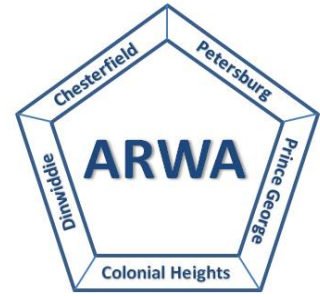


Appomattox River Water Authority



21300 Chesdin Rd. - S. Chesterfield, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

APPOMATTOX RIVER WATER AUTHORITY

Board of Directors Meeting

DATE: July 16, 2020

TIME: 2:00 pm

LOCATION: **Appomattox River Water Authority**
Board Room, Administration Building
21300 Chesdin Road
South Chesterfield, VA 23803

AGENDA

1. Call to Order/Roll Call
2. Approval of Minutes: Minutes of the Board Meeting held on March 12, 2020 (Exhibit A, pages 2 to 4)
3. Public Comment (Exhibit B, page 5)
4. Executive Director's Report:
 - FY21 Budget Discussion (Exhibit C, pages 6 to 13)
 - Proposed Work Plan (Exhibit D, pages 14 to 17)
 - Hydrilla Update (Exhibit E, pages 18 to 20)
 - Status Report: Ongoing Projects/Operations (Exhibit F, page 21 to 24)
 - Water Wise Suggested Conservation Methods (Exhibit G, page 25 to 26)
 - Financials (Exhibit H, pages 27 to 38)
5. Items from Counsel
6. Closed Session
7. Other items from Board Members/Staff Not on Agenda
8. Adjourn

BOARD OF DIRECTORS MEETING
Appomattox River Water Authority
March 12, 2020 at 2:00 p.m.
Location: South Central Wastewater Authority
900 Magazine Road, Petersburg, VA 23803

MEMBERS PRESENT:

Doug Smith, Chairman (Colonial Heights)

ALTERNATES PRESENT:

George Hayes, Secretary/Treasurer (Alternate, Chesterfield)

Frank Haltom, (Alternate, Prince George)

Lionel Lyons, (Alternate, Petersburg)

Scott Morris, (Alternate, Chesterfield)

ABSENT:

Kevin Massengill, Vice-Chairman (Dinwiddie)

Aretha Ferrell-Benavides, (Petersburg)

Joseph Casey, (Chesterfield)

Percy Ashcraft, (Prince George)

William Henley, (Alternate, Colonial Heights)

STAFF PRESENT:

Robert B. Wilson, Executive Director, (ARWA & SCWWA)

James C. Gordon, Asst. Executive Director (ARWA & SCWWA)

Arthur Anderson, (McGuire Woods)

Melissa Wilkins, Accounting/HR/Business Manager/FOIA
(ARWA & SCWWA)

Kathy Summerson, Administrative Assistant (SCWWA)

OTHERS PRESENT:

Chris Tabor, (Hazen and Sawyer)

Andrew Barnes, (Petersburg)

Mike Wooden, (Arcadis)

Denny Morris, (Crater Planning District)

Peter Nash, (Golder Associates)

Keith Boswell, (VA Gateway)

The ARWA meeting was called to order by Mr. Smith, Chairman, at 2:02 p.m.

1. Call to Order/Roll Call

The roll was called.

2. Approval of Minutes: Minutes of the Regular Meeting of the Board on January 16, 2020

Upon a motion made by Mr. Lyons and seconded by Mr. Haltom the following resolution was adopted:

RESOLVED, that the Minutes of the Regular Meeting of the Board on January 16, 2020 are hereby approved:

For: 4 Against: 0 Abstain: 0

3. Public Comment

There were no Public Comments.

4. Public Hearing for FY 2020/21 Operating Budget

Mr. Wilson reported on the proposed 2020/2021 Budget. The FY20/21 budget, change to the budget on January 24th (emailed to members), advertisement for Public Hearing, and clean copy of the FY20/21 budget were included in the Board package. Mr. Anderson stated Attachment #9 is the Resolution we prepared to seek approval of the Budget.

Mr. Smith opened the Public Hearing on Proposed FY 2020/2021 Budget at 2:05 p.m. and being as there were no comments the Public Hearing was closed.

Mr. Hayes stated he wanted to thank the Executive Director and his Staff who were very timely in their response to Chesterfield's questions.

Mr. Lyons asked about the surplus vehicles and Mr. Wilson replied that one jurisdiction has purchased three of the vehicles. He stated anything that is not sold by March 27, 2020 will be sent to an Auction House.

Staff recommended approval of the budget as presented.

Upon a motion made by Mr. Lyons and seconded by Mr. Haltom the following resolution was adopted:

RESOLVED, that the Board approves the Resolution included in the Board package of the Appomattox River Water Authority approving the Budget for FY 2020/2021 and setting the related water rates:

For: 4 Against: 0 Abstain: 0

5. Executive Director's Report

- **Reservoir level update**

Mr. Wilson stated we still have overflow.

- **Hydrilla Update Presentation**

Mr. Wilson stated that we are contracted with Golder Associates to do a Hydrilla Management Plan. He further stated that we are not presenting this to the public at this time due to the coronavirus situation. He stated we would be in touch with members to set up a date for follow up and having a public meeting.

Mr. Wilson introduced Mr. Peter Nash of Golder Associates, who gave an update on the Hydrilla study. Mr. Lyons asked who the targeted audience is, and Mr. Nash replied property owners, land holders around the lake, anyone associated with or anyone who uses the lake, the marinas and people who fish. Mr. Lyons asked how we will get this message out to the public, and Mr. Wilson stated we have handouts available, it will be posted on our website, and mass mailed to citizens around the lake. Mr. Hayes asked about the deepest hydrilla found on the lake, and Mr. Nash stated five feet was the deepest. Mr. Hayes and Mr. Nash discussed the type of physical surveys being conducted.

- **Financial Policy Guidelines**

Mr. Wilson reported on the Financial Policy Guidelines. Mr. Wilson introduced the office manager, Ms. Wilkins and asked her to report on how ARWA is setup as a trust. A copy of the Financial Policy Guidelines and a simple bucket drawing referencing financial policy sections were included in the Board package.

Ms. Wilkins reported on how the Authority is set up as a Trust, how it flows, and how the Authority corresponds with the trustee to move money into different buckets. Ms. Wilkins also went through the Balance Sheet that illustrates the current balances in the buckets.

Mr. Wilson asked if the one-page balance sheet provided what the Board was looking for, and Mr. Lyons replied it was better than what they were looking for.

- **Operating and Financial Report**

Mr. Wilson reported on the Operating and Financial Report. He commented on the AWIA evaluation performed by Whitman, Requardt and Associates. He stated Chesterfield is working on their evaluation and respective staffs and engineers met to share information. Mr. Wilson reminded Petersburg, Colonial Heights, Dinwiddie and Prince George that their AWIA certifications are due by June 30, 2021 and to make sure they include funding in their FY21 budget for this effort.

- **Status Report: Status Report: Ongoing Projects**

Mr. Wilson reported on the Status Report/Ongoing Projects.

6. Items from Counsel

- **Discussion of Proposed Bylaws Amendment**

Mr. Anderson reported on the Proposed Bylaws Amendment. He stated back in 2013 there was an amendment to 15.2-5136 of the Virginia Water and Waste Authorities Act (VWWAA) to streamline the publishing notices for public hearings for setting rates, fees, and charges. Mr. Anderson advised that since the requirements are included in the VWWAA they do not need to be included in the Bylaws.

A copy of the current Bylaws and a resolution for the proposed bylaws amendment were included in the Board package.

Upon a motion made by Mr. Lyons and seconded by Mr. Haltom the following resolution was adopted:

RESOLVED, that the Board approves removing Article X, paragraph 10.2 from the Bylaws:

For: 4 Against: 0 Abstain: 0

7. Closed Session

There was no Closed Session.

8. Other Items from Board Members/Staff Not on Agenda

Mr. Wilson stated we would like to thank Mr. Lyons and the City of Petersburg for sending a crew to help clean up the trash issues under the bridge outside the gate at SCWWA.

9. Adjourn

Mr. Smith stated, if there's no other business, and asked for motion to adjourn.

Upon a motion made by Mr. Lyons and seconded by Mr. Hayes the meeting was adjourned at 2:51 p.m.

MINUTES APPROVED BY:

George Hayes
Secretary/Treasurer



APPOMATTOX RIVER WATER AUTHORITY
21300 Chesdin Road
Petersburg, VA 23803



SOUTH CENTRAL WASTEWATER AUTHORITY
900 Magazine Road
Petersburg, VA 23803

GUIDELINES FOR PUBLIC COMMENT AT SCWWA/ARWA BOARD OF DIRECTORS MEETINGS

If you wish to address the SCWWA/ARWA Board of Directors during the time allocated for public comment, please raise your hand or stand when the Chairman asks for public comments.

Members of the public requesting to speak will be recognized during the specific time designated on the meeting agenda for "Public Comment Period." Each person will be allowed to speak for up to three minutes.

When two or more individuals are present from the same group, it is recommended that the group designate a spokesperson to present its comments to the Board and the designated speaker can ask other members of the group to be recognized by raising their hand or standing. Each spokesperson for a group will be allowed to speak for up to five minutes.

During the Public Comment Period, the Board will attempt to hear all members of the public who wish to speak on a subject, but it must be recognized that on rare occasion presentations may have to be limited because of time constraints. If a previous speaker has articulated your position, it is recommended that you not fully repeat the comments and instead advise the Board of your agreement. The time allocated for speakers at public hearings are the same as for regular Board meeting, although the Board can allow exceptions at its discretion.

Speakers should keep in mind that Board of Directors meetings are formal proceedings and all comments are recorded on tape. For that reason, speakers are requested to speak from the podium and wait to be recognized by the Chairman. In order to give all speakers proper respect and courtesy, the Board requests that speakers follow the following guidelines:

- Wait at your seat until recognized by the Chairman;
- Come forward and state your full name and address. If speaking for a group, state your organizational affiliation;
- Address your comments to the Board as a whole;
- State your position clearly and succinctly and give facts and data to support your position;
- Summarize your key points and provide the Board with a written statement or supporting rationale, when possible;
- If you represent a group, you may ask others at the meeting to be recognized by raising their hand or standing;
- Be respectful and civil in all interactions at Board meetings;
- The Board may ask speakers questions or seek clarification, but recognize that Board meetings are not a forum for public debate; Board Members will not recognize comments made from the audience and ask that members of the audience not interrupt the comments of speakers and remain silent while others are speaking so that other members in the audience can hear the speaker;
- The Board will have the opportunity to address public comments after the Public Comment Period has been closed;
- At the request of the Chairman, the Executive Director may address public comments after the session has been closed as well; and
- As appropriate, staff will research questions by the public and respond through a report back to the Board at the next regular meeting of the full Board. It is suggested that citizens who have questions for the Board or staff submit those questions in advance of the meeting to permit the opportunity for some research before the meeting.

Appomattox River Water Authority



21300 Chesdin Rd. - S. Chesterfield, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

Exhibit C

TO: Appomattox River Water Authority Board of Directors

FROM: Robert Wilson, Executive Director
James Gordon, Assistant Executive Director

DATE: July 16, 2020

SUBJECT: FY21 Budget Adjustments

The Authority was approached by one of the members and advised that jurisdiction was not providing salary increases for their employees in FY21 and asked that we consider the same. With that in mind, we polled the other four members and obtained the same response, no salary adjustments for FY21 for staff.

In preparation for the July 16th meeting we performed four scenarios for review by the Board. These scenarios included removing the salary adjustments and positions that were included in the budget. The results of the scenarios and the supporting documentation are included in the following memo that was sent to the chairman.

Authority staff requested an update on salary adjustments for FY21. I have advised staff action will not be taken by the Board until July 16th, but all the information I have to date indicates raises will not be offered in FY21. The attached email is the correspondence I sent to staff.

Board Action Requested:

Staff requests that the Board review the various scenarios and advise which adjustment the Board would desire for staff to implement for FY21. Staff's recommendation for ARWA is to implement Scenario #4.



