process. Mr. Parcells asked if the County had any responsibility or need to act with respect to the ACSA obtaining an easement or condemning a property. Ms. Palmer replied no. Mr. Derdeyn stated that the County's only part in this is taxing Mr. Wood on the property.

Mr. Armstrong stated that it sounds like Mr. Wood has two problems – the ACSA getting the easements and the County taxing his property. He stated that it sounds like he needs to speak with the County as well. Mr. Wood replied that he just went to the County on Monday and they could not help him. Mr. Armstrong stated that when, and if, the condemnation request comes before the Board, they will hear it. He noted that since he has been on the ACSA Board, there has not been a time when they have not supported condemnation. He thanked Mr. Wood for coming to speak to the Board today and bringing this important issue to their attention.

Mr. Roberts stated that he wanted to make sure Mr. Wood understands that the ACSA has condemnation authority. Mr. Lynn replied that Mr. Wood understands that. He stated that he thinks Mr. Wood has been patient, but his patience is running thin, and he is ready for the project to move forward. Ms. Swanson asked where the parcels that still need easements are located in relation to Mr. Wood's property. She stated that she recalls Mr. Lynn saying earlier that perhaps the project could be done piecemeal and move forward if they have the easements that impact Mr. Wood's development. Mr. Lynn replied that all of the easements needed are east of Route 29, behind the Forest Lakes neighborhood. He stated that it is not ideal for the community to complete the project in pieces, as they are not going to want the ACSA to come back multiple times. He noted that this is the challenge they are faced with. He added that they will continue to look at it and will probably have another meeting with Mr. Wood to see if there is a solution to get part of his development underway.

Mr. Parcells asked if there is a homeowner's association (HOA) that could centralize negotiations on the easements. Mr. Lynn stated that there is an HOA that has been very helpful and has granted the ACSA one of the two easements they need. He stated that the ACSA has not asked for the second one because they are waiting on some design revisions to see if the easement limits need to change. He mentioned that the ACSA is in contact with all 10 of the property owners, and most of the interactions have been positive. He noted that there is one that has been difficult, and they have a site meeting with that property owner tomorrow morning. He added that this project is not important to them, so getting them to commit to a time and sign the agreement has proved to be challenging.

Mr. Parcells asked what the timing is for the ACSA staff to plan in terms of asking the board for condemnation, if it comes to that. Mr. Lynn replied, unless the Board wants to speed up the process, the ACSA was planning to wait until fall to see if they are able to get more easements. He stated that he would rather approach the Board about 3 or 4 condemnations

than all 10. He noted that if the Board wanted the ACSA to ramp things up and apply pressure to the property owners, they could do that. He mentioned that once they do that, however, the ACSA begins to lose trust with the property owners which creates more challenges. Mr. Armstrong added that Mr. Lynn has been on the ground with this for years and he thinks the Board should stay away from micromanaging his job just because one person complained. Ms. Palmer added that the entire situation has a long history.

#### 6. Consent Agenda

- **a. Monthly Financial Reports** Ms. Swanson asked the staff to remind her what the new CIS system will be for. Ms. Johnson replied that it will be the new billing system.
- b. Monthly Capital Improvement Program (CIP) Report Mr. Parcells referenced the Fontaine Research Park parking garage, and asked why we would supply water to a parking garage. Mr. Lynn replied that there are some fire hydrants around that facility, as well as a fire sprinkler system within the structure. Mr. Parcells stated that the garage seems to be at a higher elevation and asked if there was some type of pump system that will have to be provided. Mr. Lynn replied that Fontaine Research Park will have a pump system. He noted that the ACSA's pressure will not be adequate to provide flow 7 stories up, so the pump will be on their private system.

Ms. Swanson stated that she had a question about the Townwood project on page 73. She asked Mr. Lynn to help her understand the issue with recording where property is. Mr. Lynn replied that he learned yesterday that the County owns Townwood Drive, which is the main road that comes into the neighborhood. Ms. Swanson asked if he was talking about Townwood Drive that comes off of Hydraulic Road and goes all the way down to the former Einstein School. Mr. Lynn replied yes, at least the portion of the road up to where it splits to the townhomes. He stated that ACSA believes they need two easements, one from the County and the other from the Townwood HOA.

Ms. Palmer asked how common this is and why that section of the road was not transferred to VDOT's ownership. Mr. Lynn replied that he does not know if it was built to VDOT's standards. He stated that the internal roads are all privately owned and the responsibility of the HOA. He mentioned that he thinks that Townwood Drive is one that left the HOA responsibility but slipped through the cracks and was never turned over to VDOT. He stated that he assumes the HOA has been maintaining the road. Mr. Derdeyn stated that according to a 1980 subdivision plat that lists Townwood Drive, which was then referred to as Greenbrier Drive, as dedicated to the public.

- c. Capital Improvement Program (CIP) Project Close-Outs -
- d. Monthly Maintenance Update -

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e. IT Monthly Update – Mr. Parcells stated that the graphic for the SCADA and other alarm systems is interesting but shows that May had a huge bump in alerts compared to other months. Ms. Walker replied that the pump station alerts were due to a communications issue Verizon had at Ashcroft. She stated that the alerts at the Operations Center were normal alerts. Mr. Parcells asked what kind of alerts they were. Ms. Walker replied that some of them are glass break alarms, which they are currently in the process of replacing. She mentioned that glass break alarms are triggered by decibels of sound, so they can be set off by things like dropping a set of keys. She mentioned that the current alarm system update will eliminate the glass break sensers and increase the number of motion detectors. She added that this update has already been done at the ACSA Maintenance Warehouse and there has been a large decrease in the number of nuisance alarms. Mr. Parcells asked if the vendor for the project was the same one that was remarked about doing the upgrade for free. Ms. Walker replied yes. She stated that they supply all of the equipment for the upgrade for free.

Mr. Parcells stated that his next question was about the phone system upgrade discussion on the next page. He stated that it says the new phone system will introduce enhanced features powered by AI,

offering even greater functionality and insights. He asked if Ms. Walker
could elaborate on that. Ms. Walker replied that they are waiting for a full
demonstration on everything from the provider, but it does have an Al
feature that will take notes for you and tell you the person's emotional
state on the call as well. She mentioned that it has a lot of other features
that they still need to demonstrate to determine which ones they will be
implementing. Ms. Palmer stated that it sounds dangerous. Mr. Parcells
stated that there was a recent survey in The Post that compared four
different chat bots for the AI intelligence assessing documents and they
all failed compared to a human. He asked the staff to please proceed with
due caution.
Rivanna Water and Sewer Authority (RWSA) Monthly Update –

- f. Rivanna Water and Sewer Authority (RWSA) Monthly Update
- g. ACSA Board Policy Future Issues Agenda 2025
- h. Water and Wastewater Professionals Appreciation Day –

Ms. Palmer moved to approve the consent agenda, seconded by Mr. Parcells. The Chair asked for a roll-call vote: Mr. Parcells, aye; Ms. Palmer, aye; Mr. Armstrong, aye; Mr. Roberts, aye; Ms. Swanson, aye; Mr. Tolbert, ave.

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#### 7. Public Hearing for Comments on Proposed FY 2026 Budget and Rates

Mr. Armstrong opened the public hearing for comments on the Proposed FY 2026 Budget and Rates. Hearing no comment from the public. the chair closed the public hearing.

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#### 8. Adoption of Proposed FY 2026 Budget, Rates, and CIP

Tanya Johnson, Director of Finance, came forward to give a presentation on the proposed FY 2026 Budget and rates (Attached as Pages ). She stated that she would walk through where the ACSA currently stands as they close out FY 2025, how the upcoming FY 2026 budget supports the ACSA's strategic goals, and the key drivers behind the

proposed rates and system connection changes. She mentioned that this presentation is also an opportunity to share how the ACSA is managing increased costs, especially for water and sewer treatment, and how the organization is utilizing reserves to ease the impact on its customers.

Ms. Johnson stated that she would begin with a quick update on performance in FY 2025 and how it sets the stage for next year. She stated that she would then walk the Board through the FY 2026 budget in the context of the ACSA's Strategic Plan, as well as review rate and system development charge recommendations, the CIP, and budget next steps.

Ms. Johnson stated that water and sewer revenues are trending above budget, which shows a solid demand and good forecasting. She stated that on the expense side, water costs came in higher while sewer and overall departmental spending were well below budget. She stated that this reflects strong cost control and careful management across all departments, helping the ACSA to enter FY 2026 in a strong position.

Ms. Johnson stated that the ACSA's FY 2026 budget continues to support the Strategic Plan adopted in 2023. She noted that the four strategic themes of the plan are data optimization, business resilience, customer experience, and employee experience. She mentioned that the ACSA is investing in systems, people, and processes that align with the organization's goals, planning ahead for needs as opposed to reacting to them.

Ms. Johnson transitioned into the proposed rates for FY 2026. She stated that she would look at what is driving the need for increases and how the ACSA is managing the responsibility. She stated that an 8.9% increase in customer rates is being recommended for FY 2026, which follows increases in the prior three years necessary to keep pace with escalating treatment and capital costs. She mentioned that they are also proposing an increase in system development charges from \$14,430 to \$15,000, with the last increase being in FY 2024. She noted that when compared to peer utilities, ACSA's approach to system connection charges is consistent with

those preparing for long-term growth while staying financially stable. She added that the ACSA continues to align with industry standards and use best practices.

Ms. Johnson stated that the proposed budget relies on reserve funds to balance needs without putting all the pressure on customer rates. She stated that the budget prioritizes service, quality, and critical infrastructure.

Ms. Johnson stated that on the expense side, the ACSA's largest increase comes for operational cost drivers and capital projects. She noted that one of the largest cost drivers this year is the increase in treatment and capital costs from RWSA, which is up nearly 19% for both water and sewer. She mentioned that these external costs significantly impact the ACSA's budget needs. She stated that the total departmental operating budget will increase by 7%, with four new positions proposed to support operations and safety.

Ms. Johnson stated that using reserves softens rate increases for customers. She stated that by tapping into both growth and stabilization reserves, the ACSA is managing responsibility and helping to shield customers from more significant rate increases. She stated that while there is an increase, it is moderate and justified by necessary system costs.

Ms. Johnson stated that the FY 2026 CIP includes critical projects for system reliability and growth. She stated that the ACSA continues to balance approach, timing, and funding.

Ms. Johnson stated that in terms of next steps, the staff requests that the ACSA Board consider adoption of the proposed FY 206 budget and rates.

Mr. Parcells stated that his only comment is that he thinks the budget includes a good use of reserves to manage the increases. Ms. Palmer stated that at the last meeting, Ms. Johnsons stated "sound financial management and a growing system provides the opportunity to smoothly increase customer rates over time." She stated that this statement reads as if the growing system is part of what allows the ACSA to smooth rates over

time. She asked if there was no growth at all, would it be harder to smoothly increase customer rates. She noted that it sounds like the ACSA needs a growing system in order to take care of its finances, and she does not think that is supposed to be the case.

Mr. Lunsford stated that RWSA is going to charge the ACSA \$388,000 per month for Crozet, regardless if the area uses maximum capacity or half of that. He stated that where there is system growth and fixed charges, the growth in that system does help to offset the necessary rate increases that would otherwise have to happen. He noted that the ACSA is able to keep rates lower if they can sell more water, so a growing system does help in that regard.

Ms. Palmer stated that she was surprised to see the large cost for sewer from RWSA. She stated that so much focus has been put on the water supply plan, but they cannot forget the sewer. She noted that in the past, the sewer costs used to be the driver, but it is water now.

Mr. Parcells stated that there have been remarks in the past about whether or not to get a bond issued for the Avon Street project. Ms. Johnson replied that Davenport & Co. is still gathering information, so they have not compiled everything yet. She stated that they hope to have something from them soon. Mr. Lunsford added that it is not an immediate need. He stated that they are looking into the future and ensuring that adequate reserves are maintained to be able to analyze other financing options should they need it.

Mr. Roberts stated that the connection fees were increased by \$570 and asked how they arrived at that number. Mr. Lunsford replied that as part of the rate study process, the ACSA looked at growth and non-growth-related charges from RWSA's and ACSA's CIP. He stated that in doing so, they identified the need to increase the system connection fees. He mentioned that this increase helps to mitigate some of the growth-related projects on the immediate horizon and provides an opportunity to analyze whether or not they are adequately covering growth pays for growth in the

future. He noted that this charge could change next year after a full thirdparty rate study in FY 2026.

Ms. Palmer asked if the same formula was being used. She stated that during her first stint on the Board, there was a very specific formula used for the rate study. Mr. Lunsford replied that it is very likely that they will use the same formula. He mentioned that different firms use different methodologies, most of which follow AWWA recommendations. He stated that the firm the ACSA has used for at least the last three rate studies uses the system buy-in method, the incremental cost method, and a hybrid method that is a combination of the two and the method that the ACSA uses. He noted that if the ACSA ends up with the same firm as in the past, the method will likely be very similar.

Mr. Roberts asked about the \$570 specifically, which is the difference between the old system connection charge and the proposed new charge. Mr. Lunsford replied that it is about a 4% increase. Mr. Roberts asked how much the system connection fee was increased in FY 2024. Mr. Lunsford replied that he did not recall. Mr. Roberts stated that he was asking because the Board has seen more objection about connection fees in years past than other charges, and he wanted to ensure the ACSA had an answer for the public. Mr. Parcells noted that his recollection was that the connection fees were raised about \$1,000 or more. Mr. Lunsford stated that he would check on that.

Mr. Parcells asked, in terms of timing, if the rate study would be done in time for the budget process next year. Mr. Lunsford replied yes. Ms. Johnson stated that they would begin the RFP process next month.

Ms. Swanson asked how much public feedback has been received about the rates. Ms. Johnson replied that there has been none that she is aware of. Ms. Swanson asked if those that have historically been part of this process know if that is typical. She stated, in other words, she is asking if they are seeing less and less engagement. Mr. Lunsford replied that he would not say less engagement, but he thinks their outreach efforts, like

newsletters and social media posts, help explain the need for some of these changes. He mentioned that over the last 10 years, maybe 2 or 3 customers would make their way to him to discuss rates or methodology.

Ms. Swanson stated that in the past, Gary O'Connell made himself available to speak with citizen groups. She asked if Mr. Lunsford has ever been asked to go speak with a citizen group or HOA to discuss things like the CIP or rate structure. Mr. Lunsford replied that Mr. Lynn does a great job of outreach with projects, but they can always do more. He added that they have not been asked to come speak with any groups but would certainly do so if they asked.

Mr. Roberts stated that when the Board used to meet upstairs, the room was full of people with questions and concerns. He stated that when he became Board Chair, he asked Mr. O'Connell to go out into the community and meet with HOA's and various groups to explain the budget and answer their questions. He noted that the staff has continued to do that, and he believes that is why there is no public present today.

Ms. Palmer stated that the population that is pushing the public advocacy around rates has changed. She stated that it used to be developers pushing to lower the rates. She mentioned that now it is more affordable housing advocates pushing to reduce connection fees in an attempt to reduce the cost of building.

Mr. Roberts moved to approve the resolution adopting Proposed FY 2026 Operating and Capital Improvement Budget and Rates, which includes the rate schedule, to be effective July 1, 2025, seconded by Ms. Palmer. The Chair asked for a roll-call vote: Mr. Parcells, aye; Ms. Palmer, aye; Mr. Tolbert, aye; Mr. Armstrong, aye; Ms. Swanson, aye; Mr. Tolbert, aye.

Adoption of Proposed Amendments to Personnel Management Plan
 Ms. Roach stated that she has provided a summary in the Board packet of the overall changes. She mentioned that some of the changes,

like the new positions, have already been approved with the adoption of the FY 2026 budget. She stated that she would be happy to answer any questions the Board may have.

Mr. Parcells stated that he already spoke with Ms. Roach prior to the meeting, and she is going to provide him some information on some of the employee benefits, specifically matching employee's retirement contributions and their health benefits. He stated that they seem openended and hugely rewarding. He stated that secondly, there was wording in the performance evaluation section of the PMP that he feels could be improved. He stated that he would have to find the section and rephrase it, but he would send it to Ms. Roach at a later date.

Ms. Palmer asked if Mr. Parcell's first question was about the healthcare. Mr. Parcells replied yes, and the retirement savings. He stated that the PMP just states that the ACSA will match savings and covers healthcare costs, but he wants to know what percentage. Ms. Palmer asked if the specifics were something that needed to be included in the document. Ms. Roach replied that the specifics are captured in the benefits section within each department's budget and are approved as part of the overall budget. She stated that this way, they do not have to update the manual every time those numbers change.

Mr. Roberts moved to approve the resolution, adopting the proposed amendments to the ACSA Personnel Management Plan, seconded by Mr. Parcells. The Chair asked for a roll-call vote: Mr. Parcells, aye; Ms. Palmer, aye; Mr. Armstrong, aye; Mr. Roberts, aye; Ms. Swanson, aye; Mr. Tolbert, aye.

#### 10. Items Not on the Agenda

Mr. Roberts stated that he had a question about an email regarding lowering the water level at Sugar Hollow. He asked if that was to increase the water flow in the Moorman's River. Mr. Lunsford replied that the water has been lowered three feet to perform maintenance related to the bladder

issue. He stated that the work is scheduled to be completed at the end of June. Mr. Roberts asked if the bladder was damaged during a storm. Mr. Lunsford replied no. He stated that it was due to mechanical failure and RWSA has done some enhancements to prevent a failure like that in the future.

Ms. Palmer stated that concerning the permitting, every 15 years the permit has to be reissued. She stated that there has been some confusion and tension with respect to the fact that there is a public comment period right now. Ms. Swanson asked why this is a 2023 permit. Ms. Palmer replied that the permit was from 2008-2023. Mr. Lunsford stated that the permitting process is slow and years long. Ms. Palmer stated that it takes a long time to get all of the information together and get approval.

Mr. Lunsford stated that Ms. Walker got some interesting information this morning and asked her to share it with the Board. Ms. Walker came forward to let the Board know that the ACSA reached a major milestone. She stated that, as of this morning, the GIS system confirmed that the ACSA has exceeded 700 miles of water and sewer mains. She noted that this includes 380 miles of water mains and over 320 sewer mains that serve our community. She added that even more impactful, the staff now has immediate access digitally to the attribute data of all 700 miles of assets. She noted a fun fact- the ACSA's oldest in-service main is 100 years old. Ms. Palmer asked how public this information is. Ms. Walker replied that the ACSA is very limited in sharing asset data.

#### 11. Executive Session

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

Mr. Parcells moved to approve the Resolution as presented to the Board; seconded by Ms. Swanson. The Chair asked for a roll-

1 call vote: Mr. Parcells, aye; Ms. Palmer, aye; Mr. Armstrong, aye; Mr. 2 Roberts, aye; Ms. Swanson, aye. 3 The Board of Directors came back into regular session. The Chair read into record a Resolution stating that only matters so previously stated 4 5 and exempted from open discussion in regular session were discussed in 6 Executive Session (Attached as Page ). 7 Mr. Parcells moved to approve the Resolution as presented 8 to the Board, seconded by Mr. Roberts. The Chair asked for a roll-9 call vote: Mr. Parcells, aye; Ms. Palmer, aye; Mr. Armstrong aye; Mr. 10 Roberts, aye; Ms. Swanson, aye; Mr. Tolbert, aye. 11 12 12. Adjourn 13 There being no further business, Mr. Parcells moved that the 14 meeting be adjourned, seconded by Ms. Palmer. All members voted 15 aye. 16 17 Quin Lunsford, Secretary-Treasurer

#### ALBEMARLE COUNTY SERVICE AUTHORITY

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** Monthly Financial

Reports

STAFF CONTACT/PREPARER:

Tanya Johnson, Director of Finance

AGENDA DATE: July 17, 2025

**ACTION:** Informational

**ATTACHMENTS**: Yes

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

#### DISCUSSION:

- Water consumption for the month of May increased 9.1% compared to April.
   Water consumption for the month of May 2025 compared to May 2024 increased .45%.
- RWSA's invoice of \$2,665,003 for the month of May was paid on June 10<sup>th</sup>, 2025.
- Unearned water and sewer connection charges totaled \$3,143,734 at month end.
- System connection charges are slightly ahead of budgeted expectations with \$733,435 recognized in June.
- Water and Wastewater revenues for FY 2025 are above budgeted expectations by 1.7%. Please see the water/wastewater trend analysis included illustrating that when adjustment for expected variations in seasonal consumption are considered, revenues are 1.7% higher than budgeted expectations.
- Investment update: LGIP's effective monthly yield stands at 4.5%, while PFM's yield to maturity at market is 4.13%, reflecting current market conditions and portfolio performance.

**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 June 30, 2025

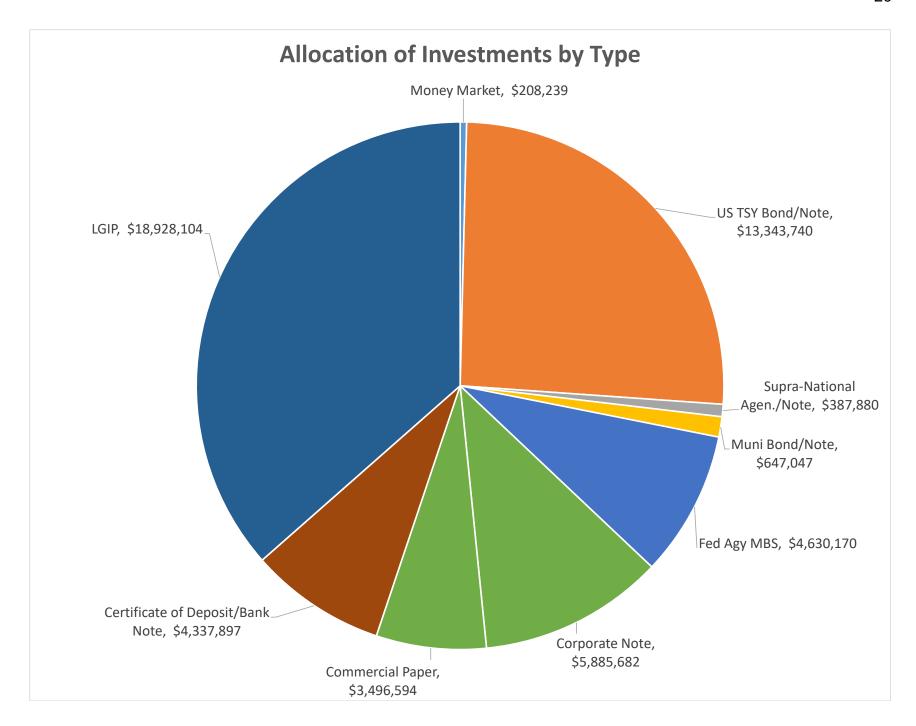
#### ASSETS

Cash and cash equivalents	\$ 7,669,796
Accounts receivable	5,795,763
Investments	51,865,353
Capital assets: (net of accumulated depreciation)	191,770,085
Inventory	656,611
Prepaids	503,813
Cash and cash equivalents, restricted	 694,540
Total assets	 258,955,961
DEFERRED OUTFLOWS OF RESOURCES	
Combined deferred outflows of resources	1,156,042
LIABILITIES	
Accounts payable	3,201,373
Accrued liabilities	462,854
Compensated absences	836,470
Net pension liability	3,030,688
Other post-employment benefits	1,088,723
Unearned connection fees	3,143,734
Long-term debt	 3,662,648
Total liabilities	 15,426,490
DEFERRED INFLOWS OF RESOURCES	
Combined deferred inflows of resources	799,130
Combined deferred limows of resources	 777,130
NET POSITION	 243,886,383

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

- **A.** Water and sewer revenues were more than budgeted amounts by 1.7%. Consumption through June (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 1.7%. Monthly billings prepared by the RWSA allocate total water/wastewater flows to the ACSA/City based on the consumption of each for the quarter immediately preceding.
- **C.** Departmental operating budgets through the current month remain below budgeted expectations for the fiscal year. Departmental expenses will continue to be monitored throughout the fiscal year and are expected to align with the budget.
- **D.** System connection charges are higher than the budgeted amount. Connection charges are often difficult to project and can fluctuate from year to year. These charges are dependent upon new customers connecting to the system.
- **E.** Investment income, which includes both interest income and adjustments to fair market value are recorded in these accounts. Investment earnings are ahead of budgeted expectations through the current month.
- **F.** Miscellaneous revenues consist of multiple lines and include inspection fees, plan review, reconnections/initial bill fees, invoiced water usage, and gains associated with sales of capital assets retired from service.
- **G.** The budgeted amount includes expected outlays for capital equipment and losses on disposal of capital assets. Equipment is capitalized when placed in service.
- **H.** Bond interest charges are recorded as incurred.
- **I.** Depreciation is not a budgeted line-item accounting for the variance. Depreciation expense is considered during the annual budgeting process as this expense is utilized to calculate the required contribution to the 3r reserve.

