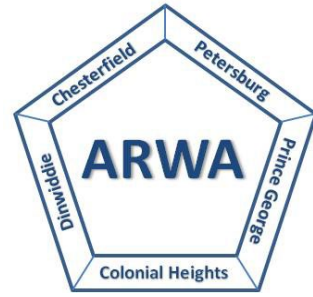


Appomattox River Water Authority



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

APPOMATTOX RIVER WATER AUTHORITY

Board of Directors Meeting

DATE: November 21, 2024

TIME: 2:00 pm

LOCATION: **South Central Wastewater Authority**
Board Room, Administration Building
900 Magazine Road
Petersburg, VA 23803

AGENDA

1. Call to Order/Roll Call
2. Approval of Minutes: Minutes of the Board Meeting held on July 18, 2024 (Exhibit A, pages 2 to 4)
3. Public Comment (Exhibit B, page 5)
4. Executive Director's Report:
 - Annual Audit Presentation (Exhibit C, pages 6 to 7)
 - John Radcliffe Park Appomattox River Conservation Area (Exhibit D, pages 8 to 15)
 - Proposed 2025 Meeting Schedule (Exhibit E, page 16)
 - Election of Officers (Exhibit F, page 17)
 - Status Report (Exhibit G, pages 18 to 30)
 - Financials (Exhibit H, pages 31 to 35)
5. Items from Counsel
 - Remote Participation Policy (Exhibit I, pages 36 to 40)
6. Closed Meeting
7. Other items from Board Members/Staff Not on Agenda
8. Adjourn

Exhibit A

BOARD OF DIRECTORS MEETING
Appomattox River Water Authority
July 18, 2024, at 2:00 p.m.
Location: South Central Wastewater Authority
900 Magazine Rd. Petersburg, VA 23803

MEMBERS PRESENT:

Doug Smith, Chairman (Colonial Heights)
Joseph Casey, (Chesterfield)
March Altman, (Petersburg)
Jeff Stoke, (Prince George)

ALTERNATES PRESENT:

Eddie Pearson, (Alternate, Dinwiddie)
Matt Rembold, (Alternate, Chesterfield)
Jerry Byerly, (Alternate Petersburg)

ABSENT:

Todd Flippen, (Alternate, Colonial Heights)
Frank Haltom, Secretary/Treasurer (Alternate, Prince George)
George Hayes, (Alternate, Chesterfield)
Kevin Massengill, Vice Chairman (Dinwiddie)

STAFF PRESENT:

Robert B. Wilson, Executive Director, (ARWA & SCWWA)
James C. Gordon, Asst. Executive Director (ARWA & SCWWA)
Arthur Anderson, (McGuireWoods)
Melissa Wilkins, Business Manager/FOIA (ARWA & SCWWA)
Tiffanee Rondini, Administrative Assistant (ARWA & SCWWA)

OTHERS PRESENT:

Amanda (Marlo) Green (Pocahontas Island Resident,
OCR Community Empowerment Group)
Dorothy Kelly (Pocahontas Island Resident)
Peter Eggers (Petersburg Public Works)

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:

Participating members at the table were:

Doug Smith	Present
Jeff Stoke	Present
Joseph Casey	Present
Eddie Pearson	Present
March Altman	Present

2. Approval of Minutes: Minutes of the Regular Meeting of the Board on May 16, 2024

Upon a motion made by Mr. Pearson and seconded by Mr. Altman the following resolution was adopted:

RESOLVED, that the Minutes of the Regular Meeting of the Board on May 16, 2024, are hereby approved:

For: 5 Against: 0 Abstain: 0

3. Public Comment

Ms. Green commented to the board during the ARWA meeting with statements related to the SCWWA meeting. Ms. Green stated that she was attending on behalf of the Pocahontas Island community regarding the previous proposal for the re-routing of heavy trucks going through the Roper site. Ms. Green stated that she wanted to inform the Board that the proposal was going to a consent agenda for the City of Petersburg on September 3, 2024, and Mr. Charlie Cuthbert will be making a motion for further consideration for the road. Ms. Green started a Pocahontas Island Historic District Newsletter and gave Mr. Wilson a copy stating that the original plan was included in the newsletter and that Mr. Cuthbert will be requesting that the city council direct the city manager to present options for a new road through the Roper site. The handout Ms. Green presented to the executive director had the

proposed road alignment through the Roper Property. Ms. Green said she was very excited when she saw the article in the news regarding the new road, she went on to advise that long term resident Dorothy Kelly was present also.

Mr. Smith thanked Ms. Green for the information and the newsletter and asked if there were any other public comments at this time. There were no additional comments, and the public comment period was closed.

4. Executive Director's Report:

- **John Radcliffe Park Appomattox River Conservation Area**

Mr. Wilson stated that the Real Property Office for Chesterfield County approached the Authority on behalf of Parks and Recreation with a request for a nonexclusive permanent easement across Authority property adjacent to the park. Mr. Wilson stated that there are three areas outlined in the Board Package as A, B, and C. Mr. Wilson spoke with the assistant real property manager and advised Area C may be part of future Lagoon #3 and therefore that property is not available. Areas A and B do not provide any limitations for the Authority. Chesterfield County is requesting that the property be donated. Representatives from Chesterfield County Real Property Office and Parks and Recreation are scheduled to attend the September 19, 2024, meeting and make a formal presentation.

Mr. Smith asked if the current lease agreement includes areas A and B. Mr. Wilson answered no, it only includes the existing park below the dam. Dr. Casey stated that the goal and vision is to secure all the lands from the dam to Virginia State and across to Petersburg and Dinwiddie. This is just the beginning of master planning with Petersburg, Dinwiddie, and Chesterfield that are collectively at various stages. Mr. Smith stated that anything that is bolstering the trail network is a strong asset to the whole region. Mr. Smith asked if there were any other comments. Seeing there were none, he clarified with Mr. Wilson that no action was needed at this time and there would be additional staff and a presentation from Chesterfield County at the next Board meeting. Mr. Wilson agreed with Mr. Smith and further stated that this was to make the Board initially aware and there will be a follow-up formal presentation at the next meeting.

- **Seasonal Water Wise Conservation Measures**

Mr. Wilson stated that each year the Seasonal Water Wise Conservation Measures are posted on the Authority's website, and we provide this information to the lake group which now consists of approximately 81 residents. Mr. Wilson said that the lake level was at a -11.5" and substantial rains brought the lake level to -.2". Our stage 1, 2, and 3 drought restrictions are based on the month of the year, and we do not consider going into voluntary restrictions until we reach -28.8" for July. This has been explained to the lake group so they may have a better understanding of how the lake level changes.

- **Status Report**

Mr. Wilson reviewed the status report included in the agenda.

- **Financials**

Ms. Wilkins reported on the financials and staff will move forward to secure the 1year Treasury-Note Investment for the ERRF fund that matures on August 31, 2024.

5. Items from Counsel

There were no items from Counsel.

6. Closed Session

There were no closed sessions.

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

There were no other items.

8. Adjourn

Mr. Smith stated, if there is no other business, he would entertain a motion to adjourn.

Upon a motion by Dr. Casey and seconded by Mr. Altman the meeting was adjourned at 2:24 p.m.

MINUTES APPROVED BY:

Frank Haltom/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.

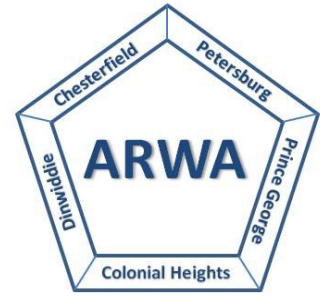
When two or more individuals are present from the same group, it is recommended that the group designate a spokesperson to present its comments to the Board and the designated speaker can ask other members of the group to be recognized by raising their hand or standing. Each spokesperson for a group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



2300 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 B. Wilson, Executive Director
James C. Gordon, Assistant Executive Director

DATE: November 21, 2024

SUBJECT: FY2023/2024 Audit

The annual Financial Report for year ended June 30, 2024 was sent under separate cover to members and member financial representatives because of its digital file size. To date, no comments were received from members.

Representatives from Robinson, Farmer, Cox Associates will be at the meeting to go over the audit and present their findings.

For FY2023/.2024 the Authority did exceed its projections and collected a surplus. A recommendation for the FY2023/2024 true-up is included as Attachment C-1.

Board Action Requested:

Staff requests the Board accept the findings of the FY2023/2024 audit as presented by Robinson, Farmer, Cox Associates. Staff also requests the Board review and approve the proposed appropriations and distribution of the surplus funds as recommended in the true-up, Attachment C-1.