Appomattox River Water Authority
21300 Chesdin Road
S. Chesterfield, VA 23803
(804) 590-1145



South Central Wastewater Authority
900 Magazine Road
Petersburg, VA 23803
(804) 861-0111

TO: Douglas E. Smith, Chairman

FROM: Robert B. Wilson, Executive Director

DATE: June 23, 2020

SUBJECT: FY21 Budget
Salary Adjustments

As we discussed, we received an inquiry from one of the members advising they were not going to provide salary adjustments in their FY21 budget and suggested both authorities consider the same. The budget we proposed and was approved at the March 12th meeting included salary adjustments for both plants.

To prepare for a discussion at the upcoming July 16th Board meeting I polled all the members to see if any of them budgeted for either a cost of living increase and/or merit increase in their FY21 utility budgets. All five members responded they were not considering salary adjustments of any kind for FY21. The questions included in the poll and the responses are included under the [Response] Tab. With that being said, we looked at the impact on both the ARWA and SCWWA budgets by removing the salary adjustments. We also heard that localities were freezing new positions for FY21. Therefore, in the ARWA budget we ran scenarios removing the two new maintenance positions, maintenance manager and mechanic. In the SCWWA budget we ran the same scenario removing the reimbursement for the maintenance manager that was going to be split 50/50 between both plants.

For ARWA we ran the following four scenarios:

1. FY21 approved budget minus salary adjustments. (-\$45,000)
2. FY21 approved budget minus salary adjustments and minus both maintenance positions. (-\$45,000 for salary adjustments, -\$70,000 for maintenance manager, -\$45,000 for mechanic, -\$40,000 benefits for both positions)
3. FY21 approved budget minus salary adjustments plus additional FY21 employee health insurance contribution. (-\$45,000 for salary adjustments, +\$3,100 for insurance)

4. FY21 approved budget minus salary adjustments, minus maintenance positions, plus additional FY21 employee health insurance contribution. (-\$45,000 for salary adjustments, -\$70,000 for maintenance manager, -\$45,000 for mechanic, -\$40,000 benefits, +\$3,100 for insurance)

The [ARWA] tab in the spreadsheet illustrates the comparison of the four scenarios to the approved budget and the reduction in the \$/1,000 gallons for each member for ARWA.

For SCWWA we ran four scenarios:

1. FY21 approved budget minus the salary adjustments. (-\$50,000)
2. FY21 approved budget minus the salary adjustments plus the additional FY21 employee health insurance contribution (-\$50,000 for salary adjustments, +\$3,600 for health insurance).
3. FY21 approved budget minus the salary adjustments minus portion for maintenance manager split (-\$50,000 for salary adjustments, -\$53,000 for salary and benefits for 50% portion of maintenance supervisor).
4. FY21 approved budget minus the salary adjustments minus portion for maintenance manager plus the additional FY21 employee health insurance contribution. (-\$50,000 for salary adjustments, -\$53,000 for salary and benefits for 50% portion of maintenance supervisor, +\$3,600 for health insurance)

The [SCWWA] tab illustrates the comparison of the four scenarios to the approved budget and the annual reduction in cost for each member for SCWWA.

The reason the “Budget Total Difference” is greater than the deductions illustrated for each scenario for ARWA is that when you subtract the stated deductions, reduce the taxes and VRS contribution and carry the new values through the budget, the O&M costs are reduced and therefore, the 50% reserve requirement is reduced. Therefore, a smaller new budget is compared against the FY21 approved budget thereby, resulting in a larger “Budget Total Difference”.

For the SCWWA budget, the FY21 reserve is fully funded. However, when you remove the salary increase, you reduce the taxes and VRS contribution which results in a lower budget and higher difference compared to the FY21 approved budget. That is the reason the “Budget Total Difference” is higher than the stated deductions.

We request direction from the Board on which reduction in the budget the Board would like us to implement, minus salary adjustments only or minus salary adjustments and new positions. In both cases, the result is a reduction to the FY21 approved budget for each authority, thereby a reduction to each member. From a structural standpoint, even though this is a reduction from the original approved budgets, the budgets will need to be re-advertised, a public hearing date set, and a vote taken after the public hearing. From a billing standpoint, we would suggest using the selected reduced budget figures from the July 16th meeting (budget to be advertised) until the public hearing is held, and formal action is taken on the budget by the Board. Any changes or comments from the public hearing would be implemented as necessary upon Board action.

Please let me know if you have any questions, need any additional information, or would like to discuss further.

Attachments

Figure 1 – ARWA budget summary table with excerpt from FY21 approved budget

Figure 2 - SCWWA budget summary table with excerpt from FY21 approved budget

6/23/2020

| Question | City of Colonial Heights | City of Petersburg | Chesterfield County | Dinwiddie County | Prince George County |
|--|-----------------------------|-----------------------|------------------------|---------------------|-------------------------|
| 1. Are you providing a cost of living adjustment (COLA) for FY21? | No | No | No | No | No |
| 2. Are you providing a merit increase for FY21? | No | No | No | No | No |
| 3. Are you putting place holders in your budget so salary adjustments could be considered midyear if budgets allow? | Yes | No | No | No | No |
| 4. Are you recognizing essential personnel monetarily or some other type of appreciation for their dedication during the pandemic? | No | No | No | No | No |

Note: These responses are related to utility personnel

[Responses]

Budget Comparison

| | Approved | Scenario #1 Without salary increase | Scenario #2 W/o salary increase, w/o new mechanic position | Scenario #3 W/o salary increase, covering health insurance increase | Scenario #4 W/o salary increase, w/o new mechanic, covering health insurance |
|--|--------------|--|--|---|--|
| ARWA | | | | | |
| Annual Budget Total | \$11,150,006 | \$11,076,506 | \$10,820,006 | \$11,081,156 | \$10,824,656 |
| Budget Total Difference (\$) | | -\$73,500 | -\$330,000 | -\$68,850 | -\$325,350 |
| Budget Total Difference (%) | | -0.66% | -2.96% | -0.62% | -2.92% |
| Chesterfield | | | | | |
| 5 year average consumption (gallons) | | 7,490,027,628 | | | |
| Total Rate per 1000 gals | \$1.0289 | \$1.0220 | \$0.9976 | \$1.0224 | \$0.9980 |
| Total Rate per 1000 gals Difference (\$) | | -\$0.0070 | -\$0.0313 | -\$0.0065 | -\$0.0309 |
| Total Rate per 1000 gals Difference (%) | | -0.68% | -3.05% | -0.64% | -3.00% |
| Estimated annual billing | \$7,706,832 | \$7,654,540 | \$7,472,053 | \$7,657,849 | \$7,475,361 |
| Colonial Heights | | | | | |
| 5 year average consumption (gallons) | | 606,132,000 | | | |
| Total Rate per 1000 gals | \$1.0563 | \$1.0493 | \$1.0249 | \$1.0497 | \$1.0254 |
| Total Rate per 1000 gals Difference (\$) | | -\$0.0070 | -\$0.0313 | -\$0.0065 | -\$0.0309 |
| Total Rate per 1000 gals Difference (%) | | -0.66% | -2.97% | -0.62% | -2.93% |
| Estimated annual billing | \$640,236 | \$636,004 | \$621,236 | \$636,272 | \$621,504 |
| Dinwiddie | | | | | |
| 5 year average consumption (gallons) | | 412,572,322 | | | |
| Total Rate per 1000 gals | \$1.4766 | \$1.4697 | \$1.4453 | \$1.4701 | \$1.4457 |
| Total Rate per 1000 gals Difference (\$) | | -\$0.0070 | -\$0.0313 | -\$0.0065 | -\$0.0309 |
| Total Rate per 1000 gals Difference (%) | | -0.47% | -2.12% | -0.44% | -2.09% |
| Estimated annual billing | \$609,223 | \$606,343 | \$596,291 | \$606,525 | \$596,473 |
| Petersburg | | | | | |
| 5 year average consumption (gallons) | | 1,759,871,800 | | | |
| Total Rate per 1000 gals | \$1.0255 | \$1.0186 | \$0.9942 | \$1.0190 | \$0.9946 |
| Total Rate per 1000 gals Difference (\$) | | -\$0.0070 | -\$0.0313 | -\$0.0065 | -\$0.0309 |
| Total Rate per 1000 gals Difference (%) | | -0.68% | -3.06% | -0.64% | -3.01% |
| Estimated annual billing | \$1,804,836 | \$1,792,549 | \$1,749,672 | \$1,793,327 | \$1,750,449 |
| Prince George | | | | | |
| 5 year average consumption (gallons) | | 259,202,200 | | | |
| Total Rate per 1000 gals | \$1.3846 | \$1.3776 | \$1.3532 | \$1.3780 | \$1.3537 |
| Total Rate per 1000 gals Difference (\$) | | -\$0.0070 | -\$0.0313 | -\$0.0065 | -\$0.0309 |
| Total Rate per 1000 gals Difference (%) | | -0.50% | -2.26% | -0.47% | -2.23% |
| Estimated annual billing | \$358,879 | \$357,070 | \$350,755 | \$357,184 | \$350,869 |

[ARWA]

Appomattox
River
Water
Authority



21300 Chesdin Rd. - Petersburg, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

MEMORANDUM

**TO: APPOMATTOX RIVER WATER AUTHORITY
BOARD OF DIRECTORS**

**FROM: ROBERT B. WILSON, P.E., EXECUTIVE DIRECTOR
JAMES C. GORDON, ASSISTANT EXECUTIVE DIRECTOR**

SUBJECT: FISCAL YEAR 2020-21 PROPOSED BUDGET

DATE: JANUARY 16, 2020

We are pleased to present to you the Appomattox River Water Authority fiscal year 2020-2021 proposed budget for your review and consideration. The total expenses for the Proposed FY2020-21 Appomattox River Water Authority Budget are \$10,948,786. The Board is not requested to approve the proposed budget at today's meeting; however, we request that you review and advise staff to ready the proposed budget to advertise for a public hearing at the March 12, 2020 Board Meeting by the required 14-day period in advance of the scheduled public hearing. Any Board requested changes to the proposed budget can be made on or before the May 14, 2020 Board Meeting where we will request approval of the budget.

A review of the proposed budget changes follows for your consideration.

Cost items increasing are:

- **Salary: \$160,000** – due to an average pay for performance increase of 2.6% (\$45,000) and the addition of 2 new maintenance position (Maintenance Manager and Mechanic).
- **Employee Benefits: \$69,500** – Increase is primarily due to Hospitalization Insurance (\$40,000) with the addition of 2 new maintenance positions.
- **Materials and Supplies: \$31,000** – Repairs and Maintenance-IT increased \$60,000 due to the transfer of Electrical responsibilities from Repairs and Maintenance-Shop (which decreased \$60,000). There are several line items that have minor budget increases the main ones are Purification Process and Janitorial Supplies (\$13,000), Vehicle and Equipment Supplies (\$7,000), Vehicle and Equipment Fuels (\$5,000), and Operation Supplies and Maintenance (\$5,000)
- **Other Charges: \$4,100** – increase is primarily due to electricity.
- **Equipment Replacement: \$694,500** – The increase is related to the purchase of long lead time spares; Motors for Raw and Finished pumps stations (\$200,000) and a Lightning Mixer for Rapid Mix (\$175,000). Also included are projects for upgrading the SCADA system (\$250,000) and Security infrastructure improvements as outlined in the FY 2019-20 American Water Infrastructure Act assessment (\$500,000).

Robert Wilson

From: Robert Wilson
Sent: Tuesday, June 23, 2020 1:22 PM
To: arwava.org Users; scwwa.org Users
Subject: FY21 Salary Adjustments

ARWA and SCWWA provide water and wastewater services to five member jurisdictions: City of Petersburg, City of Colonial Heights, Chesterfield County, Dinwiddie County, and Prince George County. Each member has advised they will not be able to provide either a cost of living or merit increase for FY21 for their employees. This is a direct result of the Covid-19 pandemic whereby each member has been affected, financially, through significant reductions in revenue and various tax collections.

Both authorities are partners and stakeholders in this region. With that in mind I have been asked to review our respective budgets and determine the budget reductions by removing the FY21 salary adjustments and new positions. This information will be presented to the Board at the July 16th meeting.