	Budget FY 2025	Budget Year-to-Date 2025	June Actual Year-to-Date	Actual vs. Budget	Variance Percentage
Revenues	2020	2020	Teal-to-Date	Duaget	1 creemage
Water Sales Sewer Service	22,650,000 17,850,000	22,650,000 17,850,000	22,892,890 18,295,728	242,890 445,728	1.07% 2.50%
Total operating revenues	40,500,000	40,500,000	41,188,618	688,618	1.70%_A
Operating Expenses					
Purchase of bulk water Purchase of sewer	(18,148,000)	(18,148,000)	(19,012,443)	(864,443)	4.76% <b>B</b>
treatment	(13,782,000)	(13,782,000)	(12,356,107)	1,425,893	(10.35%) <b>B</b>
Administration	(1,585,600)	(1,585,600)	(1,238,508)	347,092	(21.89%) <b>C</b>
Finance	(3,283,100)	(3,283,100)	(2,664,981)	618,119	(18.83%) <b>C</b>
Information Technology Engineering	(2,143,000) (2,631,400)	(2,143,000) (2,631,400)	(1,824,189) (2,479,043)	318,811 152,357	(14.88%) <b>C</b> (5.79%) <b>C</b>
Maintenance	(5,092,000)	(5,092,000)	(4,327,766)	764,234	(15.01%) <b>C</b>
Total operating	(0,002,000)	(0,002,000)	(1,027,700)	701,201	(10.0170)
expenses	(46,665,100)	(46,665,100)	(43,903,037)	2,762,063	(5.92%)
Operating gain(loss)	(6,165,100)	(6,165,100)	(2,714,419)	3,450,681	(55.97%)
Nonoperating Revenues					
System connection charges Investment/Interest	8,000,000	8,000,000	8,630,220	630,220	7.88% <b>D</b>
Income	2,000,000	2,000,000	2,878,246	878,246	43.91% <b>E</b>
Rental income	16,000	16,000	19,073	3,073	19.21%
Miscellaneous revenues	761,000	761,000	674,298	(86,702)	(11.39%) <b>F</b>
Total nonoperating		,			
revenues (expenses)	10,777,000	10,777,000	12,201,837	1,424,837	13.22%
Nonoperating Expenses					
Miscellaneous expenses Bond interest charges Depreciation	(890,300) (183,859)	(890,300) (183,859)	(811) (16,310) (4,715,378)	889,489 167,549 (4,715,378)	(99.91%) <b>G</b> (91.13%) <b>H</b> 0.00% <b>I</b>
Total nonoperating revenues (expenses)	(1,074,159)	(1,074,159)	(4,732,499)	(3,658,340)	340.58%
Capital contributions			1,467,439	1,467,439	
- Spriat Contribution				.,,	·
Change in Net Position	3,537,741	3,537,741	6,222,358	2,684,617	75.89%





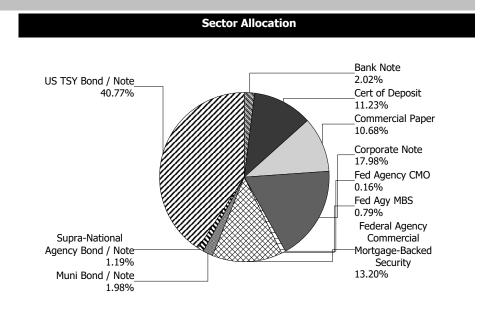
### **Portfolio Summary and Statistics**

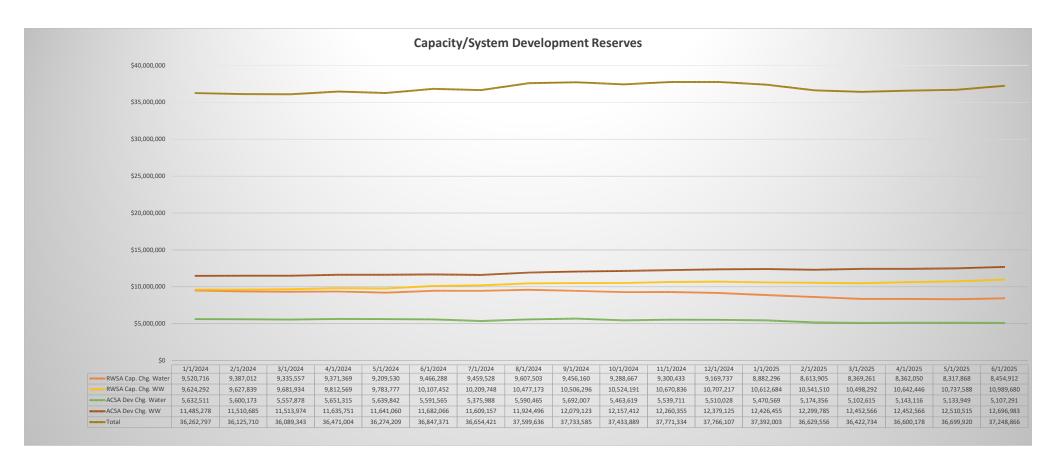
For the Month Ending June 30, 2025

#### ACSA OPERATING FUNDS - 03100100

Account Summary						
Description	Par Value	Market Value	Percent			
U.S. Treasury Bond / Note	13,270,000.00	13,343,740.13	40.77			
Supra-National Agency Bond / Note	385,000.00	387,880.01	1.19			
Municipal Bond / Note	640,000.00	647,046.66	1.98			
Federal Agency Mortgage-Backed Security	267,063.43	258,750.96	0.79			
Federal Agency Commercial	4,400,293.35	4,318,817.09	13.20			
Mortgage-Backed Security						
Federal Agency Collateralized Mortgage	57,180.59	52,601.97	0.16			
Obligation						
Corporate Note	5,855,000.00	5,885,681.60	17.98			
Commercial Paper	3,550,000.00	3,496,593.53	10.68			
Certificate of Deposit	3,675,000.00	3,676,666.03	11.23			
Bank Note	655,000.00	661,230.70	2.02			
Managed Account Sub-Total	32,754,537.37	32,729,008.68	100.00%			
Accrued Interest		313,195.57				
Total Portfolio	32,754,537.37	33,042,204.25				

Unsettled Trades 0.00 0.00





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 May-25

		IV	lay-25			
		May 2025 Monthly		May 2024 Monthly	\$	%
Area	Con	nection Fees	Con	nection Fees	Change	Change
Crozet	\$	7,300	\$	484,650	\$ (477,350)	-98%
Urban		1,447,035		939,258	507,778	54%
Scottsville		-		72,150	(72,150)	-
Total Connection fees	\$	1,454,335	\$	1,496,058	\$ (41,723)	-3%
		Throu	th May			
	v	TD FY 2025	-	TD FY 2024	\$	%
Area		nection Fees		nection Fees	Change	Change
7.1.00						
Crozet	\$	1,371,020	\$	2,763,985	\$ (1,392,965)	-50%
Urban		6,525,765		5,712,753	813,013	14%
Scottsville		-		72,450	(72,450)	-
Total Connection fees	\$	7,896,785	\$	8,549,188	\$ (652,403)	-8%
		May 2025	1	May 2024		%
Area		ERC's		ERC's	Change	Change
Crozet		1		34	(33)	-97%
Urban		101		64	37	58%
Scottsville		-		10	(10)	-
Total ERC's		102		108	(6)	-6%
		Throu	gh May	1		
	Υ	TD FY 2025		TD FY 2024		%
Area		ERC's		ERC's	Change	Change
				192	(97)	-51%
Crozet		95		192		
		95 450		394	56	14%
Crozet Urban Scottsville						14%

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 May 2025

Area	May 2025 ERC's	May 2024 ERC's	May 2023 ERC's
Crozet	1	34	25
Urban	101	64	48
Scottsville	-	10	-
Total ERC's	102	108	73

Through May									
YTD 2025 YTD 2024 YTD 2023 Area ERC's ERC's ERC's									
Crozet	95	192	118						
Urban	450	394	709						
Scottsville	-	10	-						
Total ERC's - YTD	545	596	239						

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

				<b>Monthly Prec</b>	ipitation (In.)
	FY 2025 Consumption	FY 2023 Consumption		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%	4.51	2.31
March	133,246,908	137,885,342	-3.36%	0.89	3.70
April	141,119,829	136,213,084	3.60%	2.11	1.85
May	154,027,224	153,343,279	0.45%	8.89	5.00
June					1.21
	1,673,906,896	1,667,468,427		48.86	40.64
YTD	1,673,906,896	1,667,468,427	0.39%	48.86	39.43

Note: Consumption through May 2025 is .39% more than the same period in fiscal year 2024. Monthly precipitation figures have been included for comparison purposes. Trends in rainfall can sometimes correlate with trends in consumption however, depending on the intensity, days between rain events, or other factors, this may not always be the case.

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

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

		FY 2025		FY 2024	Increase		
	R۱	<b>NSA Charges</b>	RV	<b>VSA Charges</b>	([	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		2,547,552		2,265,591		281,961	12.45%
May		2,665,003		2,313,334		351,669	15.20%
June							
	\$	28,772,138	\$	25,270,313			
YTD	\$	28,772,138	\$	25,270,313	\$	3,501,825	13.86%

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



# Water and Sewer Report

(Volumes in Gallons)

May 2025

Billed by Area:		Water	Sewer
Crozet		19.347.989	17.807.430
*		- / - /	,,
Scottsville		978,264	812,324
Urban		133,651,389	113,965,564
Red Hill	_	49,582	0
	Total	154,027,224	132,585,318

Total	131,772,994 (3,610,022) 128,162,972 812,324 128,975,296
	Total

Number of Installed Meters:	
Urban	27
Crozet	6
Scottsville	0
Tota	

874,300
110
0
874,410

Estimated Water Loss:		
285 Saponi Ln-5/19/2025	Urban	2,500
·		
	Total	2,500

Billed Consumption for Selected	Customers				
	<u>Water</u>	Sewer		<u>Water</u>	Sewer
Virginia Land Holding	203,170	203,170	Boar's Head Inn	471,021	466,657
Southwood Mobile Homes	1,603,360	1,740,000	Farmington Inc.	953,368	462,200
Turtle Creek Apartments	1,426,981	1,422,542	Westgate Apartments PR Charger C'ville Holdings-	1,252,463	1,251,136
Blue Ridge Crossing Owner LLC	927,621	927,621	Cobalt Ridge Apartments	2,661,144	2,661,144
Monroe Health & Rehab.	825,418	825,418	Four Seasons Apts and Condos	1,914,742	1,914,742
Sunrise Senior "Colonnades"	998,452	735,989	Ch'ville/Alb Airport	194,282	195,284
ACRJ	904,310	826,310	State Farm Insurance-Pantops	180,930	111,118
Westminster Canterbury SEMF Charleston -	1,447,960	1,349,960	Hyatt Place at Stonefield	389,934	398,934
Commonwealth/Peyton Dr.	1,689,376	1,689,376	Doubletree by Hilton Hotel	665,326	665,326
Martha Jefferson Hospital	1,986,707	1,281,822	Arden Place Apartments	520,038	520,038
Crozet Mobile Home Village	263,293	263,293	Hilton Garden Inn	253,045	253,045
The Home Depot	173,858	173,858	The Blake at Charlottesville	177,775	177,775
County of Albemarle	2,431,977	1,328,549	The Lodge at Old Trail	262,028	262,028
University of Virginia	1,939,693	1,932,715	Gov't-Defense Complex	818,437	786,527
Wegmans	383,474	383,474	Harris Teeter Stores (2)	161,893	161,893



#### **WATER**

Class Type	Number of Connections by Area			
	<u>Urban</u>	<b>Crozet</b>	Scottsville	<u>Total</u>
Single-Family Residential	16,523	4,095	195	20,813
Multi-Family Residential	592	56	3	651
Commercial (Offices)	202	12	5	219
Commercial (Other)	940	77	54	1,071
Industrial	39	12	4	55
Institutional	175	33	12	220
Total Water Connections	18,471	4,285	273	23,029
Plus Multiple Units	14,424	854	89	15,367
Total Water Units	32,895	5,139	362	38,396

### **SEWER**

### **Class Type**

	Number of Connections by Area			
	<u>Urban</u>	<u>Crozet</u>	<b>Scottsville</b>	<u>Total</u>
Single-Family Residential	14,216	3,824	157	18,197
Multi-Family Residential	561	54	4	619
Commercial (Offices)	186	12	5	203
Commercial (Other)	730	51	46	827
Industrial	16	5	1	22
Institutional	137	26	10	173
Total Sewer Connections	15,846	3,972	223	20,041
Plus Multiple Units	13,999	850	56	14,905
Total Sewer Units	29,845	4,822	279	34,946

### **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>	Crozet	<b>Scottsville</b>	<u>Total</u>
<b>Total Water Customers</b>	77,368	12,373	710	90,450
<b>Total Sewer Customers</b>	70,538	11,685	533	82,755

Albemarle County Service Authority Major Customer Analysis May 2025 and April 2025

	May	2025	April	2025	Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	<b>Water Consumption</b>	Sewer Usage
County of Albemarle	2,431,977	1,328,549	1,492,435	1,089,863	62.95%	21.90%
University of Virginia	1,939,693	1,932,715	1,560,374	1,553,794	24.31%	24.39%
PR Charger C'ville Holdings	2,661,144	2,661,144	2,286,253	2,286,253	16.40%	16.40%
Westmisnster Canterbury	1,447,960	1,349,960	1,287,450	1,285,450	12.47%	5.02%
ACRJ	904,310	826,310	812,480	763,480	11.30%	8.23%
SEMF Charleston	1,689,376	1,689,376	1,590,469	1,590,469	6.22%	6.22%
Westgate Apts.	1,252,463	1,251,136	1,210,461	1,209,522	3.47%	3.44%
Martha Jefferson Hospital	1,986,707	1,281,822	1,982,520	1,455,318	0.21%	-11.92%
Four Seasons Apts.	1,914,742	1,914,742	2,172,568	2,172,568	-11.87%	-11.87%
Southwood Mobile Homes	1,603,360	1,740,000	1,900,720	2,000,000	-15.64%	-13.00%
Barracks West Apartments	927,621	927,621	1,225,414	1,225,414	-24.30%	-24.30%
Turtle Creek Apts.	1,426,981	1,422,542	1,885,603	1,881,163	-24.32%	-24.38%
State Farm	180,930	111,118	279,870	183,776	-35.35%	-39.54%

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.

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

Albemarle County Service Authority Major Customer Analysis May 2025 and May 2024

	May	2025	May	2024	Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	<b>Water Consumption</b>	Sewer Usage
County of Albemarle	2,431,977	1,328,549	1,656,603	1,269,589	46.81%	4.64%
PR Charger C'ville Holdings	2,661,144	2,661,144	2,186,272	2,186,272	21.72%	21.72%
SEMF Charleston	1,689,376	1,689,376	1,450,801	1,450,801	16.44%	16.44%
Westmisnster Canterbury	1,447,960	1,349,960	1,263,410	1,263,410	14.61%	6.85%
ACRJ	904,310	826,310	844,230	756,230	7.12%	9.27%
Four Seasons Apts.	1,914,742	1,914,742	1,809,637	1,809,637	5.81%	5.81%
Turtle Creek Apts.	1,426,981	1,422,542	1,375,823	1,368,988	3.72%	3.91%
University of Virginia	1,939,693	1,932,715	1,969,773	1,944,402	-1.53%	-0.60%
Southwood Mobile Homes	1,603,360	1,740,000	1,636,220	2,000,000	-2.01%	-13.00%
Martha Jefferson Hospital	1,986,707	1,281,822	2,079,789	1,359,039	-4.48%	-5.68%
Westgate Apts.	1,252,463	1,251,136	1,446,233	1,445,233	-13.40%	-13.43%
Barracks West Apartments	927,621	927,621	1,350,930	1,350,930	-31.33%	-31.33%
State Farm	180,930	111,118	1,958,220	1,854,970	-90.76%	-94.01%

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

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

**Albemarle County Service Authority** 

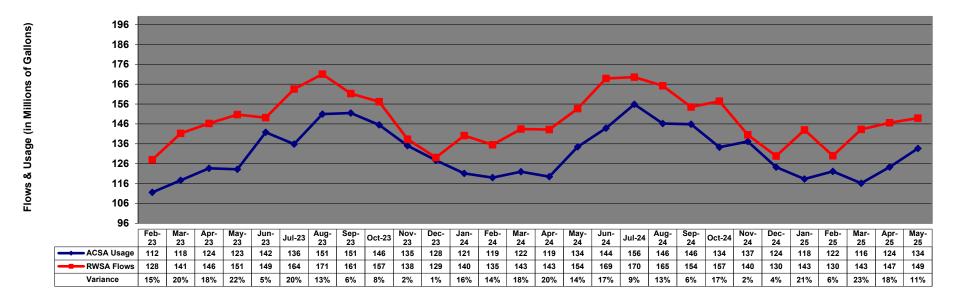
**Major Customer Analysis** 

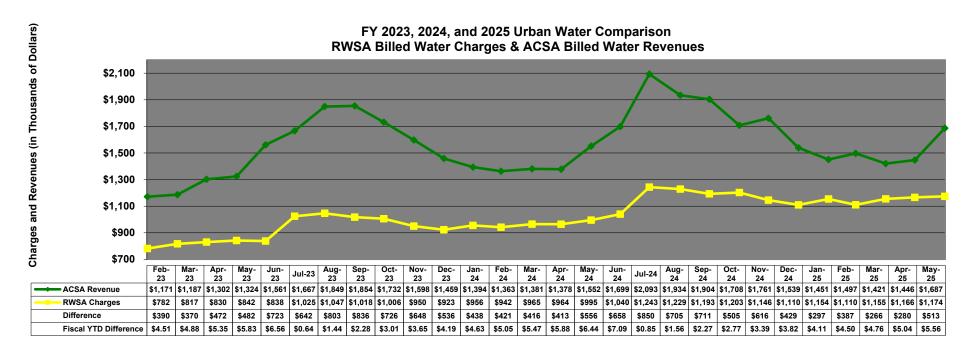
Year-to-date Comparison: Current Year/Prior Year -- May

	YTD FY	2025	YTD FY	2024	Increase(Decrease)	Increase(Decrease)
	Water*	Sewer*	Water*	Sewer*	<b>Water Consumption</b>	Sewer Usage
Turtle Creek Apts.	17,791,226	17,739,210	15,641,496	15,580,543	13.74%	13.85%
Four Seasons Apts.	19,507,256	19,507,256	17,277,256	17,277,256	12.91%	12.91%
County of Albemarle	19,623,835	11,797,668	17,492,249	12,437,199	12.19%	-5.14%
University of Virginia	22,431,006	22,358,458	20,863,982	20,794,206	7.51%	7.52%
Martha Jefferson Hospital	23,974,369	15,362,515	22,468,646	15,355,214	6.70%	0.05%
PR Charger C'ville Holdings	23,650,077	23,650,077	22,387,857	22,387,857	5.64%	5.64%
Southwood Mobile Homes	19,711,960	21,240,000	18,819,980	22,910,000	4.74%	-7.29%
Westmisnster Canterbury	15,797,830	15,077,830	15,919,660	15,340,660	-0.77%	-1.71%
ACRJ	10,306,150	9,230,150	10,455,000	9,368,000	-1.42%	-1.47%
Westgate Apts.	13,166,341	13,156,475	13,481,038	13,472,038	-2.33%	-2.34%
SEMF Charleston	16,155,774	16,155,774	16,912,865	16,912,865	-4.48%	-4.48%
Barracks West Apartments	15,864,753	15,764,753	18,564,373	18,564,373	-14.54%	-15.08%
State Farm	3,729,580	2,683,424	19,873,400	19,015,413	-81.23%	-85.89%

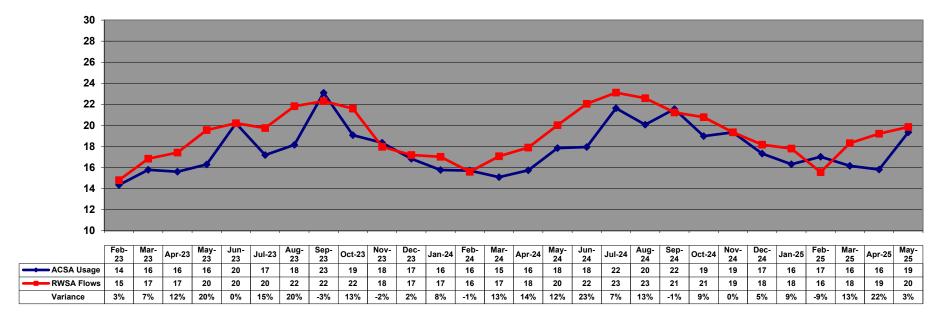
Note: Only major customers of the ACSA have been analyzed above. For purposes of this analysis, major customers are those who, on average, consume over one million gallons per month. Variations can occur for a variety of reasons including but not limited to: conscious conservation efforts, expansion,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

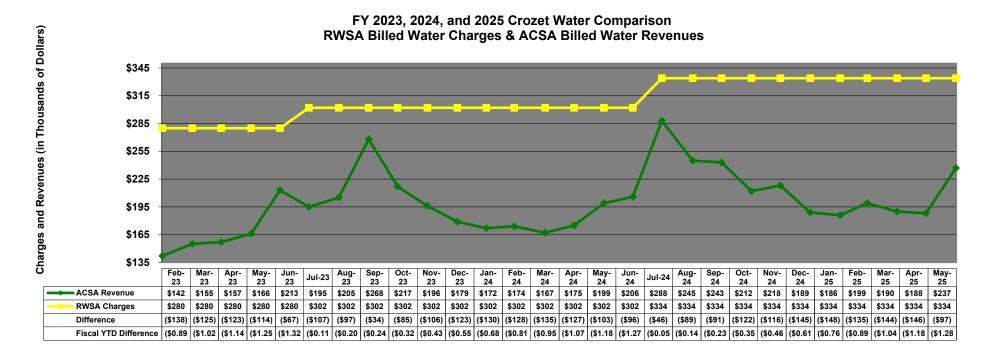
<sup>\* --</sup> Consumption/usage in gallons.

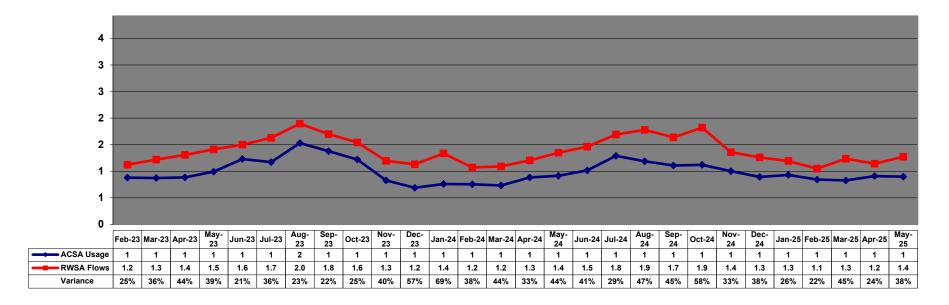


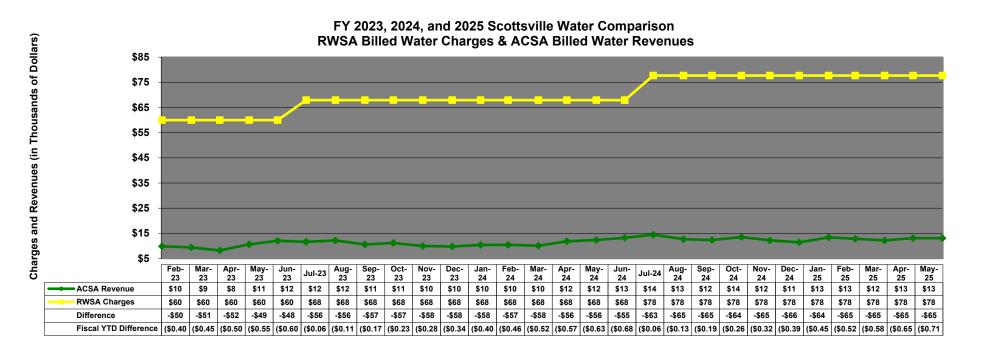




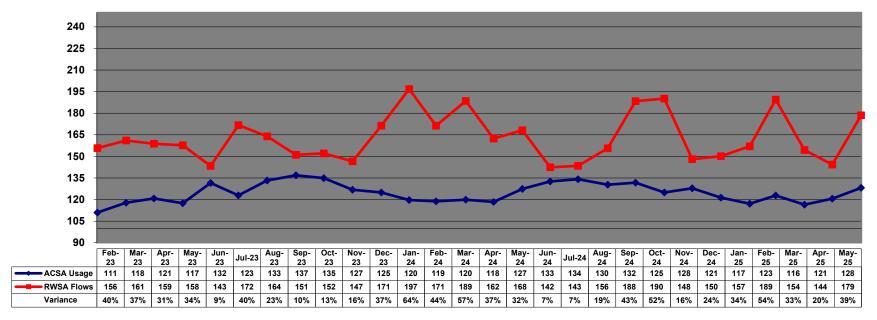




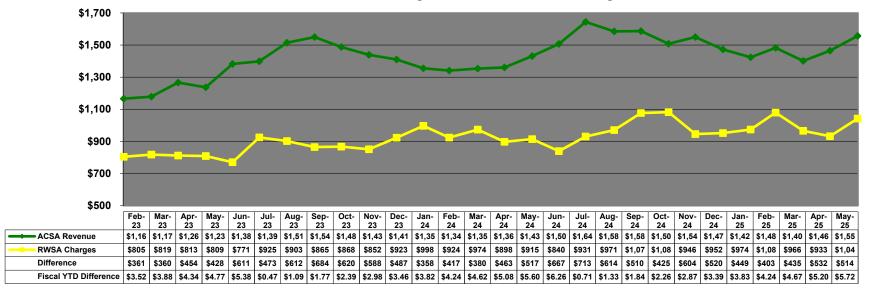


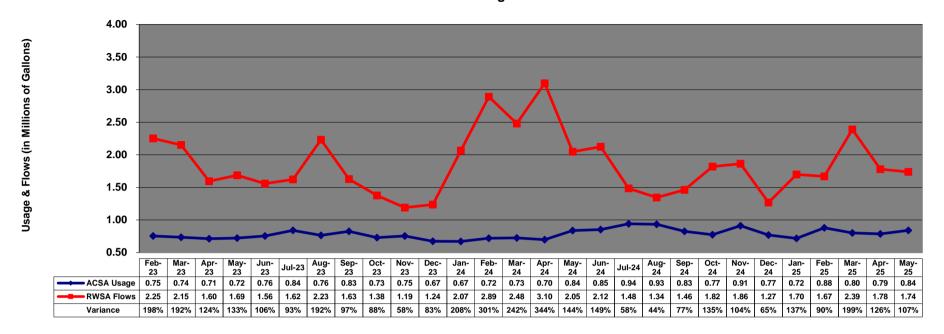




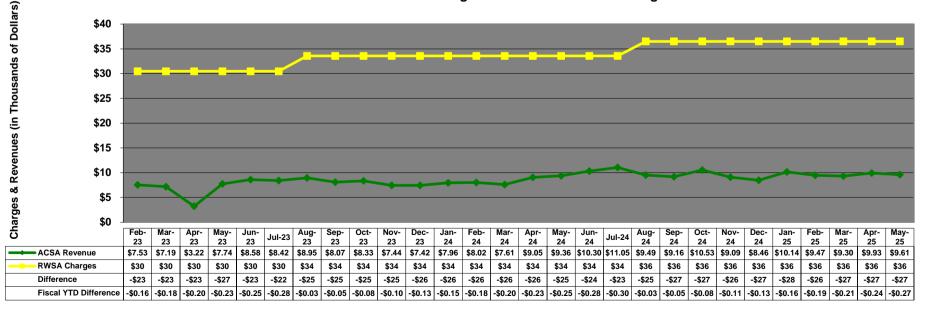


FY 2023, 2024, and 2025 Urban (including Glenmore) & Crozet Sewer Comparison ACSA Billed Sewer Usage & RWSA Billed Sewer Charges