Attachment C-1

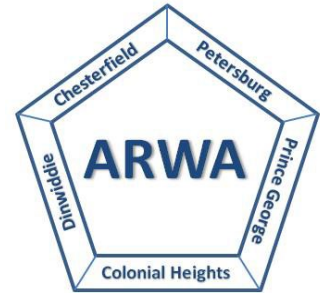
Proposed Surplus Funds Distribution for FY2023/2024

10/22/2024

Item	Total	Comments
Cash as of 6/30/2024	\$ 18,973,158.00	Cash flow report and page 13 of audit
Restricted Cash		From cash flow as of June 30, 2024
Required Debt Service Reserve	\$ 2,094,831.09	
Required Principal for Debt Service	\$ 1,723,000.00	
Required Debt Service Interest	\$ 364,483.12	
ERRF	\$ 2,574,732.22	
LGIP Rev Surplus	\$ 1,521,775.61	
LGIP O&M Reserve	\$ 7,141,294.78	6 months operating (max allowed 12 months operating)
	\$ 15,420,116.82	
Subtotal 1 (cash - restricted cash)	\$ 3,553,041.18	
Operating Account (first quarter)	\$ 2,648,938.26	what was transferred for July, Aug , Sept expenses - FY25 Q1
Subtotal 2 (subtotal 1 minus operating account)	\$ 904,102.92	
Open Purchase Orders for FY2023/2024		some purchase orders carry over multiple years
Stop Logs for RWPS1	\$ 250,000.00	
	\$ 250,000.00	
Surplus Funds (subtotal 2 minus subtotal 3)	\$ 654,102.92	
Requested use of surplus funds:		
Risk and Resilience Analysis Update and EAP update	\$ 98,000	RRA due March 31, 2025 and EAP due September 30, 2025
Operator 10 templates and setup for laboratory	\$ 50,000	
New Server Building	\$ 70,000	precast building and server relocation, in-house resources
Filter inspections and PER	\$ 95,000	to determine which filters to rehab.
Total Requests	\$ 313,000	
True-up to be distributed to members	\$ 341,102.92	Surplus Funds minus Requested use of Surplus funds
Distribution based on actual purchased % for FY2023/FY2024		
Chesterfield County	\$ 250,024.93	73.2990%
City of Petersburg	\$ 53,037.16	15.5487%
City of Colonial Heights	\$ 16,518.00	4.8425%
Dinwiddie County	\$ 12,211.03	3.5799%
Prince George County	\$ 9,311.80	2.7299%
	\$ 341,102.92	100.0000%

Recommend crediting second quarter billing for members

Appomattox River Water Authority



2300 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 B. Wilson, Executive Director
James C. Gordon, Assistant Executive Director

DATE: November 21, 2024

SUBJECT: John Radcliffe Park Appomattox Park Conservation Area
Additional area for permanent easement

At the July 18th meeting staff presented a proposal from Chesterfield County requesting additional property/permanent easement adjacent to the John Radcliffe Appomattox Park Conservation Area below the dam on Authority owned property. Since that meeting staff met with Chesterfield County Park and Recreation staff and agreed on an area for recommendation to the Board.

Attachment D-1 illustrates the area staff recommends for granting additional permanent easement for the park. Attachment D-2 is the recommended wording for the permanent easement. This wording has been reviewed and approved by legal counsel.

Representatives from Chesterfield County Parks and Recreation will present the proposed permanent easement area and easement agreement at the meeting.

Board action requested:

Staff requests the Board approve the additional permanent easement as presented on Attachment D-1 and authorize the chairman to execute the easement agreement.

GATED
ENTRANCE

Exhibit D-1

Pennmar Drive

Chesdin Road SR 669

RADCLIFFE CONSERVATION AREA

LEASE AND
PARKLAND
EXPANSION

Appomattox River Water Authority

EASEMENT EXHIBIT "1"

Providing access and development in support of

Appomattox River Canoe Launch and
John J. Radcliffe Conservation Area

Overall vicinity mapping of ARWA facilities and
county parklands
November 2024

EASEMENT EXHIBIT “2”

Providing access and development in support of

Appomattox River Canoe Launch and
John J. Radcliffe Conservation Area

CURRENT LEASE AREA

[White dashed boundary]

ITEM 1:

Convert existing 2.30+/- acre lease to
easement.

ADDITIONAL PARKLAND

[yellow boundary]

ITEM 2:

Expanded easement 1.6 +/- acres for
public trail connecting existing lease area
to Radcliffe Conservation Area and new
recreational facilities.

DEVELOPMENT PLANNED

Lease Area:

No Change in use: roadway, parking and
canoe/kayak launch.

Expanded easement:

Incorporates existing trail and adds
picnicking area with shelter, shoreline
fishing access with tables and new trail
connection to Radcliffe CA



GIS CODE: ESMT (P&R)
PIN No: 767 605 1733 00000
Easement No: 2024-

COUNTY OF CHESTERFIELD, VIRGINIA
EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT (this "Agreement"), dated as of _____, is by and between the **APPOMATTOX RIVER WATER AUTHORITY**, a public body politic and corporate and a political subdivision of the Commonwealth of Virginia, and its successors, and assigns ("GRANTOR"), and the **COUNTY OF CHESTERFIELD**, VIRGINIA, a political subdivision of the Commonwealth of Virginia ("GRANTEE").

WITNESSETH: That for and in consideration of the sum of one dollar (\$1.00), the receipt of which is hereby acknowledged, GRANTOR hereby grants and conveys unto GRANTEE, a nonexclusive perpetual easement located in Matoaca Magisterial District for the use and benefit of the public, more particularly described as _____ on a plat by _____, dated _____, a copy of which is attached hereto to be recorded as a part of this Agreement.

This easement is granted subject to the following conditions:

1. GRANTEE shall have the right to construct, operate and maintain a water access facility, trails, walkways, sidewalks, boardwalks, bridges, kiosks, signs, access roads, parking lots, benches, picnic areas, observation decks, or other structures for the use and enjoyment of the public, subject to all requirements of applicable laws and/or regulations governing the easement area, GRANTOR, and/or GRANTEE.
2. All improvements constructed in the easement, whether or not constructed prior to the date of this Agreement, by the GRANTEE shall be and remain the property of the GRANTEE.
3. At no time shall GRANTOR charge the GRANTEE for the use of the property occupied by GRANTEE or for the privilege of exercising the rights granted by this Agreement.
4. GRANTEE, its agents and employees shall have the right, to alter or remove any structures or obstructions, natural or artificial, grade, fill or any other act necessary for the proper and efficient construction, operation or maintenance of facilities in the easement. GRANTEE agrees to reasonably maintain the facilities constructed in the easement and to provide necessary trash removal and grass cutting at the facility.
5. GRANTOR reserves the right to make use of the easement herein granted in a manner which is not inconsistent with the rights herein conveyed, or which does not interfere with the use of the easement by GRANTEE for the purposes of this Agreement. However, GRANTOR shall not

make any such improvements within the easement without obtaining the prior written approval of GRANTEE, pursuant to §16-2 of the Code of the County of Chesterfield, Virginia, 1997, as amended, unless GRANTOR is required to make such improvements under applicable laws and/or regulations.

6. GRANTOR agrees that any use of the easement by GRANTOR shall be in accordance with the Chesterfield County Parks and Recreation Departments' "Park Regulations", including any subsequent revisions thereto, unless GRANTOR is required to undertake a contrary use under applicable laws and/or regulations

7. GRANTEE agrees that GRANTOR, its agents and employees shall not be responsible for damage or injury to persons or property arising from the use of the easement by the GRANTEE or the public unless caused by the negligence or acts of GRANTOR.

8. GRANTEE, its agents and employees shall have such rights and privileges as may be reasonably necessary for the full enjoyment or use and for any of the aforesaid purposes of the easement herein granted.

9. GRANTEE agrees that the GRANTOR, its agents and employees, shall not be responsible for claims for damage, injury or loss of any kind and nature, whether relating to person or property, arising on or within the Premises or incident to the GRANTEE's use of the Premises. GRANTEE shall provide GRANTOR, a Statement of Coverage of GRANTEE's funded program of self-insurance, which fund will respond to liability of GRANTEE imposed by and in accordance with procedures established by law.

10. No person or entity, whether the GRANTEE, a general contractor, a subcontractor or a maintenance contractor shall commence the construction, installation, or maintenance of the facilities unless and until such person or entity has obtained the following insurance from an insurer licensed to do business in Virginia and such insurance is maintained and in effect at all times during the performance of any construction, installation or maintenance of facilities:

(A) Workers' Compensation and Employers' Liability Insurance covering all workers or employees engaged in the construction, installation or maintenance of the facilities, and in amounts not less than the minimum required by the Code of Virginia and other applicable laws and regulations; and in case any of the work is sublet, each subcontractor shall, similarly, provide Workers' Compensation and Employers' Liability Insurance for all of the subcontractor's workers and employees to be engaged in such work.

(B) Comprehensive Commercial General Liability (COL) occurrence-based (not claims-made) insurance to include broad form Personal Injury and Property Damage Liability coverage insuring against claims for personal injury, including death, as well as against claims for property damage, which may arise from the construction, installation and/or maintenance of the facilities and related operations authorized under this Agreement or under any construction contract related thereto. The amounts of such Commercial General Liability

insurance shall be not less than \$1,000,000 per occurrence with a \$3,000,000 aggregate, or \$3,000,000 combined single limit. The Appomattox River Water Authority shall be named as an additional insured party in such policy.

(C) GRANTEE may fulfill its insurance obligations under this paragraph 10 through its funded program of self-insurance, which fund will respond to liability of GRANTEE imposed by and in accordance with procedures established by law.

11. If (A) GRANTEE at any time discontinues use of all or any portion of the easement herein conveyed for a period of one year, and/or (B) GRANTOR requires exclusive use of all or any portion of the easement herein conveyed to comply with any applicable law and/or regulations, all of the GRANTEE'S rights and interest in said easement or portion thereof shall immediately terminate and revert to GRANTOR, its successors and assigns, and Grantee shall at its expense remove any facilities and restore GRANTOR'S property as nearly to its original condition as practicable and, on written request by GRANTOR, GRANTEE shall quitclaim and release same.

12. That certain Agreement and Lease between GRANTOR and GRANTEE dated May 17, 1983 is hereby terminated and neither party shall have any further obligations under it except for any obligation with explicitly survives termination of such Agreement and Lease.

13. This grant covers all the agreements between the parties and no representation or statements, verbal or written, have been made which modify, add to, or change the terms of this Agreement. Nothing in this Agreement shall serve to restrict the Grantor from taking any action(s) required by applicable laws and/or regulations.