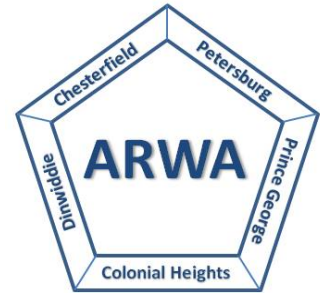
The Board has not taken action as of this date, but there have been inquiries from staff on what the authorities are considering for raises. From all the information I have to date, it is apparent that raises will not be offered for FY21.

This in no way reflects the dedication and effort you have provided to maintain water and wastewater services throughout the Covid-19 pandemic. Since we operate plants, there is not as much of an opportunity to either telecommute, stagger shifts, or work select days of the week. I want to take this opportunity to thank each of you for your continued commitment and energy to keep both plants operating, in compliance, and meeting all demands. If there comes the opportunity to recognize the plants in a group setting or consider midyear adjustments, we will certainly pursue them.

Again, thank you for what you do.

Robert B. Wilson, P.E.
Executive Director ARWA/SCWWA
21300 Chesdin Road
South Chesterfield, VA 23803
(804) 590-1145 ext. 101 (office)
(804) 586-7420 (mobile)
rwilson@arwava.org

Appomattox River Water Authority



21300 Chesdin Rd. - S. Chesterfield, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

Exhibit D

TO: Appomattox River Water Authority Board of Directors

FROM: Robert Wilson, Executive Director
James Gordon, Assistant Executive Director

DATE: July 16, 2020

SUBJECT: Proposed Work Plan

We have developed the following proposed Work Plan. This plan is broken into five sections:

- Board Items
- Budgeted FY21 Projects
- Member Support
- On-going Projects
- Permits and Important Dates

We are requesting input for the Board Items section. These items are listed for the Board to assist with setting priority. Furthermore, we wanted to see if the Board would like to continue any discussions on these topics or remove them from the list. The listed items are the main topics discussed over the last five years. In some cases, we were not clear if the discussions on certain issues were completed. If there are any additional topics the Board would like added to the list, please let us know.

The remaining four sections provide a road map for what we want to accomplish over the next year, Budgeted FY21 Projects, and what is “on-going” and will take longer. We also wanted to highlight member services we provide as well as important permits and expiration dates.

Board Action Requested:

No Board action is requested.

Appomattox River Water Authority
Proposed Work Plan
Initiation Date July 2020

Vision

To provide extraordinary customer service to the member jurisdictions and their customers and be recognized as a community partner that provides exceptional water services.

Plant Staff:

The Appomattox River Water Authority also known as ARWA provides water services and customer support to five jurisdictions: Chesterfield County, Dinwiddie County, Prince George County, the City of Petersburg and the City of Colonial Heights. The ARWA staff consists of 31 dedicated professionals in the water industry. The team is divided in to five departments: Administration, Operations, Maintenance, Laboratory, and IT. Each department is an integral part of the overall operation and committed to the values listed below.

Values

To provide extraordinary customer service, we are committed to the following principles:

- Open Communication
- Transparency
- Regional cooperation
- Teamwork
- Respect
- Quality

Board Items:

- Development of a Technical Advisory Committee (TAC) – jurisdictional engineers.
- Completion of Service Amendment #4.
- Source Water Expansion.
- Bylaw review/revisions.
- Brander's Bridge Pump Station and Ground Tank.
- Plant and Reservoir Tours.

Budgeted FY21 Projects:

- Complete Phase I In-plant project punch list.
- Complete Phase II In-plant projects. The major items for Phase II include new conduit runs through the tunnel to provide a new power feed the east side of the plant, additional

sodium hypochlorite storage (two tanks) and adding a roofing system over the chlorine dioxide system.

- Replacing the Prince George meter at the intersection of Temple Avenue and Charles Dimmock Parkway.
- Replacing the venturi flow meters on filters 5 through 8 with Krohne mag meters. This replacement is being performed in-house by maintenance staff and IT staff.
- Upgrading the SCADA System. This project will upgrade/replace the SCADA host system. We are evaluating the same host system used at SCWWA to see if it would meet the operational needs for ARWA. One of the main issues for ARWA is the ability to track historical information and trends, i.e., reporting. IT staff (shared services) could then support both systems.
- Installation of HMI's (human machine interfaces – *touch screens*) on the Raw and Chlorine PLC's (programmable logic controllers – minicomputers).
- PLC replacement for the Rapid Mix and Ammonia control cabinets.
- Implementing the security and safety improvements outlined in the AWIA Risk and Resilience Assessment.
- Purchasing long lead time and mission critical spare parts – spare motors for Raw Water Pump Station 2 (RWPS2) – 300 and 600 hp and Finished Water Pump Station 2 (FWPS2) - 250 hp, rapid mixer, and transmission main repair materials.
- Replacing the Atomic Absorption (AA) Analyzer in the laboratory. The AA Analyzer is used for metal analysis of copper, iron, and manganese. The analyzer is primarily used for manganese which is a secondary contaminant that can cause discolored water.
- Add pandemic/epidemic section to the Emergency Action Plan. Funds are left over from the AWIA project.
- Hydrilla Plan. Schedule public participation for hydrilla education and management plan. Continue monitoring and data gathering.
- Quarterly groundwater monitoring to determine remediation efforts for backwash lagoons and development of future lagoons. This is a VPDES requirement.

Member Support:

- Customer service support on quality questions.
- Monthly Bac-t testing per each members Bac-t sampling plan.
- Bac-t testing for new construction.
- Assistance with water break testing – fluoride testing/tracing.
- Consumer Confidence Report

On-going Projects:

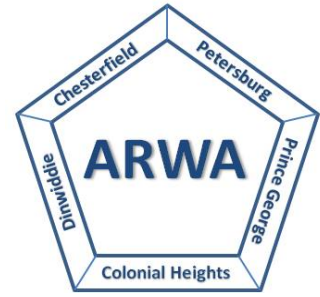
- Asset management. Determine the useful life of equipment and factor into the capital improvement program (CIP). Develop a program for tracking equipment removed from operation and tracking operational readiness. Develop formal criteria for repair versus replacement.

- Data management. Determine archiving and compliance requirements. Develop a scanning and electronic data management plan.
- Update the five and ten year capital improvement program – annual basis.
- Develop a strategy for stabilizing rates.
- Tabletop exercises. Develop various catastrophic scenarios and determine if the current Emergency Action Plan and Standard Operating Procedures (SOP's) address how to react to the scenario.
- Develop one line diagrams for the new plant power distribution.
- Set up/compile spreadsheets to identify which PLC cabinet controls which function.
- Evaluate the power schedules to determine if new power schedules would save money with the installation of the new variable frequency drives (VFD's).
- Ensure that appropriate employee development, succession planning and business continuity is in place and documented.
- Determine what information needs to be expressed on the website. Also determine what type of information needs to be removed from the website.
- Determine what information members want to see and on what frequency.
- Develop a staffing and attrition plan. Consider a high school training program.

Permits and Important Dates:

- Lab Certification Audit by Virginia Department of Health (VDH) March 2021.
- The current Virginia Water Protection Permit expires on October 31, 2028. The renewal process will begin in 2025 with discussions with DEQ to determine what plans and studies will be necessary to renew the permit.
- The Virginia Pollution Discharge Elimination System (VPDES) permit VA0005819, for the two outfalls – lagoons and plant drainage to Lake Chesdin, and the groundwater sampling for the lagoons expires on April 30, 2023. The renewal process will start in 2022 approximately one before expiration.
- The FERC permit for Krueger to generate power at the dam expires in 2032.
- Permit for the 2 megawatt standby diesel generator – annual permit reporting.

Appomattox River Water Authority



21300 Chesdin Rd. - S. Chesterfield, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

Exhibit E

TO: Board of Directors

FROM: Robert B. Wilson, Executive Director
James C. Gordon, Assistant Director

DATE: July 16, 2020

SUBJECT: Hydrilla Update

Additional observations and sampling took place on the lake in the week of June 22nd. Water clarity was not great due to the rains during this time, so a combination of visual and rake toss sampling was performed. Survey coverage was good, and results are looking similar to the previous data. Hydrilla has not been found in any new locations but continues to grow in the same areas previously identified. Golder is working on the latest maps that show impacted areas and biomass. The next survey is scheduled for September 2020.

Attached is an updated brochure to be provided to the public. At the March 12th meeting, the Board asked how the Authority planned to communicate with the public. We plan to post on the website, mail to the residents around the lake, and provide copies at the various manned marinas around the lake: Seven Springs, Whippernock, and Cozy Cove. We will also try to contact the various communities and homeowner associations around the lake where we would be happy to make presentations.

Board Action Requested:

Staff would like to know if any of the Board members would like to participate in the public outreach process for hydrilla education. If not, we will go ahead and schedule dates and places on both sides of the lake for public participation. This information will also be communicated to the members.

What is *Hydrilla*?

Hydrilla verticillata is an invasive aquatic plant defined by law as a noxious aquatic weed. It roots in the bottom of ponds, lakes, streams, and rivers. It can grow stems up to 20 feet long and form thick, dense mats.

Hydrilla spreads by seeds, buds, tubers, and fragments. It grows as an herbaceous perennial plant, so shoots die back in the fall. *Hydrilla* grows pea-sized underground tubers that re-sprout in the spring. Tubers can remain viable in sediment for at least six years. *Hydrilla* also can produce “buds” where the leaf joins the stem. The buds can break off and settle in the soil or move downstream.

Found throughout the state, *Hydrilla* has been identified in waterbodies and their tributaries in Virginia. These include the Swift Creek Reservoir, Lake Gaston, James River and Roanoke River.

What does *Hydrilla* look like?

Hydrilla typically is bright green, with small leaves growing along its thin, long stems. The leaves are about 5/8 of an inch long. It sometimes is confused with the native plant *Elodea canadensis* (Canadian waterweed). This is how you can tell them apart:
4 or more leaves + visible leaf serrations + tubers = *Hydrilla*. Look-a-likes have no serrations or a different number of leaves.



“*Hydrilla* spreads easily, obstructs boating and fishing, and impacts water front properties, native aquatic plants, and fish species”



Lake Chesdin Hydrilla Management Plan Update



APPOMATTOX RIVER
WATER AUTHORITY

21300 Chesdin Road
S. Chesterfield, VA 23803
Phone: 804-590-1145
Email: info@arwava.org

What is happening in Lake Chesdin?

ARWA conducted comprehensive aquatic surveys in 2019, mapping the distribution and density of *Hydrilla* during the growing season. Additional surveys in 2020, including studies of *Hydrilla* tuber growth trends will be used to develop a management plan aimed at reducing the impacts of *Hydrilla*.

Is Hydrilla present in Lake Chesdin?

Yes. Recent surveys identified widespread *Hydrilla* in the upper portion and in a few protected coves in the downstream portion of the lake.

Hydrilla was observed in shallow water typically 5 feet deep or less. The infestation in the upstream portions of the lake is dense, commonly occupying the entire water column. The downstream infestations were generally sparsely distributed in the shallow portions of protected tributaries. *Hydrilla* was observed floating in the lake, which is a potential source for establishing new colonies downstream in the lake.

How Does it Spread?

Hydrilla spreads by transport on boats, trailers, fishing equipment, and possibly waterfowl. Significant numbers of *Hydrilla* “buds”, or turions that detach from the parent plant have been observed sprouting in early spring. Detached plant fragments can sprout roots and develop new infestations. *Hydrilla* tubers have been identified in the sediment and can reestablish infestations as they are not removed by harvesting the visible portion of the plant.

How Can You Help Stop the Spread?

When boating—inspect and remove all vegetation from the boat and trailer. Dispose of plant material in the trash on dry land above the waterline where it won’t get washed back into the lake. Clean and dry equipment thoroughly before visiting other waterbodies. Avoid passing through infestations in the water when boating.

- *Along docks and shoreline*—weeding can cause fragments to float downstream or re-establish nearby, and this practice should be discouraged. Make sure you collect all fragments when weeding. Dispose of all plant fragments above the waterline where the plant can dry out.
- Alert others of the risk of *Hydrilla* and ask them to watch for it.
- Do not dump water from aquariums into or near a body of water or storm drain
- If you find a plant you are unsure of, collect a sample in a plastic bag with a damp paper towel and call (804) 934-1786 for instructions. If you have a smartphone, take a picture, and send to mebrooks@golder.com, along with information on the location where the sample was collected. ARWA will use the photos to identify the species as well as the location to update potential infestation maps.

