RIVANNA

WATER & SEWER AUTHORITY

Board of Directors Meeting

March 25, 2025

2:15pm

RIVANNA WATER & SEWER AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
434.977.2970
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www.rivanna.org

BOARD OF DIRECTORS

Regular Meeting of the Board of Directors of the Rivanna Water & Sewer Authority

DATE: **MARCH 25, 2025**

LOCATION: **Rivanna Administration Building (2nd Floor Conference Room), 695 Moores Creek Lane, Charlottesville, VA 22902**

TIME: **2:15 p.m.**

AGENDA

1. ***CALL TO ORDER***

2. ***AGENDA APPROVAL***

3. ***MINUTES OF PREVIOUS BOARD MEETING ON FEBRUARY 25, 2025***

4. ***RECOGNITION***

5. ***EXECUTIVE DIRECTOR'S REPORT***

6. ***ITEMS FROM THE PUBLIC***
   Matters Not Listed for Public Hearing on the Agenda

7. ***RESPONSES TO PUBLIC COMMENTS***

8. ***CONSENT AGENDA***

   a. *Staff Report on Finance*

   b. *Staff Report on Operations*

   c. *Staff Report on CIP Projects*

   d. *Staff Report on Administration and Communications*

   e. *Staff Report on Wholesale Metering*

   f. *Staff Report on Drought Monitoring*

   g. *Approval of Term Contract for Construction Visual Documentation Services - Commonwealth Documentation, LLC*

9. OTHER BUSINESS

a. Presentation: Organizational Agreements of the RWSA
David Tungate, Deputy Executive Director

b. Presentation and Consider Vote to Approve: Introduction of FY 2025-2026 Budget and Resolution to Adopt the Preliminary Rate Schedule
Bill Mawyer, Executive Director

Combined session with RSWA

c. Presentation and Consider Vote to Approve Amended and Restated By-Laws
Lonnie Wood, Director of Finance and Information Technology

d. Presentation and Consider Vote to Approve:
FY 2025-2026 Compensation Study and Salary Structure
Leah Beard, Human Resources Manager

(Complete and close the RWSA meeting, then complete and close the RSWA meeting)

10. OTHER ITEMS FROM BOARD/STAFF NOT ON THE AGENDA

11. CLOSED MEETING

12. ADJOURNMENT

GUIDELINES FOR PUBLIC COMMENT AT RIVANNA BOARD OF DIRECTORS MEETINGS

If you wish to address the Rivanna 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 "Items From The Public, Matters Not Listed for Public Hearing on the Agenda." 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 public hearings, 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 comments 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 meetings, 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 and your organizational affiliation if speaking for a group;
- 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 session 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.

The agendas of Board meetings, and supporting materials, are available from the RWSA/RSWA Administration office upon request or can be viewed on the Rivanna website.

Rev. September 7, 2022

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RWSA BOARD OF DIRECTORS
Minutes of Regular Meeting
February 25, 2025

A regular meeting of the Rivanna Water and Sewer Authority (RWSA) Board of Directors was held on Tuesday, February 25, 2025 at 2:15 p.m. at the Rivanna Administration Building, (2nd Floor Conference Room), 695 Moores Creek Lane, Charlottesville, VA 22902.

Board Members Present: Mike Gaffney, Jeff Richardson, Sam Sanders (arrived at 2:20 p.m.), Ann Mallek (arrived at 2:25 p.m.), Brian Pinkston, Quin Lunsford, Lauren Hildebrand.

Board Members Absent: none.

Rivanna Staff Present: Bill Mawyer, David Tungate, Lonnie Wood, Jennifer Whitaker, Betsy Nemeth, Daniel Campbell, Scott Schiller, Michelle Simpson, Austin Marrs, Victoria Fort, Brad Puffenbarger, Westley Kern, Debra Hoyt, Deborah Anama, Jacob Woodson.

Attorney(s) Present: Valerie Long

1. CALL TO ORDER

Mr. Gaffney convened the February 25, 2025 regular meeting of the Board of Directors of the Rivanna Water and Sewer Authority at 2:15 p.m.

2. AMENDED AGENDA APPROVAL

Mr. Pinkston moved the Board to adopt the amended agenda as presented. Mr. Richardson seconded the motion, which carried unanimously (5-0). (Mr. Sanders and Ms. Mallek were absent.)

3. MINUTES OF PREVIOUS BOARD MEETING ON JANUARY 28, 2025 – AS AMENDED

Mr. Gaffney stated that there were a number of edits to the previous meeting minutes. He listed them as follows: Line 372 “rolling” to “rowing,” line 542” “RWSA” to “RCC – Rivanna Rowing Club,” line 872 add “a little” knowledge can be a dangerous thing, line 875 “she was doing” to “Ms. McIlwee was doing,” line 878 “the effort she was putting into” to “the effort Ms. McIlwee was putting into,” line 1024 “Rising” to “Raising.”

Mr. Pinkston moved the Board to approve the January 28, 2025 meeting minutes as amended. Mr. Lunsford seconded the motion, which carried unanimously (5-0). (Mr. Sanders and Ms. Mallek were absent.)

4. RECOGNITION

There was none.

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5. EXECUTIVE DIRECTOR'S REPORT

Bill Mawyer, Executive Director, stated that he wanted to recognize three team members. He stated that first was Brad Puffenbarger, who had recently been promoted to be their new Water Department Manager, a position that oversaw all six of their water treatment plants and 26 employees who worked there. He stated that Mr. Puffenbarger had been with them for 13 years and had always been part of the Water Department. He stated that they would like to extend their congratulations to Mr. Puffenbarger on his promotion and looked forward to the opportunities that came with it.

Mr. Mawyer stated that they would also like to extend a warm welcome to Westley Kern, their newly hired Communication and Outreach Coordinator. He stated that Mr. Kern was a graduate of James Madison University. He stated that previously, he worked for Charlottesville Area Transit (CAT) and completed an apprenticeship in the HVAC field.

He stated that their Lab Manager, Patricia Defibaugh, had taken a planned medical leave for an extended period, so Deborah Hoyt will be serving as their Interim Manager during this time. Mr. Mawyer thanked Ms. Hoyt for stepping in and assuming the responsibilities while Ms. Defibaugh was on leave for a couple of months.

He stated that they would like to extend their congratulations to Cynthia Dunham, who had successfully passed her Class 2 Water Operator License, and Conrad Wilson, who has passed his Class 3 Wastewater License.