Witness the following signature(s):

APPOMATTOX RIVER WATER
AUTHORITY

(Chairman)

State of _____,
City/County of _____, to-wit:

I, _____, a Notary Public in and for the City/County and State
aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid ,
_____, (Chairman) of the Appomattox River Water Authority, whose name is signed to
the foregoing writing and acknowledged the same before me.

Given under my hand _____ 20 _____.

My commission expires: _____.

Registration Number: _____.

NOTARY PUBLIC

APPROVED AS TO FORM:

SENIOR ASSISTANT COUNTY ATTORNEY

EXEMPT FROM TAXATION
PER VA CODE SECTION
58.1-811 A(3)

The County Administrator,
authorized Agent of the Board
of Supervisors of Chesterfield
County, Virginia, does hereby
accept this conveyance on
behalf of the Board of
Supervisors pursuant to
authority vested in me by
Resolution of the Board of
Supervisors duly adopted.

CHESTERFIELD COUNTY¹

County Administrator,
authorized Agent of the Board
of Supervisors of Chesterfield
County

State of _____,
City/County of _____, to-wit:

I, _____, a Notary Public in and for the City/County and State
aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid ,
_____, (County Administrator) of Chesterfield County, whose name is signed to the
foregoing writing and acknowledged the same before me.

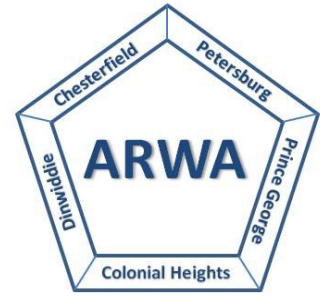
Given under my hand _____ 20____.

My commission expires:_____.

Registration Number: _____.

¹ Note: Signature Page added in connection with agreement to Paragraph 12.
C:\USERS\JGORDON\DOCUMENTS\4 ONGOING WORK\BOD PREP\ARWA\ATTACHMENT D-2.DOC

Appomattox River Water Authority



2300 Chesdin Rd. - S. Chesterfield, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

Exhibit E

TO: Appomattox River Water Authority Board of Directors

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

DATE: November 21, 2024

SUBJECT: Proposed Meeting Schedule for Calendar Year 2025

Staff is proposing the following calendar year 2025 meeting schedule:

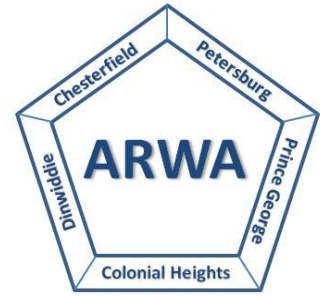
January 23 rd	Appomattox River Water Authority
March 20 th	Appomattox River Water Authority
May 15 th	Appomattox River Water Authority
July 17 th	South Central Wastewater Authority
September 18 th	South Central Wastewater Authority
November 20 th	South Central Wastewater Authority

Meetings will be scheduled for 2:00 pm at the stated plant location. The Appomattox River Water Authority is located at 21300 Chesdin Road, South Chesterfield, VA and the South Central Wastewater Authority is located at 900 Magazine Road, Petersburg, VA.

Board Action Requested:

Staff requests that the Board approved the proposed meeting schedule for regular scheduled meetings for calendar year 2025 as presented above.

Appomattox River Water Authority



2300 Chesdin Rd. - S. Chesterfield, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

Exhibit F

TO: Appomattox River Water Authority Board of Directors

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

DATE: November 21, 2024

SUBJECT: Officer Elections

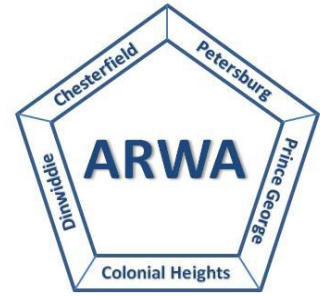
Officer elections are held on the final annual meeting (November) of even numbered years. The term for an officer is two years. There are no term limits outlined in the bylaws. The chairman and vice chairman are required to be a primary member whereas the secretary and treasurer may be an alternate. The bylaws allow for a separate secretary and treasurer. The Board has consistently voted to have one representative be the secretary/treasurer. The current list of officers is:

Chairman	Doug Smith	Primary Member	City of Colonial Heights
Vice Chairman	Kevin Massengill	Primary Member	Dinwiddie County
Secretary/Treasurer	Frank Haltom	Alternate Member	Prince George County

Board Action Requested:

Staff requests the Board hold officer elections for the 2025 – 2026 term beginning January 1, 2025.

Appomattox River Water Authority



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

Exhibit G

TO: Appomattox River Water Authority Board of Directors

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

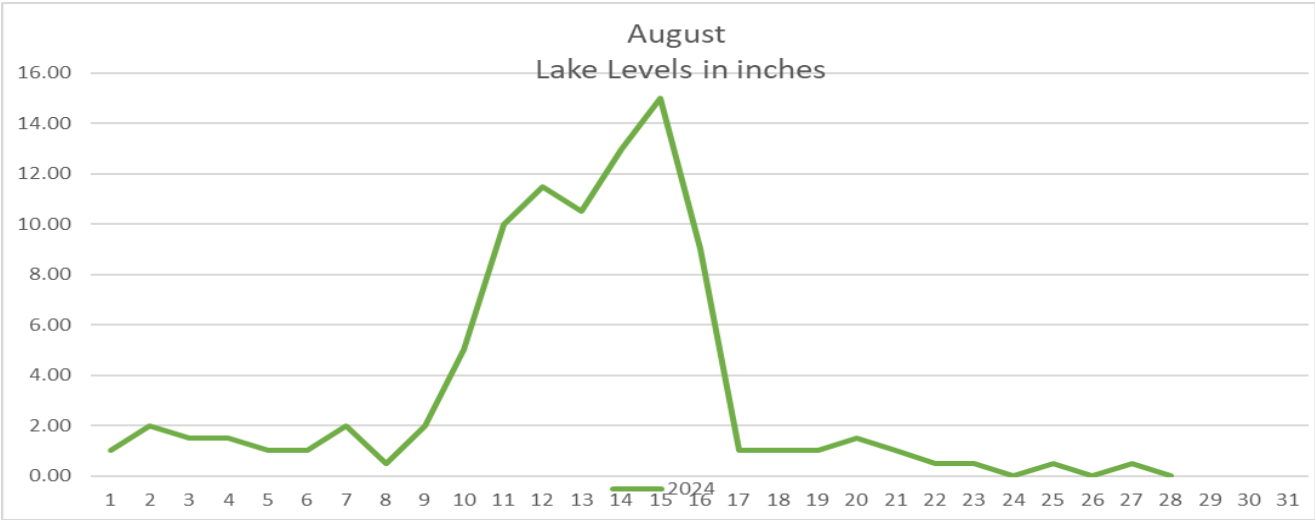
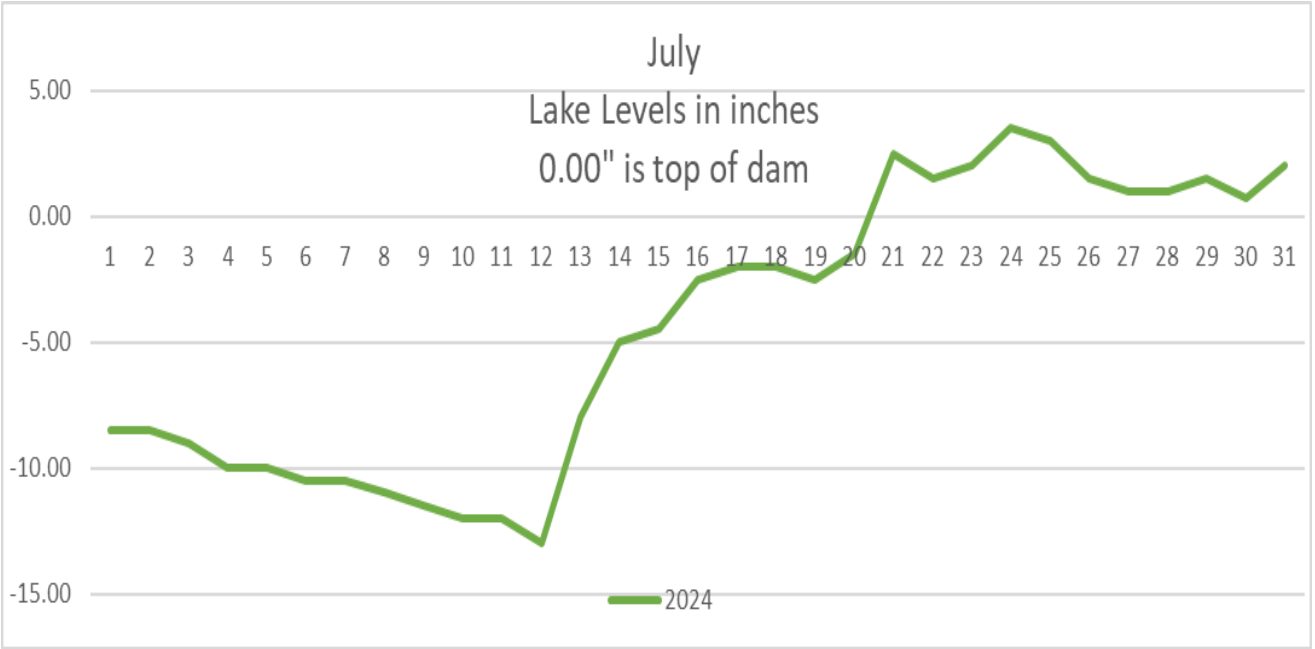
DATE: November 21, 2024