What Next?

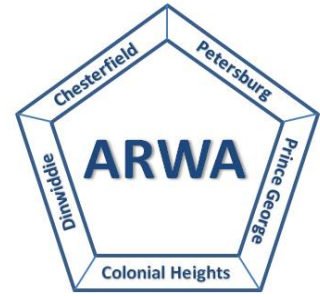
ARWA is currently completing a 2-year-long investigation to identify the occurrence of *Hydrilla* in Lake Chesdin. This study will be used to develop a *Hydrilla* Management Plan.

ARWA welcomes input from stakeholders, including the general public, community residents, recreational boaters and fisherman, public officials, and government agencies.

Public involvement is vital for developing and implementing the management plan. The COVID-19 pandemic currently limits ARWA’s options for conducting public meetings safely. A series of outdoor public meetings and limiting the number to 20 attendees is proposed. The first public meeting will be held at XXXX, on July XX, 2020. Meeting notices will be advertised at local marinas and newspapers, and via ARWA’s website (www.arwava.org/events-calendar). A contact number is provided below for reserving a place at the initial public meeting and to help ARWA schedule additional meetings.

ARWA is utilizing the services of Golder Associates Inc. to complete the studies and the *Hydrilla* Management Plan. Technical questions, along with *Hydrilla* identification, should be forwarded to Matt Brooks, Staff Biologist at (804) 934-1786 or via email: mebrooks@golder.com.

Appomattox River Water Authority



21300 Chesdin Rd. - S. Chesterfield, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

Exhibit F

TO: Appomattox River Authority Board of Directors

FROM: Robert B. Wilson, P.E., Executive Director
James C. Gordon, Assistant Executive Director

DATE: July 16, 2020

SUBJECT: Ongoing Projects\Operations

Operating Status Report

This report hits the highlights and does not cover the day to day maintenance or preventive maintenance summaries. Some of the information is duplicate and already been provided through weekly updates since the last meeting was in March.

➤ General

- The next scheduled Board of Directors Meeting is Thursday, September 10, 2020 at the South Central Wastewater Authority at 2:00 pm.
- To date we have been successful keeping Covid-19 out of the plant. We have instituted a face covering policy where social distancing cannot be maintained. This includes more than one person riding in a vehicle or golf cart and where operations and maintenance staff have to work together for an extended period of time within six feet.
- On the 6/9/2020 weekly update we reported we were beginning to see reduced filter run times, approaching 50 hours or less and are considering treating the lake per the Lake Chesdin Reservoir Algae Management Plan. On 6/29/2020, a follow up email was sent stating that our filter runs were consistently in the low 40-hour range due to filter clogging diatoms. On 7/1/2020, our staff treated the lower portion of the reservoir per our Lake management plan. Filters runs have improved to approximately 60 hrs.
- There was an issue with our caustic soda supplier. The company was unable to hold their contract price. We obtained more economic pricing from the second lowest vendor. Details were also outlined in the 6/9/2020 email update.

➤ Operations

- Finished water met all permit requirements for March, April, May and June 2020.
- The average daily finished water consumption for March was 24.1 mgd, April was 25.6 mgd, May was 26.5 mgd and June was 34.1 mgd.
- The PLC that controlled field communications to the various vaults plus the chlorine dioxide and alum feed has been replaced. The effort to separate the signals and replace the PLC took longer than anticipated. Thank you to the various member operations staff that assisted us with information during this replacement.
- The next PLC cabinets (budgeted) for replacement for FY21 are ammonia and rapid mix.

➤ Maintenance

- Divers inspected Raw Water Pump Station 1 (RWP1 – turbine pumps on dam) wet well and the traveling screen. The divers were set up to clean the wet well but not enough sediment and debris was present to require cleaning. Raw Water Pump Station 2 (RWPS2) water lines, airlines, and screens were inspected.
- Hydrilla surveys on the lake.
- New fill station and double walled piping installed for alum tank.
- Calgon regenerated the granular activated carbon for filters 14 -22.
- Transmission flushing was cancelled as a result of Covid-19. If any members notice any quality issues, please let us know. We will revisit flushing in the Fall.
- Developing a laydown yard for spare materials including transmission main materials.
- Added large fan to warehouse.
- Installed new safety sign at main entrance.

➤ Instrumentation

- Server room relocation complete.
- Working on completing fiber communications ring around the plant. This is the managed ring for communications between the PLC's. This system is being built with redundancy to reroute communications if there is a failure in one direction.
- Working with operations on troubleshooting electrically actuated valves for filter flow rate control.

➤ Laboratory

- Met all the VPDES requirements for March, April, May and June for the outfalls.
- Successful completion of annual proficiency testing.

➤ Phase I In-plant Project

- Substantial completion issued April 22, 2020.
- Tested bidirectional generator power feed. The plant has a generator at the dam to power the raw water pump stations, RWP1 and RWP2, during a utility power outage. There is a second generator that powers the plant and finished water pump stations during a utility power failure.

The switchgear is designed in such a way that either generator can feed both facilities at a reduced rate during an emergency. The manual process for this switching has been tested and confirmed. This should not be a normal occurrence.

- The punch list items should be completed by the end of July.

➤ Phase II In-plant Project

- The new sodium hypochlorite tanks and piping have been installed.
- The new power feed from the west side of the plant to the east side of the plant has been installed. This power feed replaces the old power feed through the tunnel that included junction boxes where water intrusion was an issue. The new alignment does not include junction boxes. The alignment across the top of the basins was changed back to the tunnel.
- Motor Control Center 3 (MCC3) replaced.
- Outstanding work to date is to replace MCC4 and install the roof over the chlorine dioxide tanks.
- Estimated completion date is December 2020.

➤ 30" Transmission Fortification

- Purchase order has been issued to contractor. Waiting for a dryer time to minimize the pumping around operation.

➤ Prince George Meter Replacement

- The plans are complete and VDOT has approved relocation in the right of way through a Land Use Permit (LUP).
- We are getting ready to advertise for construction. We plan to have a recommendation for award at the September 10th meeting. The project estimate is over \$100K and will require Board approval.

➤ Chesdin East Meters

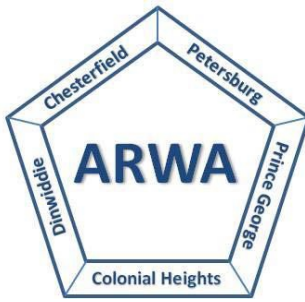
- Chesterfield County operations staff installed the authority supplied mag meters in the pump station, one for the Courthouse pumps and one for the Graves Road pumps. The original thought was to install the meters in vaults prior to the station. We determined there was not sufficient room on the existing field piping to allow installation of vaults. Furthermore, the authority has other mag meters used to calculate consumption in other members pump stations. The agreement is that the authority has access to the meters and the ability to calibrate every other year.
- In addition, we requested signals from the Chesterfield SCADA system in the form of tank levels and start commands so the operators could adjust pumping strategies accordingly without affecting service. This information exchange has been completed and added to the authority's SCADA system.

➤ Dock and Dredging Permits

| Date | Address | Locality | Construction |
|-----------|-------------------------------|--------------|--------------|
| 4/6/2020 | 13425 Chesdin Landing Drive | Chesterfield | New |
| 4/27/2020 | 2506 Miry Run Road | Dinwiddie | New |
| 4/27/2020 | 18110 Whipponock Way | Dinwiddie | New |
| 4/27/2020 | 19414 Oxford Lane | Dinwiddie | New |
| 4/27/2020 | 2600 Oxford Drive | Dinwiddie | Addition |
| 5/8/2020 | 3401 Oxford Lane | Dinwiddie | Dredging |
| 5/11/2020 | 19020 Waterford Drive | Dinwiddie | Addition |
| 6/18/2020 | 15619 Chesdin Landing Terrace | Chesterfield | Dredging |
| 6/25/2020 | 9254 Eagle Cove Circle | Chesterfield | Addition |
| 6/26/2020 | 19971 Chesdin Harbor Drive | Chesterfield | Addition |

➤ FY20 Annual Audit

- The data gathering portion of the audit is scheduled for the week of August 3rd.
- The inventory clerk has completed warehouse inventory counts for the end of the fiscal year.



FOR IMMEDIATE RELEASE

July 17, 2020

For more information contact:
Robert Wilson, Executive Director
(804) 590-1145

ARWA Encourages Seasonal Chesdin Water Wise Conservation Measures Starting July 17

The Appomattox River Water Authority (ARWA) issued a reminder today that the *Seasonal Chesdin Water Wise Conservation Measures* will be in effect throughout the summer - from Memorial Day through Labor Day. ARWA encourages its customers to embrace *voluntary* water conservation measures to promote sustainability of Chesdin Reservoir and its aquatic attributes.

“The preservation of this essential natural resource is an effort that requires support from all ARWA customers,” said City Manager and ARWA Board Chairman Doug Smith. “It is important that we all remain mindful that our water supply is not unlimited; and we ask all citizens to do what they can to limit nonessential water use.”

Under the *Seasonal Chesdin Water Wise Conservation Measures*, customers are encouraged to reduce and conserve water by following these Water Wise measures:

- Limit filling of decorative fountains and swimming pools only when necessary
- Limit washing of paved areas to two days per week unless for health or safety concerns
- Limit lawn and plant irrigation to three (3) days per week
- Irrigation with hand-held bucket, hand-held hose, soaker hose and drip irrigation systems is acceptable on any day and at any time
- Irrigation of vegetable gardens is acceptable on any day and at any time
- Watering of new landscaping is acceptable for the first ten days after planting
- Vehicle washing and charity car washes are acceptable on any day and at any time, but should be done using a hand-held bucket or a hand-held hose equipped with a positive shutoff device

All businesses are encouraged to limit their water consumption wherever possible under the *Seasonal Chesdin Water Wise Conservation Measures*. Water conservation by any other means is highly encouraged and should be practiced daily.

The Appomattox River Water Authority (ARWA) is the owner and manager of the Lake Chesdin Reservoir (a 3,100 acre public water supply reservoir located on the Appomattox River on the Chesterfield County and Dinwiddie County line) that provides drinking water on a wholesale basis to five member jurisdictions: the cities of Colonial Heights and Petersburg, and the Counties of Chesterfield, Dinwiddie and Prince George.

ARWA is committed to the effective management of the Chesdin Reservoir through the preservation and enhancement of a reliable source of high-quality treated water to meet the needs of its members; and the protection of the environmental health of the Chesdin Reservoir. The *Seasonal Chesdin Water Wise Conservation Measures* clearly support these objectives.

ARWA is mindful that a successful water conservation campaign is the best way to avoid or delay the implementation of mandatory water use restrictions in the future. Meeting long-term human and environmental water needs can be accomplished most effectively by all ARWA water users working together, particularly during the warmer months of the year when rainfall may be scarce.

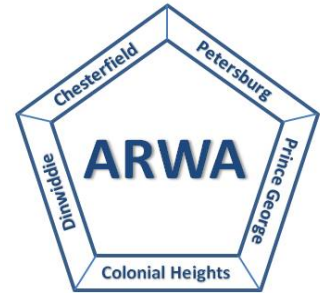
ARWA customers who would like more information or have any questions about the *Seasonal Chesdin Water Wise Conservation Measures* are encouraged to visit the ARWA website at www.arwava.org or contact their local water service provider directly.

* * *

About ARWA

The Appomattox River Water Authority (ARWA) provides safe, clean water to customers in Chesterfield, Dinwiddie and Prince George Counties, and the Cities of Colonial Heights and Petersburg, from facilities located next to the Brasfield Dam, at Chesdin Reservoir, in south-central Virginia. For more information about ARWA, please visit <http://arwava.org/>

Appomattox River Water Authority



21300 Chesdin Rd. - S. Chesterfield, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

Exhibit H

TO: Board of Directors

FROM: Melissa Wilkins, Accounting/Business/HR Manager

DATE: July 16, 2020

SUBJECT: Financials

The financial report includes the following attachments:

- Attachment A – March Financials
- Attachment B – April Financials
- Attachment C – May Financials
- Attachment D – Alum Litigation Distribution update

The June financials are also part of the end of year financials and will be trued up as part of the audit. We will provide the June financials via email upon their completion. As mentioned in the Status Report, the annual audit for FY20 begins the week of August 3rd.