Mr. Mawyer stated that he wanted to thank Deborah Anama, Executive Assistant, for organizing a Super Bowl team-building event as part of their employee and workforce development program. He stated the event featured a cook-off contest, with Katie McIlwee winning the soup contest with her "New Year's Day Soup" and Leah Beard winning the chili contest with her "Chili Con Carne." He stated that this event helped their team build camaraderie and get to know one another.

Mr. Mawyer stated that last week, they celebrated National Engineers' Week, and they would like to recognize and thank their six engineers for their hard work in managing the design and construction of their projects, private development in the community, and utility locations in the community. He stated that they were proud to note that all seven of their engineers, including himself, are registered Professional Engineers in Virginia. He stated that this was a unique achievement for our organization, and they appreciate the dedication and expertise they bring to their team.

Mr. Mawyer stated that last week, the management team met with the Board's subcommittee to discuss the FY26 budget. He stated that Mr. Lunsford and Ms. Hildebrand, along with their staff, joined them to review the proposed budget, which includes debt service for the Capital Improvement Plan (CIP), and operating expenses. He stated that they will present this to the full Board in March. He stated that today they would begin their FY26 budgeting process, and they had the CIP budget to share with the Board. He stated that this five-year plan outlines construction projects that are essential to maintain the Authority's momentum to complete the

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community's water supply plan developed in 2012.

Mr. Mawyer noted that this was a dynamic budgeting process, and their numbers had changed since they initially issued the budget package last week. He stated that the staff continued to look for ways to minimize expenses including recent construction bid prices. Mr. Mawyer stated that the subcommittee's discussion last week provided valuable insights, which staff had incorporated into the proposed budget.

He stated that regarding their Capital Improvement Plan, he would like to comment on the most critical project in our 5-year CIP, the Central Water Line project. Mr. Mawyer stated that this was brought up during public comment last month by Ms. Smith, and he would like to provide an overview of the project and its significance. He stated that the budget for this project had increased from $40 million to almost $80 million. He showed a project diagram. He stated that the history of this project dated back to 1987 and the Southern Loop Agreement, when the City and the Rivanna agreed to strengthen the water distribution piping system. The western branch of the southern loop was built, and the plan was to extend the line to connect near Pantops with the eastern branch of the southern loop. Mr. Mawyer stated that the eastern branch was not built. He stated that in 2021, RWSA conducted a study, which was recommended by the Board, to reevaluate the location of the eastern water line. He stated that the study determined that having a major water distribution line only along the urban perimeter would not be effective in supporting the urban water system. He stated that as a result, a new route for the water line was developed and approved by City Council and the RWSA Board in June 2022. He stated that the new location of the water pipe connected to existing piping near Free Bridge and provided a direct route for water to move from the Observatory Water Treatment Plant to the Pantops Water Tank, and thereafter to northern parts of Albemarle and the South Rivanna Water Treatment Plant.

Mr. Mawyer stated that they were currently planning for the Emmett Street Betterment project as a partnership with the City, UVA and VDOT. He stated that as projects were completed along Emmett Street in the future, RWSA would install their pipe to connect with existing water in the northern section of Emmett Street. Mr. Mawyer stated that the selected route along Cherry Ave would strengthen the water distribution system within the urban area. He stated that the City's distribution system would be improved. He recalled Mr. Sanders comments at the recent Chamber of Commerce meeting about the three-legged stool concept. Mr. Mawyer emphasized the importance of having all three water components: supply, treatment, and distribution to have an effective water system. Mr. Mawyer stated that the utility had made significant strides in water supply, including the construction of a new dam at Ragged Mountain. He stated that a plan was underway to build a pipe from the South Rivanna Reservoir to Ragged Mountain to fill the new reservoir, which would enhance the water supply. He stated that they had also completed treatment improvements at the Observatory and South Rivanna Treatment Plants. Mr. Mawyer stated that the Central Water Line was a critical component of their water distribution plan, enabling them to deliver drinking water to all parts of the City and County while maintaining water levels in their storage tanks. He stated that the tanks, in turn, helped maintain pressure throughout the entire distribution system. He stated that by pumping water into the tanks, they created pressure that was essential for the entire system to function properly.

Mr. Pinkston asked how this affected Fire Department services.

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Mr. Mawyer stated that with millions of gallons of water stored in tanks, they could support the fire departments in the event of a fire. He stated that the principle behind the old chemistry experiment, where water rises to the same level in a U-tube, applied here. He stated that if they could get water into the tank, it would create the same pressure throughout their system, helping to reach higher elevations, such as the second or third floor of a house.

Mr. Mawyer stated that they had successfully completed construction of a new dam at Ragged Mountain and a renovation of the South Rivanna and Observatory Water Treatment Plants. He stated that they had invested close to $100 million in those projects. Construction of a new pipe from Ragged Mountain to Observatory was currently under construction. He stated that the Observatory Water Treatment Plant was limited by hydraulic constraints due to the small size of the pipes leaving the plant. This limitation would be corrected by the Central Water Line project. Mr. Mawyer stated that they could process approximately 10 million gallons per day at the Observatory Treatment Plant, but the urban system's demand was typically around 10 million gallons per day. He stated that unfortunately, they could only convey about 7 million gallons from Observatory due to the piping limitation, and they required the Central Water Line to utilize the maximum capacity of 10 million gallons per day. He stated that this meant that they needed both the Observatory and the South Rivanna Water Treatment Plants to operate simultaneously to meet the urban system's water demands. Mr. Mawyer stated that currently they relied on both plants to supply water to the urban system, but once the Central Water Line was completed, they would be able to serve the entire urban area solely from the Observatory Treatment Plant or the South Rivanna Treatment Plant. He stated that the importance of this redundancy was evident in the recent incident on January 25 of this year, when a plane crashed on Monacan Drive, just a stone's throw from the South Rivanna Water Treatment plant. Mr. Mawyer stated that the South Rivanna Dam and Reservoir were essentially located at the end of the runway of the Charlottesville-Albemarle Airport. He stated that when visiting the reservoir, one could see planes flying overhead frequently. Mr. Mawyer stated that if a plane were to impact the South Rivanna Plant, dam, or reservoir, they would rely on the Observatory Treatment Plant. He stated that currently, they also received water production from the North Rivanna Treatment Plant.

Mr. Mawyer stated that if the South Rivanna Plant and/or South Rivanna reservoir were unavailable, all of Charlottesville and most of Albemarle's developed areas would be impacted. He stated that reflecting on 2022, after determining the best alignment for this pipe, they presented five alternatives to City Council in June 2022, showcasing all routes. He stated that the Cherry Avenue route, known as the southern route, was recommended due to its high water system benefits, ease of construction and maintenance.