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

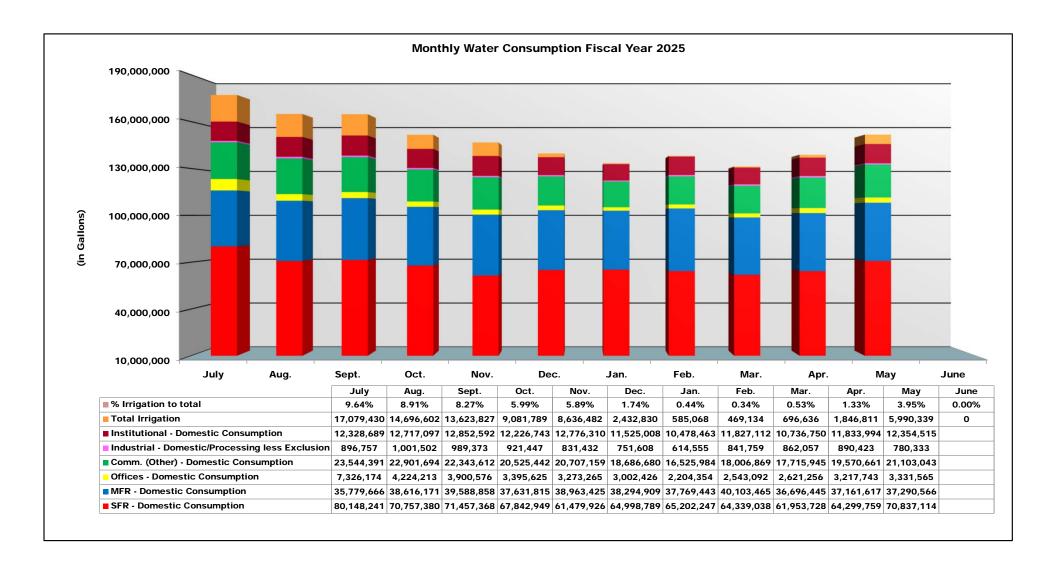
		FY 2024										
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	46,186,939	46,955,054	47,747,914	46,680,010	47,232,775	46,900,575	46,887,506	45,996,822	45,827,255	46,036,892	47,780,002	47,875,553
Level 2 (3,001 - 6,000 gallons)	15,834,490	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

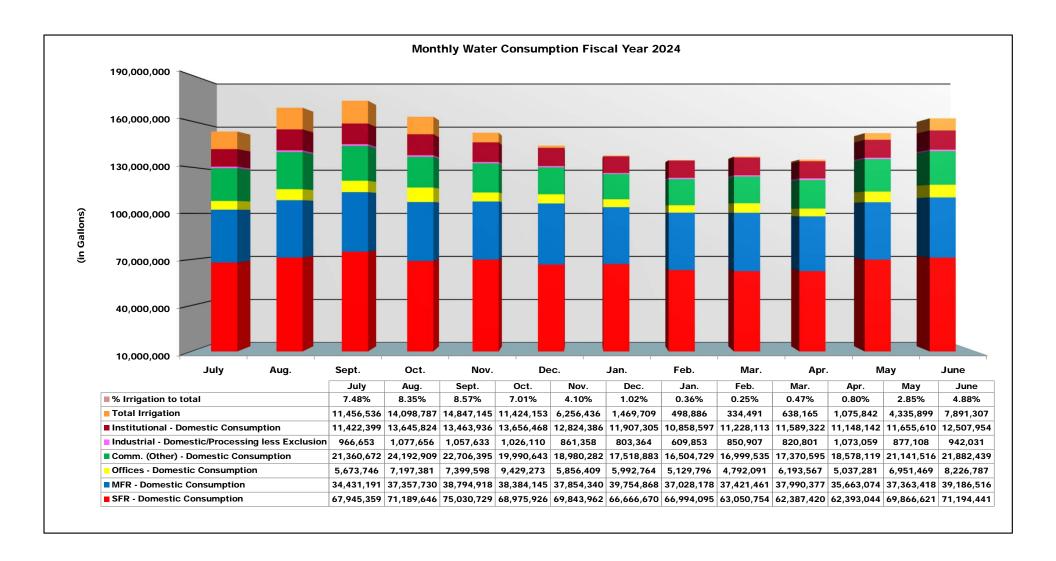
	FY 2025											
	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	48,258,421	47,554,370	47,554,370	47,586,217	47,984,582	47,237,540	47,035,387	46,948,579	46,241,521	47,143,752	48,616,333	
Level 2 (3,001 - 6,000 gallons)	19,809,724	16,778,453	16,778,453	16,138,831	16,446,572	14,261,229	14,493,012	13,964,024	12,824,070	13,657,323	17,060,057	
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	2,146,815	2,552,948	4,199,654	
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	756,536	1,291,913	3,364,637	
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	61,968,942	64,645,936	73,240,681	-

## System-Wide Irrigation Water Usage

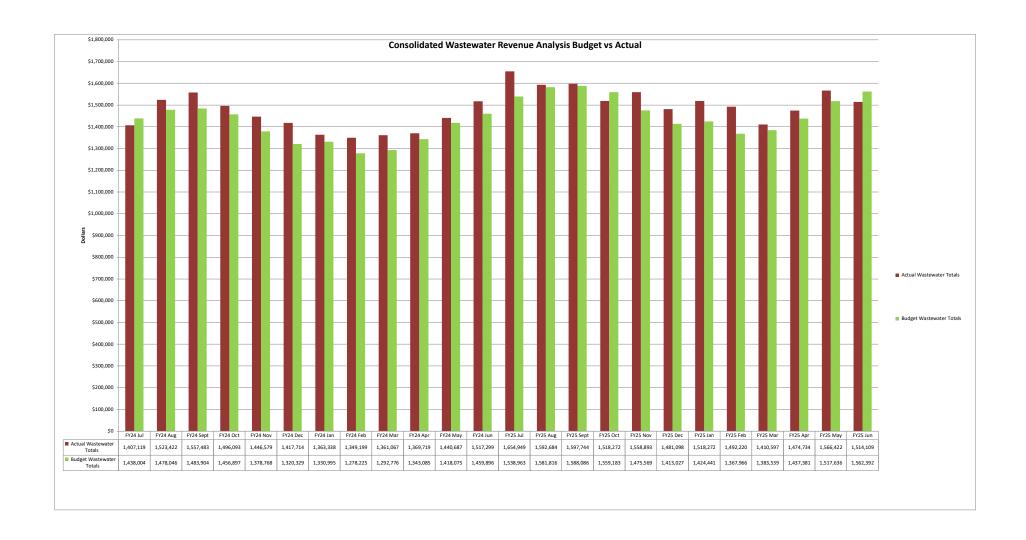
(All usage measured through exclusion, irrigation, and auxiliary meters)

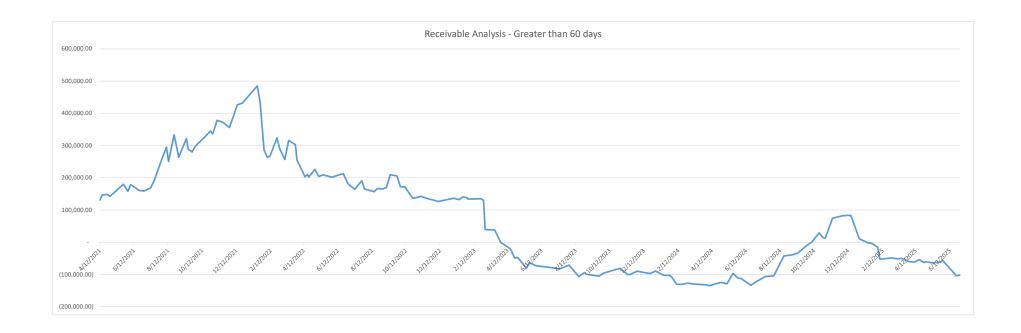
FY 2025	July	August	September	October	November	December	January	February	March	April	May	June
Level 1 (0 - 3,000 gallons)	347,071	330,587	268,731	287,513	53,260	13,513	4,744	4,646	5,855	26,922	66,607	
Level 2 (3,001 - 6,000 gallons)	1,007,683	881,914	820,898	758,217	191,386	46,632	12,329	9,797	24,139	100,347	389,669	
Level 3 (6,001 - 9,000 gallons)	1,233,710	1,027,917	1,004,548	823,672	260,403	49,203	506	228	9,889	117,613	503,660	
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	656,753	1,601,929	5,030,403	
Total	17,079,430	14,696,602	13,623,827	9,081,789	8,636,482	2,432,830	585,068	469,134	696,636	1,846,811	5,990,339	











# Albemarle County Service Authority June 2025 Payments

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT	DESCRIPTION OVER \$5,000
519415275	06/10/2025	Rivanna Water & Sewer Authority	2,665,002.64	Water & Sewer Treatment
520898338	06/20/2025	Daniel & Company Incorporated	918,498.95	Avon Operations
ACH	06/13/2025	Payroll	182,878.68	Net Pay
ACH	06/30/2025	Payroll	185,860.05	Net Pay
71529	06/16/2025	Virginia Risk Sharing Association	147,634.00	FY-26 Insurance Renewal
71517	06/16/2025	Anderson Construction Incorporated	144,067.27	Madison Park Pump Station
520898347	06/30/2025	IRS - Federal Tax Deposit	66,385.89	Payroll
519415282	06/13/2025	IRS - Federal Tax Deposit	65,700.40	Payroll
71572	06/30/2025	Launch! Consulting Incorporated	57,667.20	Risk and Resilience Assessment
520898346	06/30/2025	County of Albemarle	54,264.47	Payroll
71593	06/30/2025	Ramboll Americas Engineering	52,957.42	Crozet Phase 3 SSES
519415281	06/30/2025	County of Albemarle	48,995.01	Payroll
520868697	06/25/2025	The Bank of New York Mellon	48,955.73	Debt Service
519415278	06/30/2025	Virginia Retirement System	42,555.09	Payroll
520898343	06/30/2025	Virginia Retirement System	42,554.73	Payroll
71419	06/02/2025	Provantage LLC	36,380.00	Laptop Upgrades
71587	06/30/2025	Paymentus Corporation	28,561.54	Transaction Fees
71606	06/30/2025	U S Postmaster	25,000.00	Bulk Mail Postage
71473	06/13/2025	Launch! Consulting Incorporated	19,494.20	Risk and Resilience Assessment
71457	06/13/2025	Dewberry Engineers Incorporated	17,284.50	Avon Operations
71518	06/16/2025	Bank of America	17,170.10	Supplies & Memberships
71595	06/30/2025	Richmond Machinery & Equipment	16,912.95	FLT57 Repairs
71482	06/13/2025	Michael Baker International Inc	12,299.25	Raintree and Fieldbrook PVC W
520898348	06/30/2025	Virginia Dept of Taxation	11,598.22	Payroll
519415283	06/13/2025	Virginia Dept of Taxation	11,500.96	Payroll
71528	06/16/2025	Cellco Partnership	9,945.13	Cellular Service
71622	06/30/2025	EWT Holdings III Corporation	9,607.68	Bioxide
71406	06/02/2025	Fortiline Incorporated	9,074.00	Inventory
71562	06/30/2025	Ferguson Waterworks #7575	7,769.38	Sensus Extended Warranty
71422	06/02/2025	RingCentral Inc	7,510.00	RingCentral Implementation
71563	06/30/2025	Pollardwater #3326	7,500.60	Alert Coating Paint
71592	06/30/2025	Prism Contractors	7,374.37	FY 25 Sewer Rehabilitation
520898345	06/30/2025	VALIC	7,207.50	Payroll
71531	06/16/2025	Letterpress Communications LLC	7,143.13	Communications Services
71430	06/02/2025	Validos LLC	7,140.00	CIS/Website/Telephone
519415280	06/13/2025	VALIC	7,107.50	Payroll
71402	06/02/2025	Duncan Parnell	6,660.00	Trimble F580
71613	06/30/2025	Whitman, Requardt & Assoc LLP	6,587.62	Madison Office Park Pump Stat
71480	06/13/2025	Mansfield Oil Company of Gainesville Inc	6,573.66	Fuel
71521	06/16/2025	Daly Computers Incorporated	6,286.00	XStream Protection
71552	06/30/2025	Core & Main LP	6,248.67	Rock Store Water Hauler Hydra
71596	06/30/2025	RingCentral Inc	6,000.00	RingCentral Implementation
71493	06/13/2025	Riverview Residential Management	5,610.82	Refund Due to Overcharge
71556	06/30/2025	Cues Incorporated	5,335.97	Sewer Camera Repair

71509	06/13/2025	Virginia Municipal Drinking	5,235.79	FY26 Member Dues
71573		L/B Water Service Incorporated	5,153.89	North Fork ARI Valve
71394		Michelle Lee Berger LLC	5,000.00	Six-month coaching engageme
71453		Consolidated Pipe & Supply Co	4,845.00	
71423		S L Williamson Company Inc	4,752.50	
71559		Dominion Energy Virginia	4,739.93	
519415277	06/13/2025	Nationwide	4,715.00	
520898342	06/30/2025	Nationwide	4,715.00	
71597	06/30/2025	RSG Landscaping LLC	4,537.85	
520898351	06/30/2025	Voya Financial	4,382.44	
71401	06/02/2025	Dominion Energy Virginia	4,380.62	
519415286	06/13/2025	Voya Financial	4,310.48	
71590	06/30/2025	The Pitney Bowes Bank Incorporated	4,000.00	
71460	06/13/2025	Ed's Floor Care Services LLC	3,703.33	
71547	06/30/2025	City of Charlottesville	3,664.65	
71564	06/30/2025		3,610.00	
71537		Amazon Capital Services	3,202.65	
71588		PFM Asset Management LLC	3,200.99	
71464		Flora Pettit PC	3,197.80	
71598		S L Williamson Company Inc	3,157.77	
71497		See-Mor Truck Tops & Customs Incorporat	3,135.50	
71599		Siemens Industry Inc.	2,997.00	
71426		TruGrit Traction Inc	2,950.00	
71459		Dominion Energy Virginia	2,916.46	
71414		ODP Business Solutions LLC	2,901.57	
71553		County of Albemarle	2,580.03	
71411 71607	06/02/2025	UniFirst Corporation	2,564.03 2,306.73	
71007		Aquatic Informatics, Inc.	2,300.73	
71576		Mansfield Oil Company of Gainesville Inc	2,207.11	
71576		Rappahannock Electric Cooperative	2,191.55	
71489		Ramboll Americas Engineering	2,180.00	
71390		Foothill Lawn Service Inc	2,136.58	
71508		University Tire & Auto	2,096.64	
71392		Amazon Capital Services	1,954.22	
71421	06/02/2025	Red Bud Supply Incorporated	1,921.99	
71574	06/30/2025	Mailing Services of Virginia	1,899.60	
519415285	06/13/2025	ACSA Flexible Spending	1,863.56	
520898350	06/30/2025	ACSA Flexible Spending	1,863.56	
71510	06/13/2025	Virginia Utility Protection	1,827.35	
71501	06/13/2025	Ting Fiber	1,814.31	
71507	06/13/2025	UniFirst Corporation	1,786.21	
71483	06/13/2025	Mountain Lakes Water Company	1,785.00	
71400	06/02/2025	Comcast	1,717.02	
71617	06/30/2025		1,708.71	
71530		Whitman, Requardt & Assoc LLP	1,677.90	
71503	06/13/2025	Townsend Company & Sons LLC	1,670.80	

71431	06/02/2025	Valley Contracting LLC	1,667.28
71619	06/30/2025	Minnesota Life Insurance Co	1,646.06
71495	06/13/2025	S L Williamson Company Inc	1,635.01
71520	06/16/2025	Column Software PBC	1,627.30
519415284	06/13/2025	Flexible Benefit	1,584.00
520898349	06/30/2025	Flexible Benefit	1,584.00
71427	06/02/2025	UniFirst Corporation	1,547.05
71491	06/13/2025	Rivanna Solid Waste Authority	1,458.00
71420	06/02/2025	Rappahannock Electric Cooperative	1,363.97
71565	06/30/2025	Fortiline Incorporated	1,334.20
71551	06/30/2025	Comcast	1,242.35
71604	06/30/2025	Traffic Safety Supplies LLC	1,124.95
71429	06/02/2025	University Tire & Auto	1,079.73
71608	06/30/2025	University Tire & Auto	1,063.40
520898340	06/30/2025	VACORP	1,056.45
71487	06/13/2025	Piedmont Power	1,019.97
71492	06/13/2025	Rivanna Water & Sewer Authority	1,011.83
71603	06/30/2025	Tiffany & Stuart Townsend, III	1,000.00
71498	06/13/2025	Bryan and Katie Shipley	992.03
71513	06/13/2025	Whitman, Requardt & Assoc LLP	958.80
71313	06/13/2025	Malloy Chevrolet Charlottesville LLC	955.50
71532	06/30/2025	4Imprint Incorporated	948.70
71332	06/13/2025	Albemarle Lock & Safe Company	912.00
71442	06/30/2025	Virginia Association of Municipal	898.00
520898344	06/30/2025	AFLAC	873.58
71589	06/30/2025	Piedmont Realty & Construction	833.45
519415279	06/30/2025	AFLAC	806.92
71474	06/13/2025	LB Technology Incorporated	776.50
71474	06/13/2025	= -	
71463		Fortiline Incorporated	736.49
	06/13/2025	Gardenkeepers of Virginia LLC	693.65
71425		Troy's Auto & Diesel LLC	659.57
71396	06/02/2025		610.69
71554	06/30/2025		562.75
71395	06/02/2025	Stephen Blair	554.46
71539	06/30/2025	Aqua Air Laboratories Inc	550.00
519415276	06/30/2025	ACAC	543.50
520898341	06/30/2025	ACAC	543.50
71462	06/13/2025	Ferguson Enterprises LLC#1300	522.67
71570	06/30/2025	Hathaway Solutions LLC	510.28
71418	06/02/2025	Vickie Brown	450.00
71584	06/30/2025	Travis Jay Debus	450.00
71585	06/30/2025	Venkat and Vanitha Perumal	450.00
71500	06/13/2025	Tidewater Fleet Supply	437.40
71404	06/02/2025	Ferguson US Holdings Inc	415.75
71446	06/13/2025	Brink's Incorporated	397.13
71454	06/13/2025	Core & Main LP	391.90
71391	06/02/2025	Advance Stores Company Inc	385.89

71561	06/30/2025	Ferguson Enterprises LLC#1300	379.99
71601	06/30/2025	Macro Retailing LLC	379.99
71571	06/30/2025	Wisconsin Quick Lube Inc	335.67
71461	06/13/2025	Ferguson US Holdings Inc	333.66
71435	06/02/2025	Comcast	325.63
71567	06/30/2025	Generator Service Company Inc	325.00
71476	06/13/2025	Luck Stone Corporation	324.25
71506	06/13/2025	U. S. Bank	321.05
71515	06/13/2025	WA Wells Excavating, LLC	315.00
71472	06/13/2025	New Virginia Tractor LLC	313.89
71524	06/16/2025	Jennifer Johnson	300.00
71409	06/02/2025	Hawkins-Graves Incorporated	298.75
71611	06/30/2025	Protocol SSD Corporation	292.47
71511	06/13/2025	Protocol SSD Corporation	273.04
71471	06/13/2025	MyFleetCenter.com	271.78
71441	06/13/2025	Advance Auto Parts	265.13
71542	06/30/2025	Blue Ridge Trailer Sales &	260.00
71549	06/30/2025	Angela Clark	252.19
71477	06/13/2025	Chance Luckey	250.00
71526	06/16/2025	Republic Services #410	239.67
71478	06/13/2025	Mailing Services of Virginia	231.96
71577	06/30/2025	Martin Marietta Materials Incorporated	222.70
71412	06/02/2025	Mailing Services of Virginia	221.04
71602	06/30/2025	TSRC Incorporated	213.24
71434	06/02/2025	Thomas Zito	205.17
71568	06/30/2025	Genuine Parts Company Incorporated	202.26
71484	06/13/2025		198.07
71486	06/13/2025	Performance Signs LLC	195.00
71450	06/13/2025	•	189.70
71569	06/30/2025		187.64
71522		Kaseya US LLC	187.00
71432		Water Environment Federation	179.00
71612	06/30/2025		179.00
71560	06/30/2025		174.79
71615	06/30/2025	Angel Yates	173.62
71566	06/30/2025	Fernando Garay Jr.	165.21
71543	06/30/2025	Elizabeth Cambell	163.46
71440	06/13/2025	Advance Stores Company Inc	162.54
71475	06/13/2025	Luck Stone Corporation	162.26
71428	06/02/2025	United Rentals (North	162.16
71616	06/30/2025	Anytime Fitness-Pantops	160.00
71591	06/30/2025	W & H Resources Incorporated	158.05
71447	06/13/2025	Chelsea Buckholz	153.05
71417	06/02/2025	Jennifer Lazzara	150.00
71525	06/16/2025	Robert A. Garland, III	150.00
71579	06/30/2025	Barbara Ruddy	150.00
71580	06/30/2025	·	150.00
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71581	06/30/2025	Elena Cardenas	150.00
71582	06/30/2025	Gregg and Lindsey Crawford	150.00
71586	06/30/2025	Wen Yuan	150.00
71463	06/13/2025	Flexible Benefit	149.35
71534	06/30/2025	Advance Stores Company Inc	140.76
71540	06/30/2025	Cooperative Financial Solutions	140.43
71614	06/30/2025	William A Wells	140.00
71398	06/02/2025	Indpndnt Bttry Retailers of America	137.72
71424	06/02/2025	TSRC Incorporated	136.81
71618	06/30/2025	Herbert Beskin Trustee	135.00
71397	06/02/2025	Cheryl Lynn	133.73
71403	06/02/2025	FedEx	133.25
71443	06/13/2025	American Pest Incorporated	129.35
71550	06/30/2025	Comcast	122.13
71620	06/30/2025	Snap Fitness	119.88
71546	06/30/2025	Teresa Cieslewitz	118.63
71494	06/13/2025	Kristine Rutkowski	117.31
71583	06/30/2025	Michael Lindsay	109.00
71405	06/02/2025	Flexible Benefit Administrators Inc	107.00
71523	06/16/2025		105.95
71468	06/13/2025	Charlottesville Auto Parts	104.51
71407	06/02/2025	Stephanie Garcia	104.49
71488	06/13/2025	Cory Podoba	102.47
71410		Wisconsin Quick Lube Inc	101.42
71416	06/02/2025		100.00
520898352		Energy Earth LLC	100.00
71514	06/13/2025		98.83
71541	· · · · · · · · · · · · · · · · · · ·	Cranium Holding Incorporated	95.91
71536		Ethan Allbaugh	93.32
71533		Annetria Aber	89.47
71448		MWP Supply Incorporated	85.01
71504		Troy's Auto & Diesel LLC	83.67
71505		Troy's Auto & Diesel LLC	83.67
71449	06/13/2025		83.25
71458	06/13/2025		69.95
71557	06/30/2025		69.95
71558	06/30/2025	<u> </u>	61.83
71575	06/30/2025	Omar Maldonado	60.73
71544	06/30/2025		53.97
71466	06/13/2025		51.73
71499	06/13/2025	Ellen Smith	48.96
71600	06/30/2025	CM Turf	48.10
71451	06/13/2025	•	47.48
71496	06/13/2025	•	47.04
71578	06/30/2025		41.23
71433	06/02/2025		40.25
71393	00/02/2025	Appalachian Power	39.97

71538	06/30/2025	Appalachian Power	39.82
71545	06/30/2025	Central Virginia	38.67
71438	06/06/2025	Central Virginia	38.20
71413	06/02/2025	Mansfield Oil Company of Gainesville Inc	37.27
71481	06/13/2025	McCarthy Tire Service	35.00
71516	06/13/2025	Arthur Wollam	34.48
71399	06/02/2025	City of Charlottesville	32.01
71470	06/13/2025	Victoria Haas	31.82
71555	06/30/2025	Crozet Bicycle Shop	30.72
71415	06/02/2025	Erin Lambert	30.00
71548	06/30/2025	City of Charlottesville	29.45
71469	06/13/2025	Serge J Depret Guillaume	28.63
71456	06/13/2025	Crozet Hardware Co., Inc.	27.18
71609	06/30/2025	Virginia Association of	22.50
71452	06/13/2025	CMA's Colonial Auto Center	20.41
71605	06/30/2025	Troy's Auto & Diesel LLC	20.00
71445	06/13/2025	Cooperative Financial Solutions	19.99
71502	06/13/2025	Towns at Stonefield	16.80
71519	06/16/2025	City of Charlottesville	13.60
71490	06/13/2025	RingCentral Inc	11.04
71527	06/16/2025	Thryv Incorporated	6.50
71535	06/30/2025	Albemarle Lock & Safe Company	6.00
71485	06/13/2025	OPZ Bernstein Christopher 1 LLC	4.82
71512	06/13/2025	Warren Wallace	3.71
71408	06/02/2025	Genuine Parts Company Incorporated	2.84
71455	06/13/2025	Crozet Hardware Company Inc	2.79
			5,259,260.60

#### ALBEMARLE COUNTY SERVICE AUTHORITY

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** FY 2026 Capital Improvement Program (CIP) Report **AGENDA DATE:** July 17, 2025

INFORMATION:

ACTION:

STAFF CONTACT(S)/PREPARER:

CONSENT AGENDA:

Jeremy M. Lynn, P.E., Director of Engineering

**ATTACHMENTS: YES** 

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 July 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: 100%

Contractor: Valley Contracting, LLC (Valley)

Construction Start: January 2024
Completion: September 2025
Total Budget: \$7,322,350
Spent to Date: \$7,009,552.74

**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.

7/8/2025: Valley has completed VDOT's punch-list and has requested a final inspection to release the two Land Use Permits.

#### 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
Spent to Date: \$547,738.19

**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.

7/8/2025: Over the past month, four additional easements have been acquired, bringing our total to nine. ACSA staff was unable to secure an easement for an alternative alignment to navigate around a box culvert that crosses Valley Street, so WRA is reverting back to the original design.

#### 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
Spent to Date: \$195,039.23

**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.

6/6/2025: Progress Meeting #4 with Thalle Construction and RWSA was held on May 22, 2025. The upcoming work on the RWSA project will be focused on the Hereford Drive area. One easement remains to be acquired from a private property owner for the ACSA portion.