No Board action is requested.

Attachment A

Appomattox River Water Authority-Balance Sheet For Month Ending March 31, 2020

Assets

Current Assets

| | | |
|--------------------------------|-----------|-------------------|
| Petty Cash | \$ | 400 |
| SunTrust Operating Fund | \$ | 2,910,459 |
| SunTrust Replacement Fund | \$ | 119,537 |
| Total Unrestricted Cash | \$ | 3,030,396 |
| Water Revenue | \$ | 4,402,562 |
| Reserve Account | \$ | 3,974,988 |
| Replacement Account | \$ | 396,743 |
| Debt Service Reserve | \$ | 2,152,616 |
| Bond Principal/Interest | \$ | 1,040,298 |
| Bond Construction | \$ | 3,419,291 |
| Total Restricted Cash | \$ | 15,386,499 |
| Total Checking/Savings | \$ | 18,416,896 |
| Accounts Receivable | \$ | 2,176,249 |
| Other Current Assets | \$ | 26,701 |
| Inventory | \$ | 264,923 |

Total Current Assets **\$ 20,884,768**

Fixed Assets

| | | |
|---------------------------|-----------|-------------------|
| Land and Land Rights | \$ | 1,044,167 |
| Water System | \$ | 85,562,249 |
| Equipment | \$ | 1,238,359 |
| Hydro | \$ | 34,873 |
| Construction in Progress | \$ | 8,046,304 |
| Accumulated Amortization | \$ | (34,873) |
| Accumulated Depreciation | \$ | (49,293,811) |
| Total Fixed Assets | \$ | 46,597,267 |

Other Assets

| | | |
|-----------------------------------|-----------|---------------|
| Def Out Res-Post ER Pension Costs | \$ | 63,920 |
| Deferred Outflow-OPEB GLI | \$ | 14,106 |
| Def Out Res-Net Dif Pension Inv | \$ | - |
| Total Other Assets | \$ | 78,026 |

Total Assets **\$ 67,560,061**

Liabilities & Equity

Current Liabilities

| | | |
|----------------------------------|-----------|----------------|
| Accounts Payable | \$ | 329,093 |
| Retainage Payable | \$ | 261,600 |
| Accrued Interest Payable | \$ | 187,257 |
| Total Current Liabilities | \$ | 777,950 |

Long Term Liabilities

| | | |
|---|-----------|-------------------|
| Def Inf Res-Net Dif Pension Inv | \$ | 90,011 |
| Def Inf Res-Pen Chg Assumptions | \$ | 83,159 |
| Def Inf Res-Pens Dif Proj/Act E | \$ | 51,052 |
| Net Pension Liability | \$ | (279,290) |
| Def Inf-OPEB Chg of Assumptions | \$ | 2,956 |
| Deferred Inflow-OPEB GLI | \$ | 13,000 |
| Deferred Inflow-Expect & Actual | \$ | 23,971 |
| Bonds Payable-2010 | \$ | 440,000 |
| Bonds Payable-2012 | \$ | 2,372,000 |
| Bonds Payable-2017 | \$ | 11,981,000 |
| Bonds Payable-2019 Refunding Bond Payment | \$ | 6,820,000 |
| Bonds Payable-2019 Def Amt on Refunding | \$ | (82,816) |
| Accrued Leave Payable | \$ | 180,705 |
| Post Employment Benefit | \$ | 77,443 |
| OPEB Liability-GLI | \$ | 118,000 |
| Total Long-Term Liabilities | \$ | 21,891,191 |

Total Liabilities **\$ 22,669,140**

Equity

| | | |
|----------------------------|----|-------------|
| Retained Earnings | \$ | (1,961,714) |
| Reserve for Operations | \$ | 3,461,292 |
| Reserve for Water Revenue | \$ | 5,870,467 |
| Reserve for Replacements | \$ | 500,000 |
| Reserve for Bond Interest | \$ | 187,257 |
| Reserve for Debt Service | \$ | 2,141,174 |
| Reserve for Bond Principal | \$ | 1,416,000 |
| Reserve for Reserve | \$ | 3,138,533 |
| Fixed Assets, Net of Debt | \$ | 30,127,850 |

Total Equity **\$ 44,890,920**

Total Liabilities & Equity **\$ 67,560,061**

\$ -

Appomattox River Water Authority
YTD Income Statement for the period ending March 31, 2020

Water Rate Center

Revenues and Expenses Summary

| <i>Budget</i> | <i>Budget</i> | <i>Actual</i> | <i>YTD Budget</i> | <i>Variance</i> |
|-----------------|---------------------|---------------------|-------------------|-------------------|
| <i>FY 19/20</i> | <i>Year-to-Date</i> | <i>Year-to-Date</i> | <i>vs. Actual</i> | <i>Percentage</i> |

Operating Budget vs. Actual

Revenues

| | | | | | |
|---------------------------------|----------------------|---------------------|---------------------|-------------------|--------------|
| Water Sales | \$ 10,542,625 | \$ 7,906,969 | \$ 8,378,835 | \$ 471,867 | 5.97% |
| Misc. Revenue | \$ 30,000 | \$ 22,500 | \$ 21,534 | \$ (966) | -4.29% |
| Total Operating Revenues | \$ 10,572,625 | \$ 7,929,469 | \$ 8,400,369 | \$ 470,900 | 5.94% |

Expenses

| | | | | | |
|---|---------------------|---------------------|---------------------|---------------------|---------------|
| Personnel Cost | \$ 2,447,600 | \$ 1,835,700 | \$ 1,792,820 | \$ (42,880) | -2.34% |
| Contractual/Professional Services | \$ 1,204,500 | \$ 916,125 | \$ 765,578 | \$ (150,547) | -16.43% |
| Utilities | \$ 850,000 | \$ 637,500 | \$ 592,727 | \$ (44,774) | -7.02% |
| Communication/Postal/Freight | \$ 47,200 | \$ 35,400 | \$ 35,925 | \$ 525 | 1.48% |
| Office/Lab/Purification Supplies | \$ 98,000 | \$ 73,500 | \$ 74,590 | \$ 1,090 | 1.48% |
| Insurance | \$ 90,000 | \$ 90,000 | \$ 93,573 | \$ 3,573 | 3.97% |
| Lease/Rental Equipment | \$ 20,000 | \$ 15,000 | \$ 16,854 | \$ 1,854 | 12.36% |
| Travel/Training/Dues | \$ 48,400 | \$ 36,300 | \$ 22,975 | \$ (13,325) | -36.71% |
| Safety/Uniforms | \$ 26,000 | \$ 19,500 | \$ 24,133 | \$ 4,633 | 23.76% |
| Chemicals | \$ 2,300,000 | \$ 1,725,000 | \$ 1,382,727 | \$ (342,273) | -19.84% |
| Repair/Maintenance Parts & Supplies | \$ 343,000 | \$ 257,250 | \$ 317,585 | \$ 60,335 | 23.45% |
| Total Operating Expenses | \$ 7,474,700 | \$ 5,641,275 | \$ 5,119,488 | \$ (521,787) | -9.25% |
| Operating Results Suplus/(Deficit) | \$ 3,097,925 | \$ 2,288,194 | \$ 3,280,881 | \$ 992,687 | 43.38% |

Replacement Outlay Budget vs. Actual

| | | | | | |
|------------------------------|-------------------|-------------------|-------------------|---------------------|----------------|
| Machinery & Motors | \$ 175,000 | \$ 131,250 | \$ 163,217 | \$ 31,967 | 24.36% |
| Instrumentation | \$ 52,000 | \$ 39,000 | \$ 12,889 | \$ (26,112) | -66.95% |
| SCADA | \$ - | \$ - | \$ 44,662 | \$ 44,662 | #DIV/0! |
| Computer Equipment | \$ 10,000 | \$ 7,500 | \$ - | \$ (7,500) | -100.00% |
| Furniture/Fixtures | \$ 6,000 | \$ 4,500 | \$ - | \$ (4,500) | -100.00% |
| Motor Vehicles | \$ 235,000 | \$ 176,250 | \$ 232,697 | \$ 56,447 | 32.03% |
| Special Studies | \$ - | \$ - | \$ - | \$ - | #DIV/0! |
| Valve Replacement | \$ 100,000 | \$ 75,000 | \$ - | \$ (75,000) | -100.00% |
| Concrete | \$ 25,000 | \$ 18,750 | \$ - | \$ (18,750) | -100.00% |
| PG Vault Meter | \$ 30,000 | \$ 22,500 | \$ - | \$ (22,500) | -100.00% |
| Bollards and Security Fences | \$ 10,000 | \$ 7,500 | \$ - | \$ (7,500) | -100.00% |
| Matoaca Meter/Meter Box | \$ 125,000 | \$ 93,750 | \$ - | \$ (93,750) | -100.00% |
| Total Capital Outlay | \$ 768,000 | \$ 576,000 | \$ 453,464 | \$ (122,536) | -21.27% |

Construction Outlay Budget vs. Actual

| | | | | | |
|--------------------------|------|------|--------------|--------------|---------|
| In-Plant Capital Upgrade | \$ - | \$ - | \$ 2,220,460 | \$ 2,220,460 | #DIV/0! |
|--------------------------|------|------|--------------|--------------|---------|

Debt Service Budget vs. Actual

| | | | | | |
|---------------------------------|--------------|--------------|------------|----------------|---------|
| Interest Income | \$ - | \$ - | \$ 223,756 | \$ 223,756 | #DIV/0! |
| Interest Jurisdictions (Income) | \$ - | \$ - | \$ 6,800 | \$ 6,800 | #DIV/0! |
| Interest Expense | \$ - | \$ - | \$ 421,766 | \$ 421,766 | #DIV/0! |
| Bond Issuance Cost | \$ - | \$ - | \$ 52,963 | \$ 52,963 | #DIV/0! |
| Principal Payments | \$ 2,141,175 | \$ 2,141,175 | \$ 232,000 | \$ (1,909,175) | -89.16% |

Other Income/Other Expense

| | | | | | |
|--|------|------|------------|------------|---------|
| Alum Litigation Proceeds-Received YTD | \$ - | \$ - | \$ 672,154 | \$ 672,154 | #DIV/0! |
| Alum Litigation Proceeds-Credited to Members YTD | \$ - | \$ - | \$ 792,877 | \$ 792,877 | #DIV/0! |

**Appomattox River Water Authority
Executive Review
Cash And Debt Highlights**

| Highlights: ARWA Cash Positions | | 30-Jun-19 | 31-Mar-20 | Change | Explanation |
|---|-----------|----------------------|-------------------------|------------------------|---|
| Unrestricted Cash & Investments: | | | | | |
| Petty Cash | \$ | 400.00 | \$ 400.00 | \$ - | On-Hand Petty Cash for incidental expenses |
| SunTrust Operating Account | \$ | 1,381,040.52 | \$ 2,910,459.44 | \$ 1,529,418.92 | Financial Policy: Based on next four months of O&M expense |
| SunTrust Replacement Fund | \$ | 119,436.99 | \$ 119,536.99 | \$ 100.00 | Pass-through account: From US Bank to SunTrust Bank for Replacement Fund Requisitions |
| Restricted Cash and Investments: | | | | | |
| Water Revenue | \$ | 3,153,267.05 | \$ 4,402,562.35 | \$ 1,249,295.30 | Financial Policy: Held by Trustee for all operating water revenues |
| Reserve Account | \$ | 3,132,730.67 | \$ 3,974,988.02 | \$ 842,257.35 | Financial Policy: 50% of current FY O&M Budget |
| Replacement Account | \$ | 808,255.92 | \$ 396,742.57 | \$ (411,513.35) | Financial Policy: Must maintain a minimum of \$500K |
| Debt Service Reserve | \$ | 1,063,861.74 | \$ 2,152,616.31 | \$ 1,088,754.57 | Financial Policy: Held by Trustee, funded at such amount as may be necessary. |
| 2010 Bond Principal/Interest | \$ | 415,515.42 | \$ 207,856.39 | \$ (207,659.03) | |
| 2012 Bond Principal/Interest | \$ | 315,282.10 | \$ 172,433.28 | \$ (142,848.82) | |
| 2017 Bond Principal/Interest | \$ | 2,793,958.46 | \$ 624,918.39 | \$ (2,169,040.07) | |
| 2019 Bond Principal/Interest | \$ | - | \$ 35,090.41 | \$ 35,090.41 | |
| 2017 Construction | \$ | 6,067,230.84 | \$ 3,419,291.36 | \$ (2,647,939.48) | |
| Total Cash and Investments | \$ | 19,250,979.71 | \$ 18,416,895.51 | \$ (834,084.20) | |
| Highlights: ARWA Outstanding Bonds | | | | | |
| | | 30-Jun-19 | 31-Mar-20 | Change | |
| 2010 Bond | \$ | 7,330,000.00 | \$ 440,000.00 | \$ (6,890,000.00) | |
| 2010 Bond-Def Amt on Refund | \$ | (571,535.58) | \$ - | \$ 571,535.58 | |
| 2010 Bond-Premium | \$ | 646,567.70 | \$ - | \$ (646,567.70) | |
| 2012 Bond | \$ | 2,372,000.00 | \$ 2,372,000.00 | \$ - | |
| 2017 Bond | \$ | 12,750,000.00 | \$ 11,981,000.00 | \$ (769,000.00) | |
| 2019 Bond | \$ | - | \$ 6,820,000.00 | \$ 6,820,000.00 | |
| 2019 Bond-Def Amt on Refund | \$ | - | \$ (82,816.11) | \$ (82,816.11) | |
| Total Bonds Outstanding | \$ | 22,527,032.12 | \$ 21,530,183.89 | \$ (996,848.23) | |