Mr. Mawyer stated that the Cherry Ave route had a very preliminary estimated construction cost of $41 million, primarily for reference purposes to evaluate the alternatives. He stated that building five miles of major 24-inch and 30-inch piping along Cherry Ave was deemed the recommended route, and City Council, as well as the RWSA Board, approved it.

Mr. Pinkston asked if the blue at the end of that section was the recent modified route that they had discussed.

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Mr. Mawyer stated that yes, this was a change they had to make in the last year or so. He stated that initially, they were planning to proceed down East High Street and partner with the City on a piping project in that location, but the subsurface investigation encountered numerous underground utilities that made it impractical our large pipe in this location. He stated that as a result, they had altered the alignment in the E. High Street area.

Mr. Mawyer stated that this was their current plan for construction of the Central Water Line. He stated that in 2024, they received bids for the Ragged Mountain to Observatory Water Treatment Pipeline project, which indicated that the initial estimate of $41 million was significantly under budget. He stated that they subsequently increased their Central Water Line budget from $41 million to $67 million based on updated costs. Mr. Mawyer stated that the bid was 30% above their initial linear footage estimate, and they factored in the challenges of working within an urban environment to arrive at a revised estimate of $67 million.

Mr. Gaffney stated that all the estimates for the various Central Water Line options would also have increased in equivalent.

Mr. Mawyer stated that this was a market change that would have applied to any pipe location. He stated that through their collaboration with the City's engineering team over the past year, they realized that the design for the pipe was not deep enough in certain areas and would conflict with some of the City's utilities. He stated that initially, they estimated they would need to lower the entire pipe, which would have resulted in a total budget of approximately $82 million.

Mr. Mawyer stated that more recently, they continued to work with City staff and found that only about 75% of the pipe needed to be lowered, while 25% could remain at a higher elevation. He stated that this revised estimate lowered their overall project cost to around $77 million. He stated that although the project had already been advertised, they had paused the procurement process to resolve this issue with the City. Mr. Mawyer stated that they anticipated the procurement would receive bids in late March or early April, with the cost shared between the Albemarle County Service Authority (ACSA) at 52% and the City at 48%. He stated that this gave a glimpse into the collaborative process with City staff.

He stated that the next slide was a plan view of Cherry Avenue, looking down at Station 121. Mr. Mawyer stated that the red line represented the existing sewer pipe running down the middle of the street, while the blue line showed their proposed Central Water Line. He stated that they could see buildings on both sides of the street, including houses with sewer laterals that needed to be connected to the sewer line in the middle of the street. He stated that their engineer initially expected that the sewer laterals would connect to the existing sewer line at a 45-degree angle and cross over top of the new water pipe. The Central Water Line would be about a foot and a half below the laterals and five feet below the surface.

Mr. Mawyer stated that they had recently obtained better subsurface information that suggested these sewer laterals may not be installed at the 45-degree angle consistently and may have a flatter angle resulting in conflicts with the new water pipe. He stated that as a result, they decided to lower the pipe an additional 1.5 feet.

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Mr. Mawyer stated that this adjustment would place the water line approximately seven feet below grade, providing sufficient space for future laterals to be constructed without being impacted by the location of their water line. He stated that this design would also accommodate gravity flow connections from various types of buildings, including houses, apartment buildings, and commercial buildings, ensuring adequate vertical space for connections without interference from the water line.

Mr. Pinkston asked for clarification on what would happen during the construction process. He stated that he wanted to know whether the large pipe would be threaded underneath the laterals, or whether the laterals would be removed and the pipe dropped in place.

Mr. Mawyer stated that this was a question that they were still working on. He stated that the original design anticipated installing the new water pipe under the existing sewer laterals. He stated that however, they had at least 75 laterals to cross along this five-mile stretch of pipe, making it a significant issue. Mr. Mawyer stated that the existing sewer laterals must be supported to prevent them from breaking, and if they were to break, they must be repaired. He stated that they were currently discussing this with Ms. Hildebrand and her staff to determine whether threading the pipe under the laterals was the best solution, or if they should plan to cut and repair the sewer lateral pipes or replace the entire lateral, and how this might impact the project cost.

Ms. Hildebrand stated that typically, the joints were made of terracotta, which meant they had only two-foot joints. She stated that this must be taken into consideration.

Ms. Mallek asked if the terracotta were approximately 50 or 70 years old.

Ms. Hildebrand stated yes, but terracotta was a really good pipe unless it was uncovered.

Mr. Mawyer stated that typical of urban utilities, the infrastructure they were dealing with was older. He stated that as the City developed and redeveloped, they wanted to ensure there was space for new laterals for new buildings, and that had been part of the discussion. He stated that he was aware that they may need to go deeper. He stated that they were looking at putting the water pipe deeper due to better and newer information, although with a higher cost.

Mr. Mawyer stated that their consultants based project estimates on recent, similar construction bids, and regionalized those costs for our high-cost area. He stated that some consultants may still use traditional estimating manuals which provided costs for labor, equipment, rentals, and material. Mr. Mawyer stated that estimating could be more art than science, influenced by supply and demand, contractors' labor and materials, and factors like major federal grant programs. For example, they had received approximately $10 million in funding, and they were hoping for more. Their community, including UVA and UVA Foundation, had significant construction programs, with one report indicating UVA has $1 billion in current construction projects. Mr. Mawyer stated that their area had a low unemployment rate of 2.2%. He stated that additionally, regional and national disasters could impact costs. The hurricane that affected Southwest Virginia and North Carolina, as well as floods in Tennessee and Kentucky, and fires in California, all created significant demand for materials and labor which could impact project

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costs. Mr. Mawyer stated that the widespread circumstances made it challenging for their consultants to estimate costs. He stated that additionally, when staff prepared the CIP, they typically took 18 to 24 months after completing the CIP before soliciting bids. He stated that as a result, prices had already increased due to the factors mentioned earlier.

Mr. Mawyer stated that their budget became effective on July 1. He stated that however, they had begun their CIP development program in August of last year. He stated that when a project was approved and started in July of 2025, it may not be until spring of 2026 before they requested bids. He stated that he would not debate whether estimating project costs could be improved. He stated that in his 45 years as an engineer, estimating project costs was often challenging. He stated that they updated their budgets almost monthly and reflected these changes in the CIP report, which they included in the Board packet. He stated that they were aware of the potential price increases and would address them in subsequent CIP presentations.