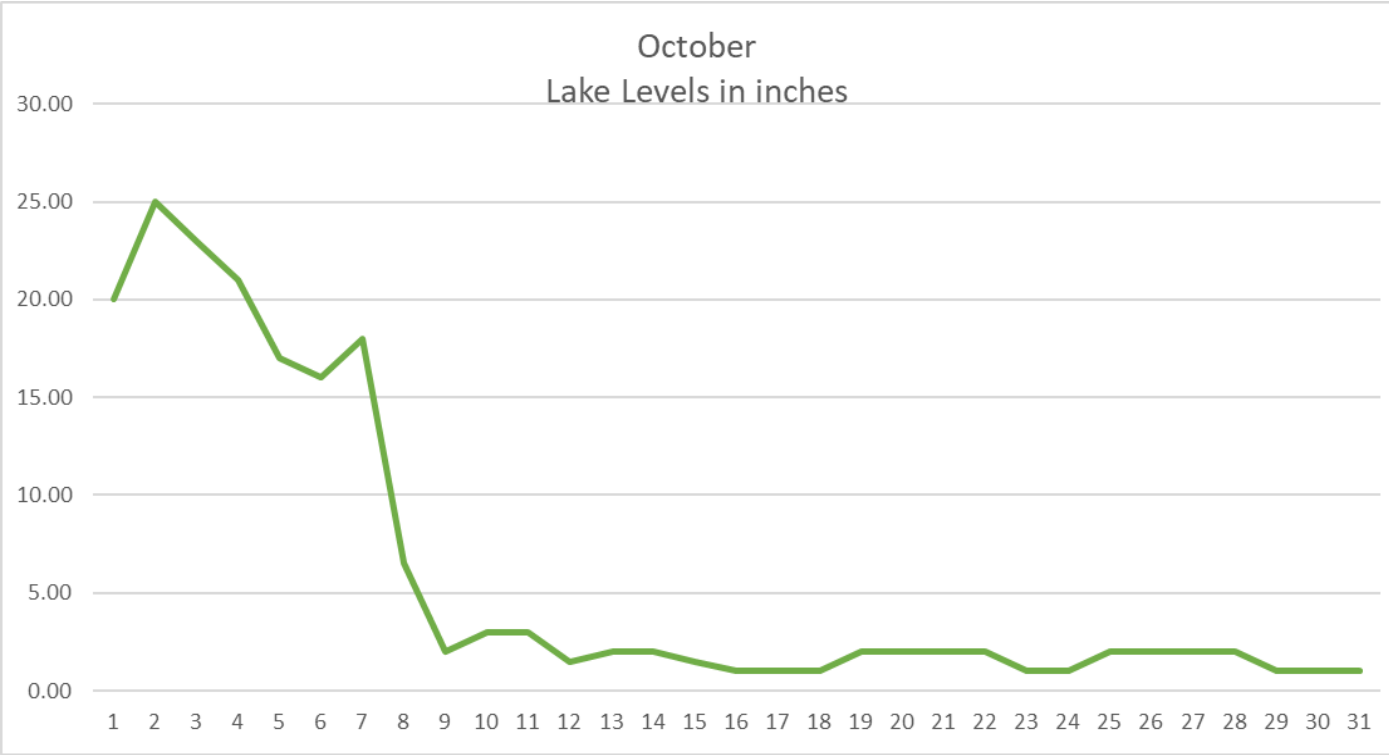
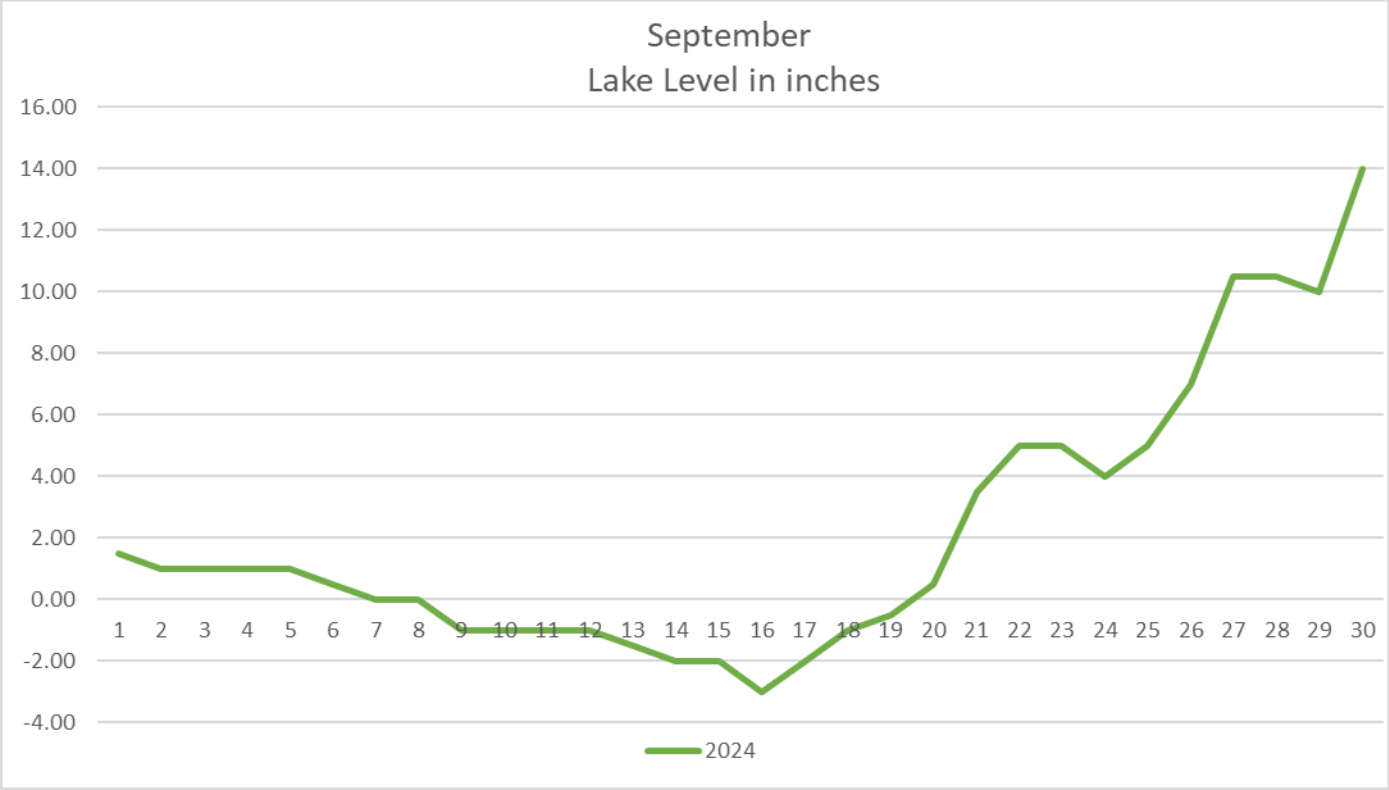
SUBJECT: Status Report (July, August, September, October)

➤ General

- The next meeting is scheduled, upon approval of 2025 meeting schedule, for January 23, 2025, at the Appomattox River Water Authority.
- Fort Gregg-Adams staff toured plant on July 22nd.
- Working with a third-party vendor, Noresco, to review power bills and get on the proper billing schedule. Changed the billing schedule at Raw Water (dam) and the Plant from Schedule 130 to Schedule 132. Anticipated savings is \$140K.
- Met with Crater Planning to discuss regional water supply for the planning district.
- The executive director and a maintenance mechanic attended court on October 2nd for the Jon boat theft case. The case was continued to November 13th.
- The executive director made a presentation to the Eagle Cove POA (Property Owners Association) on October 17th. Topics included authority make-up, how the lake level changes, deed facts, new lake ordinances and enforcement, hydrilla, PFAS and fluoride. Most questions were on hydrilla and PFAS.

➤ Lake Level Update





➤ Operations/IT

- Cleaned sedimentation basins and calibrated NTU monitors for basins.
- Calibrated filter NTU monitors.
- Sent five assistant operators to Virginia Tech short school for training and CPE hours for licensure.
- Cross training staff in maintenance and vice versa for catastrophic incidents.
- Mike Mann passed his Class 1 license certification, Corey Grant passed his Class 2 and Jay Vick passed his Class 4.
- Filled Class 1 floater position. Fully staffed.
- Received VFD cabinet for backwash pump #19. VFD was not constructed per the drawings and Square D is sending field staff to correct wiring issues.
- Developing SOP's to operate the plant with power only no SCADA, HMI's or automation – total manual operation. This will be tested through a tabletop exercise first, then in the field. We are ensuring resiliency.
- The average daily finished water consumption for July was 41.48 mgd and the total withdrawn from the lake was 1.491 BG. The average daily finished water consumption for August was 40.55 mgd and the total withdrawn was 1.357 BG. The average daily finished water consumption for September was 33.96 mgd and the total withdrawn was 1.160 BG. The average daily finished water consumption for October was 38.48 mgd and the total withdrawn was 1.301 BG.
- Switched to lagoon cell #2 and decanted lagoon cell #1.
- Flushed caustic tanks 2,3, and 4 and filled with 32% caustic for winter.
- Ammonia pumps 1 and 2 replaced and upgraded by IT staff.
- New office space completed.

➤ Maintenance

- Treated lake for algae control on August 29th.
- Worked with laboratory staff on four lake studies.
- Repaired 30" check valve, for pump P-23. Also replaced upper bearings.
- Replaced water heater in boiler room.
- Repaired leak in laboratory.
- Replaced the backflow preventor in finished water pump station #2.
- Repaired Clarivac #5.
- Replaced pump heads on alum pump #3,4,5,6.
- Repaired the drain sump pump at the main gate.
- Hired a new maintenance mechanic.
- Removed large debris from lake as a result of Hurricane Debby.
- Drainage improvements on the back of the west lagoon to stop erosion.
- Completed work orders and preventative maintenance.
- Working with electrician to install recalled surge protectors on MCC's.
- Added additional signage to public access points – speed limit, QR code and drinking water supply.