Attachment B

Appomattox River Water Authority-Balance Sheet For Month Ending April 30, 2020

| | | |
|---|-----------|-------------------|
| Assets | | |
| Current Assets | | |
| Petty Cash | \$ | 400 |
| SunTrust Operating Fund | \$ | 2,604,329 |
| SunTrust Replacement Fund | \$ | 3 |
| Total Unrestricted Cash | \$ | 2,604,732 |
| Water Revenue | \$ | 6,504,289 |
| Reserve Account | \$ | 3,977,837 |
| Replacement Account | \$ | 372,788 |
| Debt Service Reserve | \$ | 2,154,177 |
| Bond Principal/Interest | \$ | 810,826 |
| Bond Construction | \$ | 3,047,068 |
| Total Restricted Cash | \$ | 16,866,986 |
| Total Checking/Savings | \$ | 19,471,718 |
| Accounts Receivable | \$ | 3,573 |
| Other Current Assets | \$ | 26,701 |
| Inventory | \$ | 264,923 |
| Total Current Assets | \$ | 19,766,914 |
| Fixed Assets | | |
| Land and Land Rights | \$ | 1,044,167 |
| Water System | \$ | 85,562,249 |
| Equipment | \$ | 1,238,359 |
| Hydro | \$ | 34,873 |
| Construction in Progress | \$ | 8,046,304 |
| Accumulated Amortization | \$ | (34,873) |
| Accumulated Depreciation | \$ | (49,293,811) |
| Total Fixed Assets | \$ | 46,597,267 |
| Other Assets | | |
| Def Out Res-Post ER Pension Costs | \$ | 63,920 |
| Deferred Outflow-OPEB GLI | \$ | 14,106 |
| Def Out Res-Net Dif Pension Inv | \$ | - |
| Total Other Assets | \$ | 78,026 |
| Total Assets | \$ | 66,442,207 |
| Liabilities & Equity | | |
| Current Liabilities | | |
| Accounts Payable | \$ | 548,595 |
| Retainage Payable | \$ | 261,600 |
| Accrued Interest Payable | \$ | 187,257 |
| Total Current Liabilities | \$ | 997,452 |
| Long Term Liabilities | | |
| Def Inf Res-Net Dif Pension Inv | \$ | 90,011 |
| Def Inf Res-Pen Chg Assumptions | \$ | 83,159 |
| Def Inf Res-Pens Dif Proj/Act E | \$ | 51,052 |
| Net Pension Liability | \$ | (279,290) |
| Def Inf-OPEB Chg of Assumptions | \$ | 2,956 |
| Deferred Inflow-OPEB GLI | \$ | 13,000 |
| Deferred Inflow-Expect & Actual | \$ | 23,971 |
| Bonds Payable-2010 | \$ | 440,000 |
| Bonds Payable-2012 | \$ | 2,372,000 |
| Bonds Payable-2017 | \$ | 11,981,000 |
| Bonds Payable-2019 Refunding Bond Payment | \$ | 6,820,000 |
| Bonds Payable-2019 Def Amt on Refunding | \$ | (82,816) |
| Accrued Leave Payable | \$ | 180,705 |
| Post Employment Benefit | \$ | 77,443 |
| OPEB Liability-GLI | \$ | 118,000 |
| Total Long-Term Liabilities | \$ | 21,891,191 |
| Total Liabilities | \$ | 22,888,642 |
| Equity | | |
| Retained Earnings | \$ | (1,961,714) |
| Reserve for Operations | \$ | 3,461,292 |
| Reserve for Water Revenue | \$ | 5,870,467 |
| Reserve for Replacements | \$ | 500,000 |
| Reserve for Bond Interest | \$ | 187,257 |
| Reserve for Debt Service | \$ | 2,141,174 |
| Reserve for Bond Principal | \$ | 1,416,000 |
| Reserve for Reserve | \$ | 3,138,533 |
| Fixed Assets, Net of Debt | \$ | 30,127,850 |
| Net Income | \$ | (1,327,295) |
| Total Equity | \$ | 43,553,565 |
| Total Liabilities & Equity | \$ | 66,442,207 |
| | \$ | - |

Appomattox River Water Authority
YTD Income Statement for the period ending April 30, 2020

Water Rate Center

Revenues and Expenses Summary

| <i>Budget</i> | <i>Budget</i> | <i>Actual</i> | <i>YTD Budget</i> | <i>Variance</i> |
|-----------------|---------------------|---------------------|-------------------|-------------------|
| <i>FY 19/20</i> | <i>Year-to-Date</i> | <i>Year-to-Date</i> | <i>vs. Actual</i> | <i>Percentage</i> |

Operating Budget vs. Actual

Revenues

| | | | | | |
|---------------------------------|----------------------|---------------------|---------------------|-------------------|--------------|
| Water Sales | \$ 10,542,625 | \$ 7,906,969 | \$ 8,378,835 | \$ 471,867 | 5.97% |
| Misc. Revenue | \$ 30,000 | \$ 22,500 | \$ 22,423 | \$ (77) | -0.34% |
| Total Operating Revenues | \$ 10,572,625 | \$ 7,929,469 | \$ 8,401,259 | \$ 471,790 | 5.95% |

Expenses

| | | | | | |
|---|---------------------|---------------------|---------------------|---------------------|----------------|
| Personnel Cost | \$ 2,447,600 | \$ 2,039,667 | \$ 1,978,453 | \$ (61,214) | -3.00% |
| Contractual/Professional Services | \$ 1,204,500 | \$ 1,018,417 | \$ 822,635 | \$ (195,781) | -19.22% |
| Utilities | \$ 850,000 | \$ 708,333 | \$ 649,038 | \$ (59,295) | -8.37% |
| Communication/Postal/Freight | \$ 47,200 | \$ 39,333 | \$ 42,159 | \$ 2,825 | 7.18% |
| Office/Lab/Purification Supplies | \$ 98,000 | \$ 81,667 | \$ 85,700 | \$ 4,034 | 4.94% |
| Insurance | \$ 90,000 | \$ 90,000 | \$ 92,515 | \$ 2,515 | 2.79% |
| Lease/Rental Equipment | \$ 20,000 | \$ 16,667 | \$ 17,155 | \$ 488 | 2.93% |
| Travel/Training/Dues | \$ 48,400 | \$ 40,333 | \$ 25,276 | \$ (15,057) | -37.33% |
| Safety/Uniforms | \$ 26,000 | \$ 21,667 | \$ 32,288 | \$ 10,621 | 49.02% |
| Chemicals | \$ 2,300,000 | \$ 1,916,667 | \$ 1,487,047 | \$ (429,619) | -22.41% |
| Repair/Maintenance Parts & Supplies | \$ 343,000 | \$ 285,833 | \$ 358,088 | \$ 72,254 | 25.28% |
| Total Operating Expenses | \$ 7,474,700 | \$ 6,258,583 | \$ 5,590,354 | \$ (668,229) | -10.68% |
| Operating Results Suplus/(Deficit) | \$ 3,097,925 | \$ 1,670,885 | \$ 2,810,905 | \$ 1,140,019 | 68.23% |

Replacement Outlay Budget vs. Actual

| | | | | | |
|------------------------------|-------------------|-------------------|-------------------|---------------------|----------------|
| Machinery & Motors | \$ 175,000 | \$ 145,833 | \$ 172,691 | \$ 26,858 | 18.42% |
| Instrumentation | \$ 52,000 | \$ 43,333 | \$ 12,889 | \$ (30,445) | -70.26% |
| SCADA | \$ - | \$ - | \$ 54,922 | \$ 54,922 | #DIV/0! |
| Computer Equipment | \$ 10,000 | \$ 8,333 | \$ 12,547 | \$ 4,213 | 50.56% |
| Furniture/Fixtures | \$ 6,000 | \$ 5,000 | \$ 6,025 | \$ 1,025 | 20.50% |
| Motor Vehicles | \$ 235,000 | \$ 195,833 | \$ 232,697 | \$ 36,864 | 18.82% |
| Special Studies | \$ - | \$ - | \$ - | \$ - | #DIV/0! |
| Valve Replacement | \$ 100,000 | \$ 83,333 | \$ - | \$ (83,333) | -100.00% |
| Concrete | \$ 25,000 | \$ 20,833 | \$ - | \$ (20,833) | -100.00% |
| PG Vault Meter | \$ 30,000 | \$ 25,000 | \$ - | \$ (25,000) | -100.00% |
| Bollards and Security Fences | \$ 10,000 | \$ 8,333 | \$ - | \$ (8,333) | -100.00% |
| Matoaca Meter/Meter Box | \$ 125,000 | \$ 104,167 | \$ - | \$ (104,167) | -100.00% |
| Total Capital Outlay | \$ 768,000 | \$ 640,000 | \$ 491,770 | \$ (148,230) | -23.16% |

Construction Outlay Budget vs. Actual

| | | | | | |
|--------------------------|------|------|--------------|--------------|---------|
| In-Plant Capital Upgrade | \$ - | \$ - | \$ 2,912,606 | \$ 2,912,606 | #DIV/0! |
|--------------------------|------|------|--------------|--------------|---------|

Debt Service Budget vs. Actual

| | | | | | |
|---------------------------------|--------------|--------------|------------|----------------|---------|
| Interest Income | \$ - | \$ - | \$ 235,064 | \$ 235,064 | #DIV/0! |
| Interest Jurisdictions (Income) | \$ - | \$ - | \$ 6,800 | \$ 6,800 | #DIV/0! |
| Interest Expense | \$ - | \$ - | \$ 692,082 | \$ 692,082 | #DIV/0! |
| Bond Issuance Cost | \$ - | \$ - | \$ 52,963 | \$ 52,963 | #DIV/0! |
| Principal Payments | \$ 2,141,175 | \$ 2,141,175 | \$ 232,000 | \$ (1,909,175) | -89.16% |

Other Income/Other Expense

| | | | | | |
|--|------|------|------------|------------|---------|
| Alum Litigation Proceeds-Received YTD | \$ - | \$ - | \$ 794,236 | \$ 794,236 | #DIV/0! |
| Alum Litigation Proceeds-Credited to Members YTD | \$ - | \$ - | \$ 792,877 | \$ 792,877 | #DIV/0! |