#### 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

Spent to Date: \$501,175.46

**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.

7/8/2025: The first of five water easements has been acquired. ACSA staff will begin reaching out to the remaining four that were unresponsive to the initial easement offers. ACSA staff will also soon begin preparing offer letters for the 12 sewer easements.

#### 5. Briarwood Water Main Replacement (Account Code 1766):

Consultant: OBG, A Ramboll Company (Ramboll)

Project Status: Construction

Percent Complete: 0%

Contractor: Haymes Brothers Inc. (Haymes)

Construction Start: June 2025
Completion: February 2026
Total Budget: \$4,100,000
Spent to Date: \$269,546.15

**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.

7/8/2025: The Notice to Proceed date of June 23, 2025, has been established for this project. The first change order has been issued, extending the contract time for completion by 30 calendar days to accommodate a delayed start to benefit both Haymes and ACSA. Construction activities are expected to get underway during the week of July 21, 2025. The community is receiving regular updates on project status and schedule.

#### 6. 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: 2026

Total Budget: \$3,500,000 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.

7/8/2025: The property owner advised that the lender has granted conditional approval, which should allow them to execute the Deed of Easement. ACSA and Dewberry are preparing the bid documents for an advertisement later this summer.

#### 7. 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: \$3.20

Total Budget: \$3,200,000 Spent to Date: \$176,221

**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.

7/8/2025: ACSA legal counsel provided a title opinion that the County owns Townwood Drive. Dewberry is working on the two draft easement plats, one with the County of Albemarle and the other with the Townwood HOA.

#### 8. 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: \$151,346.11

**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, the replacement of this water main is crucial in transforming this area. Project Length = 1,500 LF.

7/8/2025: Construction activities for this project have been delayed, but CEI anticipates mobilizing to the site later this month.

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

Consultant: Michael Baker International, Inc. (Baker)

Project Status: Design Percent Complete: 90%

Contractor: Undetermined

Construction Start: 2027 Completion: 2028

Total Budget: \$8,032,300 Spent to Date: \$270,914.69 **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.

7/8/2025: Comments on the 90% Design Documents will be returned to Baker the week of July 14, 2025.

#### 10. Galaxie Farm Water Connection (Account Code 1702)

Consultant: Timmons Group Project Status: Construction

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.

7/8/2025: The County of Albemarle passed a resolution on June 18, 2025, to grant the waterline easement to the ACSA. The Deed of Easement template has been provided for County staff.

#### 11. Exclusion Meters Replacement (Account Code 1759):

Consultant: ACSA Engineering

Project Status: Construction

Percent Complete: 75%

Contractor: ACSA and Irrigation Contractors

Construction Start: September 2019

Completion: 2026
Total Budget: \$527,500
Spent to Date: \$377,409.89

**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.

7/8/2025: ACSA staff continue 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. A Work Order to Rocktown Excavating under the On-Call Water System and Water Meter Replacement Contract will be issued the week of July 7, 2025, for three exclusion meter conversions. There are currently 122 private irrigation exclusion meters remaining in our system.

#### Sewer System CIP Projects

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

Consultant: Whitman, Requardt & Associates, Inc. (WRA)

Project Status: Construction

Percent Complete: 99%

Contractor: Anderson Construction, Inc. (ACI)

Construction Start: October 2022
Completion: August 2025
Total Budget: \$1,940,000
Spent to Date: \$1,840,448.44

**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.

7/8/2025: ACI is working on submitting required documents and O&M manuals before they can request substantial completion.

#### 13. 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
Spent to Date: \$374,757.66

**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.

7/8/2025: Easement acquisition efforts continue with all property owners having been contacted where easements are needed. A site meeting with owners and their attorney was held on June 20, 2025, to discuss construction impacts to one of the properties at the end of Jumpers Run. ACSA staff met with Mr. Hunter Wood and Ms. Nena Harrell on July 3, 2025, to discuss development plans and timelines for their properties within the Hollymead Town Center area. They expect to submit a Zoning Map Amendment to the County within the next month. Over the past month, two easements have been acquired, bringing the total to 16 out of 24. Verbal agreements have been obtained from three additional property owners and ACSA staff is awaiting signed documents. Baker is in the process of developing a fee proposal for the permitting activities required for this project.

#### 14. <u>Buckingham Circle Sewer (Account Code 1802):</u>

Consultant: Dewberry Engineers, Inc. (Dewberry)

Project Status: Design Percent Complete: 50%

Contractor: Undetermined

Construction Start: 2028 Completion: 2029

Total Budget: \$3,100,000 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.

7/8/2025: Field survey activities have concluded, and Dewberry is working on the 90% Design Documents.

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

Consultant: Michael Baker International, Inc. (Baker)

Project Status: Design
Percent Complete: 50%

Contractor: Undetermined

Construction Start: 2025 Completion: 2026

Total Budget: \$8,493,715 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.

7/8/2025: Additional field survey data should be delivered to Baker the week of July 7, 2025. ACSA and Baker are scheduled to meet the week of July 14, 2025, to discuss the final alignments.

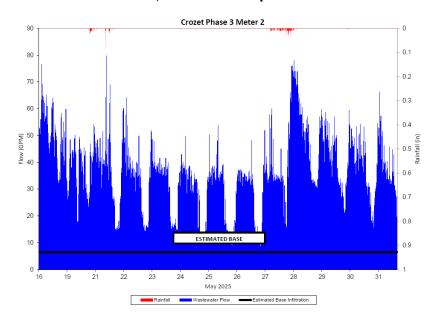
#### 16. Crozet Phase 3 SSES (Account Code 1803):

Consultant: OBG, A Ramboll Company (Ramboll)

Project Status: Study
Percent Complete: 20%
Construction Start: 2025
Completion: 2026
Total Budget: \$400,000
Spent to Date: \$47,298.67

**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.

7/8/2025: Ramboll is in the process of reviewing flow meter information to determine their approach to additional field activities. Depending on their analysis, those field activities could include smoke-testing, night flow isolation and measurement, and CCTV inspections.



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

Consultant: OBG, A Ramboll Company (Ramboll) and Dewberry

Engineers (Dewberry)

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: \$237,345.38

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

7/8/2025: Prism has mobilized to the area and is in the process of cleaning and televising the sewer lines necessary for Work Order No. 3, which includes the installation of approx. 50 lateral liners in the Stonehenge subdivision. Prism anticipates the installation of the lateral liners to begin before the end of July. A Letter of Agreement with Dewberry was executed on May 12, 2025, to perform an evaluation of an existing aerial sewer crossing along 5<sup>th</sup> Street Extended over Moores Creek. A site visit was conducted on June 23, 2025, to perform an initial evaluation and to obtain information related to pipe thickness.





#### Non-Utility and Facility CIP Projects

#### 18. Energy Audit (Account Code 1625):

Consultant: OBG, A Ramboll Company (Ramboll)

Project Status: Construction

Percent Complete: 40%

Contractor: ACSA Facilities Group

Construction Start: July 2023

Completion: September 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.

7/8/2025: Only one proposal was received during the recent Request for Quotes (RFQ) process, which was considerably higher than anticipated. ACSA staff is exploring opportunities to perform more of the site work and conduit installation in-house to attract more electrical contractors for the wiring work.

#### 19. Avon Operations Center (Account Code 1622):

Consultant: Dewberry Engineers, Inc. (Dewberry)

Project Status: Construction

Percent Complete: 10%

Contractor: Daniel & Company, Inc. (DCI)

Construction Start: January 2025
Completion: November 2026
Total Budget: \$18,000,000
Spent to Date: \$3,212,090.05

**Project Description:** As part of the Operations Center Expansion Study our consultant reviewed all properties owned by 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.

7/8/2025: DCI completed all anticipated rock blasting at the site on June 20, 2025. A total of 14 blasts were performed at the site, and the project team is working closely to quantify the total amount of rock encountered. DCI's focus is now on excavating for the foundation footers, wall construction, and building slabs.



#### 20. 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: \$13,313.64

**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).

7/8/2025: The third Request for Quotes (RFQ) to address the settlement issue at the main entrance of the Administration Building resulted in no contractor interest. ACSA staff is awaiting guidance from our procurement team on the next steps. An electrical contractor has been procured for hooking up the generator at the Maintenance house and we are awaiting their schedule.

#### 21. Facility Condition Assessment (Account Code 1613):

Consultant: Whitman, Requardt & Associates, Inc. (WRA)

Project Status: Study Percent Complete: 20%

Construction Start: January 2025
Completion: August 2025
Total Budget: \$73,691
Spent to Date: \$16,452.62

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

6/6/2025: WRA is continuing to review the SCADA data and has reached out to Gorman Rupp and Goulds to verify rebuild and replacement recommendations for their respective pumps. They are planning to submit the draft memorandum by the end of June 2025.

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

Consultant: Launch! Consulting (Launch!)

Project Status: Study
Percent Complete: 10%

Construction Start: January 2025 Completion: November 2025

Total Budget: \$154,160 Spent to Date: \$118,161 **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.

7/8/2025: Site visits were completed the week of June 9, 2025. Workshop 2b is scheduled for July 9, 2025, and a cybersecurity call with IT is scheduled for July 22, 2025.

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

- 1. <u>664 West Rio Road (Rio)</u>: 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 Daily Progress.
- 2. <u>Albemarle High School Center II (Rio)</u>: Water main relocation to accommodate additional educational building on the Albemarle High School campus.
- 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.
- **4.** Ashcroft Phase 3 (Rivanna): Water main extensions to serve 76 residential units. This development connects to Lego Drive just north of the Ashcroft Clubhouse.
- 5. <u>Bamboo Grove (White Hall)</u>: 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.
- 6. <u>Belvedere Phase 4B (Rio)</u>: Water and sewer main extensions to serve 39 townhome units at the intersection of Belvedere Boulevard and Fowler Street.
- 7. <u>Bird Street Subdivision (Scottsville)</u>: Water and sewer main extensions to serve 36 single family homes at the end of Bird Street in the Town of Scottsville.
- 8. <u>Brookhill Block 18 (Rivanna)</u>: 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.
- **9.** <u>Dunlora Village Phase 1 (Rio)</u>: 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.
- 10. <u>Flow Hyundai (Rio)</u>: Water main extension to serve a car dealership and associated car wash facility on the property along Seminole Trail just north of Malloy Ford.

- **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.** 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 Route 29/250 Bypass.
- 13. Old Trail Village Blocks 24, 33, and 34 (White Hall): Water and sewer main extensions to serve 52 residential units. This project is located at the intersection of Rockfish Gap Turnpike and Old Trail Drive.
- **14.** <u>Premier Circle Phase 1 (Rio)</u>: 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 multifamily 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. <u>Sentara Martha Jefferson Hospital Early Learning Center (Scottsville)</u>: Water main extension to serve a nearly 13,000 square foot childcare facility at the intersection of Martha Jefferson Drive and Worrell Drive.
- **18.** Southern Feeder Pattern Elementary School (Scottsville): Water main extension to serve the new school facility, located south of Monticello Fire and Rescue.
- **19.** <u>Southwood Redevelopment Village 3 (Scottsville)</u>: 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.** 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.

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** FY 2026 Monthly

Maintenance Update Report

STAFF CONTACT(S)/PREPARER:

Alexander J. Morrison, P.E., Director of

**Operations** 

AGENDA DATE: July 17, 2025

**CONSENT AGENDA:** 

ACTION: ■ INFORMATION: ■

**ATTACHMENTS: NO** 

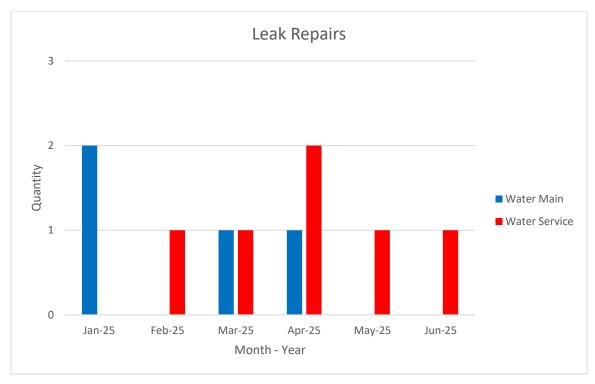
#### **BACKGROUND:**

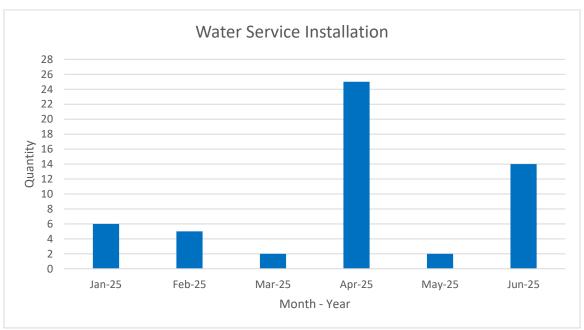
Current total years of service in the Maintenance Department: 340.2 years Current average years of service in the Maintenance Department: 10.3 years Current number of employees in the Maintenance Department: 33

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.

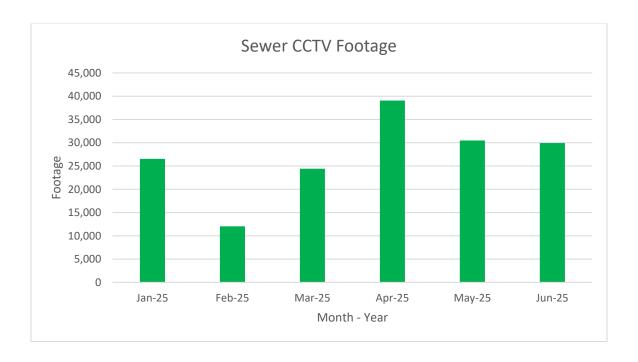


### **AGENDA ITEM EXECUTIVE SUMMARY**





#### AGENDA ITEM EXECUTIVE SUMMARY



#### **DISCUSSION:**

- Routine Monthly Maintenance Activities
  - Inspections: Hydrant and manhole inspection levels remained consistent with May. Weed eating around hydrants continues to be part of daily duties, reducing staff availability for inspections. Manhole inspections were further impacted by intermittent generator issues on one of the CCTV vans, which we are addressing through a generator replacement following a technician's diagnosis. Valve inspections increased in June due to improved staff availability, as annual evaluations were completed and fewer repairs were scheduled compared to May.
  - Leak Repairs: One water service leak repair occurred in June on Stoney Creek Drive. The leak was located at the connection to the water meter setter.
  - Water Service Installation: Water service installations increased in June. This was driven by activity related to the Exclusion Meter Replacement Project, several new irrigation service installations, and a few new domestic service installations—including one in Scottsville to relocate a meter and eliminate a long, leaking private service line.

#### AGENDA ITEM EXECUTIVE SUMMARY

- Sewer CCTV Footage: Sanitary sewer CCTV inspection levels remained unchanged from May. The ongoing generator issues affecting one of the CCTV vans contributed to the consistent inspection volume.
- Facilities Inspections: We will begin trending facilities inspection activities in future reports as additional data becomes available. In June, completed inspections included:
  - 148 Generator Inspections
  - 319 Pump Inspections
  - 78 Sewer PS Inspections
  - 70 Water PS Inspections
  - 8 Fire System Inspections

**BUDGET IMPACT:** None.

**RECOMMENDATIONS:** None.

**BOARD ACTION REQUESTED:** Approval of the Consent Agenda.

**ATTACHMENTS: None** 

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** Monthly Information Technology Department Update

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

Technology

AGENDA DATE: July 17, 2025

ACTION: INFORMATION:

**ATTACHMENTS: No** 

# **Information Technology**

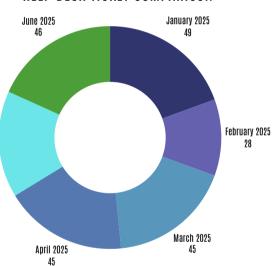
#### **Background:**

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, May 2025 intranet and website administration, server 39 and software administration.

Last month, they:

- Resolved **46** Help Desk tickets
- Onboarded 1 new employee
- Deployed 1 new computer
- Deployed 1 new server

#### HELP DESK TICKET COMPARISON



#### I.T. DEPARTMENT'S MONTHLY ROUTINES

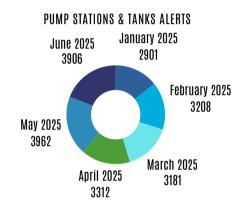
# **Digital & Physical Security**

#### **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 1,872.25 GB of application data
- Secured 1,067.28 GB of web data
- Secured 36.96 GB of user data
- Investigated 533 physical security alerts at the Operations Center
- Investigated 3,906 physical security alerts at water storage tanks and pump stations
- Implemented 312 firewall pattern updates



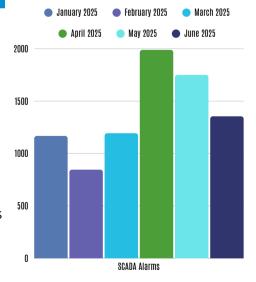


# **SCADA & AMI**

#### **Background:**

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

- Investigated **1355** SCADA alarms
- Investigated 38 AMI Base Station Alarms
  - This increase was due to power outages as a result of storms
- Completed 33 SCADA Work Orders
- Completed 1 AMI Work Order



#### I.T. DEPARTMENT'S MONTHLY ROUTINES

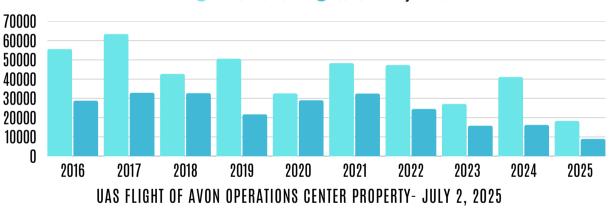
# **Geographic Information Systems (GIS)**

#### **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 and our GIS Technician. Last month, they:

- Digitized 37 sewer lateral lines (Total 20,475).
- Digitized 2,282 ft sewer gravity mains (Total 1,724,420.2 ft).
- Digitized **3,070.4 ft** water mains (Total 2,024,685.6 ft).
- Digitized 1,845.5 ft water service lines (Total 503,934.9 ft).
- Conducted 11 XY Locate Inspections.
- Fulfilled 2 Update GIS work orders.
- Fulfilled 6 external map requests.







#### AGENDA ITEM EXECUTIVE SUMMARY

#### I.T. DEPARTMENT'S LARGE PROJECT PARTICIPATION



### **IITILITY NFTWORK**

**IN PROGRESS:** I.T. staff is still investigating the possibility of conducting a migration to the cloud for both ArcGIS Enterprise and SQL server. Work in Azure is continuing for the next few months as we test out options and functionality.



#### SCADA SYSTEM ASSESSMENT

**IN PROGRESS:** We have updated the firmware on all devices. We have begun to work on lower priority items and have begun receiving some of the required hardware upgrades. We have also met with vendors to discuss future upgrades. The engineering firm assisting us with this project has temporarily pulled away to work on the Facilities Condition Assessment.



# PHONE SYSTEM REPLACEMENT PROJECT

**IN PROGRESS:** We recently had a change in RingCentral's project management team and we are expecting a meeting with the new team member this week. Once they are onboard, we expect to learn more about the next phase of the project—RingSense. This phase will introduce enhanced features powered by artificial intelligence, offering even greater functionality and insights.



#### CYBERSECURITY UPGRADES

**IN PROGRESS:** We are continuously enhancing the security of ACSA's data. With the latest threats in our area and nationwide, we have increased our monitoring and ensuring that we meet or exceed the best practices.



# AVON OPERATIONS CENTER- NETWORKING & SECURITY

**IN PROGRESS:** We have begun meeting with vendors regarding our network infrastructure at the Avon Operations Center. Fiber, access control and closed caption televising plans are being established.

#### AGENDA ITEM EXECUTIVE SUMMARY



#### SHARFPOINT RF-DFSIGN

**NEARING COMPLETION:** The departmental sites have all been upgraded. We are working with Department Heads to schedule a full deployment to all staff later this month.



# FACILITIES CONDITION ASSESSMENT

**NO UPDATE:** We are still awaiting the results of the assessment to prioritize next steps.



#### DISASTER RECOVERY UPDATE

**COMPLETED:** We recently completed a thorough review of our disaster recovery documentation and standard operating procedures to ensure accurate and up to date documentation.



## CUSTOMER INFORMATION SYSTEM (CIS)

**IN PROGRESS:** The RFP has been released. A virtual meeting was held with vendors as a pre-proposal conference. A Q&A document has been drafted and released alongside the RFP. ACSA staff will begin reviewing proposals later this month.



## SECURITY SYSTEM UPGRADES- OPERATIONS CENTER

**COMPLETED:** We have upgraded our alarm panels, hubs, motion sensors, and keypads. We have also cross trained other staff members within I.T. on the system.



#### SECURITY SYSTEM UPGRADES- PUMP STATIONS

**IN PROGRESS:** We are currently demoing an access control system at one of our pump stations. If successful, this would allow the ACSA to eliminate another physical key that most staff members must currently carry and allow for better security management and access control.



## FUEL MANAGEMENT SYSTEM- FLEET NUMBER UPDATES

**IN PROGRESS:** We recently completed a change of our fleet numbers. All systems have been updated but we have experienced a problem with our fuel management system in accepting the updates. I.T. has been asked to assist with programming each fleet vehicle manually at the gas pump.

#### AGENDA ITEM EXECUTIVE SUMMARY

# SCADA SECURITY UPGRADES



**NEARING COMPLETION:** We have recently completed security upgrades on our SCADA servers to meet and exceed the Cybersecurity and Infrastructure Security Agency (CISA) standards. We are continuing to conduct additional reviews to ensure best practices are met and our SCADA network is secure.



# CLOUD MIGRATION OF SERVERS

**IN PROGRESS:** I.T. has configured and tested a development file server in the cloud. We are now investigating pricing and hope to migrate one file server within the next few months.



### RISK & RESILIENCE ASSESSMENT

**IN PROGRESS:** We have provided the requested items for the vendors review. I.T. staff worked with Launch Consulting to conduct a thorough walk-thru of our facilities. A meeting regarding the findings will take place soon.



# AUTOMATED REPORTING

**IN PROGRESS:** We have begun to expand our creation of more automated reports. This month, we began developing an Employee Work History Report and a CCTV Footage Report for the Maintenance to review monthly.



#### DATABASE CLEAN-UP

**IN PROGRESS:** We are currently cleaning up old data in preparation of modifying and updating the front end of some of our larger databases to promote better record keeping.

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

**BOARD ACTION REQUESTED:** Informational

**ATTACHMENTS: None** 

**AGENDA TITLE:** Rivanna Water & Sewer

Authority (RWSA) Monthly Update

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

Quin Lunsford, Executive Director

AGENDA DATE: July 17, 2025

**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 June 24<sup>th</sup> RWSA Board Meeting and other communications:

• <u>Sugar Hollow Dam Rubber Crest Gate Repair</u>: In January 2024, the rubber bladder affixed to the dam's crest experienced a mechanical issue, allowing additional water to flow downstream. This event required RWSA to reevaluate the system's design and redundancies to prevent recurrences. RWSA lowered the reservoir last fall to work on the rubber bladder and its piping support systems. On June 27<sup>th</sup>, RWSA's contractor performed the last modifications to the new pneumatic air supply lines that feed the rubber bladder. Now complete, the bladder has been reinflated and the reservoir is at 100% capacity.



- Central Water Line Project, Phase 1 of 2: The RWSA Board authorized the award of a contract for \$47.45 million to Sagres Construction Corporation to construct the Central Water Line Phase 1 project. This project includes approximately 4-miles of 24-inch and 30-inch ductile iron water line work extending from UVA (at Hereford Drive and Stadium Road) to the intersection of 10<sup>th</sup> Street NE and East Market Street. This project improves hydraulic efficiency and redundancy in the Urban water system and allows utilization of the full 10 MGD capacity of the Observatory water treatment plant.
- Ragged Mountain Reservoir, Raise Normal Pool Level Project: The RWSA Board authorized the award of a contract for \$11.02 million to Faulconer Construction Company, Inc. to complete the Ragged Mountain Pool Raise construction project. This project generally includes tree clearing around the perimeter of the reservoir, as well as installation of a blanket drain in the right abutment of the dam, installation of two concrete boat ramps, and modifications to the existing intake riser structure, floating trail bridge, and spill containment boom.

# **AGENDA ITEM EXECUTIVE SUMMARY**

This project will increase the pool 12 feet and will increase water storage capacity in the reservoir 700 million gallons for the benefit of our community.

# **Summary**:

RWSA Major Project Schedule	Construction Start Date	Construction Completion Date
Central Water Line, Phase 1	October 2025	December 2029
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	February 2025	June 2029
Station		
MC Building Upfits & Gravity Thickener	May 2025	May 2027
Improvements		
MC Structural & Concrete Rehabilitation	May 2025	May 2027
Crozet Pump Stations Rehabilitation	April 2026	April 2028
MC Administration Building Renovation	June 2025	December 2027
& Addition		
SRWTP - PAC Upgrades	November 2025	June 2027
RMR Pool Raise	September 2025	December 2026
Crozet WTP GAC Expansion – Phase I	January 2026	September 2027
Central Water Line, Phase 2	March 2026	May 2028
MC Pump Station Slide Gates, Valves,	March 2026	October 2027
Bypass, & Septage Receiving Upgrades		
SRR to RMR Pipeline, Intake, & Facilities	February 2026	December 2030
Beaver Creek Dam, Pump Station, &	May 2026	January 2030
Piping		
Upper Schenks Branch Interceptor,	2026	2027
Phase II		
SRWTP Permanganate Improvements	June 2026	August 2027
Glenmore WRRF Phase 1	June 2026	January 2028
Dam Concrete & Steel Repairs	January 2026	December 2026
SVWRRF Generator	January 2026	June 2027

#### Central Water Line, Phase 1

Design Engineer: Michael Baker International (Baker)

Project Start: July 2021
Project Status: Award

Construction Start: October 2025
Completion: December 2029
Budget: \$58,000,000

#### **Current Status:**

Phase 1 (west end): Award of a construction contract was awarded in June 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.

#### Red Hill Water Treatment Plant Upgrades

Design Engineer: Short Elliot Hendrickson (SEH)
Construction Contractor: Anderson Construction (Lynchburg)

Construction Start: January 2025

Percent Complete: 10%

Completion: June 2026 Budget: \$2,050,000

#### **Current Status:**

Work on the existing pressure tank has continued this month. The site plan has been approved and the building permit will follow later this month. Construction of the building expansion will begin shortly after the building permit is approved.