- Completed safety training for all staff.
 - Cut right of ways for transmission line.
 - Resolved lime silo dust issues.
 - Replaced drain valve stem in flume.
- SIIT – Systems Integration/Instrumentation Technology support group (technical support)
- Continuing to work with vendor on SCADA system upgrade.
 - Replaced network switches in the Shop and Operations.
 - Completed network and network cabinet for new ITech offices. Added UPS for switch.
 - Worked with vendor on testing 4160 main switchgear.
 - Addressed attempted security breach and notified Virginia Fusion Center per EAP. Breach was not successful.
- Laboratory
- Monthly eDMR submitted to DEQ for July, August, and September – no exceedances or issues.
 - Monthly CMDP (Compliance Monitoring Data Portal) (bacti and chemistry) submitted to VDH.
 - Monthly Water Quality Reports distributed.
 - Monthly State Health Department submitted.
 - Groundwater Monitoring Annual Report submitted to DEQ for third quarter.
 - Whole Effluent Toxicity (WET) completed for third quarter.
 - Reservoir water quality monitoring performed weekly.
 - Updated Flow Cam images. Used information to assist with making lake treatment decisions.
 - Site Characterization Plan started for lagoons. Consultant installed three piezometers along the seepage springs. Consultant is also performing sulfate testing to check for lagoon seepage.
 - Received results for finished water PFAS sampling for quarter one and quarter two. Four consecutive quarter testing is required. The results for all six tested PFAS compounds was "not detected" for both quarters.
 - Advised VDH that ARWA would not participate in voluntary PFAS for additional compounds.
 - Susan Brickhouse is retiring after nineteen years working in the laboratory.
- Liquid Lime System
- Vertical tanks have been spray insulated and painted.
 - Chemical piping has been heat traced and insulated.
 - Paving disturbed areas for underground piping and drains.
 - System hydraulically tested.
 - Coordinating filling with liquid lime and placing in service. Liquid lime is scheduled for delivery on November 7th.
 - Will begin checking system on November 8th.

➤ Hydrilla

- Received a couple of calls from lakefront residents in Chesdin Landing on Cattle Creek stating the hydrilla is extremely thick. Maintenance staff went by boat and advised it is thicker than they have seen in the past.
- The Authority has been approached by a contractor considering purchasing the equipment for hydrilla management via mechanical removal, similar to cutting your grass. The estimated capital investment is \$300K. The executive director advised the contractor to check into the regulatory requirements. The contractor met with Chesdin Landing residents to see if there is a market for hydrilla management. At this point the contractor advised there is not enough interest to pursue the purchase of the equipment.
- Hydrilla is not creating a quality or quantity issue for the raw water. However, it is creating an aesthetic and access issue for some residents.
- We reemphasize that applying any type of herbicide or pesticide on authority property is prohibited.
- Any type of hydrilla management will be at the resident's cost.
- Currently we recommend the use of benthic barriers and mechanical removal – pulling or raking.
- There will be additional discussions in the future.

➤ Lead and Copper Rule

- The service inventory for each member was due to VDH on October 16, 2024.
- ARWA was required to submit an inventory for domestic services to plant buildings – laboratory, maintenance building, administrative area, and warehouse.
- ARWA has received notification from VDH that the submitted inventory has been accepted.

➤ Elevated Tank Study

- Forwarded electronic copies of the preliminary engineering report to member directors for review.
- With the estimated cost of the project, staff is recommending delaying this project until construction costs become more realistic.
- One member suggested proceeding with the design to be ready when construction costs become more reasonable.
- Staff did meet with the authority's largest customer, and they were able to make some adjustments to their system which has aided in the ability to continue to operate as we normally have.
- This project will be discussed further during the budget process beginning in December.

➤ Alternative Analysis Update

- The executive director and assistant executive director met with the Director of Water for DEQ, Scott Morris.

- We presented the flows provided by members and the potential impact on the VWP permit. Mr. Morris requested we revise the flow projections using a linear progression. The assistant executive director reran the numbers as requested and the revisions have been forwarded to Mr. Morris for review.
- We presented the concept of pumping from the tidal Appomattox River back to the lake or plant for additional raw water supply. Mr. Morris advised this option would be a heavy lift and suggested looking at other alternatives.
- The construction of an off-river storage reservoir (OSR) was discussed, including “scalping” excess water during high river flows. Mr. Morris advised they could support this concept. We briefly discussed the different impacts on the withdrawal limitations for the existing VWP permit. Mr. Morris will research similar permits and provide those as a template. Most likely this would require a tiered permit for scalping based on river flows.
- From our discussion with DEQ and the revised review of the member projections, the project scope has changed. We have directed our consultant to provide a scope and cost to formally evaluate the three recommended OSR’s outlined in the State Water Plan.
- The Adequacy Analysis reviews all of the supplies for our members as a whole. The Authority’s largest customer is reviewing their multiple supplies to determine the future impact on the current raw water for ARWA.
- The consultant’s summary of items completed is included in Attachment G-1.
- Representatives from Black and Veatch will make a formal presentation at the January 23, 2025 meeting.

➤ 60” sluice gate isolation

- No change from what was reported last month. Still working with sluice gate vendor.

➤ VPDES renewal for waste lagoons

- The Site Characterization Plan has been approved by DEQ.
- Consultant has installed three piezometers on the downstream side of the west lagoon.
- Consultant is monitoring for sulfate in the groundwater wells to determine groundwater connection.
- The results of this analysis will determine the path forward and the required mitigation.
- The consultant did notify Chesterfield County of test sites placed on Parks and Recreation property.

➤ Regional State Water Plan

- Each member should have received a letter from Mr. Cloe, Manager, Office of Water Supply, DEQ, referencing the new Regional Water Supply Planning Regulation [9 VAC 25 780].
- The members of ARWA are now assigned to the Middle James River 3 planning area (Regional Planning Unit (RPU)) which encompasses Amelia County, Chesterfield County, Cumberland County, Dinwiddie County, Goochland County, Hanover County, Henrico County, Powhatan County, Prince George County, City of Colonial Heights, City of Hopewell,

City of Petersburg and City of Richmond. ARWA is included as a “water authority” in the Middle James River 3 RPU.

- There is an upcoming deadline. Each member needs to submit contact information including name, title, affiliation, phone number and email for RPU representative and alternate representative by December 8, 2024. This information is to be emailed to watersupplyplanning@deq.virginia.gov.
- Regional kickoff meetings will be scheduled and facilitated by DEQ by April 7, 2025.
- The purpose of this exercise is to gather specific information (outlined in statute) for each locality identified in the RPU and have it compiled in one place. Any information required to be collected, compiled or provided by a local government shall be derived from existing readily available information. This has to be completed within five years of October 9, 2024 which is October 9, 2029.
- There is a public advertising and participation requirement that includes meetings and addressing written comments.
- There is also a clause where you can provide written documentation that a locality failed to produce the required information or participate in the RPU.
- We are happy to assist in any way with this effort.
- More information to come from VMDWA.

➤ Lake Patrol Updates

- The Chesterfield County Police Department is providing patrols on the lake. The two new jet skis have been deployed and the new police boat is to be put in service later this month.
- The following is a list of verbal warnings given on 8/17/2024:

PATROL LOCATION: LAKE CHESDIN		DATE: 08/17/24	Officers: Chester/White		
BOAT REGISTRATION			SUMMONS	W.W.	V.W
No Registration onboard*	§ 29.1-702(B)				3
Fail to Display Decal*	§ 29.1-703 (iii)				1
BOATER EDUCATION					
No Boater Education onboard	§ 29.1-735.2(H)				5
GENERAL VIOLATIONS					
Fail to Obey Marker - No Wake*	4VAC15-370-50(L)				6
PFD Requirements	4VAC15-430-30				6
Lake Chesdin Speed Limit	14-25				1
TOTAL			0	0	22

W.W. = written warning

V.W. = verbal warning

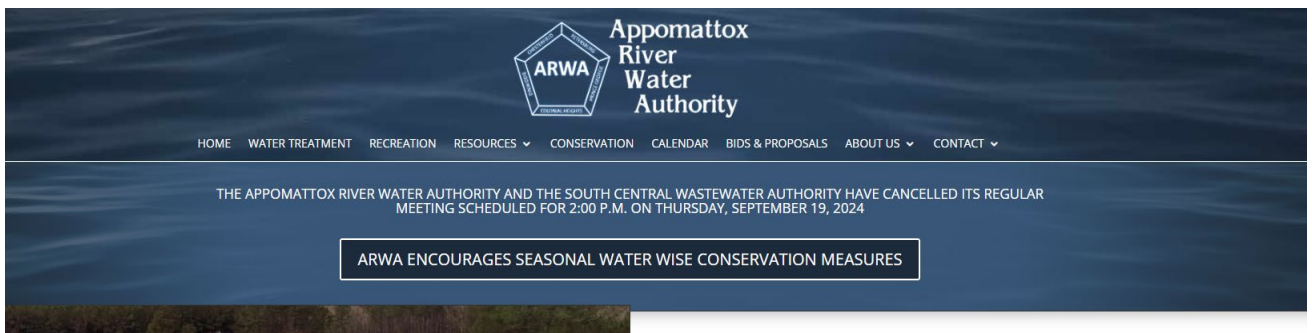
Currently the enforcement is geared to educating boaters. After a period of time, this will transition to written warning and summons.