**Appomattox River Water Authority
Executive Review
Cash And Debt Highlights**

| Highlights: ARWA Cash Positions | | 30-Jun-19 | 30-Apr-20 | Change | Explanation |
|---|-----------|----------------------|-------------------------|------------------------|---|
| Unrestricted Cash & Investments: | | | | | |
| Petty Cash | \$ | 400.00 | \$ 400.00 | \$ - | On-Hand Petty Cash for incidental expenses |
| SunTrust Operating Account | \$ | 1,381,040.52 | \$ 2,604,329.30 | \$ 1,223,288.78 | Financial Policy: Based on next four months of O&M expense |
| SunTrust Replacement Fund | \$ | 119,436.99 | \$ 3.00 | \$ (119,433.99) | Pass-through account: From US Bank to SunTrust Bank for Replacement Fund Requisitions |
| Restricted Cash and Investments: | | | | | |
| Water Revenue | \$ | 3,153,267.05 | \$ 6,504,289.29 | \$ 3,351,022.24 | Financial Policy: Held by Trustee for all operating water revenues |
| Reserve Account | \$ | 3,132,730.67 | \$ 3,977,836.54 | \$ 845,105.87 | Financial Policy: 50% of current FY O&M Budget |
| Replacement Account | \$ | 808,255.92 | \$ 372,788.17 | \$ (435,467.75) | Financial Policy: Must maintain a minimum of \$500K |
| Debt Service Reserve | \$ | 1,063,861.74 | \$ 2,154,177.18 | \$ 1,090,315.44 | Financial Policy: Held by Trustee, funded at such amount as may be necessary. |
| 2010 Bond Principal/Interest | \$ | 415,515.42 | \$ 196,787.11 | \$ (218,728.31) | |
| 2012 Bond Principal/Interest | \$ | 315,282.10 | \$ 139,388.32 | \$ (175,893.78) | |
| 2017 Bond Principal/Interest | \$ | 2,793,958.46 | \$ 474,650.55 | \$ (2,319,307.91) | |
| 2019 Bond Principal/Interest | \$ | - | \$ - | \$ - | |
| 2017 Construction | \$ | 6,067,230.84 | \$ 3,047,068.40 | \$ (3,020,162.44) | |
| Total Cash and Investments | \$ | 19,250,979.71 | \$ 19,471,717.86 | \$ 220,738.15 | |
| Highlights: ARWA Outstanding Bonds | | | | | |
| | | 30-Jun-19 | 31-Mar-20 | Change | |
| 2010 Bond | \$ | 7,330,000.00 | \$ 440,000.00 | \$ (6,890,000.00) | |
| 2010 Bond-Def Amt on Refund | \$ | (571,535.58) | \$ - | \$ 571,535.58 | |
| 2010 Bond-Premium | \$ | 646,567.70 | \$ - | \$ (646,567.70) | |
| 2012 Bond | \$ | 2,372,000.00 | \$ 2,372,000.00 | \$ - | |
| 2017 Bond | \$ | 12,750,000.00 | \$ 11,981,000.00 | \$ (769,000.00) | |
| 2019 Bond | \$ | - | \$ 6,820,000.00 | \$ 6,820,000.00 | |
| 2019 Bond-Def Amt on Refund | \$ | - | \$ (82,816.11) | \$ (82,816.11) | |
| Total Bonds Outstanding | \$ | 22,527,032.12 | \$ 21,530,183.89 | \$ (996,848.23) | |

Appomattox River Water Authority-Balance Sheet
For Month Ending May 31, 2020

Assets**Current Assets**

| | | |
|--------------------------------|-----------|-------------------|
| Petty Cash | \$ | 400 |
| SunTrust Operating Fund | \$ | 3,317,570 |
| SunTrust Replacement Fund | \$ | 3 |
| Total Unrestricted Cash | \$ | 3,317,972 |
| Water Revenue | \$ | 4,606,131 |
| Reserve Account | \$ | 4,097,486 |
| Replacement Account | \$ | 450,365 |
| Debt Service Reserve | \$ | 2,141,174 |
| Bond Principal/Interest | \$ | 1,353,320 |
| Bond Construction | \$ | 2,272,474 |
| Total Restricted Cash | \$ | 14,920,950 |
| Total Checking/Savings | \$ | 18,238,922 |
| Accounts Receivable | \$ | 2,926 |
| Other Current Assets | \$ | 26,701 |
| Inventory | \$ | 264,923 |

Total Current Assets **\$ 18,533,472**

Fixed Assets

| | | |
|---------------------------|-----------|-------------------|
| Land and Land Rights | \$ | 1,044,167 |
| Water System | \$ | 85,562,249 |
| Equipment | \$ | 1,238,359 |
| Hydro | \$ | 34,873 |
| Construction in Progress | \$ | 8,046,304 |
| Accumulated Amortization | \$ | (34,873) |
| Accumulated Depreciation | \$ | (49,293,811) |
| Total Fixed Assets | \$ | 46,597,267 |

Other Assets

| | | |
|-----------------------------------|-----------|---------------|
| Def Out Res-Post ER Pension Costs | \$ | 63,920 |
| Deferred Outflow-OPEB GLI | \$ | 14,106 |
| Def Out Res-Net Dif Pension Inv | \$ | - |
| Total Other Assets | \$ | 78,026 |

Total Assets **\$ 65,208,764**

Liabilities & Equity**Current Liabilities**

| | | |
|----------------------------------|-----------|----------------|
| Accounts Payable | \$ | 320,090 |
| Retainage Payable | \$ | 261,600 |
| Accrued Interest Payable | \$ | 187,257 |
| Total Current Liabilities | \$ | 768,946 |

Long Term Liabilities

| | | |
|---|-----------|-------------------|
| Def Inf Res-Net Dif Pension Inv | \$ | 90,011 |
| Def Inf Res-Pen Chg Assumptions | \$ | 83,159 |
| Def Inf Res-Pens Dif Proj/Act E | \$ | 51,052 |
| Net Pension Liability | \$ | (279,290) |
| Def Infl-OPEB Chg of Assumptions | \$ | 2,956 |
| Deferred Inflow-OPEB GLI | \$ | 13,000 |
| Deferred Inflow-Expect & Actual | \$ | 23,971 |
| Bonds Payable-2010 | \$ | 440,000 |
| Bonds Payable-2012 | \$ | 2,372,000 |
| Bonds Payable-2017 | \$ | 11,981,000 |
| Bonds Payable-2019 Refunding Bond Payment | \$ | 6,820,000 |
| Bonds Payable-2019 Def Amt on Refunding | \$ | (82,816) |
| Accrued Leave Payable | \$ | 180,705 |
| Post Employment Benefit | \$ | 77,443 |
| OPEB Liability-GLI | \$ | 118,000 |
| Total Long-Term Liabilities | \$ | 21,891,191 |

Total Liabilities **\$ 22,660,137**

Equity

| | | |
|----------------------------|----|-------------|
| Retained Earnings | \$ | (1,961,714) |
| Reserve for Operations | \$ | 3,461,292 |
| Reserve for Water Revenue | \$ | 5,870,467 |
| Reserve for Replacements | \$ | 500,000 |
| Reserve for Bond Interest | \$ | 187,257 |
| Reserve for Debt Service | \$ | 2,141,174 |
| Reserve for Bond Principal | \$ | 1,416,000 |
| Reserve for Reserve | \$ | 3,138,533 |
| Fixed Assets, Net of Debt | \$ | 30,127,850 |

Total Equity **\$ 42,548,627**

Total Liabilities & Equity **\$ 65,208,764**

\$ -

Appomattox River Water Authority
YTD Income Statement for the period ending May 31, 2020

Water Rate Center

Revenues and Expenses Summary

| <i>Budget</i> | <i>Budget</i> | <i>Actual</i> | <i>YTD Budget</i> | <i>Variance</i> |
|-----------------|---------------------|---------------------|-------------------|-------------------|
| <i>FY 19/20</i> | <i>Year-to-Date</i> | <i>Year-to-Date</i> | <i>vs. Actual</i> | <i>Percentage</i> |

Operating Budget vs. Actual

Revenues

| | | | | | |
|---------------------------------|----------------------|---------------------|---------------------|-------------------|--------------|
| Water Sales | \$ 10,542,625 | \$ 7,906,969 | \$ 8,378,835 | \$ 471,867 | 5.97% |
| Misc. Revenue | \$ 30,000 | \$ 22,500 | \$ 22,676 | \$ 176 | 0.78% |
| Total Operating Revenues | \$ 10,572,625 | \$ 7,929,469 | \$ 8,401,511 | \$ 472,043 | 5.95% |

Expenses

| | | | | | |
|---|---------------------|---------------------|---------------------|---------------------|----------------|
| Personnel Cost | \$ 2,447,600 | \$ 2,243,633 | \$ 2,162,185 | \$ (81,449) | -3.63% |
| Contractual/Professional Services | \$ 1,204,500 | \$ 1,120,708 | \$ 877,674 | \$ (243,034) | -21.69% |
| Utilities | \$ 850,000 | \$ 779,167 | \$ 698,127 | \$ (81,040) | -10.40% |
| Communication/Postal/Freight | \$ 47,200 | \$ 43,267 | \$ 45,854 | \$ 2,587 | 5.98% |
| Office/Lab/Purification Supplies | \$ 98,000 | \$ 89,833 | \$ 90,186 | \$ 352 | 0.39% |
| Insurance | \$ 90,000 | \$ 90,000 | \$ 92,515 | \$ 2,515 | 2.79% |
| Lease/Rental Equipment | \$ 20,000 | \$ 18,333 | \$ 19,371 | \$ 1,038 | 5.66% |
| Travel/Training/Dues | \$ 48,400 | \$ 44,367 | \$ 25,940 | \$ (18,426) | -41.53% |
| Safety/Uniforms | \$ 26,000 | \$ 23,833 | \$ 33,099 | \$ 9,266 | 38.88% |
| Chemicals | \$ 2,300,000 | \$ 2,108,333 | \$ 1,611,038 | \$ (497,296) | -23.59% |
| Repair/Maintenance Parts & Supplies | \$ 343,000 | \$ 314,417 | \$ 371,457 | \$ 57,041 | 18.14% |
| Total Operating Expenses | \$ 7,474,700 | \$ 6,875,892 | \$ 6,027,446 | \$ (848,446) | -12.34% |
| Operating Results Suplus/(Deficit) | \$ 3,097,925 | \$ 1,053,577 | \$ 2,374,065 | \$ 1,320,488 | 125.33% |

Replacement Outlay Budget vs. Actual

| | | | | | |
|------------------------------|-------------------|-------------------|-------------------|---------------------|----------------|
| Machinery & Motors | \$ 175,000 | \$ 160,417 | \$ 217,308 | \$ 56,892 | 35.46% |
| Instrumentation | \$ 52,000 | \$ 47,667 | \$ 25,099 | \$ (22,568) | -47.35% |
| SCADA | \$ - | \$ - | \$ 54,922 | \$ 54,922 | #DIV/0! |
| Computer Equipment | \$ 10,000 | \$ 9,167 | \$ 8,629 | \$ (538) | -5.87% |
| Furniture/Fixtures | \$ 6,000 | \$ 5,500 | \$ 12,144 | \$ 6,644 | 120.80% |
| Motor Vehicles | \$ 235,000 | \$ 215,417 | \$ 232,697 | \$ 17,280 | 8.02% |
| Special Studies | \$ - | \$ - | \$ - | \$ - | #DIV/0! |
| Valve Replacement | \$ 100,000 | \$ 91,667 | \$ - | \$ (91,667) | -100.00% |
| Concrete | \$ 25,000 | \$ 22,917 | \$ - | \$ (22,917) | -100.00% |
| PG Vault Meter | \$ 30,000 | \$ 27,500 | \$ - | \$ (27,500) | -100.00% |
| Bollards and Security Fences | \$ 10,000 | \$ 9,167 | \$ - | \$ (9,167) | -100.00% |
| Matoaca Meter/Meter Box | \$ 125,000 | \$ 114,583 | \$ - | \$ (114,583) | -100.00% |
| Total Capital Outlay | \$ 768,000 | \$ 704,000 | \$ 550,798 | \$ (153,202) | -21.76% |

Construction Outlay Budget vs. Actual

| | | | | | |
|--------------------------|------|------|--------------|--------------|---------|
| In-Plant Capital Upgrade | \$ - | \$ - | \$ 3,485,826 | \$ 3,485,826 | #DIV/0! |
|--------------------------|------|------|--------------|--------------|---------|