Mr. Mawyer stated that they did not request CIP amendments every time the budget increased; instead, they waited until a bid was received, at which point they could determine if the actual cost had increased. He stated that this was their standard process. He stated that the Central Water Line project in June 2022 had been initially estimated to cost $1,500 per foot equaling $41 million for five miles of pipe. He stated that in October 2024, they had received a bid for the Ragged Observatory pipe, which indicated a price of $1,900 per foot for a cross-country project in a rural area. Mr. Mawyer stated that they had decided that this price was too low for an urban project with asphalt, sidewalks, and traffic control requirements, so they escalated the bid to $2,500 per foot. He stated that at this new price, the estimated cost for the five-mile project had increased to $67 million. He stated that they then examined the deeper trench and found that if the entire pipe were lowered by two feet, the cost would be $82 million. He stated that now they expect only about four miles of the pipe needs to be lowered. Mr. Mawyer stated that at an additional $500 per foot, this portion of the project would cost $10 million. He stated that they were currently at a point where they were trying to find the most efficient way to complete the project.

Mr. Gaffney asked if they were still working on getting the four miles at two feet, or if it was less than four miles.

Ms. Hildebrand stated that was where they were.

Mr. Mawyer stated that Ms. Hildebrand had agreed with lowering about four miles of the pipe with about 1 mile that did not require the full seven feet of depth.

Mr. Pinkston asked if they anticipated rock.

Mr. Mawyer stated that they did anticipate rock. He stated that was part of the additional $500 per foot cost.

Mr. Pinkston stated that another factor to consider was the growing number of data centers being built in Virginia, which was also impacting construction prices.

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Mr. Mawyer stated that was a cost factor, as Virginia had the most data centers in the world.

Mr. Mawyer stated that they had successfully repaired and restored the pipe which transferred water from Sugar Hollow to Ragged Mtn reservoir.

Mr. Gaffney asked how old that pipe was.

Ms. Mallek stated the pipe was installed in 1913.

Mr. Pinkston stated that he wanted to express his gratitude to Mr. Mawyer for his presentation on the Central Water Line. He stated that they would discuss this further in the context of the Capital Improvement Plan, but he wanted to acknowledge the challenge this project posed for all of them. He stated that this was a significant undertaking, as it would run directly through the heart of the City.

Mr. Pinkston stated that it was crucial that this project was completed, and he was thankful that Mr. Gaffney had provided him with the foundation documents the previous night. He stated that this project aligned with the long-term goal of the urban water plan, which had been approved by Council in 2019. He stated that although the specific routing had not been approved at that time, the City had committed to this project through this central location. He stated that they had actually signed agreements on this matter in 2019, and it was clear that the City recognized the importance and necessity of this project.

Mr. Pinkston stated that he would like to have an honest discussion about potential ways to mitigate some of these costs. He stated that he appreciated the thoughtful approach and acknowledged that everyone had been acting in good faith. He stated that however, when they had significant budget exceedances, it became a concern that needed to be addressed.

Mr. Gaffney stated that the project was not yet over budget; rather, there had been an increase in the preliminary estimated costs.

Mr. Sanders stated that they now knew the project budget in advance of receiving construction bids, rather than afterwards.

Ms. Mallek stated that knowing the higher project budget three years ago would have provided more significant advance notice.

Mr. Mawyer stated that the new budget was essentially the advance notice. Staff had also applied the new pricing from the Ragged to Observatory project to the South Rivanna to Ragged Pipeline project, which was seven miles long. When they multiplied the new cost per foot, it increased the project budget from $80 to almost $120 million.

Mr. Mawyer stated that upon reviewing the CIP projects, they considered the possibility that many might be under budget and decided to increase them by 20%. He stated that this was a major factor in the significant increase in their 5-year CIP budget, which went from $370 million last year to $550 million this year. He stated that this proactive approach to the proposed budget

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was intended to mitigate the impact of the potential cost increases.

6. ITEMS FROM THE PUBLIC

Matters Not Listed for Public Hearing on the Agenda

Dede Smith stated that she would like to address what was just stated about the Central Water Line. She stated that she would like to thank Mr. Mawyer for clarifying, and the map also confirmed that this project would primarily benefit Pantops and the northern part of the urban system. She stated that she would also like to thank him for clarifying that the Emmett Street pipeline would be built, as it was previously stated to be a barrier.

Ms. Smith stated that this pipeline provided many cheaper and more direct options to Pantops than the southern route. She stated that she would also like to correct Mr. Mawyer, when he mentioned the initial estimate of $41 million. She stated that it was actually $31 million when they had all the comparative options that he presented. She stated that it was now $77 million and was likely to go higher. She stated that she would also like to address the issue he brought up about the airplane going down.

Ms. Smith stated that she would also like to remind them that I-64, which carries large trucks with hazardous materials, directly crossed Ragged Mountain Reservoir. She stated that therefore, discussing hazards to South Fork was not relevant. She stated that she would also like to comment on his mention of certified engineers.

Ms. Smith stated that they were now placing water lines below sewer lines, a practice that was once viewed skeptically. She stated that however, they were now implementing it. She stated that, in the past, this Central Water Line would never have been considered, and it was primarily being placed in the City's Black and Brown areas; this was simply true.

Ms. Smith stated that lastly, when they discussed the water plan with Mr. Pinkston, they may want to remind him that, in September, after the plan was approved, the pipe between South Fork and Ragged Mountain was deemed too expensive due to its impact on water rates, it was nothing compared to the current capital project costs are now. She stated that when discussing capital projects, she would appreciate it if they could also talk about water rates.

7. RESPONSE TO PUBLIC COMMENTS

Mr. Sanders asked if Mr. Mawyer had a response to Ms. Smith’s concern about placing water lines beneath the sewer lines. He asked why they were proceeding with the project if there was this concern.

Mr. Mawyer stated that Ms. Smith was correct that it was not advisable to have sewer lines over top of water lines. However, the central water line pipes were bolted together at the ends of the pipe joints to prevent infiltration of any sewer leak. He stated that it was highly unlikely that they would encounter a situation where sewage would get into the water pipes. He stated that when they had an existing four-inch diameter sewer pipe at three feet of depth, there was no way to get a three-foot diameter water pipe installed above the sewer pipe.

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Mr. Mawyer stated that according to the Virginia Wastewater regulations, there were specific standards for this type of installation. He stated that they would follow these standards so they could ensure proper construction of the water pipes below much smaller sewer lateral pipes. He stated that they could also install separation membranes, concrete, or other barriers where the sewer and water lines crossed to protect the water system from the sewer.

Mr. Pinkston stated that another point he would like to bring up was that the sewer lines in question were gravity-fed, which meant they were not under pressure.

Mr. Mawyer stated that was correct.