#### History:

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

building and improve the configuration of the process and laboratory needs of the WTP.

#### South Fork Rivanna River Crossing

Design Engineer: Michael Baker International (Baker)

Construction Contractor: Faulconer (Charlottesville)

Construction Start: December 2024

Percent Complete: 15%

Completion: January 2027 Budget: \$6,250,000

#### **Current Status:**

Horizontal Directional Drilling subcontractor has completed the pilot hole for the 1,200 LF directional drill and is now back reaming to enlarge the opening for the water line. A portion of Old Rio Mills Road will be closed for several months as construction of the new 24" water line begins. Contractor is planning to blast along Old Rio Mills Road. Review of the blasting plan is in progress.

#### 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: 7%

Completion: June 2029
Current Project Estimate: \$61,490,000

#### **Current Status:**

Pipe installation in Hereford Drive near the OBWTP is underway during UVA's summer break to minimize impacts on students, faculty, and staff.

#### History:

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

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

#### • MCAWRRF Building Upfits and Gravity Thickener Improvements

Design Engineer: Short Elliott Hendrickson (SEH)

Construction Contractor: English (Lynchburg, VA)

Construction Start: May 2025

Project Status: 5%

Completion: May 2027 Current Project Estimate: \$11,800,000

#### **Current Status:**

The contractor has mobilized equipment and an office trailer to the site and is ordering materials as shop drawings are approved.

#### 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: 2%

Completion: May 2027
Current Project Estimate: \$15,500,000

#### **Current Status:**

88

#### ALBEMARLE COUNTY SERVICE AUTHORITY

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

The contractor has mobilized equipment and an office trailer to the site. Sandblasting and priming of the compost metal structure has begun.

#### History:

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

#### • Crozet Pump Stations Rehabilitation

Design Engineer: Wiley | Wilson

Construction Contractor: Waco, Inc. (Sandston, VA)

Construction Start: August 2025

Percent Complete: 5%

Completion: April 2028 Budget: \$12,350,000

#### **Current Status:**

Equipment submittals are being processed, and materials are being ordered. We anticipate 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.

#### • Moores Creek Administration Building Renovation and Addition

Design Engineer: SHE

Construction Contractor: Martin Horn (Charlottesville)

Construction Start: June 2025

Percent Complete: 2%

Completion: December 2027 Budget: \$27,600,000

#### **Current Status:**

A Notice to Proceed is anticipated in June to coincide with Site Plan approval from the County. Coordination efforts associated with temporary staff locations and interim network connectivity have begun, along with review of various shop drawings.

#### History:

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

# • South Rivanna Water Treatment Plant - PAC Upgrades

Design Engineer: SHE

Construction Contractor: Waco, Inc. (Sandston, VA)

Project Start: November 2025

Percent Complete: 0%

Completion: June 2027 Current Project Estimate: \$1,820,000

#### Current Status:

Bids were opened on May 14, 2025 and the project was awarded to Waco, Inc. at the May 2025 Board meeting.

#### • Ragged Mountain Reservoir Pool Raise

Design Engineer: Schnabel Engineering

Project Start: April 2024
Project Status: Award

Construction Start: September 2025
Completion: September 2026
Current Project Estimate: \$13,200,000

#### **Current Status:**

Construction bids were received on May 20, 2025. Award of a construction contract was approved in June 2025.

#### • Central Water Line, Phase 2

Design Engineer: Michael Baker International (Baker)

Project Start:

Project Status:

Construction Start:

Completion:

Budget:

July 2024

Design 60%

March 2026

May 2028

\$21,000,000

#### **Current Status:**

**Phase 2 Contract (east end):** Survey work is complete, and design for the E. High Street area is underway. An additional private easement will be required as well as new easements on two City parcels.

#### 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:

Project Start:

July 2023

Project Status:

Construction Start:

Completion:

Budget:

SEH

July 2023

100% Design

January 2026

September 2027

\$10,000,000

#### Current Status:

Project will be advertised for construction bids in July. \$6.24 million in grant funds from VDH are available for this project.

#### History:

In order to enhance the RWSA's resiliency and commitment to long term finished water quality, the Authority has committed to expanding the GAC capacity at the 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: March 2026
Completion: October 2027
Budget: \$9,700,000

#### **Current Status:**

RWSA staff are making decisions on the septage receiving equipment and billing software needed.

#### **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 Reservoir to Ragged Mountain Reservoir Pipeline, Intake and Facilities

Design Engineer: Kimley Horn/SEH

Project Start: July 2023
Design Status: 85%

Construction Start: February 2026
Completion: December 2030
Budget: \$117,000,000

#### **Current Status:**

A Value Engineering workshop will be held on June 3<sup>rd</sup> and 4<sup>th</sup>. The Design Engineer is working on follow-up analysis/evaluation stemming from the workshop. A preapplication meeting with Albemarle County was held on June 9<sup>th</sup>.

#### 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

#### **Current Status:**

Hazen is proceeding with design of the pump station. Final design by Schnabel for the dam spillway upgrades, temporary detour, and spillway bridge is ongoing and accounting for some modifications to the primary spillway and the spillway bridge based on current regulations and comments from VDOT. Discussions with the County have been initiated for acquisition or lease of property for the Pump Station. A significant (\$20 million) construction grant from the NRCS is anticipated. A Value Engineering workshop was held on May 19 and 20, 2025 on the raw water pump station and intake structure and results from this workshop are being evaluated to determine what will be included in the design process.

#### 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:
Project Status:
Solve Design
Construction Start:
June 2026
Completion:
August 2027
Budget:
\$400,000

#### **Current Status:**

This project will replace chemical feed equipment at the end of its useful life and increase chemical containment capacity. Design is underway.

#### • Glenmore WRRF Upgrade Phase 1

Design Engineer: SEH

Project Start: March 2025

Project Status: Preliminary Engineering

Construction Start:

Completion:

Budget:

June 2026

January 2028

\$1,650,000

#### **Current Status:**

This project will replace wastewater treatment equipment at the end of its useful life and reduce the noise generated from the aeration system blowers.

#### Dam Concrete and Steel Repairs

Design Engineer:

Project Start:

Project Status:

Construction Start:

Completion:

Budget:

GAI Consultants

January 2025

10% Design

January 2026

December 2026

\$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. Draft condition assessment reports are under review by RWSA staff.

#### Scottsville Water Resource Recovery Facility Generator

Design Engineer:

Project Start:

October 2022

Project Status:

Construction Start:

Completion:

Budget:

Wiley | Wilson

October 2022

20% Design

January 2026

June 2027

\$900,000

#### Current Status:

The Design Engineer has received the Geotechnical Report and is working on the revised design documents. Updated plans and specifications are anticipated in July.

#### **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.

#### Flood Protection Resiliency Study

Design Engineer: Hazen

Project Start: August 2024

Project Status: Preliminary Engineering/Study

Completion: December 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

#### AGENDA ITEM EXECUTIVE SUMMARY

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**

#### • <u>Urgent and Emergency Repairs</u>

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	
2024-09	Stillhouse Waterline Erosion @ Ivy Creek	\$200,000	
2025-03	Rivanna Interceptor Stream Crossing	TBD	
	Repairs		
2024-07	Wholesale Metering Valve Replacements	\$90,000	
	(PTW-012)		

- 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.
- 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. USACOE permitted the project on May 7th, with a time of year restriction that will not allow the work to start until August.
- o <u>Rivanna Interceptor Stream Crossing Repairs</u>: In Spring 2025, during annual inspections performed by the RWSA Maintenance Department, erosion was

identified at two stream crossings along the Rivanna Interceptor to the North of the Dunlora subdivision. RWSA is working with Digs to scope the repairs (including temporary repairs at one of the two sites), as well as with the 10 USACOE for permitting. Digs temporarily stabilized the worst of the two stream crossing sites with sandbags, to protect the pipe as the design of the repair is finalized.

Wholesale Metering Valve Replacements (PTW-012): During the annual calibration of RWSA's Wholesale Water Meters last year, a handful of non-operational valves were identified by the RWSA Maintenance Department. One of such valves was PTW-012, a 1980s-vintage 24" butterfly valve, located in Darden Towe Park. Given the size of the valve, RWSA elected to utilize On-Call Maintenance Contractor, Faulconer Construction, for the repair. Faulconer mobilized to the site on June 2<sup>nd</sup>, and began excavation on June 3<sup>rd</sup>. On June 3<sup>rd</sup>, RWSA's 24" Pantops Waterline was damaged, causing a small leak at the site, adjacent to the valve to be replaced. Interim repairs were completed during the early AM hours of June 4<sup>th</sup>. The valve replacement began during the nighttime hours of June 4<sup>th</sup> and was completed during the afternoon of June 5<sup>th</sup>. This work was closely coordinated with ACSA, ACPR, and the adjacent Elk's Lodge.

#### Security Enhancements

Design Engineer: Hazen & Sawyer

Construction Contractor: Security 101 (Richmond, VA)

Construction Start: March 2020

Percent Complete: 90% (WA9), 50% (WA12)

Based Construction Contract +

Change Orders to Date = Current Value: \$718,428 (WA1) + \$1,006,804

(WA2-12)

Completion: June 2025 (WA9), December

2025 (WA12)

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.

Aug '2	Sep '25	Oct. '25	Nov. '25	Dec. '25	Jan. '26	Feb. '26	Mar. '26	Apr. '26	Pending Issues
August 21s	t September 18th	October 16th	November 20th	December 18th	January 15th	February 19th	March 19th	April 16th	ACSA Customer Communications
Recognitions	Recognition	Recognitions	CIS - Customer Information Systems Billing, Website, Phone						
Monthly Financia CIP, Maintenanc and IT Reports a RWSA Monthly Update	e CIP, Maintenance	Monthly Financial, CIP, Maintenance and IT Reports and RWSA Monthly Update	Climate Change and Sustainability						
Operational Presentation	Operational Presentation	Operational Presentation	Operational Presentation	Operational Presentation	Operational Presentation	Operational Presentation	Operational Presentation	Operational Presentation	Customer Experience (CX)
Regional Water Supply Planning Update	Imagine a Day - Without Water Resolution (Annual Item)		Annual Comprehensive Financial Report (ACFR) Presentation (Annual Item)	Annual Investments Report <i>(Annual Item)</i>	Board Organizational Meeting - Election of Officers (Annual Item)		Proposed CIP Presentation (Annual Item)	Proposed FY 27 Capital Improvements Program Presentation (Annual Item)	Data Management and Managemer Dashboards
Northern Area Utilities Master Plan - Update	lan -			FY '27 Budget Guidelines and Schedule (Annual Item)	Annual Water Conservation Report (Annual Item)		Fix a Leak Week Water Conservation Event (Annual Item)	Proposed FY 27 Capital Improvements Program Public Hearing (Annual Item)	Emergency Preparedness
				Annual Investments Report <i>(Annual Item)</i>	2025 Annual Report - Accomplishments and Challenges (Annual Item)			Proposed FY 27 Budget and Rates Overview (Annual Item)	Facilities Condition Assessment
				ACSA Board of Directors Meeting Schedule 2026 (Annual Item)	Strategic Plan Update - <i>(Bi-annual</i> <i>Item)</i>			Resolution Scheduling Budget and Rates Public Hearing for June 18, 2026 (Annual Item)	Federal/State Water Quality Regulati PFAS; Emerging Contaminants
				Holiday Schedule 2026 <i>(Annual Item)</i>					New Development
									Operational Presentation - Sewe Rehabilitation Relining
									Purchasing Policy Manual
									RWSA CIP Central Water Line - Reservoirs Pipe North Rivanna System Wastewater Projects
									Water Audit
									Water Supply Plan Project Status Re

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE:** Operational

Presentation – Private Development

Process

STAFF CONTACT(S)/PREPARER:

Jeremy M. Lynn, P.E., Director of

Engineering

AGENDA DATE: July 17, 2025

ACTION: | INFORMATION:

**ATTACHMENTS: YES** 

**BACKGROUND:** The ACSA's *General Water and Sewer Construction Specifications* cover general conditions, technical specifications, and details for water and sewer utilities to be incorporated into ACSA's water distribution and wastewater collection systems. ACSA engineers work closely with the development community throughout the process, including conceptual site planning, design, construction, and dedication of utilities to the ACSA.

**DISCUSSION:** A short presentation has been prepared to introduce the Board to our current group of experienced engineers and provide an overview of our review process for private developments.

**BUDGET IMPACT:** Informational only.

**RECOMMENDATIONS:** None

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

**ATTACHMENTS:** PowerPoint presentation – Private Development Process





Board of Directors Meeting July 17, 2025

# MEET OUR ENGINEERS

# • <u>Justin Weiler, P.E.</u>

RWSA: 2007-2014

Hanover Utilities: 2014-2022

ACSA: 2022-current



# Keane Rucker, P.E.

ACSA Intern: 2014-2015

Shimp Engineering: 2015-2024

ACSA: 2024-current



# **Team Experience**

- 63 Years of Professional Engineering Experience
- In-Depth Experience Local Government, Utility Engineering and Operations, Construction and Private Development

# Richard Nelson, P.E.

Prism Contractors & Engineers: 2014-2017

ACSA: 2017-current



# John Anderson, P.E.

VDOT: 1998-2007

Nelson County SA: 2007-2011

East Coast Utility Contractors: 2011-2012

Albemarle County Comm Dev: 2014-2023

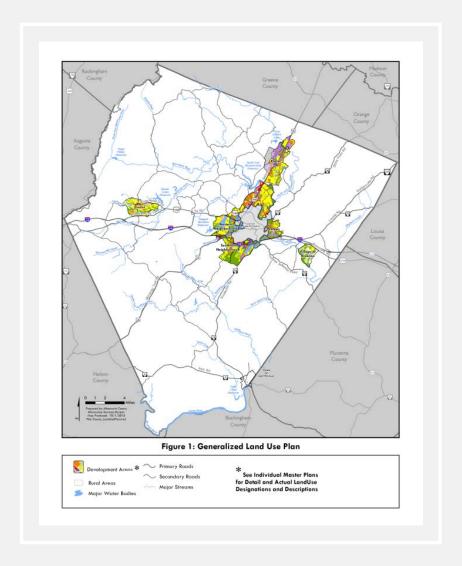
ACSA: 2023-current



# ALBEMARLE COUNTY GROWTH MANAGEMENT POLICY

Promote the efficient use of County resources through a combination of:

- A. Protecting the elements that define the Rural Area:
  - Agricultural, Forestry, Water Supply, Natural, and Scenic Resources
  - Land Preservation and Conservation
  - Historical, Archaeological, and Cultural Resources
- B. Promoting the Development Areas as the place where a variety of land uses, facilities, and services exist and are planned to support the County's future growth, with emphasis placed on density and high-quality design in new and infill development.





**COMMUNITY FACILITIES GOAL** – Albemarle County's facilities and services will be of high-quality and delivered in a responsible and cost-effective manner.

**OBJECTIVE** – Provide public water and sewer in the Development Areas.

# **STRATEGIES** –

- a. Continue to provide public water and sewer in jurisdictional areas.
- b. Continue coordination of water and sewer services among the ACSA, the RWSA, the City of Charlottesville, UVA, and the County.
- c. Complete planned public water and sewer system upgrades for the Development Areas adjacent to the City.
- d. For the Development Areas of Crozet and Village of Rivanna and the Town of Scottsville water and sewer systems, monitor demand and plan for systems and facilities upgrades concurrent with community growth.
- e. Continue to support and implement water demand management strategies outlined in the 2011 Water Supply Plan by monitoring efficient water use through ordinance, by reducing water use through conservation initiatives, and by reducing water loss through system operation and maintenance.

MAJOR TYPES OF APPLICATIONS

Zoning Map Amendment (ZMA)

Site Development Plan (SDP)

Subdivision Plat (SUB)

Jurisdictional Area Amendment Request

**Building Permits** 

# ZONING MAP AMENDMENT (ZMA)

A Zoning Map Amendment (ZMA) is needed when an applicant seeks to change the zoning district that applies to one or more parcels of land. ZMA applications are evaluated based on the project's consistency with all applicable recommendations specified by the County's Comprehensive Plan and Master Plan.

ACSA staff reviews ZMA's to ensure overall water and sewer capacity to meet the proposed development's needs and to identify any potential challenges the developer may face early in the process.

## SITE DEVELOPMENT PLAN (SDP)

A site development plan is needed when an applicant wishes to develop land for commercial, industrial, or multifamily residential use.

ACSA staff reviews SDP's to ensure the property is adequately and appropriately served by water and sewer facilities when located within the ACSA's Jurisdictional Area.

## SUBDIVISION(SUB)

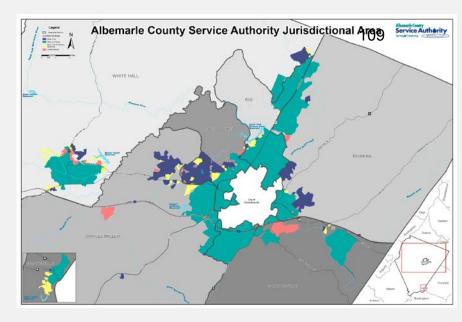
A subdivision is the process of creating one or more lots from an existing parcel. This includes single-family neighborhood plans.



ACSA staff reviews SUB's to ensure all properties are adequately and appropriately served by water and sewer facilities when located within the ACSA's Jurisdictional Area. Our review also explores potential oversizing opportunities and extensions to serve adjacent properties.

# JURISDICTIONAL AREA AMENDMENT REQUEST

The only area of the County that can be served by the ACSA is known as the ACSA Jurisdictional area. The County Board of Supervisors determines the boundaries of the ACSA Jurisdictional Area and is responsible for approving any amendments.



Amend the Service Auth	ority Jurisdictional Area = \$1	35.20 (\$130.00 + 5	\$5.20 Technol	logy Surcharge)
oject Name:				
	Magisteria	District:	Zoning	
ysical Street Address (if assigned): cation of property (landmarks, interse	ections, or other):			
	concerning this project?):		Date	w.
	Fax # ()			
r of Record				
Address	City		State	Zip
Dustine Phone ()	Fax # ()	E-mail		
least (Who is the Contact person repre	scetting?):			
Address	City		State	Zip
Daytime Phone ()	Fax # ()	E-mail		
FOR OFFICE USE ONLY For Amount 5 Date Paid	TMP#		Clar	By.

ACTUAL AC	
lurisdiction area designation requested.	
Water and Sewer	
Water Only to existing structure(s)	
Water Only	
Limited Service (Describe in justification below)	
Current Service Area Designation	
No designation	
Water and Sewer	
Water Only to existing structure(s)	
Water Only	
Limited Service (Please describe	
husification for request:	
Owner/Applicant	Most Read and Nija
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I hereby certify that the information provided on this app and correct to the best of my knowledge and belief.	Scation and accompanying information is accurate, true

A building permit application is a formal request seeking permission to begin construction or remodeling work on private property. This is a crucial step in ensuring a project complies with local building codes, zoning laws, and safety standards.



#### ACSA staff reviews building permits to ensure:

Improvements are not constructed within ACSA easements

No cross connections

Backflow prevention assemblies incorporated Devices to control fats, oils and grease included

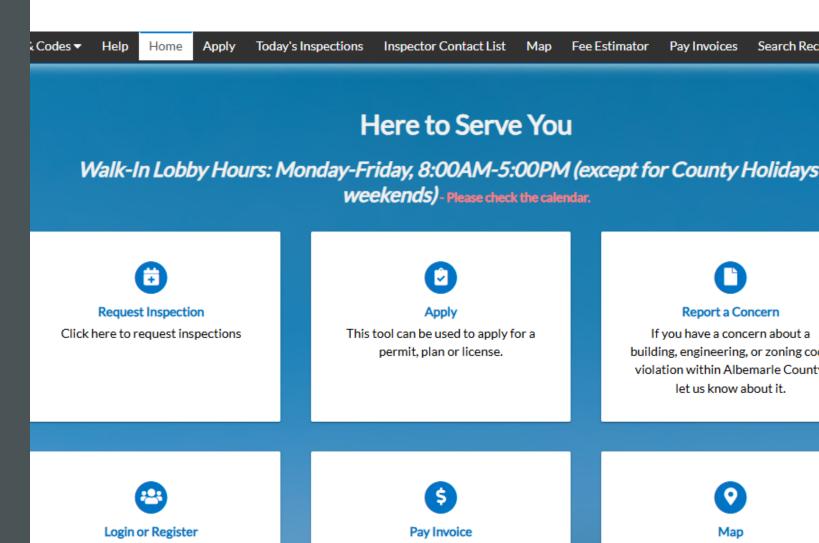
Review of meter sizing

# BUILDING PERMITS

Pay Invoices

#### CIVIC ACCESS

- Albemarle County Department of Community Development deployed a new Permitting and Licensing Software called Civic Access in January 2025.
- Dashboard enables customers to view and manage submissions, track the progress of their permits and plans throughout the review process, and identify assigned contacts.



Request Inspection

Help

Home

Apply

Today's Inspections

Click here to request inspections



Inspector Contact List

Here to Serve You

weekends) - Please check the calendar.

Map

Fee Estimator

This tool can be used to apply for a permit, plan or license.



#### Report a Concern

If you have a concern about a building, engineering, or zoning coo violation within Albemarle Count let us know about it.



#### Login or Register

Login to an existing or create a new account. You can also find help if you forgot your login information.

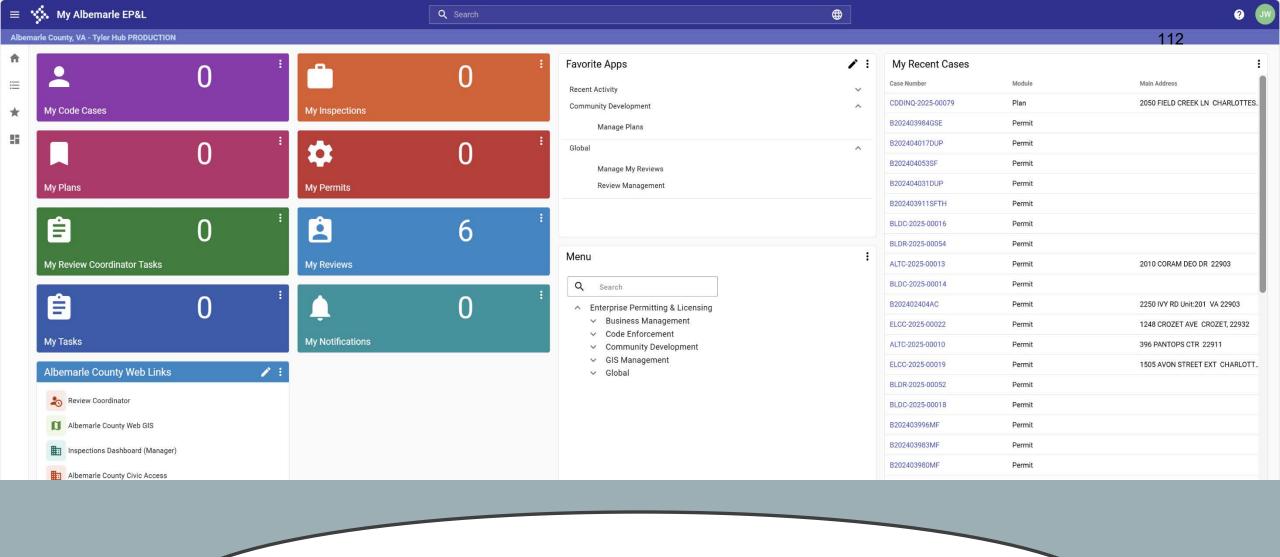


#### Pay Invoice

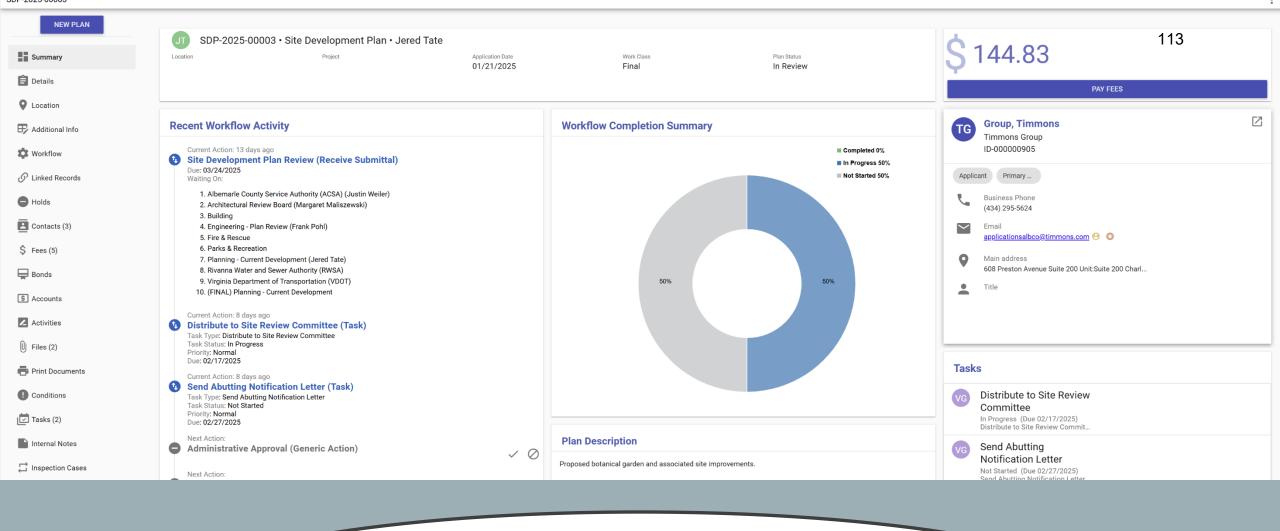
Use this tool to pay for individual invoices.