Debt Service Budget vs. Actual

| | | | | | |
|--------------------|--------------|--------------|------------|----------------|---------|
| Interest Income | \$ - | \$ - | \$ 238,097 | \$ 238,097 | #DIV/0! |
| Other (Income) | \$ - | \$ - | \$ 6,877 | \$ 6,877 | #DIV/0! |
| Interest Expense | \$ - | \$ - | \$ 692,082 | \$ 692,082 | #DIV/0! |
| Bond Issuance Cost | \$ - | \$ - | \$ 52,963 | \$ 52,963 | #DIV/0! |
| Principal Payments | \$ 2,141,175 | \$ 2,141,175 | \$ 232,000 | \$ (1,909,175) | -89.16% |

Other Income/Other Expense

| | | | | | |
|--|------|------|------------|------------|---------|
| Alum Litigation Proceeds-Received YTD | \$ - | \$ - | \$ 855,277 | \$ 855,277 | #DIV/0! |
| Alum Litigation Proceeds-Credited to Members YTD | \$ - | \$ - | \$ 792,877 | \$ 792,877 | #DIV/0! |

**Appomattox River Water Authority
Executive Review
Cash And Debt Highlights
As of April 30, 2020**

| Highlights: ARWA Cash Positions | | 30-Jun-19 | 31-May-20 | Change | Explanation |
|--|-----------|----------------------|-------------------------|--------------------------|---------------------------|
| Unrestricted Cash & Investments: | | | | | |
| Petty Cash | \$ | 400.00 | \$ 400.00 | \$ - | see explanation (a) below |
| SunTrust Operating Account | \$ | 1,381,040.52 | \$ 3,317,569.61 | \$ 1,936,529.09 | see explanation (b) below |
| SunTrust Replacement Fund | \$ | 119,436.99 | \$ 2.70 | \$ (119,434.29) | see explanation (c) below |
| Restricted Cash and Investments: | | | | | |
| Water Revenue | \$ | 3,153,267.05 | \$ 4,606,131.27 | \$ 1,452,864.22 | see explanation (d) below |
| Reserve Account | \$ | 3,132,730.67 | \$ 4,097,485.68 | \$ 964,755.01 | see explanation (e) below |
| Replacement Account | \$ | 808,255.92 | \$ 450,365.00 | \$ (357,890.92) | see explanation (f) below |
| Debt Service Reserve | \$ | 1,063,861.74 | \$ 2,141,174.00 | \$ 1,077,312.26 | see explanation (g) below |
| 2010 Bond Principal/Interest | \$ | 415,515.42 | \$ 390,211.69 | \$ (25,303.73) | |
| 2012 Bond Principal/Interest | \$ | 315,282.10 | \$ 215,751.35 | \$ (99,530.75) | |
| 2017 Bond Principal/Interest | \$ | 2,793,958.46 | \$ 747,356.49 | \$ (2,046,601.97) | |
| 2019 Bond Principal/Interest | \$ | - | \$ - | \$ - | |
| 2017 Construction | \$ | 6,067,230.84 | \$ 2,272,474.26 | \$ (3,794,756.58) | |
| Total Cash and Investments | \$ | 19,250,979.71 | \$ 18,238,922.05 | \$ (1,012,057.66) | |

| Highlights: ARWA Outstanding Bonds | | 30-Jun-19 | 31-May-20 | Change |
|---|-----------|----------------------|-------------------------|------------------------|
| 2010 Bond | \$ | 7,330,000.00 | \$ 440,000.00 | \$ (6,890,000.00) |
| 2010 Bond-Def Amt on Refund | \$ | (571,535.58) | \$ - | \$ 571,535.58 |
| 2010 Bond-Premium | \$ | 646,567.70 | \$ - | \$ (646,567.70) |
| 2012 Bond | \$ | 2,372,000.00 | \$ 2,372,000.00 | \$ - |
| 2017 Bond | \$ | 12,750,000.00 | \$ 11,981,000.00 | \$ (769,000.00) |
| 2019 Bond | \$ | - | \$ 6,820,000.00 | \$ 6,820,000.00 |
| 2019 Bond-Def Amt on Refund | \$ | - | \$ (82,816.11) | \$ (82,816.11) |
| Total Bonds Outstanding | \$ | 22,527,032.12 | \$ 21,530,183.89 | \$ (996,848.23) |

Explanation of Unrestricted and Restricted Cash positions:

- a. On-Hand Petty Cash for incidental expenses
- b. Financial Policy: Based on next four months of O&M expense
- c. Pass-through account: From US Bank to SunTrust Bank for Replacement Fund Requisitions
- d. Financial Policy: Held by Trustee for all operating water revenues
- e. Financial Policy: 50% of current FY O&M Budget
- f. Financial Policy: Must maintain a minimum of \$500K
- g. Financial Policy: Held by Trustee, funded at such amount as may be necessary.

| 2010 | Principal | Interest | Total | 2012 | Principal | Interest | Total | 2017 | Principal | Interest | Total | 2019 | Principal | Interest | Total |
|--|----------------------|---------------------|----------------------|---|------------------------|------------------------|------------------------|---|-------------------------|------------------------|-------------------------|--|------------------------|------------------------|------------------------|
| Year Ended June 30 | | | | Year Ended June 30 | | | | Year Ended June 30 | | | | Year Ended June 30 | | | |
| | | | | 2012 | \$ - | \$ 93,906.15 | \$ 93,906.15 | | | | | | | | |
| | | | | 2013 | \$ 193,000.00 | \$ 109,321.50 | \$ 302,321.50 | | | | | | | | |
| | | | | 2014 | \$ 199,000.00 | \$ 103,245.50 | \$ 302,245.50 | | | | | | | | |
| | | | | 2015 | \$ 205,000.00 | \$ 96,983.50 | \$ 301,983.50 | | | | | | | | |
| | | | | 2016 | \$ 211,000.00 | \$ 90,535.50 | \$ 301,535.50 | | | | | | | | |
| | | | | 2017 | \$ 218,000.00 | \$ 83,886.00 | \$ 301,886.00 | | | | | | | | |
| | | | | 2018 | \$ 225,000.00 | \$ 77,019.50 | \$ 302,019.50 | 2018 | | \$ 94,350.00 | \$ 94,350.00 | | | | |
| | | | | 2019 | \$ 232,000.00 | \$ 69,936.00 | \$ 301,936.00 | 2019 | \$ 750,000.00 | \$ 330,225.00 | \$ 1,080,225.00 | | | | |
| | | | | 2020 | \$ 239,000.00 | \$ 62,635.50 | \$ 301,635.50 | 2020 | \$ 769,000.00 | \$ 311,115.98 | \$ 1,080,115.98 | 2020 | \$ - | \$ 75,205.83 | \$ 75,205.83 |
| 2020 | \$ - | \$ 11,220.00 | \$ 11,220.00 | 2021 | \$ 247,000.00 | \$ 55,102.50 | \$ 302,102.50 | 2021 | \$ 789,000.00 | \$ 291,516.34 | \$ 1,080,516.34 | 2021 | \$ 90,000.00 | \$ 167,283.25 | \$ 257,283.25 |
| 2021 | \$ 440,000.00 | \$ 11,220.00 | \$ 451,220.00 | 2022 | \$ 255,000.00 | \$ 47,321.50 | \$ 302,321.50 | 2022 | \$ 809,000.00 | \$ 271,413.50 | \$ 1,080,413.50 | 2022 | \$ 545,000.00 | \$ 160,940.03 | \$ 705,940.03 |
| | \$ 440,000.00 | \$ 22,440.00 | \$ 462,440.00 | 2023 | \$ 263,000.00 | \$ 39,292.50 | \$ 302,292.50 | 2023 | \$ 830,000.00 | \$ 250,794.88 | \$ 1,080,794.88 | 2023 | \$ 555,000.00 | \$ 149,759.83 | \$ 704,759.83 |
| | | | | 2024 | \$ 271,000.00 | \$ 31,015.50 | \$ 302,015.50 | 2024 | \$ 851,000.00 | \$ 229,647.90 | \$ 1,080,647.90 | 2024 | \$ 565,000.00 | \$ 138,011.18 | \$ 703,011.18 |
| ***This was both an expansion and maintenance project*** | | | | 2025 | \$ 280,000.00 | \$ 22,475.00 | \$ 302,475.00 | 2025 | \$ 872,000.00 | \$ 207,972.56 | \$ 1,079,972.56 | 2025 | \$ 580,000.00 | \$ 125,495.06 | \$ 705,495.06 |
| ***Charged as follows: (45.62%-expansion, 54.38%-allocation*** | | | | 2026 | \$ 288,000.00 | \$ 13,671.00 | \$ 301,671.00 | 2026 | \$ 895,000.00 | \$ 185,743.70 | \$ 1,080,743.70 | 2026 | \$ 595,000.00 | \$ 111,887.68 | \$ 706,887.68 |
| | | | | 2027 | \$ 297,000.00 | \$ 4,603.50 | \$ 301,603.50 | 2027 | \$ 918,000.00 | \$ 162,936.16 | \$ 1,080,936.16 | 2027 | \$ 615,000.00 | \$ 97,223.93 | \$ 712,223.93 |
| | | | | | \$ 3,623,000.00 | \$ 1,000,950.65 | \$ 4,623,950.65 | 2028 | \$ 941,000.00 | \$ 139,549.94 | \$ 1,080,549.94 | 2028 | \$ 620,000.00 | \$ 81,701.76 | \$ 701,701.76 |
| | | | | ***Maintenance Projects**** | | | | 2029 | \$ 965,000.00 | \$ 115,572.46 | \$ 1,080,572.46 | 2029 | \$ 640,000.00 | \$ 65,204.26 | \$ 705,204.26 |
| | | | | ***charged to members based on Allocations*** | | | | 2030 | \$ 989,000.00 | \$ 90,991.14 | \$ 1,079,991.14 | 2030 | \$ 655,000.00 | \$ 47,762.13 | \$ 702,762.13 |
| | | | | | | | | 2031 | \$ 1,015,000.00 | \$ 65,780.82 | \$ 1,080,780.82 | 2031 | \$ 670,000.00 | \$ 29,438.75 | \$ 699,438.75 |
| | | | | | | | | 2032 | \$ 1,040,000.00 | \$ 39,928.92 | \$ 1,079,928.92 | 2032 | \$ 690,000.00 | \$ 10,021.25 | \$ 700,021.25 |
| | | | | | | | | 2033 | \$ 1,067,000.00 | \$ 13,422.86 | \$ 1,080,422.86 | | | | |
| | | | | | | | | | \$ 13,500,000.00 | \$ 2,800,962.16 | \$ 16,300,962.16 | | \$ 6,820,000.00 | \$ 1,259,934.94 | \$ 8,079,934.94 |
| | | | | | | | | ***Maintenance Projects**** | | | | ***This was both an expansion and maintenance project*** | | | |
| | | | | | | | | ***charged to members based on Allocations*** | | | | ***Charged as follows: (45.62%-expansion, 54.38%-allocation*** | | | |

Attachment D

| Alum Litigation Proceeds | ARWA | SCWWA |
|-------------------------------|------------------------|----------------------|
| 1/1/2019 | \$ 98,254.00 | \$ 14,943.00 |
| 6/1/2019 | \$ 43,519.26 | \$ 6,618.44 |
| 9/1/2019 | \$ 590,063.00 | \$ 89,737.00 |
| 9/23/2019 | \$ 61,040.99 | \$ 9,283.16 |
| 1/15/2020 | \$ 21,050.00 | \$ 3,201.00 |
| 4/14/2020 | \$ 122,082.00 | \$ 18,566.00 |
| 5/27/2020 | \$ 61,040.99 | \$ 9,283.16 |
| Total To Date: 6/30/20 | \$ 997,050.24 | \$ 151,631.76 |
| 7/1/2020 | \$ 95,631.00 | \$ 14,544.00 |
| Total To Date: 7/7/20 | \$ 1,092,681.24 | \$ 166,175.76 |

Notes:

- (1) ARWA litigation proceeds are refunded to the members as credits on their quarterly billing.
- (2) SCWWA litigation proceeds are placed in the LGIP for the plant.
- (3) The proceeds for 7/1/2020 will be credited on your FY21, first quarter bill.