Ms. Hildebrand stated that in addition, these lines were serving a customer, which was why they were considered lateral sewer lines. She stated that in their professional opinion, it would be worse if they were located under the Central Water Line, as they would be more difficult to replace. She stated that this was because the household or commercial business responsible for maintaining them would have to navigate the Central Water Line to access the lateral sewer line, making the replacement process more complicated.

Mr. Mawyer stated that he did not recall an estimate of $31 million for the Central Water Line.

Mr. Gaffney stated that when the Southern Water Line was first proposed, he believed it was estimated to be around $2 or $3 million in 1987. He stated that it was likely that the cost had increased over the years.

Mr. Pinkston asked to see the chart with the various data for the Central Water Line.

Mr. Gaffney stated that ten years ago, it was certainly less. He stated that although it may have still been the beginning of the Central Water Line discussion, prices at that time were lower due to the overall economic conditions.

8. CONSENT AGENDA

a. Staff Report on Finance

b. Staff Report on Operations

c. Staff Report on CIP Projects

d. Staff Report on Administration and Communications

e. Staff Report on Wholesale Metering

f. Staff Report on Drought Monitoring

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g. Approval of Engineering Services – Glenmore WRRF Upgrades Project – Short Elliot Hendrickson Inc.

Mr. Sanders moved the Board to approve the Consent Agenda as presented. Mr. Pinkston seconded the motion, which carried unanimously (7-0).

9. CLOSED MEETING

Mr. Pinkston moved that the Rivanna Water and Sewer Authority enter into a closed session to discuss or consider the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Rivanna Water and Sewer Authority, as permitted by subsection (3) of section 2.2-3711(A) of the Code of Virginia, and to discuss the award of a public contract involving the expenditure of public funds, including discussion of the terms or scope of such contract, where discussion in an open session could also adversely affect the bargaining position or negotiating strategy of the Rivanna Water and Sewer Authority, as permitted by subsection (29) of section 2.2-3711(A) of the Code of Virginia.

Ms. Mallek seconded the motion, which carried unanimously (7-0).

10. CERTIFY CLOSED MEETING

Mr. Pinkston moved that the Rivanna Water and Sewer Authority certify by recorded vote that the closed session was to discuss or consider the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Rivanna Water and Sewer Authority, as permitted by subsection (3) of section 2.2-3711(A) of the Code of Virginia, and to discuss the award of a public contract involving the expenditure of public funds, including discussion of the terms or scope of such contract, where discussion in an open session could also adversely affect the bargaining position or negotiating strategy of the Rivanna Water and Sewer Authority, as permitted by subsection (29) of section 2.2-3711(A) of the Code of Virginia.

Ms. Mallek seconded the motion, which carried unanimously (7-0).

11. OTHER BUSINESS

a. Presentation: Introduction of the FY 26 – 30 Capital Improvement Program
Jennifer Whitaker, P.E., Director of Engineering and Maintenance

Jennifer Whitaker, P.E., Director of Engineering and Maintenance, stated that she would like to spend a few minutes reviewing the Capital Improvement Plan development which started in August. She stated that typically, this process spanned from July to May, with a month-long break before starting again. She stated that the capital program presented today covered five years from Fiscal Year 26 through 30.

Ms. Whitaker stated that the Authority had five goals in its strategic plan. She stated that the

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Authority was established in 1972 to focus on capital asset planning and guidance. She stated that therefore, planning and infrastructure were fundamental for the Authority. She stated that this capital improvement plan aimed to address the five key priorities they had identified.

She stated that first, they were working to complete the community water supply plan, which had been a topic of discussion for several years. Ms. Whitaker stated that second, they were ensuring that they could provide water service to the entire service area, both currently and in the future. She stated that notable projects included the Central Water Line, the Airport Road Water Storage Tank, and the North Rivanna River Crossing. She stated that these projects focused on the Authority's ability to provide water throughout the community and to specific areas for future growth. Ms. Whitaker stated the third priority was maintaining water treatment to meet or exceed all regulatory requirements. She stated that the Authority had a proven track record of meeting current and future regulatory needs. She stated that fourth, they were addressing wastewater treatment to ensure they met or exceeded environmental regulatory requirements, including potential issues like per- and polyfluoroalkyl substances (PFAS), microplastics, and biosolids disposal requirements. She stated that fifth and finally, they were prioritizing environmental stewardship and fiscal responsibility.

Ms. Whitaker stated that the proposed capital plan included 71 projects totaling $551 million. She stated that out of the 71 projects, 63 were construction-related, four were studies, and four were operational, focusing on IT asset management and business operations. Ms. Whitaker stated that of the $551 million, $313.5 million, or 57% was allocated to urban water projects, aligning with their original goals and objectives for this capital plan which focused on developing a community water supply plan. She stated that the total budget of $551 million was comprised of $378 million allocated to the Service Authority, as allocated via service and cost share agreements, and $173 million for the City, representing 31% of the total. She stated that from a funding perspective, they had $21 million already paid, $93 million in existing debt proceeds, $41 million in grants and insurance reimbursements, and $383 million in new debt.

Ms. Whitaker stated that as a capital asset organization, RWSA was designed to carry debt for the entire community, allowing them to build, bond, maintain, and operate large water and wastewater assets, thereby relieving individual retail customer organizations of the burden of bond debt service. She stated that this unique structure enabled RWSA to maintain a wide range of assets, including dams, water supply reservoirs, finished water tanks, treatment plants, and three categories of pump stations. Ms. Whitaker stated that they had 68 miles of water pipeline, typically larger diameter. She stated that they also had 44 miles of wastewater pipeline, again typically the larger diameter pipelines. She stated that in addition, they operated the stormwater impoundment at Lickinghole. She stated these assets were what they aimed to renew, repair, and rehabilitate in the Capital Improvement Program. She stated that their program was designed to ensure the long-term maintenance of these assets for the entire community.

Ms. Whitaker stated that these assets were tracked in their Asset Management System and were improved, rehabilitated, or replaced via their Capital Improvement Program. She presented a graphic identifying the underlying need and justification for each capital project.

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Ms. Whitaker stated that they were working on capacity projects on both the water and sewer systems to ensure they could serve all areas of the community. She stated that operations, maintenance, safety, and sustainability, were in a broad category. She further stated that at its core, their program was about asset renewal, which included tasks such as tank painting, manhole inspection, and reducing inflow and infiltration to keep existing assets in good condition.

Ms. Whitaker stated that they also had several regulatory compliance driven projects, which they would discuss in more detail later. She stated that as operated in a heavily regulated environment, they often had projects that were years in the making or required short notice to meet regulatory requirements.