➤ Legal Services

- Our legal services contract ends December 31, 2024.
- We have posted an RFP for legal services on the ARWA and SCWWA websites.
- Responses are due December 9, 2024.

➤ Website Update

The homepage on the website, www.arwava.org, has been updated with a new recreation tab added to the tool bar at the top of the page.



This tab is attached to a QR code that has been placed on ARWA signs at public access points around the lake. The recreation tab provides information on the exclusionary zone, no wake zones, lake ordinances – speed limit and fines, links to safe boating practices, hazardous areas, fishing, enforcement, and 24-hr contact information. This was an in-house effort and special thanks the business manager for bringing it all together.

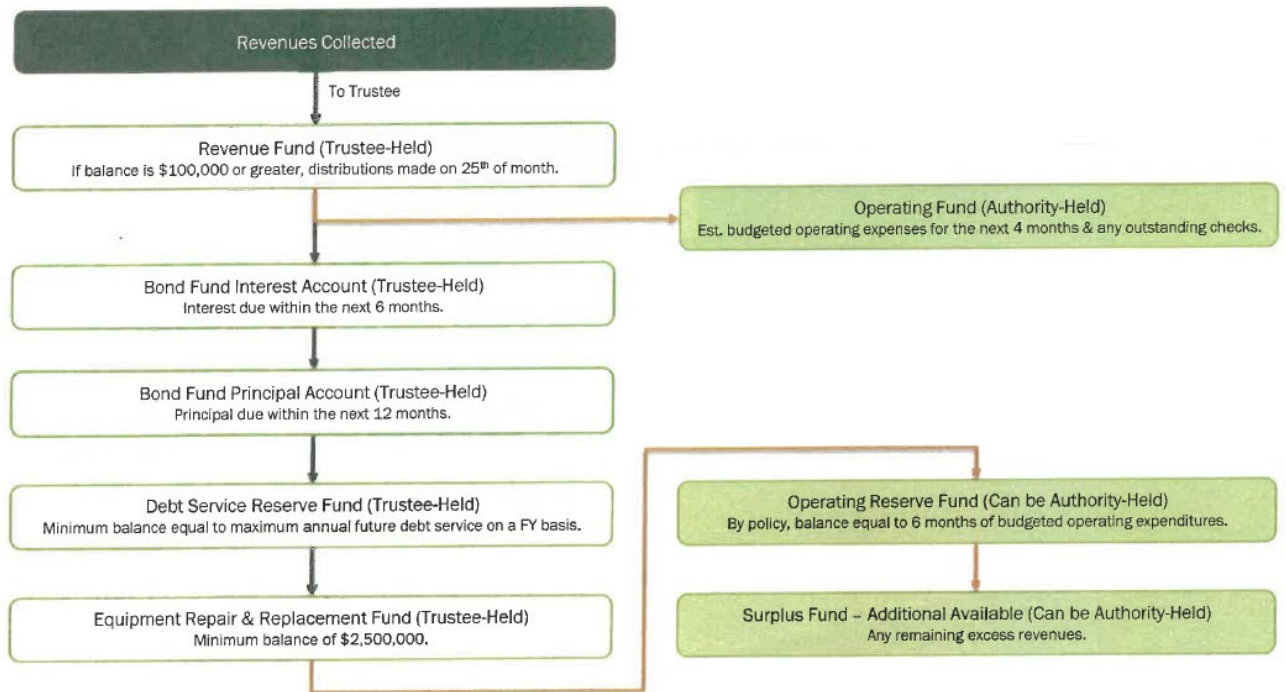
➤ Customer inquiries

- We received multiple inquiries about the hydrilla in Cattle Creek. Cattle Creek is very shallow with stormwater entering the creek from the Chesdin Landing Subdivision. The Authority does have one test area for benthic barriers in the past. The hydrilla is thick in this area. There are also concerns about lake access in this area since Cattle Creek is extremely shallow.
- There was an email exchange with a waterfront resident in Cattle Creek where the resident stated the Authority was dropping the level of the lake too fast. The executive director explained that the Brasfield Dam does not have any gates and water flows over the 850' dam. The Authority releases water through the cone valve when there is not flow over the dam per the VWP permit.

The resident asked about the hydro power facility. The executive director explained how the hydro power facility is operated. Exchanging emails did not work and the executive director offered to call and meet with the resident which the resident did not want to do.

➤ Financial

- The ERRF was reinvested in a Treasury purchase at a yield of 4.280% with a par amount basis of 100.69144.
- The remaining liquidity balance after the purchase was transferred to the Operating Reserve per the Trust Agreement.



From: McBride, Jeffrey (Jeff) <McBrideJT@bv.com>
Sent: Friday, November 8, 2024 6:08 PM
To: Robert Wilson
Cc: James Gordon; Collins, Zachary; Coggins, Jeffrey D. (Jeff)
Subject: ARWA - RW Alternative Analysis Update
Attachments: ARWA - RW Supply Alternatives Analysis - draft Amendment 1 Scope 11082024.pdf; 418846 INV 1447614.pdf

Robert,

I am following up on our meeting from earlier this week. Regarding the scope of services for the *Alternative Analysis Update* associated with ARWA's purchase order 14636 dated 2/7/24, there have been a number of course corrections that have resulted from input from ARWA staff as well as DEQ.

Below is an outline of items that we have completed relative to the original scope:

- Task 1: Project Management and Support
 - Kickoff meeting & Workshops (two workshops)
 - Conducted site visits
 - Reviewed latest regulatory guidelines and communicated with agencies as necessary.
- Task 2: Update six existing Alternatives
 - Collected stream inflow and outflow data through April 2024.
 - Collected most recent precipitation and evaporation data.
 - Incorporate latest inflow/outflow, precipitation, and evaporation data into existing base hydraulic model.
 - Revise model logic to incorporate new tier-based Minimum Instream Flow (MIF) requirements in accordance with revised permit.
 - Updated existing stage-area-storage curves based on latest bathymetric survey data
 - Updated model for (3) Dam-raise alternatives (18", 24" and 26") to calculate updated impacts on safe yield.
 - Updated model for original Off-Site Storage Reservoir site to calculate updated impact on safe yield.
 - Updated model for SCWWA WWTP Effluent pumping alternative to calculate updated impact on safe yield.
 - Performed structural review of Dam raising alternatives to verify the Dam's safety is not compromised by either of the dam raising alternatives.
 - Identify non-economic factors including redundancy, reliability and regulatory issues
 - Developed and update conceptual level of construction costs for six original alternatives.
- Task 3: Additional Alternatives
 - Identified several alternatives for further investigation:
 - Identified two potential locations for new pump stations at the tidal/fresh boundary to increase safe yield. Investigated pipeline alignment options and pros/cons of routing pipelines to the base of the dam, into the reservoir, and directly to the water treatment plant itself (with raw water blending tank).
 - Reviewed available topographic information for Chesterfield County to identify and investigate (4) different potential OSR options to increase safe yield
 - Identify potential for backwash recycling at water treatment plant to increase safe yield
 - Investigated current technologies to determine if any new options for raising the dam would enhance constructability or cost efficiency.
- Task 4: Technical Memorandum
 - Commenced with the development of Technical Memo and begin drafting sections including structural analysis for the three of the original alternatives that involve raising the dam.

Below is an outline of items within the original scope that we started but have not fully completed:

- We have not fully completed the scoring matrix for the alternative. We have delayed the completion of the scoring matrix pending addition of additional alternatives.
- We have not fully finalized list of permits/approvals for every alternative pending addition of additional alternatives.
- Coordination with Krueger Energy was put on hold because unattractive viability of dam raising options and contract Krueger Energy was uncertain.
- Final technical memorandum submittal to ARWA for review/comment and presentation to the Board.

Below is an outline of items outside the original scope that have been completed but were needed to advance the project:

- We reviewed most-up-to-date member finished water demand projections, converted to raw water supply projections and compared with current safe yield estimates to identify future raw water capacity needs and associated increases in required safe yields. This information was presented to ARWA in Workshop 2. It should be noted that DEQ has subsequently advised that the updated member finished water demand projections need to be revised.
- We developed high-level construction cost estimates for new alternatives including two tidal/fresh options used to ascertain relative benefit of associated increased safe yield. This estimate included costs for pipeline alignment options, intake structures, and pump stations options. It should be noted that DEQ has subsequently advised against these options.
- We developed a high-level construction cost estimate for a new alternative option of implementing a backwash recycling system at the water treatment plant to determine relative benefit of associated increased safe yield.

Below is an outline of items completed that were not necessarily outside the original scope or result in change of direction/re-work but represent unanticipated engineering time spent:

- For Dam Raise options, we reviewed the impact and necessary improvements associated with the PMF (probable maximum flow).
- For Dam Raise options, we reviewed memorandums discussing legal impacts of the dam raise on existing easement agreements and subsequent liability to ARWA.
- For Dam raise options, we reviewed several additional reports, including analysis of the existing bridges to be impacted as well as in-depth wetlands investigation for incorporation of findings into analysis/cost estimating.
- We reviewed additional reports on the original OSR and conducted multiple discussions with ARWA on viability and availability of this option.
- We reviewed and discussed with ARWA big picture permitting requirements (i.e. timeline for needing to implement an option).

As discussed, we intent to submit the Technical Memorandum associated with original scope by January 9th for presentation to the Board at the January 23rd meeting.