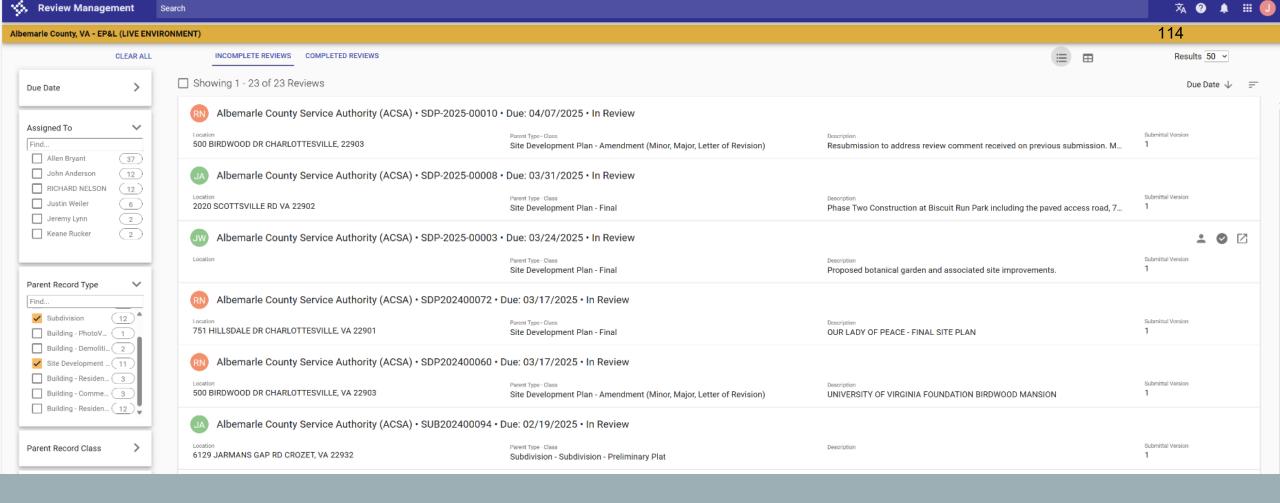
Explore the map to see the activit occurring in your neighborhood.



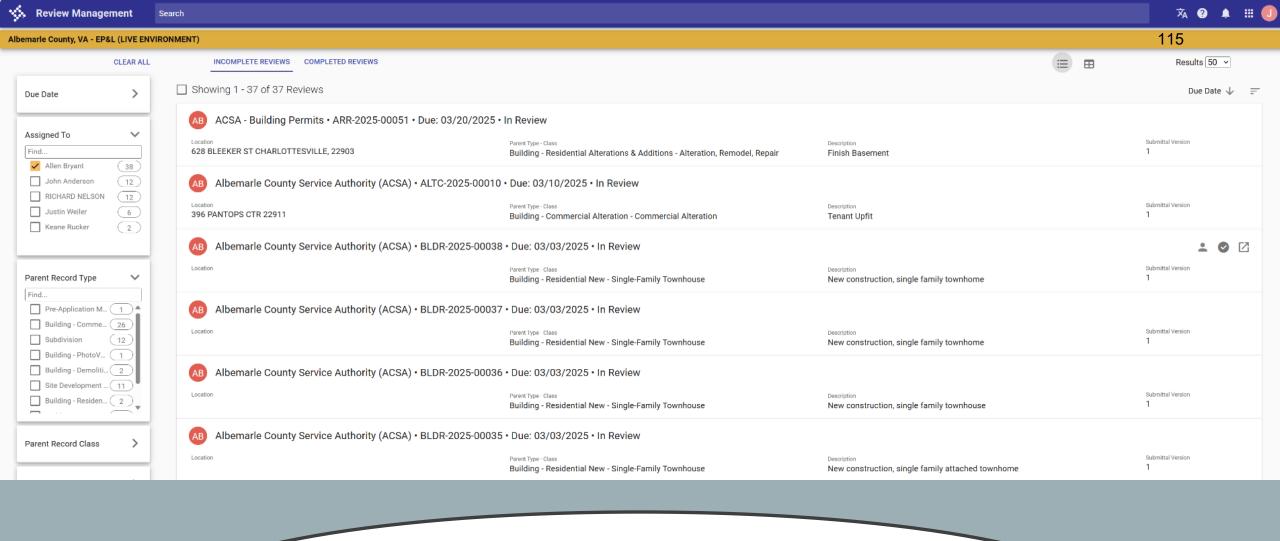
## INTERNAL DASHBOARD



## SDP APPLICATION



## SUB AND SDP REVIEWS



# BUILDING PERMIT REVIEWS

#### ACSA ENGINEERING REVIEW



#### **Deadlines**

Review deadlines are dictated by Code of Virgina and vary by application

Albemarle County's turnarounds are quicker for SDP's and SUB's



#### **Team Collaboration**

Weekly engineering review meeting

Promote timely and cohesive reviews

Share knowledge and experience



#### **Best-in-Class Service**

Strive to meet all Albemarle policy deadlines

Agile and flexible to coordinate workloads and deadlines

## PLAN APPROVAL AND CONSTRUCTION



#### **Approval Issued**

Approval Letter Issued
Bonds Posted by Developer
Pre-Construction Conference



#### **Construction Activities**

Utilities Installed
Pressure/Vacuum Testing
Disinfection and Sampling



#### **Dedication**

As-Built Drawings
Punch-list Items
Letter of Dedication

QUESTIONS???

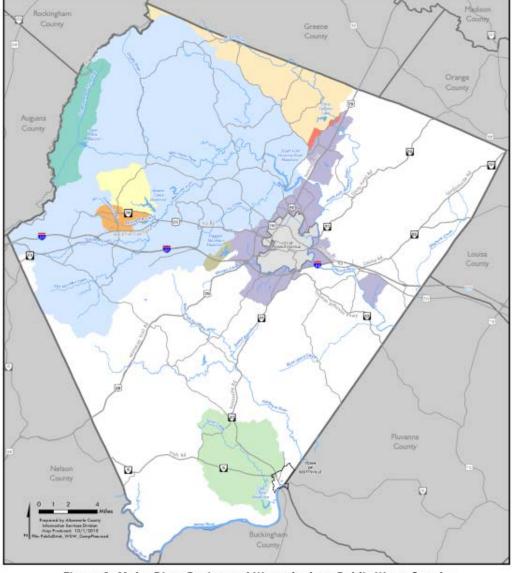


Figure 2: Major River Basins and Watersheds to Public Water Supply



#### ALBEMARLE COUNTY SERVICE AUTHORITY

#### AGENDA ITEM EXECUTIVE SUMMARY

**AGENDA TITLE**: ACSA

Comprehensive Financial Review and

Plan of Finance

**STAFF CONTACT/PREPARER:** 

Tanya Johnson, Director of Finance

AGENDA DATE: July 17, 2025

**ACTION:** Informational

**ATTACHMENTS**: Yes

**BACKGROUND:** The ACSA is continuing to evaluate potential capital projects that may require external financing in the coming years. In preparation for these future needs, staff is requesting that Davenport & Company provide an updated financial review of the ACSA and explore the feasibility of potential debt issuance. This analysis will assist in identifying the ACSA's borrowing capacity, reviewing capital funding strategies, and assessing the financial impact of issuing debt. The review will consider factors such as historical financial performance, revenue and expense trends, reserve levels, and projected capital requirements.

#### **DISCUSSION:**

The attached Comprehensive Financial Review and Plan of Finance, prepared by Davenport & Company, will be presented at today's meeting. The presentation will cover the following key areas:

- Goals and objectives
- Historical financial performance
- ACSA's current debt profile
- Market overview and conditions
- Credit rating criteria and observations
- Review of existing financial policies
- Capital funding needs
- Potential debt issuance scenarios and impacts

This analysis is intended to provide the Board with a clear understand of the ACSA's financial position and borrowing capacity. It will serve as a foundation for informed decision-making regarding future capital funding strategies, including whether issuing debt is a viable and prudent option.

**BUDGET IMPACT:** Informational only.

**RECOMMENDATIONS:** None

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

#### **ATTACHMENTS:**

1. Comprehensive Financial Review and Plan of Finance



Comprehensive Financial Review and Plan of Finance



July 17, 2025



## Overview

Albemarle County Service Authority, Virginia

#### Overview



- Davenport & Company ("Davenport"), in our capacity as Financial Advisor to the Albemarle County Service Authority (the "Authority"), has been tasked with developing a Financial Review of the Authority and a Plan of Finance for the Authority's upcoming capital needs.
- Over the first five years of the Authority's ten-year CIP, the Authority is contemplating approximately \$88 million in capital projects, and has approximately \$11 million of unfunded capital projects from prior CIPs.
- Further, the Authority's wholesale water and wastewater provider, Rivanna Water & Sewer Authority ("RWSA"), has identified significant capital needs over the next five years.
  - The costs of funding these capital needs will be passed through to the Authority and the City of Charlottesville.
- The Authority Board, in conjunction with Staff, seeks to execute a strategic plan that allows the Authority to fund the above-described capital needs, while simultaneously following best practices for highly rated utility systems.

#### Overview (cont.)



- To assist the Authority with developing and executing a strategic plan for funding its Capital Needs, and meeting the additional funding requirements of RWSA, herein Davenport has provided a Comprehensive Financial Review of the Authority, as well as a pro-forma projection of the Authority's finances;
- The pro-forma projection has been developed to provide the Authority Board with an estimate of the Revenue Increases that may be necessary to offset increased costs from RWSA, and fund the Authority's Capital Needs;
- Specifically, we first evaluate the Revenue Increases necessary to offset the RWSA costs, then we evaluate any additional Revenue Increases necessary to fund the Authority's CIP.
  - Importantly, due to the higher-level nature of this presentation, we have focused on the Revenue Increases and not specific Rate Increases necessary. While Rate Increases are highly correlated with increased revenue, it is not a 1:1 relationship.
  - We currently understand the Authority plans to engage in a formal rate study later this calendar year which Davenport can/will assist with as requested.



## Goals and Objectives

Albemarle County Service Authority, Virginia

#### Goals and Objectives



- Develop a Comprehensive Financial Report, including peer comparisons of highly rated public utility systems;
- Update and/or amend any existing financial policies as necessary to more closely mirror the latest criteria of the rating agencies;
- 3) Provide a holistic and strategic plan to meet both the capital funding needs of the Authority and the increased charges from RWSA;
- 4) Develop a series of funding strategies for the Authority's CIP, including analysis of different funding options, and present them to the Authority's staff and Board for their consideration;
- 5) If the Authority decides to finance projects through debt issued in the public market, consider obtaining formal credit ratings from at least two of the three national credit rating agencies Moody's, S&P, and Fitch; and,
- 6) Execute a plan of finance that minimizes pressure on future rates and charges while accounting for potential impact of RWSA's CIP on the Authority.



## Historical Financial Results

Albemarle County Service Authority, Virginia

#### **Historical Operating Performance**



		Fiscal Year 2020		Fiscal Year 2021		Fiscal Year 2022		Fiscal Year 2023		Fiscal Year 2024
Operating Revenues		2020		2021		2022		2023		2024
Water sales	\$	15,839,848	\$	15.919.103	\$	17,545,859	\$	18,720,236	\$	21,719,767
Sewer service	Ψ	13,662,193	Ψ	13,964,581	Ψ	15,279,189	Ψ	15,332,086	Ψ	17,399,595
Other		219,575		10,004,001		10,210,100		10,002,000		-
Water and sewer connection fees		147,876		141,043		131,415		178,642		178,849
Total Operating Revenues	\$	29,869,492	\$	30,024,727	\$	32,956,463	\$	34,230,964	\$	39,298,211
Operating Expenses										
Purchase of bulk water	\$	10,288,757	\$	10,667,369	\$	12,403,735	\$	13,987,522	\$	16,266,189
Purchase of sewer treatment	·	8,405,824		9,191,140		9,520,032	·	10,202,217		11,319,500
Depreciation		3,669,899		3,898,244		4,114,076		4,305,017		4,354,813
Administration/Information Technology		1,658,693		1,903,000		2,148,041		2,523,092		2,875,096
Finance		1,729,470		1,823,867		2,056,401		2,357,460		2,691,407
Engineering		1,739,017		1,948,316		1,883,689		2,177,495		2,161,905
Maintenance		3,314,547		3,170,202		3,183,142		3,717,232		4,323,494
Total Operating Expenses	\$	30,806,207	\$	32,602,138	\$	35,309,116	\$	39,270,035	\$	43,992,404
Less Depreciation		(3,669,899)		(3,898,244)		(4,114,076)		(4,305,017)		(4,354,813)
Operating Income (Loss) Net of Depreciation	\$	2,733,184	\$	1,320,833	\$	1,761,423	\$	(734,054)	\$	(339,380)
Nonoperating Revenues (Expenses)										
Investment income	\$	733,385	\$	82,900	\$	(631,795)	\$	1,084,854	\$	2,810,568
Federal Grant Revenue - CARES/ARPA Act		-		159,657		215,925		36,465		-
Lease Revenue - GASB 87		-		-		-		16,036		16,334
Lease/Subscription Expenses		-		-		-		(6,521)		(4,421
Rental income		16,603		15,539		18,357		270		-
Miscellaneous revenues		317,149		278,560		143,870		409,305		424,691
Miscellaneous expenses		(7,553)		(161,972)		(325,933)		(213,043)		(676,936
Contributions to RWSA and City of Charlottesville										
Total Nonoperating Revenues (Expenses)	\$	1,059,584	\$	374,684	\$	(579,576)	\$	1,327,366	\$	2,570,236
Income (Loss) Before Capital Contributions	\$	3,792,768	\$	1,695,517	\$	1,181,847	\$	593,312	\$	2,230,856
Capital Contributions	\$	10,903,430	\$	10,067,913	\$	8,872,713	\$	11,988,935	\$	9,652,464
Income (Loss) After Capital Contributions	\$	14,696,198	\$	11,763,430	\$	10,054,560	\$	12,582,247	\$	11,883,320
Debt Service	\$	708,942	\$	708,982	\$	774,668	\$	677,264	\$	675,870
Debt Service Coverage (With Capital Contributions)		20.73		16.59		12.98		18.58		17.58
Debt Service Coverage (Without Capital Contributions)		5.35		2.39		1.53		0.88		3.30

The Authority has historically collected substantial capital contributions.

In FY 2023 and FY 2024. **Operating Expenses** grew faster than Operating Revenues, resulting in negative cash flow from operations.

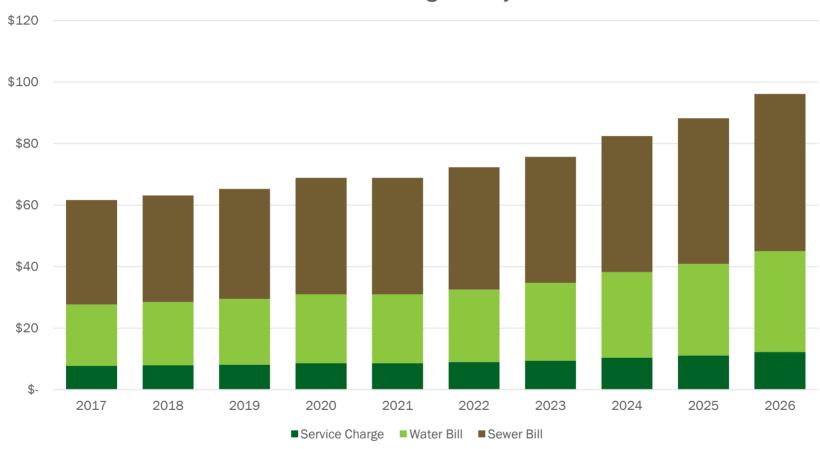
Notes: Developer and customer contributions of capital assets are excluded from capital contributions line item. Debt service is on a cash basis and net of BAB subsidy.

Source: ACSA ACFRs.

## Service Charge History



#### **Service Charge History**



Historical ACSA Utility Bills - 4,000 Gallon Level of Consumption										
Service Charge Water Charge Sewer Charge Total Bill (% Change) (% Change) (% Change) (% Change)										
5 Yr. Avg. Rate Increase	7.2%	7.9%	5.7%	6.6%						
10 Yr. Avg. Rate Increase	5.8%	6.4%	5.0%	5.6%						

#### **Historical Connections**



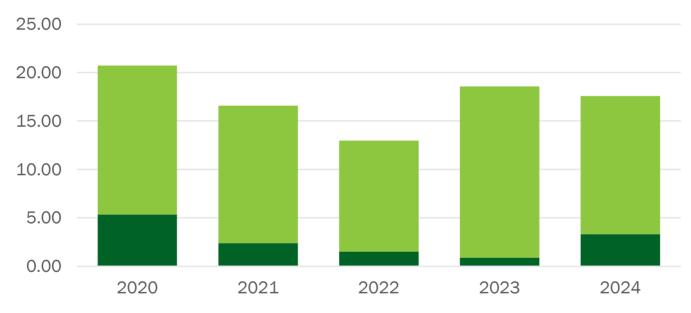
	Historic	2015 - FY 2024		
Fiscal	Wa	ter	Sev	ver
Year	Total	New	Total	New
2015	18,466	334	15,508	340
2016	18,764	298	15,805	297
2017	19,257	493	16,299	494
2018	19,738	481	16,764	465
2019	20,252	514	17,279	515
2020	20,787	535	17,803	524
2021	21,238	451	18,257	454
2022	21,595	357	18,611	354
2023	22,138	543	19,146	535
2024	22,640	502	19,650	504
AVG		451		448

#### Historical Debt Service Coverage



- Debt Service Coverage is a key statistic that measures the financial health of a utility system. It measures
  the degree to which a Utility System has net revenues available to cover its debt service.
  - A high Debt Service Coverage ratio indicates that the system has flexibility to take on some additional revenue-backed debt.

#### **Debt Service Coverage Ratio**



- Increased Coverage Due to Capital Contributions
- Debt Service Coverage (Without Capital Contributions)

The Authority's historical debt service coverage has averaged approximately 2.69x over the past five years excluding capital contributions. When factoring in capital contributions, the Authority's average coverage exceeds 17.0x

Source: ACSA ACFRs.

#### Revised Methodology – Debt Service Coverage



#### Moody's Debt Service Coverage Criteria

	<u>Very Strong</u> <u>(Aaa)</u>	Str (A	ong a)		erate A)	<u>We</u> (Ba		<u>Po</u> (B	<u>or</u> a)	<u>Very Poor</u> (B & Below)
Debt Service Coverage	≥ 2.00x	2.00x	1.70x	1.70x	1.25x	1.25x	1.00x	1.00x	0.70x	≤ 0.70x

#### Standard and Poor's Debt Service Coverage Criteria

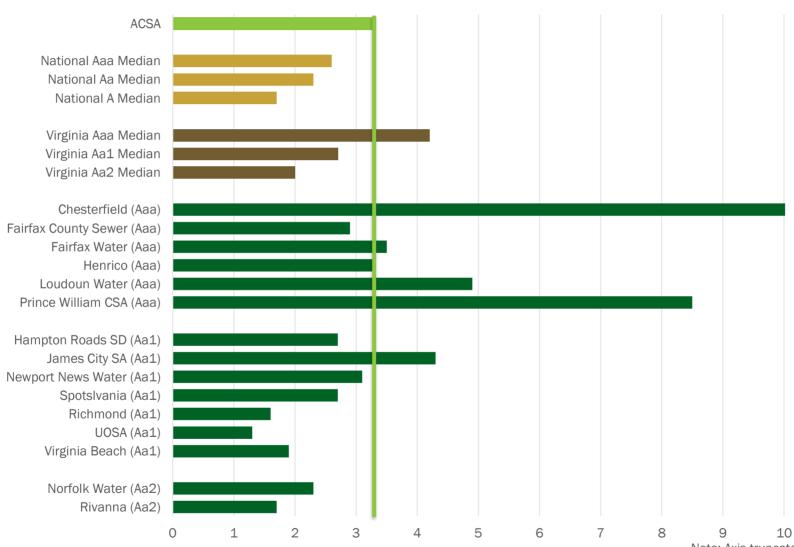
Initial Assessment	<u>1.0</u> (~AAA)		. <u>0</u> A+)	<u>3.</u> (~#	<u>.0</u> . <u>A-)</u>	<u>4</u> <i>U</i>		<u>5.</u> <u>(~B</u>	. <u>0</u> BB)	<u>6.0</u> (~ <bb+)< th=""></bb+)<>
Debt Service Coverage	<u>≥</u> 1.60x	1.60x	1.40x	1.40x	1.20x	1.20x	1.10x	1.10x	1.00x	1.00x

The Authority currently has a Debt Service Coverage Ratio of 3.3x excluding capital contributions. Factoring in capital contributions, coverage increases to 17.6x.

## Peer Comparison – Debt Service Coverage Ratio



#### Debt Service Coverage (x)



Note: Axis truncated at 10x coverage.

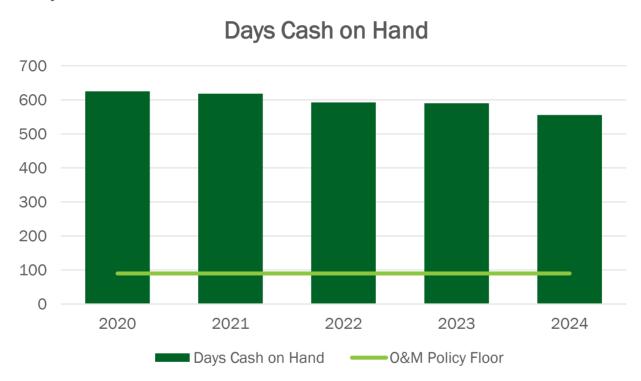
ACSA value is 2024 coverage excluding cash capital contributions.

Source: Most recently available MFRA Data and ACSA ACFR.

#### Days Cash on Hand



Days Cash on Hand is a second statistic that measures the financial health of a Utility System. It measures the number of days that a System can rely solely on its cash reserves to cover its operations assuming that it does not take in any revenues.



	Fiscal Year	l	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year
	2020		2021	2022	2023	2024
Cash and Cash Equivalents	\$ 43,579,826	\$	20,380,198	\$ 22,513,718	\$ 27,793,220	\$ 29,934,220
Investments	4,106,210		29,436,196	29,391,611	29,800,672	31,405,020
Operating Expenditures Net of Depreciation*	27,845,250		29,412,876	31,969,708	35,642,282	40,313,461
Cash Operating Expenses Per Day	76,288		80,583	87,588	97,650	110,448
Days Cash on Hand	625		618	593	590	555

\*Operating expenditures includes debt service. Source: ACSA ACFRs and Authority provided documents.

## Revised Methodology – Days Cash on Hand



#### Moody's Days Cash on Hand Criteria

	<u>Very Strong</u> ( <u>Aaa)</u>		ong a)	<u>Mode</u> (/			a <u>k</u> aa)	<u>Po</u> (B		<u>Very Poor</u> (B & Below)
Days Cash on Hand	<u>&gt;</u> 250	250	150	150	35	35	15	15	7	<u>&lt;</u> 7

#### Standard and Poor's Liquidity Assessment Criteria

Initial Assessment	<u>1.0</u> (~AAA)	<u>2.</u> (~A			<u>.0</u> \A-)	<u>4</u> (/	. <u>0</u> <u>(A)</u>		<u>.0</u> BB)	<u>6.0</u> (~ <bb+)< th=""></bb+)<>
Days Cash on Hand	<u>&gt;</u> 150	150	90	90	60	60	30	30	15	< 15
Available Reserves (in \$MM)	<u>&gt;</u> \$75	75	20	20	5	5	1	1	0.5	< 0.5

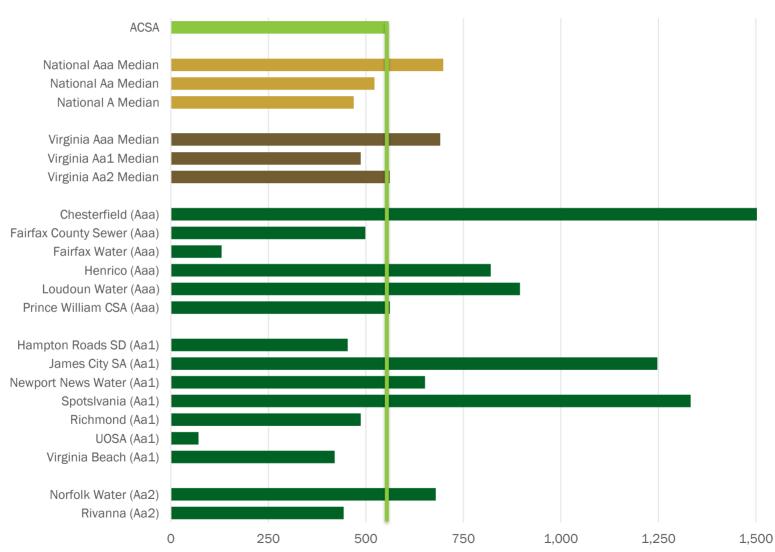
	Standard and Poor's Liquidity Assessment Matrix											
Available Reserves												
		1	2	3	4	5	6					
on	1	1	1	2	2	3	4					
sh	2	1	2	2	3	3	4					
Cast Iand	3	2	2	3	4	4	5					
Days Cash Hand	4	2	3	4	4	5	5					
Dã	5	3	3	4	5	5	6					
	6	4	4	5	5	6	6					

As of 6/30/2025, the Authority currently has \$61.3 million in cash, cash equivalents, and investments, or 555 Days Cash on Hand.

## Peer Comparison – Days Cash on Hand





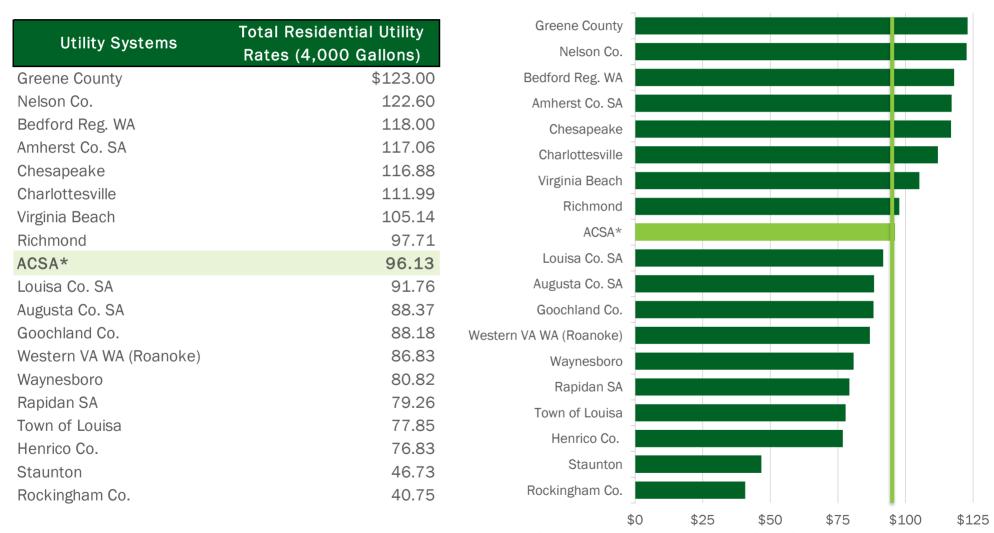


Note: Axis truncated at 1,500 days Source: Most recently available MFRA Data, ACSA ACFRs, and Authority provided documents.