Ms. Whitaker stated that finally, they had been discussing the issue of reliability and redundancy for a number of years, which had become increasingly urgent due to climate change and adverse weather conditions. She stated that they strive to ensure that RWSA facilities could continue to operate even under adverse conditions.

Ms. Whitaker stated that they had six water treatment plants. She stated that the three that served the urban service area included Observatory, South Rivanna, and North Rivanna. She stated that the other three plants served smaller portions of their community, including Scottsville, Red Hill, and Crozet. She stated that on the wastewater side, they had a slightly different approach. Ms. Whitaker stated that they had one large wastewater treatment plant, located at Moores Creek, which served the urban community as well as Crozet. She stated that they also had three smaller plants, one serving Glenmore, one serving Scottsville, and a small plant serving Stone Robinson Elementary School, which they contracted operations for the Service Authority and maintained on behalf of the Albemarle County school system.

Ms. Whitaker stated that they had five water supply reservoirs. She stated that they operated 10 dams, with five water supply reservoirs. She stated that the three largest reservoirs, South Fork, Sugar Hollow, and Ragged Mountain, served the urban system. She stated that they had two reservoirs, one in Crozet and one in Scottsville, that served the outlying communities within their service area.

Ms. Whitaker stated that the largest portion of their Capital Improvement Plan was dedicated to water supply projects. She stated that they had completed the Ragged Mountain Dam construction and were upgrading the Observatory and South Rivanna water treatment plants. She stated that they were currently constructing the Ragged to Observatory water line and pump station.

Ms. Whitaker stated today they were discussing the Central Water Line, both Phase 1 and Phase 2, which was the line that crossed through the City. She stated that they hoped to award this project in May, with a 52%/48% cost split between the Service Authority and the City, and an estimated cost range of $77 to $79 million.

Ms. Whitaker stated that the next project was to raise the Ragged Mountain reservoir water

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level. She stated the dam was originally constructed to reach 12 feet higher than the normal pool level, so this project would raise the water level 12 feet and perform all the associated ancillary work. She stated that they were hoping to award this project in June of this year, with an estimated cost of $5.5 to $6 million, split 80%/20% between the Service Authority and the City.

Ms. Whitaker stated that the third project listed here was the South Rivanna to the Ragged Mountain Raw Water Pipeline, Pump Station, and Intake Facility. She stated that this project's estimated cost was $117 million, also split 80%/20% between the Service Authority and the City. Ms. Whitaker stated that finally, they had water quality treatment projects in both Ragged Mountain and South Fork Rivanna Reservoirs. She stated that these included aeration in South Rivanna and a hypolimnetic oxygenation (HLOS) system in Ragged Mountain, which involved introducing oxygen at lower elevations within the reservoir. She stated that these projects helped improve water quality and reduce algae growth.

Ms. Whitaker stated that they were considering awarding this project potentially in early 2028, with an estimated cost of $9 million, split 52%/48% between the Service Authority and the City. She stated that overall, the current estimate for these water supply and quality projects totaled $211 million, with the Service Authority's portion being $144 million and the City's portion being $67 million.

Mr. Pinkston asked if the water quality project was relatively recent.
Ms. Whitaker replied no; it had been in the CIP for a long time, but it had not been highlighted here.

She stated that given that a significant portion of the CIP was comprised of Community Water Supply Plan projects, they thought it would be useful to briefly review the timeline of how they arrived at this point. She stated that if the Board recalled, in 2001 and 2002, the area experienced an 18-month drought of record, which prompted them to begin working on the Community Water Supply Plan in 2003 to ensure the community had a reliable water supply. Ms. Whitaker stated that they worked on this project from 2003 to 2008. She stated that although they had initially received permit approval from VDEQ, ongoing community debate delayed full adoption until 2012, when they finally reached a community agreement and a major permit modification. She stated that by 2012, they were able to begin work on the construction of the Ragged Mountain Dam, which was completed in 2014.

Ms. Whitaker stated that in 2018, the Board approved moving forward with the South Rivanna to Ragged Mountain Pipeline project, with a scheduled completion date of 2027 to 2035. She stated that in 2023, staff worked on the VWP permit renewal, which had expired in 2023 due to the Department of Environmental Quality's (DEQ) delayed review process. Ms. Whitaker stated that they received a draft permit at the end of last week, which they would review and move forward. She stated that they were nearing completion of the South Rivanna and Observatory Treatment Plant improvements. She stated that in 2024, the Board adopted a new completion date for the South Fork to Ragged Pipeline project, moving it up five years from the original 2027 to 2035 timeline to a 2025 to 2030 completion window.

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Ms. Whitaker stated that they were currently under construction on the Ragged Mountain to Observatory Pipeline and Pump Station, with a planned completion date of 2029. She stated that as currently planned, the entire water supply plan was expected to be completed by 2030. She noted that they had a 28- to 30-year time window from the drought to the completion of the Community Water Supply Plan projects.

Ms. Whitaker stated that it was essential to consider the charge increases associated with this CIP. Specifically, Fiscal Year 2026 took the City to a 12.9% charge increase and the Service Authority to a 20.6% charge increase. She stated that the subsequent years' increases were also outlined in this table. She stated that listed were all the assumptions that went into the rate model, which Mr. Wood could elaborate on if needed. She stated that this table provided a detailed explanation of the funding mechanisms and operating assumptions.

Ms. Whitaker stated that last year, the Board had adopted 64 projects for $371 million. She stated that the mid-year added authorizations were an additional $41 million, bringing the total adopted CIP budget to $412 million, compared to the $551 million budget presented today. She stated that to understand how they arrived at this number, they would begin by reviewing projects completed last year. She stated that they had finished $15 million worth of projects, which were fully capitalized. She stated that they rolled in approximately $30 million of project funding in Fiscal Year 30. She stated that this year, they brought forward one year's worth of funding and added five new projects and four new studies, as well as accounting for market inflation and additions, which totaled around $110 million. She stated that this breakdown illustrated how they reached the current CIP budget.

Mr. Pinkston asked if the $111 million for market inflation additions was based on actual bids that were submitted, or if they were based on comparable estimates.

Ms. Whitaker indicated that several projects were increased based on actual bids on comparable projects. The remaining cost increases were predominantly inflation driven, with relatively small scope changes within the projects.

Mr. Pinkston asked if the data were based on comparable information from another project rather than the actual bids received for those specific projects.

Ms. Whitaker stated that yes, because if the projects had not been bid yet, then they could only rely on projections and comparable projects. She stated that this was similar to the Rivanna to Ragged Mountain pipe project. She stated that as Mr. Mawyer had mentioned, they had added $40 million to the overall budget. She stated that out of the $111 million, $40 million was specifically allocated for the South Rivanna to Ragged Mountain Pipeline. She stated that an additional $20 million was designated for the Central Water Line. When adding these numbers, Ms. Whitaker stated that it did not take long to reach the total of $111 million.