Also attached is the draft scope for Amendment 1, which covers the following additional tasks:

- Task 5 – Modify/Update Hydraulic Model to include Supply Resiliency Analysis
- Task 6 – Feasibility Analysis for Additional Off-Site Storage Reservoir (OSR) Sites
- Task 7 – Raw Water Adequacy Analysis for JPA
- Task 8 – Modify Hydraulic Model for Resiliency Analysis for OSR sites 47, 52 & 54
- Task 9 – Expanded Technical Memorandum

Finally, I have attached the lasted invoice that covers work done to date. If you want to pay through check, please send to the following address:

Black & Veatch Corporation
PO Box 505618
St Louis, MO 63150-5618

We appreciate your patronage. If you have any questions, please don't hesitate to call me at 804-477-4603.

Thank you,

Jeff McBride, PE
Project Manager
Black & Veatch Corporation
Virginia Beach, VA 23462 USA
M 804-477-4603
E McBrideJT@bv.com

Exhibit H

Appomattox River Water Authority-Balance Sheet

For Month Ending October 31, 2024

Assets

Current Assets

Petty Cash	\$	400
SunTrust Operating Fund	\$	2,721,204
SunTrust Replacement Fund	\$	-
Total Unrestricted Cash	\$	2,721,604

Water Revenue	\$	5,094,527
LGIP-O&M Reserve	\$	7,269,129
LGIP-Revenue Surplus	\$	872,501
ERRF (Equipment Repair/Replacement)	\$	2,600,064
Debt Service Reserve	\$	2,268,538
Bond Principal/Interest	\$	86,300
Total Restricted Cash	\$	18,191,058

Total Checking/Savings	\$	20,912,662
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Accounts Receivable	\$	1,011
Other Current Assets	\$	125,782
Inventory	\$	1,110,872

Total Current Assets	\$	22,150,326
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Fixed Assets

Right to Use Lease Assets	\$	21,869
Accum amort-right of use lease	\$	(17,894)
Land and Land Rights	\$	1,044,167
Water System	\$	100,183,108
Equipment	\$	1,951,701
Hydro	\$	34,873
Furniture & Equipment	\$	19,410
Building Improvements	\$	352,962
Construction in Progress	\$	2,477,784
Accumulated Amortization	\$	(15,918)
Accumulated Depreciation	\$	(59,347,458)

Total Fixed Assets	\$	46,704,603
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Other Assets

Def Outflow-OPEB GLI	\$	31,791
Def Out Res-Post ER Pension Costs	\$	-
Deferred Outflow-OPEB GLI	\$	-
Def Out Res-Net Dif Pension Inv	\$	-
Def Out Res-OPEB Experience	\$	12,848
Def Out Res-OPEB Assumptions	\$	1,772
Def Out Res-OPEB Subsequent	\$	-

Total Other Assets	\$	46,411
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Total Assets	\$	68,901,341
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Appomattox River Water Authority-Balance Sheet

For Month Ending October 31, 2024

Liabilities & Equity

Current Liabilities

Accounts Payable	\$	260,329
Retainage Payable	\$	99,160
Accrued Interest Payable	\$	96,534
Accrued Interest-GASB 87	\$	33
Lease Liability-current portion	\$	4,265

Total Current Liabilities

\$ 460,321

Long Term Liabilities

Def Inf Res-Net Dif Pension Inv	\$	333,566
Def Inf Res-Pen Chg Assumptions	\$	(10,877)
Def Inf Res-Pens Dif Proj/Act E	\$	116,988
Net Pension Liability	\$	(1,997,164)
Def Infl-OPEB Chg of Assumptions	\$	7,958
Deferred Inflow-OPEB GLI	\$	19,689
Deferred Inflow-Expect & Actual	\$	28,456
Bonds Payable-2010	\$	-
Bonds Payable-2012	\$	1,136,000
Bonds Payable-2017	\$	7,830,000
Bonds Payable-2019 Refunding Bond Payment	\$	4,485,000
Bonds Payable-2019 Def Amt on Refunding	\$	(66,631)
Lease Liability-non-current	\$	0
Accrued Leave Payable	\$	218,555
Post Employment Benefit	\$	42,111
OPEB Liability-GLI	\$	93,667

Total Long-Term Liabilities

\$ 12,237,318

Total Liabilities

\$ 12,697,640

Equity

Retained Earnings	\$	3,441,181
Reserve for Water Revenue	\$	16,498,969
Reserve for Operations	\$	-
Reserve for Suplus	\$	-
Reserve for Replacements	\$	2,500,000
Reserve for Bond Interest	\$	106,942
Reserve for Debt Service	\$	2,094,831
Reserve for Bond Principal	\$	-
Reserve for Reserve	\$	-
Fixed Assets, Net of Debt	\$	31,970,278

Net Income \$ (408,499)

Total Equity

\$ 56,203,701

Total Liabilities & Equity

\$ 68,901,341

\$ -

Appomattox River Water Authority
YTD Income Statement for the period ending October 31, 2024

Water Rate Center

Revenues and Expenses Summary

Budget	Budget	Actual	YTD Budget	Variance
FY 24/25	Year-to-Date	Year-to-Date	vs. Actual	Percentage

Operating Budget vs. Actual

Revenues

Board Approved True-Up-Prior FY	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Water Sales	\$ 12,653,236	\$ 3,163,309	\$ 3,817,704	\$ 654,395	20.69%
Rent/Misc. Income	\$ 30,000	\$ 7,500	\$ 11,212	\$ 3,712	49.49%
Total Operating Revenues	\$ 12,683,236	\$ 3,170,809	\$ 3,828,915	\$ 658,106	20.76%

Expenses

Personnel Cost	\$ 3,169,203	\$ 1,056,401	\$ 976,159	\$ (80,242)	-7.60%
Contractual/Professional Services	\$ 1,277,700	\$ 425,900	\$ 303,084	\$ (122,816)	-28.84%
Utilities	\$ 1,128,100	\$ 376,033	\$ 335,704	\$ (40,329)	-10.72%
Communication/Postal/Freight	\$ 46,500	\$ 15,500	\$ 21,404	\$ 5,904	38.09%
Office/Lab/Janitorial Supplies	\$ 113,000	\$ 37,667	\$ 36,338	\$ (1,329)	-3.53%
Insurance	\$ 130,000	\$ 43,333	\$ 130,868	\$ 87,535	202.00%
Lease/Rental Equipment	\$ 20,000	\$ 6,667	\$ 3,103	\$ (3,564)	-53.45%
Travel/Training/Dues	\$ 71,000	\$ 23,667	\$ 14,623	\$ (9,044)	-38.21%
Safety/Uniforms	\$ 40,000	\$ 13,333	\$ 9,231	\$ (4,103)	-30.77%
Chemicals	\$ 3,500,000	\$ 1,166,667	\$ 1,412,301	\$ 245,634	21.05%
Repair/Maintenance Parts & Supplies	\$ 358,000	\$ 119,333	\$ 198,433	\$ 79,099	66.28%
Total Operating Expenses	\$ 9,853,503	\$ 3,284,501	\$ 3,441,248	\$ 156,747	4.77%
Operating Results Suplus/(Deficit)	\$ 2,829,733	\$ (113,692)	\$ 387,668	\$ 501,360	-440.98%

Replacement Outlay Budget vs. Actual

Machinery & Motors-Process	\$ 100,000	\$ 33,333	\$ 56,887	\$ 23,554	70.66%
Instrumentation	\$ 200,000	\$ 66,667	\$ 111	\$ (66,556)	-99.83%
IFIX Upgrade	\$ -	\$ -	\$ 54,637	\$ 54,637	#DIV/0!
Computer Equipment	\$ 20,250	\$ 6,750	\$ 71	\$ (6,679)	-98.95%
Furniture/Fixtures	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Motor Vehicles	\$ 12,000	\$ 4,000	\$ -	\$ (4,000)	-100.00%
Maintenance Equipment	\$ -	\$ -	\$ 38,500	\$ 38,500	#DIV/0!
Elevated Tank-Engineering Report	\$ -	\$ -	\$ 19,250	\$ 19,250	#DIV/0!
Clearwell Roof	\$ 300,000	\$ 100,000	\$ -	\$ (100,000)	-100.00%
Air Release Vault	\$ 110,000	\$ 36,667	\$ -	\$ (36,667)	-100.00%
Total Capital Outlay	\$ 742,250	\$ 247,417	\$ 169,455	\$ (77,961)	-31.51%

BOD Designated Surplus Fund

Liquid Lime System	\$ -	\$ -	\$ 364,306	\$ -	#DIV/0!
Repair Material For Pipeline	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Replacement Doors	\$ -	\$ -	\$ -	\$ -	#DIV/0!
VWP Permit	\$ -	\$ -	\$ -	\$ -	#DIV/0!
FlowCam	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Facility Improvements-Offices	\$ -	\$ -	\$ 142,724	\$ 142,724	#DIV/0!
Raw Water Supply-Alt Analysis	\$ -	\$ -	\$ 52,000	\$ 52,000	#DIV/0!

Debt Service Budget vs. Actual

Interest Income	\$ -	\$ -	\$ 346,599	\$ 346,599	#DIV/0!
Other (Income)	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Sell of Asset	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Interest Expense	\$ 364,483	\$ 182,242	\$ 189,531	\$ 7,289	4.00%
Int on Purchase of US Treas	\$ -	\$ -	\$ (46,250)	\$ (46,250)	#DIV/0!
Bond Issuance Cost	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Principal Payments	\$ 1,723,000	\$ 1,723,000	\$ 271,000	\$ (1,452,000)	-84.27%

Other Expenses Deprec/Amort

Depreciation Expense	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Amortizatin Expense-ROU Asset	\$ -	\$ -	\$ -	\$ -	#DIV/0!