## Combined Residential Utility Rate Comparison (4,000 Gallons)



#### Total Residential Utility Rates (4,000 Gallons)



Note: Rates are inside residential water rates for single and multi-family units at the 4,000 Gallon consumption level. Virginia

Beach and Chesapeake include Hampton Roads SD charges.

\*ACSA rate evenly splits monthly service charge between Water & Sewer rates.

Source: Most Recent TRC (formerly Draper Aden) VA Water and Wastewater Rate Report and ACSA staff.



## Debt Profile

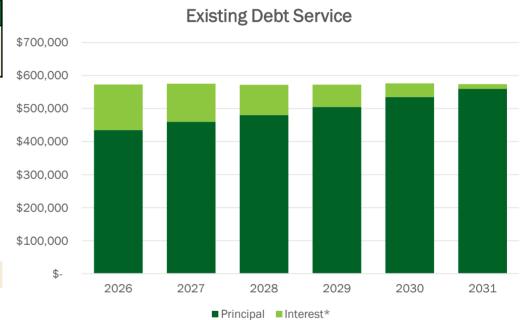
Albemarle County Service Authority, Virginia

## **Existing Debt**



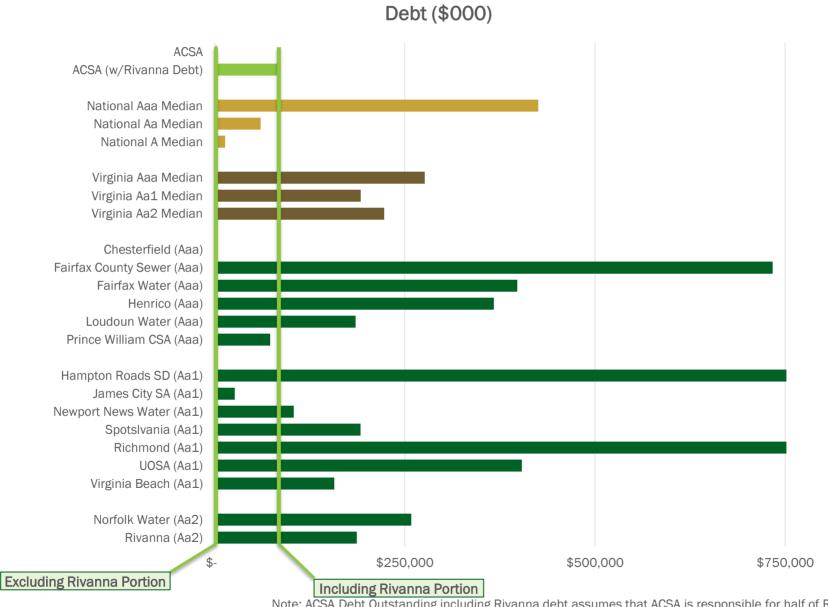
■ Currently, the Authority's only outstanding debt is the 2021B VRA Refunding Bonds, which have a principal amount outstanding of \$2.975 million as of FYE 2025.

	Exi	sting Debt (So	erie	s 2021B VR	RA E	londs)
Fiscal						
Year		Principal		Interest*		Total
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		535,000		42,409		577,409
2031		560,000		14,350		574,350
Total	\$	2,975,000	\$	479,828	\$	3,454,828



## Peer Comparison – Debt Outstanding

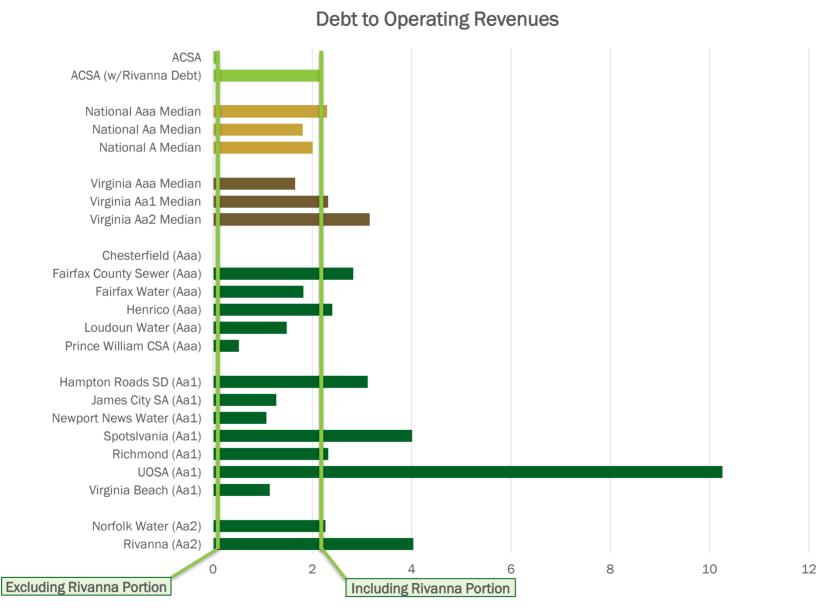




Note: ACSA Debt Outstanding including Rivanna debt assumes that ACSA is responsible for half of Rivanna's debt as of FYE 2024. Axis Truncated at \$750 million. Richmond and Hampton Roads SD extended beyond \$750 million. Source: Most recently available MFRA Data and ACSA debt profile.

#### Peer Comparison – Debt to Operating Revenue





Note: ACSA Debt Outstanding including Rivanna debt assumes that ACSA is responsible for half of Rivanna's debt as of FYE 2024.

Source: Most recently available MFRA Data and ACSA ACFR.

#### Revised Methodology – Debt to Revenue



#### Moody's Debt to Operating Revenues

	Very Strong (Aaa)		<u>Strong</u> ( <u>Aa)</u>		<u>Moderate</u> ( <u>A)</u>		<u>Weak</u> (Baa)		oor Ba <u>)</u>	<u>Very Poor</u> (B & Below)
Debt Service Coverage	≤ 2.00x	2.00x	4.00x	4.00x	7.00x	7.00x	8.00x	8.00x	9.00x	> 9.00x

The Authority currently has a Debt to Operating Revenue Ratio of 0.08x excluding any Rivanna debt obligations, and 2.2x including Rivanna debt obligations.



# Credit Ratings – Criteria and Initial Observations



Albemarle County Service Authority, Virginia

## Importance of a Credit Rating



The National Credit Rating Agencies serve as a proxy for the Credit Market's view of Utility Systems like the Authority.

#### Why do Credit Ratings matter?

- Credit Ratings play a primary role in determining what interest rate(s) the Authority is able to achieve when borrowing for New Money Projects and/or Refinancing existing debt.
- Credit Ratings also send a signal to the business community about the Governance, Management, and Financial Health of a Community.
- Strong access to the Credit Markets can also translate to highly favorable interest rates, terms, and conditions for the Authority on its New Money projects and when Refinancing for savings purposes.
- Additionally, the National Credit Rating Agencies provide an independent, outside perspective on how the Authority operates relative to other Utility Systems in several categories:
  - Operations;
  - Finance;
  - Debt; and,
  - Management.

## **Current Credit Ratings**



				Alben	narle County So Authority	ervice
				S&P	Moody's	Fitch
Top Tier "Highest Possible Rating"	1	Λ		AAA	Aaa	AAA
	(Highest)			AA+	Aa1	AA+
2nd Tier "Very Strong	(Middle)	Considered		AA	Aa2	AA
	(Lowest)			AA-	Aa3	AA-
	(Highest)	Investment Grade		A+	A1	A+
3rd Tier "Strong"	(Middle)	Grade		Α	A2	Α
	(Lowest)		_	A-	A3	A-
Ath Tior "Adoquato	(Highest)		_	BBB+	Baa1	BBB+
4th Tier "Adequate	(Middle)			BBB	Baa2	BBB
Capacity to Repay"	(Lowest)			BBB-	Baa3	BBB-
5th - 10th Tiers		Below	•			
"Below Investment		Investment		В	B, B, CCC, CC, C,	D
Grade"		Grade	The Auth	ority is not o	currently rated by M	loody's, S&P

The Authority is not currently rated by Moody's, S&P or Fitch.

Based on Davenport's assessment of the Authority's financial health, we believe the Authority would have a strong argument to be considered in the range outlined above. However, the amount of projected obligations from RWSA and the Authority's CIP will give the agencies some pause.



## Consideration of Financial Policies



Albemarle County Service Authority, Virginia

## Reserve Policies



#### **Days Cash on Hand:**

- What is It: Days Cash on Hand is a common utility fund metric that measures how many days utility
  operations can be sustained relying solely on the use of unrestricted cash and investments.
- Rating Perspective: Rating agencies are sensitive to a utility system's cash levels because utilities with significant cash reserves are able to survive temporary disruptions and cash flow shortfalls without missing important payments. A low cash balance indicates poor flexibility to manage contingencies.
- Existing Policy: Per Davenport's recommendation in 2018, the Authority adopted a change to its Days Cash on Hand Policy which brings the policy in line with highly rated systems: The Authority's Operating Reserve "combined with the 3R Reserve, the Capacity/System Development Reserve and unrestricted cash and investments is to maintain a day's cash on hand floor of 270 days of operating expenses as calculated from the previous fiscal year. Water and wastewater rates are to be set accordingly to ensure these reserves maintain this 270-day target."
- Recommended Changes: The Authority's current reserve policy is consistent with the rating agencies' recommended practices for utility systems. Davenport recommends that the Authority continue to monitor its reserve levels, particularly as it deploys rate stabilization reserves.

## Debt Management Policies



#### **Debt Service Coverage:**

- What It Is: Debt Service Coverage is a metric that rating agencies consider when assessing the health of
  a utility system. It measures the degree to which net revenues are available to cover debt service
  expenditures, and as such, is an important ratio for measuring debt affordability.
- Rating Perspective: The rating agencies monitor a system's coverage because it serves as an indicator of
  financial flexibility and debt affordability. Higher coverage levels indicate greater flexibility to withstand
  volatile revenues, unexpected outflows, or customer resistance to higher rates.
- Existing Policy: Per Davenport's recommendation in 2018, the Authority has adopted a <u>1.20x</u> debt service coverage requirement into its debt policies: "The Authority shall maintain net revenues, excluding connection fees, such that they are equal to 1.20x of annual debt service".
  - This policy was enacted prior to the inflationary increases of these generational projects that both authorities are currently undertaking.
- Recommended Changes: Modify the existing policy to strive to achieve this policy by 2032, which is two years after the 3rd projected bond issuance used to fund these generational projects. To keep within strong AA range medians, we recommend adding a policy to be in force immediately that includes connection fees. The policy would read "The Authority shall maintain net revenues, including connection fees, such that coverage is equal to at least 1.70x of annual debt service." This level is the minimum 'Aa' threshold according to Moody's, which is higher than the S&P threshold for AA credits. This allows surplus funds to be used for pay-go projects, including repair and replacement.

## Reporting Policies



#### Reporting:

- What It Is: Regularly monitoring and updating the governing body of an entity on the extent to which its
  actual revenues and expenditures are tracking the figures that were originally budgeted.
- Rating Perspective: Reporting policies are viewed as a credit positive because they show that a utility
  system is closely monitoring its cash flows with an eye to ensuring that expenditures are not outpacing
  revenues.
- Existing Policy: The Authority currently prepares monthly budget to actual financial statements on a cash flow basis, as well as an investment report, and presents them to the Authority Board.
- Further Comments: The Authority's current reporting practices are consistent with the rating agencies' recommended practices for utility systems. Davenport recommends that the Authority continue to prepare and present these reports as done currently.

## **Investment Policies**

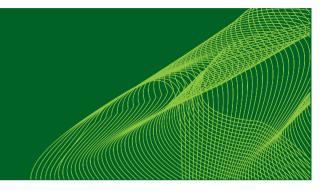


#### **Investment Management Policies:**

- What is It: Investment management policies define the standards and parameters that the Authority will follow with regards to the investment of its operating funds, bond proceeds, and other sources of cash.
- Rating Perspective: Laying out formal investment policies conveys to the rating agencies that a locality is taking an active approach to the management of its funds. Effective policies should seek to achieve a balance between maximizing returns on investments while also emphasizing the security of the principal amount invested.
- Existing Policy Highlights:
  - 1. Compliance: The Authority currently restricts its authorized investment instruments to those specified by the Code of Virginia, including certificates of deposit, treasury bills, notes and bonds, prime commercial paper etc. The Authority also has further policies in place to ensure the investment of bond proceeds will be in line with relevant financing documents.
  - 2. Safety: The Authority specifies that its investment decisions will be made with the intent of maintaining the principal balance and has investment restrictions in place relating to the credit ratings of the investments as well as diversification requirements.
  - 3. Term Restrictions: The Authority currently restricts its investment holdings to a period of no more than five years and has specific maximum maturity restrictions that are tailored to the investment type/security.
  - **4. Reporting:** The Authority currently prepares monthly reports on the status of investments and provides copies to the Executive Director and the Board of Directors.
  - **5. Selection:** The Authority has committed to soliciting new investment opportunities through a competitive process where bids are requested from at least two qualified institutions.



## Impact of RWSA Increases



## RWSA Capital Improvement Plan



- RWSA has identified significant capital improvement needs over the next five years;
- The costs of these Capital Improvements will be passed through to the Authority as an operating expense on an annual basis;
- The Authority has already realized some of these increased costs from RWSA, and has deployed rate stabilization reserves, and other cash reserves, in the FY 2025 and FY 2026 Budget to mitigate the impact on customers' rates;
- However, the RWSA estimated charges are projected to increase significantly over the next 10 years; and,
- The use of reserves to stabilize rates may not be prudent or feasible in the long run since RWSA's total charge to the Authority is expected to increase by more than 66% over the next five years and 96% over the next ten years.

## Pro-Forma Model

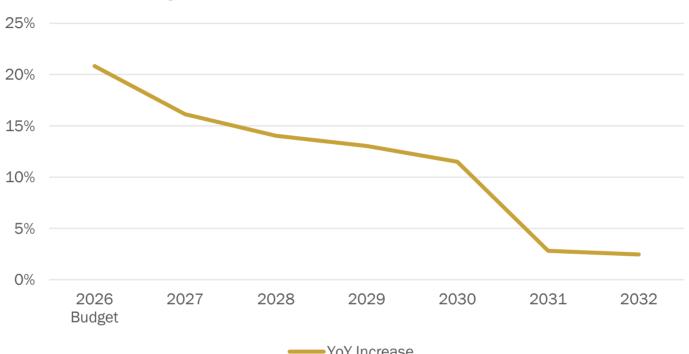


- To assist the Authority with planning for the increased costs from RWSA, as well as the Authority's own CIP. Davenport has developed a pro-forma model of the Authority's finances:
- This pro-forma model has been developed the following assumptions most of which are designed to be intentionally conservative:
  - 3.0% increases to local (i.e., non-RWSA) operating expenditures;
  - 450 new system connections per year beginning in FY 2027, which is roughly the 5 and 10 year averages, respectively (the Authority currently projects 627 for FY 2026);
  - 30-year borrowing term<sup>(1)</sup> and a 5.00% interest rate for all projected borrowings; and,
  - Annual interest earnings of \$1 million (approximately half the Authority's projected interest earnings for the FY 2026 Budget).

## Assumed RWWA Purchase Costs and Debt Service Contributions



#### Projected YoY Cost Increases from RWSA



YoY Increase

Projected Costs from RWSA												
		2026		2027		2028		2029		2030	2031	2032
		Budget		Projected		Projected		Projected		Projected	Projected	Projected
Purchase of Water/Wastewater	\$	29,090,500	\$	33,782,792	\$	38,523,505	\$	43,549,534	\$	48,557,323	\$ 49,929,920	\$ 51,157,250
Debt Service Contribution		8,863,000		10,292,600		11,736,953		13,268,233		14,793,955	 15,212,144	 15,586,075
Total	\$	37,953,500	\$	44,075,392	\$	50,260,457	\$	56,817,767	\$	63,351,278	\$ 65,142,064	\$ 66,743,325
YoY (%) Increase		21%		16%		14%		13%		11%	3%	2%

Note: Projected YoY increase in costs from RWSA sourced from the RWSA adopted budget and the February 2025 RWSA Board Meeting Minutes. Please note that the Authority allocates the total costs across water/wastewater purchase and debt service contributions differently from RWSA. Future projections from the Authority are based on FY 2026 budgeted values grown at the total RWSA growth rate.

## Impact of RWSA Increases Only

## Meeting Current Policies by FY 2032



		Budget 2026		Projected 2027		Projected 2028		Projected 2029		Projected 2030		Projected 2031		Projected 2032
Operating Revenues		2020		2021		2028		2029		2030		2031	_	2032
Total Volume Charges	\$	40,700,000	\$	49.348.750	\$	56.504.319	\$	64.697.445	\$	73.108.113	\$	76.763.518	\$	80.601.694
Total Service Charges	•	4,160,000	,	5,044,000		5,775,380	,	6,612,810	,	7,472,475		7,846,099	Ť	8,238,404
Total Operating Revenues	\$	44,860,000	\$	54,392,750	\$	62,279,699	\$	71,310,255	\$	80,580,588	\$	84,609,618	\$	88,840,099
YoY Increase		10.77%		21.25%		14.50%		14.50%		13.00%		5.00%		5.00%
Operating Expenses														
Purchase of Water/Wastewater	\$	29,090,500	\$	33,782,792	\$	38,523,505	\$	43,549,534	\$	48,557,323	\$	49,929,920	\$	51,157,250
Other Operating Expenses		15,760,300		16,233,109		16,720,102		17,221,705		17,738,356		18,270,507		18,818,622
Total Operating Expenses	\$	44,850,800	\$	50,015,901	\$	55,243,607	\$	60,771,239	\$	66,295,679	\$	68,200,427	\$	69,975,873
YoY Increase		12.86%		11.52%		10.45%		10.01%		9.09%		2.87%		2.60%
Net Revenue Excluding Depreciation and Amortization	\$	9,200	\$	4,376,849	\$	7,036,092	\$	10,539,016	\$	14,284,909	\$	16,409,190	\$	18,864,226
Non-Operating Revenues (Expenses)														
System Connection Charges	\$	9,400,000	\$	6,952,500	\$	7,161,075	\$	7,375,907	\$	7,597,184	\$	7,825,100	\$	8,059,853
Interest Income		2,000,000		1,000,000		1,000,000		1,000,000		1,000,000		1,000,000		1,000,000
Other Non-Operating Revenues		742,000		742,000		742,000		742,000		742,000		742,000		742,000
Capital Outlay														
Repair Renewal & Rehabilitation Reserves		(388,000)		(399,640)		(411,629)		(423,978)		(436,697)		(449,798)		(463,292)
Planned Equipment Replacement		(1,131,000)		(1,164,930)		(1,199,878)		(1,235,874)		(1,272,950)		(1,311,139)		(1,350,473)
Capital Equipment Acquisition		(206,200)		(212,386)		(218,758)		(225,320)		(232,080)		(239,042)		(246,214)
Debt Service Contributions to RWSA - Water/WW		(8,863,000)		(10,292,600)		(11,736,953)		(13,268,233)		(14,793,955)		(15,212,144)		(15,586,075)
Total Non-Operating Revenues (Expenses)	\$	1,553,800	\$	(3,375,056)	\$	(4,664,142)	\$	(6,035,498)	\$	(7,396,499)	\$	(7,645,024)	\$	(7,844,201)
Net Revenue Including Non-Operating Rev/Exp	\$	1,563,000	\$	1,001,793	\$	2,371,949	\$	4,503,518	\$	6,888,410	\$	8,764,166	\$	11,020,025
Local Capital Projects Sources & (Uses)														
Capital Projects Spend	\$	_	\$	_	\$	_	\$	_	\$	_	\$	_	\$	_
Debt Issued for Capital Projects		-		-		-		-		-		-		-
Net Addition to /(Use of) Reserves for Capital	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Existing Debt Service	\$	577.000	\$	578,388	\$	574,300	\$	574,059	\$	577.409	Ф	574,350	\$	
Potential Future Debt Service	Φ	577,000	φ	576,366	φ	574,300	Φ	574,059	φ	577,409	φ	574,350	Φ	-
Total Debt Service	\$	577,000	\$	578,388	\$	574,300	\$	574,059	\$	577,409	\$	574,350	\$	
Addition (Use) of Fund Balance/Reserves	\$	986,000	\$	423,406	\$	1,797,649	\$	3,929,458	\$		\$	8,189,816		11,020,025
	\$	•	-	•			\$		-					
Beginning of Year Cash Balance Ending Bond Proceeds Cash Balance	Ф	53,000,000	\$	53,986,000	Ф	54,409,406	Ф	56,207,055	Ф	60,136,513	Ф	66,447,514	\$	74,637,331
Ending Non-Bond Proceeds Cash Balance		53.986.000		54.409.406		56.207.055		60.136.513		66,447,514		74,637,331		85,657,356
End of Year Total Cash Balance	\$	53,986,000	\$	54,409,406	\$	56,207,055	\$	60,136,513	\$	66,447,514	\$	74,637,331	\$	85,657,356
Kev Financial Metrics														
Days Cash on Hand		363		326		304		294		297		324		365
O&M Days Cash on Hand Policy		270		270		270		270		270		270		270
Debt Service Coverage Including Connection Charges		2.71x		1.73x		4.13x		7.85x		11.93x		15.26x		
Policy		1.70x		1.70x		1.70x		1.70x		1.70x		1.70x		1.70x
Debt Service Coverage Excluding Connection Charges		0.00x		0.00x		0.00x		0.00x		0.00x		1.64x		
Policy		1.20x		1.20x		1.20x		1.20x		1.20x		1.64x 1.20x	_	1.20x
rolloy		1.201		1.20%		1.201		1.201		1.20%		1.2UX		1.201

## Observations



■ The Authority's total annual payments to RWSA, both in the form of Purchased Water and Contributions for Debt Service, are expected to increase by a total of ~66% over the next five years.

■ In order to fund these increased costs, while complying with its financial Policies by FY 2032, the Authority could need to significantly increase its operating revenues over the five fiscal years.

■ The increase in operating revenues could be sourced from both user rate increases as well as system connection charges.

■ This analysis is **prior** to the incorporation of any of the Authority's adopted Capital Improvement Program.



## Capital Funding Needs

Albemarle County Service Authority, Virginia

## 2026 – 2035 ACSA Water and Sewer Capital Improvement Program



		10-Year Lo	ocal	l System Capi	tal	Improvement	: Pr	ogram				
		2026	•	2027		2028	•	2029		2030		Total
Water	\$	7,967,500	\$	7,400,000	\$	10,935,000	\$	12,920,000	\$	8,550,000	\$	47,772,500
Sewer		1,925,000		10,350,000		8,800,000		4,330,000		5,225,000		30,630,000
Non-Utility and Facility		8,585,000		1,100,000		150,000		100,000		100,000		10,035,000
Unfunded Prior-Year(s) CIP		10,900,000		_		_		_		_		10,900,000
Total	\$ 2	9,377,500	\$ :	18,850,000	\$ :	19,885,000	\$	17,350,000	\$ 2	13,875,000	\$	99,337,500
		2031		2032		2033		2034		2035		Total
Water	\$	5,900,000	\$	7,450,000	\$	9,450,000	\$	10,575,000	\$	5,500,000	\$	38,875,000
Sewer		9,110,000		6,500,000		3,100,000		600,000		4,900,000		24,210,000
Non-Utility and Facility		100,000		100,000		100,000		100,000		100,000		500,000
Total	\$ 1	.5,110,000	\$ :	14,050,000	\$	12,650,000	\$	11,275,000	\$ :	10,500,000	\$	63,585,000
									10	-Year Total	\$ :	162,922,500

Over the first five years of the Authority's ten-year CIP, the Authority is contemplating approximately \$99 million in capital projects. Note: a portion (\$10.9 million) of the Avon Operations Center Project was appropriated for in the FY 2025 CIP, but has yet to be funded.

Source: ACSA Staff. Davenport consolidated projects into categories defined above.

### Overview



- On top of the impact of RWSA's Capital Improvement Plan, Davenport has also evaluated funding options/strategies for the Authority's entire five-year CIP.
- The Authority's CIP totals approximately \$99 million over the next five years.
  - Note: a portion (\$10.9 million) of the Avon Operations Center Project was appropriated for in the FY 2025 CIP, but has yet to be funded.
- In order to effectively fund the CIP, while maintaining compliance with industry best practices, the Authority will likely need to incorporate a mix of both debt and cash funding.
- Additionally, while the CIP totals approximately \$99 million, due to construction timelines, permitting/design, and a myriad of other factors, the Authority will likely not spend the full \$99 million within 5 years.
  - Therefore, Davenport has worked with Authority Staff to develop and incorporate a realistic capital "spending plan" that incorporates construction timelines and other factors.
- On the following page, Davenport has outlined a preliminary funding strategy for the Authority that will allow the Authority to fund its CIP while also meeting its stated financial policies (by FY 2030).

## **Funding Strategy**



- To effectively fund the Authority's planned capital expenditures, the Authority could secure three debt financings over the next seven years.
- The first of these debt financings would be approximately \$29 million secured in FY 2026, and would fund the first two years of the Authority's anticipated expenditures related to the CIP.
- <u>In FY 2028</u>, the Authority would secure a second financing for approximately <u>\$28 million</u> to fund capital expenditures in FY 2028 FY 2029.
- Finally, in FY 2030, the Authority would secure a third financing totaling approximately \$22 million to fund capital expenditures in FY 2030 FY 2032.
- Our rationale for this strategy is as follows:
  - 1) The RWSA fee increases are primarily front-loaded, with the largest increase coming in FY 2026;
  - 2) By utilizing debt to fund the capital projects, in place of cash, the Authority may be able to deploy some of its reserves and annual connection fee revenue to mitigate the impact of the RWSA fee increases; and
  - 3) In future years, as the RWSA fee increases moderate, the Authority could begin utilizing more cash to fund its capital projects.