Mr. Pinkston stated that he was wondering if they could get lucky and not get up to the $111 million.

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Ms. Whitaker stated that they frequently discussed this topic. She stated that unfortunately, what they were seeing in the construction market was that Charlottesville was becoming increasingly specialized, and as a result, they paid a premium for construction services in this area.

Mr. Mawyer stated that if they were lucky, the impact would be reflected in next year's budget; they would not need to borrow as much because they would not have spent as much this year.

Ms. Whitaker stated that if bids came in lower, they would reduce those projects line items within the capital plan. She stated that, in fact, at least two projects in the CIP of the 71 had reductions in cost. She stated that the South Rivanna River Crossing project saw a reduction of approximately $1.25 million due to lower-than-expected bids. She stated that this was possible, although rare in the current bidding environment.

Ms. Whitaker stated that when discussing capital projects, one of the obvious targets for cost reduction is the elimination of new items. She stated that it was essential to explain why they needed the new projects and why they were requesting new funding when they already had a substantial budget. She stated that they currently had nine new projects, down from the original 11. Ms. Whitaker stated that the four studies listed were mandated by agreement between the Albemarle County Service Authority, the City, and Rivanna. She stated that these studies were required at certain fiscal years to project future needs and ensure RWSA was planning projects to meet the community's needs.

Ms. Whitaker stated that two of the projects were permit compliance projects. She stated that the first was a disinfection upgrade at the Crozet Water Treatment Plant. She stated that as they were completing the granular activated carbon (GAC) design work, the designers reviewed chlorine contact time, a disinfection criterion used by the Health Department. Ms. Whitaker stated that they were compliant, but they found themselves very close to the limit, which made it challenging to operate the plant at higher flow rates or perform maintenance. She stated that by improving the ability to meet the disinfection requirement, they could ensure the plant's ability to perform under all circumstances. She stated the other permit-driven compliance project was the Scottsville WRRF modifications. She stated that they recently received a new permit from the Department of Environmental Quality, which included some new conditions. Ms. Whitaker stated that to meet those conditions reliably, they needed to make some upgrades at the plant. She stated that additionally, there were three other projects, two of which aimed at improving their infrastructure reliability. She stated that one of these was the South Rivanna Water Treatment Plant's flocculation basin improvements. Ms. Whitaker stated that the flocculator replacements were anticipated to be part of a future upgrade at the South Rivanna Water Treatment Plant, scheduled to begin design in 2030. She stated that the flocculators need a more immediate upgrade, and as such, they were moving forward as an independent project. Ms. Whitaker stated that they were also working on a steel repair project at Stone Robinson Elementary School wastewater plant. She stated that they were collaborating with the school system to address these repairs. She stated that the final new project on the list was the Airport Road Tank No. 1, which was aimed at providing ongoing service to the northern part of Albemarle County, a need

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identified in the finished Water Master Plan several years ago. Recent review of information for the Northern Area Master Plan determined it was time to move forward with this project.

Mr. Gaffney asked if the tank also supplied pressure to the urban water system.

Ms. Whitaker confirmed that was correct; that was why the 90% Service Authority cost allocations were in place. She stated that it served to maintain the hydraulic grade line and pressure within the system, which allows them to take the South Rivanna Plant offline for maintenance. This is currently a challenge due to the need to keep both the South Rivanna and Observatory Plants online. She stated that by placing the tank at the northern end of the system, they can maintain pressure in the northern end of the system.

Ms. Whitaker presented a 15-year planning horizon table, highlighting the anticipated costs for future projects and potential regulations over five-year increments.

Mr. Lunsford asked if the $120 million they had listed for the FY 31 to 35 was accurate for that time period, or if there were additional projects that needed to be included.

Ms. Whitaker stated that it was accurate based on current information. She stated that the previous slide presented nine new projects for the current fiscal year. She stated that each year, new projects can be identified through master planning, regulatory changes, or identified safety and maintenance concerns. We continue to make every attempt to identify projects as far ahead of their needs as possible. Ms. Whitaker stated they needed to consider new regulatory items that had not been anticipated before. She stated that it was possible that during a period of lower capital expenditures, there could be additional projects added to the plan. She stated that it was essential to include some cushion in the process to account for unforeseen circumstances.

Mr. Mawyer stated that PFAS and micronutrients were key regulatory uncertainties they faced. He stated that they were able to treat drinking water for PFAS, but now EPA was exploring the possibility of removing PFAS from wastewater. He stated that this concern could be costly in the future.

Ms. Whitaker stated that they had significant wastewater dollars in the CIP, which was why the numbers from FY 36 to 40 were rising rapidly. She stated that this was due to anticipation of a major overhaul of the wastewater plant at that time.

Ms. Whitaker stated that they had already discussed the Community Water Supply Plan multiple times, so she would proceed to the next slide. She stated that the Red Hill Water Treatment Plan upgrade had already been awarded by the Board and was currently under construction. She stated that it was originally a well house that was converted into a water treatment plant, requiring additional space to function fully. She stated that this project was 100% funded by the Service Authority and had a budget of approximately $2 million.

She stated that the Crozet Pump Station rehabilitation project involved repair, replacement, and improvements to a series of pump stations that brought wastewater from Crozet into the

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urban system. Ms. Whitaker stated that these pump stations were built to replace an earlier process that resulted in discharging wastewater from the treatment plant in Crozet which flowed into the South Rivanna Reservoir. She stated that the practice was discontinued as part of a eutrophication project to prevent contamination of the drinking water supply. She stated that these pump stations were nearing the end of their useful life, so they were rehabilitating them as part of this project. She stated that this project had already been awarded and construction would begin shortly, with a total budget of $12.35 million.

Ms. Whitaker stated that next was the Upper Schenks Branch Sewer Pipe Replacement Project, which was replacing a 21-inch clay and concrete sewer pipe along McIntire Road and John Warner Parkway. She stated that they were currently in Phase 4 or 5, and the final section that needed to be completed was the Upper Schenks Branch Phase 2 project. She stated that this project spanned from the recycling center along McIntire Road to Preston Avenue. She stated that the project was entirely funded by the City Utilities budget, with a total cost of the RWSA section of $6.4 million.

Ms. Mallek stated that it had been mentioned multiple times in previous reports as being under negotiation. She stated that from the County's perspective, negotiations had been completed. She stated that the Board had met numerous times prior to Mr. Richardson's arrival to address this issue. She stated that therefore, there needed to be a significant amount of information shared about what was currently in flux regarding this matter.