**Appomattox River Water Authority
Executive Review
Cash And Debt Highlights
As of October 31, 2024**

Highlights: ARWA Cash Positions		30-Jun-24	31-Oct-24	Change	Explanation
Unrestricted Cash & Investments:					
Petty Cash	\$	400.00	\$ 400.00	\$ -	see explanation (a) below
SunTrust Operating Account	\$	973,329.07	\$ 2,721,203.74	\$ 1,747,874.67	see explanation (b) below
SunTrust Replacement Fund	\$	-	\$ -	\$ -	see explanation (c) below
Restricted Cash and Investments:					
Water Revenue	\$	3,996,277.61	\$ 5,094,527.33	\$ 1,098,249.72	see explanation (d) below
LGIP-O&M Reserve	\$	7,141,294.78	\$ 7,269,129.07	\$ 127,834.29	see explanation (e) below
LGIP-Revenue Surplus	\$	1,521,775.61	\$ 872,500.51	\$ (649,275.10)	see explanation (f) below
ERRF (Equipment Repair/Replacement)	\$	2,574,732.22	\$ 2,600,063.83	\$ 25,331.61	see explanation (g) below
Debt Service Reserve	\$	2,200,040.33	\$ 2,268,537.70	\$ 68,497.37	see explanation (h) below
2012 Bond Principal/Interest	\$	340,273.38	\$ 74,641.56	\$ (265,631.82)	
2017 Bond Principal/Interest	\$	56,031.24	\$ 6,919.92	\$ (49,111.32)	
2019 Bond Principal/Interest	\$	169,003.53	\$ 4,738.37	\$ (164,265.16)	
Total Cash and Investments	\$	18,973,157.77	\$ 20,912,662.03	\$ 1,939,504.26	

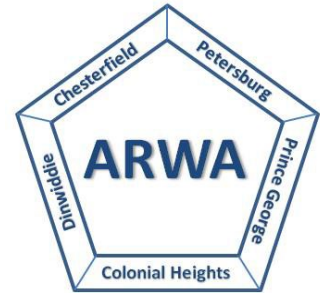
Highlights: ARWA Outstanding Bonds		30-Jun-24	31-Oct-24	Change
2012 Bond	\$	1,136,000.00	\$ 1,136,000.00	\$ -
2017 Bond	\$	8,702,000.00	\$ 7,830,000.00	\$ (872,000.00)
2019 Bond	\$	5,065,000.00	\$ 4,485,000.00	\$ (580,000.00)
2019 Bond-Def Amt on Refund	\$	(66,630.61)	\$ (66,630.61)	\$ -
Total Bonds Outstanding	\$	14,836,369.39	\$ 13,384,369.39	\$ (1,452,000.00)

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. Board Approval: Surplus Revenue approved for specific projects.
- g. Financial Policy: Must maintain a minimum of \$2.5M
- h. Financial Policy: Held by Trustee, funded at such amount as may be necessary.

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

Appomattox River Water Authority



2300 Chesdin Rd. - S. Chesterfield, VA 23803 - Phone (804) 590-1145 - Fax (804) 590-9285

Exhibit I

TO: Appomattox River Water Authority Board of Directors

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

DATE: November 21, 2024

SUBJECT: Remote Participation and All-Virtual Meeting Policy

On June 25, 2014 the Board adopted a resolution for Participation in meetings in event of emergency or personal matter; certain disabilities; or distance from meeting Appomattox Regional [River] Water Authority (Authority). This policy was to allow a member to participate up to two times a year remotely in a Board meeting for established criteria. Since that time, the legislature has made an allowance to allow entities to conduct remote meetings up to twice a year or no more than 50% of the meetings per year (whichever is greater) for established criteria and required recordkeeping. With the member jurisdictions having alternate members to the primary members, it is highly unlikely a remote meeting would be needed. However, with weather and other events, we thought it would be prudent to update the Authority's policy to allow for remote meetings.

Staff directed legal counsel to modify the June 2014 policy to include language for remote meetings. Those revisions are included in Attachment I-1.

Legal counsel will provide a summary of the requirements and answer questions on the policy revisions.

Board action requested:

Staff requests the Board approve the Remote Participation and All-Virtual Meeting Policy.

RESOLUTION

**OF THE APPOMATTOX RIVER WATER AUTHORITY
ESTABLISHING A REMOTE PARTICIPATION
AND ALL-VIRTUAL MEETING POLICY**

NOVEMBER 21, 2024

WHEREAS, on January 26, 2023, the Board of the Appomattox River Water Authority (the "Authority Board") adopted a policy to permit individual Board members to participate in meetings using electronic communication means ("remote participation") pursuant to the Virginia Freedom of Information Act (Va. Code § 2.2-3700 et. seq.); and

WHEREAS, the Authority Board has determined to readopt the 2023 remote participation policy (with certain changes) and to add provisions for all-virtual public meetings.

NOW, THEREFORE, BE IT RESOLVED THAT:

A. A member of the Authority Board may use remote participation instead of attending a public meeting in person only as follows and subject to the requirements of section B, if, on or before the day of a meeting, the member notifies the Chairman of the Authority Board in writing or by telephone or e-mail that such member is unable to attend the meeting in person because:

1. The member has a temporary or permanent disability or other medical condition that prevents the member's physical attendance;
2. A medical condition of a member of the member's family requires the member to provide care that prevents the member's physical attendance;
3. The member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting; or
4. The member is unable to attend the meeting due to a personal matter, the nature of which personal matter is identified with specificity.

B. Remote participation by a Board member as authorized under section A shall be only under the following conditions:

1. A member may not use remote participation due to personal matters as described in section A.4. above more than two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater;
2. If remote participation by a member is authorized pursuant to this Resolution, such member shall state and the Authority Board shall record in its minutes the

remote location from which the member participated; however, the remote location need not be open to the public and may be identified in the minutes by a general description;

3. If remote participation is authorized pursuant to section A.1 or A.2, the Authority Board shall also include in its minutes the fact that the member remotely participated due to a (i) temporary or permanent disability or other medical condition that prevented the member's physical attendance or (ii) family member's medical condition that required the member to provide care for such family member, thereby preventing the member's physical attendance;

4. If remote participation is authorized pursuant to section A.3, the Authority Board shall also include in its minutes the fact that the member remotely participated due to the distance between the member's principal residence and the meeting location;

5. If remote participation is authorized pursuant to section A.4, the Authority Board shall also include in its minutes the specific nature of the personal matter cited by the member;

6. A quorum of the Authority Board must be physically assembled at the primary or central meeting location; provided that, for purposes of determining whether a quorum is physically assembled, an individual member will count toward the quorum if the member (i) is a person with a disability as defined in § 51.5-40.1 and uses remote participation or (ii) is a caregiver for a person with a disability and uses remote participation;

7. The Chairman is authorized to determine whether a member's remote participation is authorized pursuant to section A.1, A.2 and A.3, but a majority of the quorum must approve a member's remote participation pursuant to section A.4 ;

8. In the event a Board member's remote participation is disapproved by the Chairman or the Board, such disapproval and the reason therefor shall be recorded in the minutes with specificity; and

9. The Authority Board will arrange for the voice of the remote participant to be heard by all persons at the primary or central meeting location.

C. A public meeting of the Board may be all virtual (i) whenever the Chairman deems an all-virtual meeting to be necessary or convenient for the Board and (ii) subject to the following requirements and limitations:

1. An indication of whether the meeting will be in-person or all-virtual shall be included in the required meeting notice along with a statement notifying the public that the method by which the Board chooses to meet shall not be changed unless the Board provides a new meeting notice in accordance with the provisions of § 2.2-3707;

2. Public access to the all-virtual public meeting shall be provided via electronic communication means;

3. The electronic communication means used shall allow the public to hear all members of the Board participating in the all-virtual public meeting and, when audio-visual technology is available, to see the members of the Board as well;

4. When audio-visual technology is available, a member of the Board shall, for purposes of a quorum, be considered absent from any portion of the meeting during which visual communication with the member is voluntarily disconnected or otherwise fails or during which audio communication involuntarily fails;

5. The public shall be afforded the opportunity to comment through electronic means, including by way of written comments, at those public meetings when public comment is customarily received;

6. Persons must activate their camera, with their face fully visible, before they will be given the opportunity to participate in public comment;

7. A phone number or other live contact information shall be provided to alert the Board if the audio or video transmission of the meeting provided by the Board fails, the Board monitors such designated means of communication during the meeting, and the Board takes a recess until public access is restored if the transmission fails for the public;

8. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members of the Board for a meeting shall be made available to the public in electronic format on the Authority's website at the same time that such materials are provided to members of the Board;

9. Votes taken during the electronic meeting shall be recorded by name in roll-call fashion and included in the minutes of the meeting;

10. No more than two members of the Board shall be together in any one remote location unless that remote location is open to the public to physically access it;

11. If a closed session is held during an all-virtual public meeting, transmission of the meeting to the public shall resume before the Board votes to certify the closed meeting as required by subdivision D of § 2.2-3712;

12. The Board shall not convene an all-virtual public meeting (i) more than two times per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater, or (ii) consecutively with another all-virtual public meeting; and

13. Minutes of all-virtual public meetings held by electronic communication means shall be taken as required by § 2.2-3707 and include the fact that the meeting was

held by electronic communication means and the type of electronic communication means by which the meeting was held. If a member's participation from a remote location is disapproved because such participation would violate the policy set forth in this Resolution, such disapproval shall be recorded in the minutes with specificity.

D. As required by subdivision D of §2.2-3708.3, the policy set forth herein shall be applied strictly and uniformly, without exception, to the entire membership of the Board and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

E. Counsel has advised that for the Board to continue to use remote participation and all-virtual meetings the Board is required to adopt at least once annually, by recorded vote at a public meeting, a policy meeting the requirements of §2.2-3708.3.

F. This Resolution shall take effect on December 1, 2024.

Vote:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____