## Implementation of Capital Funding Strategy

## Meeting Current Policies by FY 2032



		Budget 2026		Projected 2027		Projected 2028		Projected 2029		Projected 2030		Projected 2031		Projected 2032
Operating Revenues		2026		2021		2028		2029		2030		2031		2032
Total Volume Charges	\$	40,700,000	\$	51.689.000	\$	59.183.905	\$	67.765.571	\$	76.575.095	\$	80.403.850	\$	84,424,043
Total Service Charges	Ψ	4.160.000	Ψ	5,283,200	Ψ	6,049,264	Ψ	6.926.407	Ψ	7.826.840	Ψ	8,218,182	Ψ	8,629,091
Total Operating Revenues	\$	44,860,000	\$	56,972,200	\$	65,233,169	\$	74,691,979	\$	84,401,936	\$	88,622,032	\$	93,053,134
YoY Increase	Ť	10.77%	Ť	27.00%	·	14.50%	Ť	14.50%	Ť	13.00%	·	5.00%	•	5.00%
Operating Expenses														
Purchase of Water/Wastewater	\$	29,090,500	\$	33,782,792	\$	38,523,505	\$	43,549,534	\$	48,557,323	\$	49,929,920	\$	51,157,250
Other Operating Expenses		15,760,300		16,233,109		16,720,102		17,221,705		17,738,356		18,270,507		18,818,622
Total Operating Expenses	\$	44,850,800	\$	50,015,901	\$	55,243,607	\$	60,771,239	\$	66,295,679	\$	68,200,427	\$	69,975,873
YoY Increase		12.86%		11.52%		10.45%		10.01%		9.09%		2.87%		2.60%
Net Revenue Excluding Depreciation and Amortization	\$	9,200	\$	6,956,299	\$	9,989,562	\$	13,920,739	\$	18,106,256	\$	20,421,605	\$	23,077,261
Non-Operating Revenues (Expenses)														
System Connection Charges	\$	9,400,000	\$	6,952,500	\$	7,161,075	\$	7,375,907	\$	7,597,184	\$	7,825,100	\$	8,059,853
Interest Income		2,000,000		1,000,000		1,000,000		1,000,000		1,000,000		1,000,000		1,000,000
Other Non-Operating Revenues		742,000		742,000		742,000		742,000		742,000		742,000		742,000
Capital Outlay														
Repair Renewal & Rehabilitation Reserves		(388,000)		(399,640)		(411,629)		(423,978)		(436,697)		(449,798)		(463,292)
Planned Equipment Replacement		(1,131,000)		(1,164,930)		(1,199,878)		(1,235,874)		(1,272,950)		(1,311,139)		(1,350,473)
Capital Equipment Acquisition		(206,200)		(212,386)		(218,758)		(225,320)		(232,080)		(239,042)		(246,214)
Debt Service Contributions to RWSA - Water/WW	\$	(8,863,000)	4	(10,292,600)	ተ	(11,736,953)	d	(13,268,233)	4	(14,793,955)	ተ	(15,212,144)	dr	(15,586,075)
Total Non-Operating Revenues (Expenses)	•	1,553,800		(3,375,056)		(4,664,142)		(6,035,498)		(7,396,499)		(7,645,024)		(7,844,201)
Net Revenue Including Non-Operating Rev/Exp	\$	1,563,000	\$	3,581,243	\$	5,325,420	\$	7,885,241	\$	10,709,758	\$	12,776,581	\$	15,233,061
Local Capital Projects Sources & (Uses)														
Capital Projects Spend	\$	(11,017,500)	\$	(20,200,000)	\$	(20,235,000)	\$	(18,200,000)	\$	(7,600,000)	\$	(7,600,000)	\$	(7,600,000)
Debt Issued for Capital Projects	_	29,000,000	_		_	38,000,000	_		_	22,000,000	_		_	
Net Addition to /(Use of) Reserves for Capital	\$	17,982,500	\$	(20,200,000)	\$	17,765,000	\$	(18,200,000)	\$	14,400,000	\$	(7,600,000)	\$	(7,600,000)
Existing Debt Service	\$	577,000	\$	578,388	\$	574,300	\$	574,059	\$	577,409	\$	574,350	\$	-
Potential Future Debt Service		-		1,479,000		1,479,000		4,506,878		4,506,878		5,966,632		5,966,632
Total Debt Service	\$	577,000	\$	2,057,388	\$	2,053,300	\$	5,080,937	\$	5,084,287	\$	6,540,982	\$	5,966,632
Addition (Use) of Fund Balance/Reserves	\$	18,968,500	\$	(18,676,144)	\$	21,037,120	\$	(15,395,696)	\$	20,025,470	\$	(1,364,401)	\$	1,666,428
Beginning of Year Cash Balance	\$	53,000,000	\$	71,968,500	\$	53,292,356	\$	74,329,475	\$	58,933,779	\$	78,959,249	\$	77,594,848
Ending Bond Proceeds Cash Balance		17,982,500		-		17,765,000		-		14,400,000		6,800,000		-
Ending Non-Bond Proceeds Cash Balance	_	53,986,000	_	53,292,356	_	56,564,475	_	58,933,779	_	64,559,249		70,794,848		79,261,277
End of Year Total Cash Balance	\$	71,968,500	\$	53,292,356	\$	74,329,475	\$	58,933,779	\$	78,959,249	\$	77,594,848	\$	79,261,277
Key Financial Metrics														
Days Cash on Hand		363		312		299		272		273		287		316
O&M Days Cash on Hand Policy		270		270		270		270		270		270		270
Debt Service Coverage Including Connection Charges		2.71x		1.74x		2.59x		1.55x		2.11x		1.95x		2.55x
Policy		1.70x		1.70x		1.70x		1.70x		1.70x		1.70x		1.70x
Debt Service Coverage Excluding Connection Charges		0.00x		0.00x		0.00x		0.10x		0.61x		0.76x		1.20x
Policy		1.20x		1.20x		1.20x		1.20x		1.20x		1.20x		1.20x

## Comparison of Required Revenue Increases

Meeting Current Policies by FY 2032



Required	Required Increases to Operating Revenues									
	RWSA Increases Only	Funding Authority CIP & RWSA Increases	Difference							
2026 Budget	10.77%	10.77%	0.00%							
2027	21.25%	27.00%	5.75%							
2028	14.50%	14.50%	0.00%							
2029	14.50%	14.50%	0.00%							
2030	13.00%	13.00%	0.00%							

## Projected Impact on Key Credit Rating Metrics

Debt Service Coverage (Including Connection Fees)



#### Moody's Debt Service Coverage Criteria

	<u>Very Strong</u> ( <u>Aaa)</u>		<u>Strong</u> ( <u>Aa)</u>		<u>erate</u> A)	<u>We</u> (Ba		<u>Po</u> (B	o <u>or</u> a)	<u>Very Poor</u> (B & Below)		
Debt Service Coverage	≥ 2.00x	2.00x	1.70x	1.70x	1.25x	1.25x	1.00x	1.00x	0.70x	≤ 0.70x		

#### Standard and Poor's Debt Service Coverage Criteria

Initial Assessment	<u>1.0</u> (~AAA)		. <u>0</u> A+)	<u>3.</u> (~A	<u>.0</u> . <u>A-)</u>	<u>4</u> <i>U</i>	<u>.0</u> A)	<u>5.</u> <u>(~B</u>	. <u>0</u> BB)	<u>6.0</u> (~ <bb+)< th=""></bb+)<>		
Debt Service Coverage	≥ 1.60x	1.60x	1.40x	1.40x	1.20x	1.20x	1.10x	1.10x	1.00x	1.00x		

Current (FY 2024)

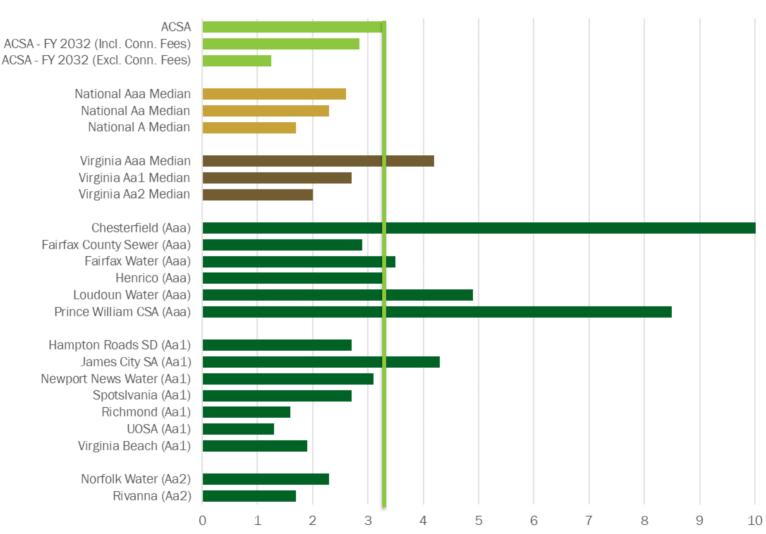
Projected FY 2032

## Peer Comparison

## Debt Service Coverage



#### Debt Service Coverage (x)



Note: Axis truncated at 10x coverage. ACSA 2024 coverage excludes cash capital contributions. Source: Most recently available MFRA Data and ACSA ACFR.

## Projected Impact on Key Credit Rating Metrics

Days Cash on Hand



#### Moody's Days Cash on Hand Criteria

	Very Strong (Aaa)		ong a)	<u>Mode</u> ( <i>E</i>		<u>We</u> (Ba	a <u>k</u> aa)	<u>Po</u> (B		<u>Very Poor</u> (B & Below)		
Days Cash on Hand	<u>&gt;</u> 250	250	150	150	35	35	15	15	7	<u>&lt; 7</u>		

Standard and Poor's Liquidity Assessment Criteria

Initial Assessment	<u>1.0</u> (~AAA)	<u>2.</u> (~A			. <u>0</u> .A-)	<u>4</u> .			<u>.0</u> BB)	6.0 (~ <bb+)< th=""></bb+)<>
Days Cash on Hand	<u>&gt;</u> 150	150	90	90	60	60	30	30	15	< 15
Available Reserves (in \$MM)	<u>&gt;</u> \$75	75	20	20	5	5	1	1	0.5	< 0.5

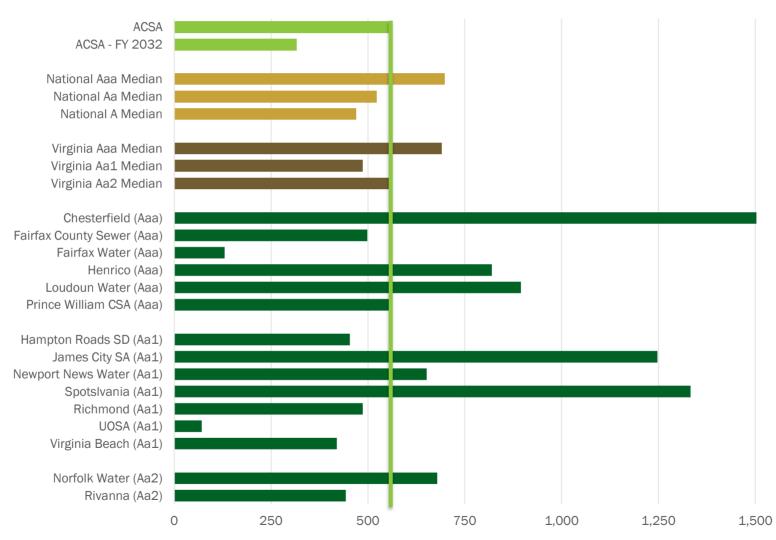
Current (FY 2024) Projected FY 2032

## Peer Comparison

## Days Cash on Hand



#### Days Cash on Hand



## **Summary Observations**



- In order to fund both the increases from RWSA and its own FY 2026 FY 2030 CIP substantial revenue increases will be necessary along with projected future system connection charges.
  - The majority of the initial revenue increases relate to the RWSA increases for the purchase of water and wastewater services, as well as the debt service contribution to their capital projects.
- The plan of finance incorporates a mix of debt and cash funding that enables the Authority to be in compliance with the suggested updated debt policies, which keeps both cash levels and debt coverage within favorable key credit rating metrics.
  - Debt Service Coverage and Days Cash on Hand are likely to reach levels below highly rated Water & Sewer Authorities; however, they would remain favorable from a credit rating methodology standpoint.
- Finally, if System Connection Fee Charges (i.e., fees from new connections) increase from the projections herein, the Authority may be able to increase the amount of cash funding for its capital projects and reduce future debt borrowings.



## Appendix A – RWSA Projected Charges

Albemarle County Service Authority, Virginia

## **RWSA Projected Charges**



R	WSA Projec	ted	Charges to Al	lber	narle County	Ser	vice Authority	,			
Fiscal Year			2026		2027		2028		2029		2030
<u>Ubran Water</u>											
Operating Rate	per kGAL	\$	3.668	\$	4.108	\$	4.519	\$	4.971	\$	5.468
Debt Service Charge	per month		853,004		1,040,815		1,228,861		1,416,274		1,572,290
Revenue Requirements											
Operating Rate Revenue		\$	6,480,700	\$	7,258,384	\$	7,984,222	\$	8,782,645	\$	9,660,909
Debt Service Revenue			10,236,048		12,489,780		14,746,332		16,995,288		18,867,480
Total Urban Water Requirements		\$ :	16,716,748	\$	19,748,164	\$	22,730,554	\$	25,777,933	\$	28,528,389
Ubran Wastewater											
Operating Rate	per kGAL	\$	3.753	\$	4.203	\$	4.624	\$	5.086	\$	5.595
Debt Service Charge	per month	Ψ	531,329	Ψ	576,016	Ψ	620,126	Ψ	664,236	Ψ	708,346
Debt dervice charge	per monur		331,323		370,010		020,120		004,200		700,540
Revenue Requirements											
Operating Rate Revenue		\$	6,871,900	\$	7,696,528	\$	8,466,181	\$	9,312,799	\$	10,244,079
Debt Service Revenue			6,375,948		6,912,192		7,441,512		7,970,832		8,500,152
Total Urban Wastewater Requirem	ents	\$ :	13,247,848	\$	14,608,720	\$	15,907,693	\$	17,283,631	\$	18,744,231
Non-Urban Rate Centers											
Operating Rate Revenues		\$	3,603,900	\$	4,036,368	\$	4,440,005	\$	4,884,005	\$	5,372,406
Debt Service Revenues		Ψ	3,608,500	Ψ	4,361,040	Ψ	5,113,580	Ψ	5,866,120	Ψ	6,618,660
Total Non-Urban Rate Centers Rec	quirement	\$	7,212,400	\$	8,397,408	\$	9,553,585	\$	10,750,125	\$	11,991,066
100011101101101101101010110110110110110	,	*	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	•	2,221,122	•	2,222,222	*		•	,,,
Total all Rate Centers											
Operating Rate Revenue			16,956,500		18,991,280		20,890,408		22,979,449		25,277,394
Debt Service Revenues			20,220,496		23,763,012		27,301,424		30,832,240		33,986,292
Total ACSA All Revenues		\$ :	37,176,996	\$	42,754,292	\$	48,191,832	\$	53,811,689	\$	59,263,686
10-Year CIP Debt Service			-		419,346		1,040,329		1,843,623		2,791,466
Total Estimated Charge		¢ ·	37,176,996	¢	43,173,638	¢	49,232,161	<b>¢</b>	55,655,312	4	62,055,152
YoY % Change		Ψ,	20.83%	Ψ	16.13%	Ψ	14.03%	Ψ	13.05%	Ψ	11.50%
Increase Since FY 2026			20.03/		16.13%		32.43%		49.70%		66.92%
111010030 011100 1 1 2020					10.13/0		52.75/0		43.10%		00.3270

Increases in charges beyond 2030 are projected to be in the range of 2.8 - 4.3 % annually

Source: RWSA projections provided to Davenport by ACSA Staff.

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Version 01/01/2025 AA/SG/CR

#### AGENDA ITEM EXECUTIVE SUMMARY

AGENDA TITLE: Strategic Plan

Update

STAFF CONTACT(S)/PREPARER:

Quin Lunsford, Executive Director

AGENDA DATE: July 17, 2025

**ACTION**: No

**ATTACHMENTS:** Yes

**BACKGROUND AND DISCUSSION:** The Board approved at the March 2023 meeting a Strategic Plan with four themes: Data Optimization, Business Resilience, Customer Experience and Employee Experience.

Attached is an update on the "status" in each of the theme areas. Several larger projects are progressing, and some have been completed. The list below outlines major accomplishments since the Strategic Plan update in September:

#### Data Optimization

- New workorder/inspections created for enhanced collaboration throughout the ACSA
- Installation and deployment of redundant fiber internet connection at ACSA Operations Center
- Hired a Utility Data Analyst to further leverage information in different systems for monitoring, analysis, and decision-making
- SharePoint redesign and upgrade underway
- Database cleanup and editing to improve efficiency, reduce duplicate data entry points, and improve data resiliency
- Created three GIS dashboards to enable timely, informed decision making
- Linked our on-premises and cloud GIS portals to improve data accessibility for staff
- Creation of daily alerting system that reflects high/low pressure alarms for Ally meters, strategically located in each pressure zone at critical elevations

#### **Business Resilience**

- Construction underway on the Avon Operations Center
- Continued working on an in-depth review of the Emergency Response Plan and Risk and Resilience Assessment
- EV charging infrastructure work underway
- Security System Upgrades at ACSA Operations Center
- Migration of servers to the cloud underway
- Addition of hardware to our ArcGIS Enterprise network to improve resilience
- Reorganization of IT office space due to staffing changes
- Implemented a Data Sharing Policy regarding GIS data
- Third EV purchased, awaiting delivery
- Facility Condition Assessment underway at various water and wastewater facilities

#### AGENDA ITEM EXECUTIVE SUMMARY

#### Customer Experience

- In-depth review, reorganization and adoption of the ACSA General Construction Specifications. Collaborated with County/local development community representatives to improve processes and realize efficiencies.
- Designed and deployed a modernized telephony solution
- Total redesign and deployment of an enhanced ACSA website
- Advertisement of an RFP for a modern CIS system, with contract negotiations to follow this fall
- Rain Barrel Workshop/Riverfest/Fix-A-Leak Event held
- "Imagine a Day Without Water" art context held in the fall of 2024
- Developed a "New Customer" packet/mailer outlining ACSA services to those new to our area
- Added a "Planned Outage Map" to our website
- Improved CIP presentation on our website by utilizing ArcGIS StoryMaps
- Updates to the ACSA's toilet rebate program
- Continued utilization of a communications consultant to share information (newsletters, website, blogs, social media)

#### **Employee Experience**

- Implemented recommendations from the Classification and Compensation study
- Personnel Management Plan updates to stand-by policy, hours of work, and travel policy
- Applicant Pro being utilized for job posting/applicant tracking
- Post-Accident Testing Policy adopted
- Quarterly supervisory training continues
- Safety training (CPR/First Aid, Fire Extinguisher, Asbestos, Confined Space, Underground Storage Tank, and Chain Saw)
- Expansion of the ACSA's uniform program with the purchase of ACSA logo polo shirts for Construction Inspectors

**BOARD ACTION REQUESTED: None** 

#### ATTACHMENTS:

-Strategic Plan updates



# 2023 through 2027 THE ALBEMARLE COUNTY SERVICE AUTHORITY STRATEGIC FIVE-YEAR PLAN





#### **Data Optimization**

Conduct a comprehensive review of all data and their sources to ensure proper access, classification, and utilization.

#### COMPREHENSIVE REVIEW OF SYSTEMS

Conduct a thorough data mapping and analysis of all existing software and integrations to determine opportunities for improved efficiency.

#### DOCUMENT MANAGEMENT SYSTEM

Perform classification of data to ensure proper management, and the procurement and implementation of a new Document Management System.

#### SYSTEM MONITORING AND REPORTING

Review, maintain, and secure the data that we collect and share with users through dashboards or other reporting methods.



#### **Business Resilience**

Ensure the current and future operations continue to function to serve our customers and meet environmental and climate action goals.

#### **BUSINESS CONTINUITY PLANNING**

Develop a Business Continuity plan to ensure the continual operations during unplanned events.

#### **ENVIRONMENTAL SUSTAINABILITY**

Enhance environmentally friendly practices and policies to reduce our carbon footprint and support global efforts to combat climate change.

#### **OPTIMIZATION OF RESOURCES**

Perform an audit of current space, assess staffing levels, and explore opportunities to leverage consulting services in support of staff.



#### **Customer Experience**

Provide best-in-class service ensuring the needs of our customers are exceeded.

#### CUSTOMER EXPERIENCE VISION

Perform a comprehensive analysis of services and interactions as experienced through the eyes of our customers.

#### **CUSTOMER INFORMATION SYSTEMS (CIS)**

Develop a modern and integrated CIS platform that provides clear, concise information to customers.

#### **CUSTOMER ENGAGEMENT OPPORTUNITIES**

Enhance customer outreach to include community events, new customer orientations, and other important information through a variety of communication tools.



#### **Employee Experience**

Retain and recruit a highly-skilled workforce and provide employees with resources and opportunities for professional growth.

#### RECRUITMENT AND RETENTION

Explore strategies to ensure that we are attracting highly qualified candidates and ensure our workforce remains motivated and satisfied.

#### **EMPLOYEE ENGAGEMENT OPPORTUNITIES**

Perform a comprehensive analysis of current practices and create new opportunities to ensure the ACSA is a great place to work.

#### TRAINING AND EDUCATION PROGRAM

Review current learning opportunities to ensure quality, cost-effective training that increases employee and organizational productivity and enrichment.

## STRATEGIC FIVE-YEAR PLAN





## **Data Optimization**

Conduct a comprehensive review of all data and their sources to ensure proper access, classification, and utilization.

#### **COMPREHENSIVE REVIEW OF SYSTEMS**

Conduct a thorough data mapping and analysis of all existing software and integrations to determine opportunities for improved efficiency.

#### **STATUS**



#### **SUCCESS RESULT**

All data collected is mapped.
 Additional efficiencies are
 identified and scheduled with
 each software application.

#### **DOCUMENT MANAGEMENT SYSTEM**

Perform classification of data to ensure proper management, and the procurement and implementation of a new Document Management System.

#### **STATUS**



#### **SUCCESS RESULT**

 Data is classified and properly maintained, all documents are digitized and stored in a secured Document Management System.

#### **SYSTEM MONITORING AND REPORTING**

Review, maintain, and secure the data that we collect and share with users through dashboards or other reporting methods.

#### **STATUS**



#### **SUCCESS RESULT**

 All data is properly managed and secured and dashboards are utilized across the organization.

3

## STRATEGIC FIVE-YEAR PLAN





## **Business Resilience**

Ensure the current and future operations continue to function to serve our customers and meet environmental and climate action goals.

#### **BUSINESS CONTINUITY PLANNING**

Develop a Business Continuity plan to ensure the continual operations during unexpected events.

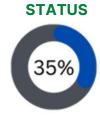


#### **SUCCESS RESULT**

• Completion of a Business Continuity Plan document.

#### **ENVIRONMENTAL SUSTAINABILITY**

Enhance environmentally friendly practices and policies to reduce our carbon footprint and support global efforts to combat climate change.



#### **SUCCESS RESULT**

• Progress toward maximizing positive environmental practices.

#### **OPTIMIZATION OF RESOURCES**

Perform an audit of current space, assess staffing levels, and explore opportunities to leverage consulting services in support of staff.





#### **SUCCESS RESULT**

 Current space, staffing levels and evaluation of consultant usage are fully evaluated and recommendations documented.

3

## STRATEGIC FIVE-YEAR PLAN





## **Customer Experience**

Provide best-in-class service ensuring the needs of our customers are exceeded.

#### **CUSTOMER EXPERIENCE (CX) VISION**

Perform a comprehensive analysis of services and interactions as experienced through the eyes of our customers.

#### **STATUS**



#### **SUCCESS RESULT**

 The customer experience vision is defined and enhancements are prioritized; follow-up on the CX Project recommendations.

#### **CUSTOMER INFORMATION SYSTEMS (CIS)**

Develop a modern and integrated CIS platform that provides clear, concise information to customers.

#### **STATUS**



#### **SUCCESS RESULT**

- Implementation of a CIS solution that meets the needs of customers through a stable, streamlined, and integrated platform.
- AMI Portal complete for customer on-line usage information.

#### **CUSTOMER ENGAGEMENT OPPORTUNITIES**

Enhance customer outreach to include community events, new customer orientations, and other important information through a variety of communication tools.

#### **STATUS**



#### **SUCCESS RESULT**

 Pertinent information is provided to customers in their preferred manner.

## STRATEGIC FIVE-YEAR PLAN





## **Employee Experience**

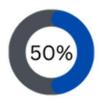
Retain and recruit a highly-skilled workforce and provide employees with resources and opportunities for professional growth.

1

#### RECRUITMENT AND RETENTION

Explore strategies to ensure that we are attracting highly qualified candidates and ensure our workforce remains motivated and satisfied.





#### **SUCCESS RESULT**

• Implement recruitment and retention strategies.

2

#### **EMPLOYEE ENGAGEMENT OPPORTUNITIES**

Perform a comprehensive analysis of current practices and create new opportunities to ensure the ACSA is a great place to work.

#### **STATUS**



#### **SUCCESS RESULT**

• Implement employee engagement strategies.

#### TRAINING AND EDUCATION PROGRAM

Review current learning opportunities to ensure quality, cost-effective training that increases employee and organizational productivity and enrichment.

#### **STATUS**



#### **SUCCESS RESULT**

 Employees are properly trained and have equal opportunities to pursue advanced education and training programs.

MEETING DATE: July 17, 2025
ON
ctors of the Albemarle County Service cond Executive Session to consider the
discuss a personnel matter concerning nance Review.
from the requirements of the Act should
Lunsford, Secretary-Treasurer

MOTION:	MEETING DATE: July 17, 2025
SECOND:	
CERTIFICATION	OF EXECUTIVE MEETING
convened a second executive meeting or	rs of the Albemarle County Service Authority has n this date pursuant to an affirmative recorded vote The Virginia Freedom of Information Act; and
WHEREAS, §2.2-3711 A (1) of the Board that such executive meeting was of	ne Code of Virginia requires a certification by this conducted in conformity with Virginia law;
best of each member's knowledge, (i) on open meeting requirements by Virginia which this certification resolution applies,	<b>OLVED</b> that the Board hereby certifies that, to the ly public business matters lawfully exempted from law were discussed in the executive meeting to and (ii) only such public business matters as were executive meeting were heard, discussed or
VOTE:	
AYES:	
NAYS:	
(For each nay vote, the substance of the be described).	departure from the requirements of the Act should
ABSENT DURING VOTE:	
ABSENT DURING EXECUTIVE MEETII	NG:
	Quin Lunsford, Secretary-Treasurer