Ms. Whitaker stated that Ms. Wall, Deputy County Executive, was coordinating with staff on this project. She stated that she believed they were close to resolving that matter and answering any outstanding questions. She stated that she would briefly address the next three projects, as they had freestanding Board reports in the Board packet today. She stated that the Moores Creek Structural and Concrete Rehab project, which involved rehabilitating significant amounts of steel and concrete throughout the plant. She stated that the pictures demonstrated the age and condition of the structures, requiring rehabilitation work.

Ms. Whitaker stated that she would like to next provide some details on the Moores Creek Building Upfits and Gravity Thickener Improvements project. She stated that the gravity thickeners were a crucial step in consolidating sludge before sending it to the digester, where biological sludge was heated for higher degradation efficiency. She stated that the current chemical feed system was temporary and located outdoors, which was less than ideal due to weather conditions.

Ms. Whitaker stated that they were replacing this set-up with a new chemical addition facility as part of this project. She stated that every other picture on the right side of the slide showed existing conditions, including the maintenance department's locker room, which served 16 people and lacked facilities for multiple genders. She stated that the oil and lubricant storage facility was also in need of upgrade to meet higher fire code standards due to its proximity to working spaces.

Ms. Whitaker stated that their operator work area for the facility was in the electrical room, which could be seen in the bottom right picture. She stated that unfortunately, it did not meet

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modern fire code and other standards. She stated that the middle picture showed a sanitary sewer pump station that was housed within the building, where their maintenance staff worked.

Ms. Whitaker stated that during the summer months, the pump station released hydrogen sulfide into the building, causing unpleasant odors and potentially hazardous working conditions. She stated that these facilities were substandard, and she wanted to show them the current state of their facilities, rather than just the renderings of the proposed upgrades. She stated that the left-hand picture showed 50% of the building, with a wall separating the existing space from the proposed workspace.

Ms. Whitaker stated that by enclosing the existing space, installing walls, changing the floor, and building a new workspace, they could create a more functional and safe area for their staff. She stated that they were currently moving forward with the granular activated carbon project in Crozet, which aimed to expand the treatment capacity of the plant. She stated that this project was estimated to cost around $10 million. She stated that they had received approximately $7 million in grant funding so far. She stated that if federal grant funding was withdrawn, they would need to revisit this project.

Ms. Mallek stated that this would double the output capacity from 1 to 2 million gallons per day. She stated that she would like to know if the water supply coming in meets the 1 to 2 MGD ratio.

Ms. Whitaker stated that they have the capability to produce two million gallons of water per day instantaneously, but they cannot maintain this level of production every day, all the time. She stated that this allows them to optimize their operations, enabling them to run shorter periods and perform maintenance during off cycles, which provides a great deal of flexibility. She stated that this also meant they could release more treated water into the system.

Ms. Whitaker stated that there is sufficient water supply to meet the needs of the community until sometime between 2045 and 2070. She stated they completed the Crozet Drinking Water Infrastructure Plan in 2019. Ms. Whitaker stated that they updated it in 2020 due to significant changes in demand in Crozet that year, largely attributed to the shift to remote work and COVID-19. She stated that in 2021, the County adopted the small area plan for Crozet, prompting another update. She stated that around the same time, they were discussing with DEQ the possibility of bringing the Beaver Creek Reservoir and the Crozet water system under a VWP permit.

Ms. Whitaker stated that they had not previously had a permit, and in 2023, they believed that their proposed plan would be sufficient to meet water needs through 2070. She stated that however, in 2024, as they finalized the permit, DEQ informed them that their approach had changed, and they would need to explore a water supply augmentation sometime beyond 2045.

Ms. Whitaker stated that this study will analyze the information, their permit, and allow them to determine when, between 2045 and 2070, they will need additional water, how much

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additional water they will need, and where they can find it. She stated that as required by law, they would examine all alternatives, considering whether some may be better or worse than others, and they will go through the process to identify the most suitable option for supplying the remaining water to Crozet.

Ms. Mallek stated that in Ms. Whitaker's analysis, the Crozet Master Plan initially projected a build-out of approximately 16,000 people, and they were now at around 12,000. She asked how this discrepancy fit into the overall picture. She stated that she believed many people were shocked by the cost of pipelines, and she was concerned about the cost of bringing water from either of the rivers, which often had limited supply, especially during dry periods. She stated that given the hundreds of millions of dollars spent on pipelines, she wondered how reasonable it was to continue adding to the population without ensuring a reliable water supply to support them.

Ms. Whitaker stated that they would move forward with this planning study, which was intended to take approximately a year to complete. She stated that by doing so, they will be able to answer the questions that have been raised, including the carrying capacity of the current system and what would be required to exceed that capacity.

Ms. Mallek asked if the numbers of customers were a factor in their deliberations. She stated that this was something that was brought up to her, and she had considered it as she was doing her homework today.

Ms. Whitaker stated that the key point was that population drove demand.

Ms. Mallek stated that was not true for relative costs; $5 million for 800 people versus $5 million for 12,000 people were not the same.

Ms. Whitaker stated that what they had seen historically in the urban system was that they could accommodate more and more people without a change in demand, at least in the last few years. She stated that it was a matter of examining the specific demands, population projections, development areas, and working with those factors.

Ms. Mallek stated that she had one final question to ensure she understood the context correctly. She stated that for the overall cost allocations, she wanted to clarify whether the 12,000 users in Crozet were included in the 52%/48% because they had a separate water system, or if they were not. She stated that she assumed the cost allocations they were discussing were related to the growth area, which appeared to be the area being served here.

Mr. Mawyer stated that all cost allocations for the Crozet project were funded 100% by the ACSA.

Ms. Mallek stated that there was a separate group of individuals with a demand that was not included in the 52%/48% plan that they were discussing for the other projects.

Mr. Mawyer stated that the Service Authority and the City had common service areas, but the

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City would not be involved in water services in Crozet.

Mr. Lunsford asked when this project was scheduled to be finished.

Ms. Whitaker stated that they were estimating a one-year timeline, assuming they started in July. She stated that the actual duration may vary depending on how challenging it was to gather all the necessary data. She stated that the expectation would likely fall within the 12- to 16-month range.

Ms. Mallek stated that the National Environmental Policy Act (NEPA) process was also a component of this.

Ms. Whitaker stated that was correct. She stated that Beaver Creek Dam had been a topic of discussion for some time. She stated that the proposed replacement involved converting the primary spillway to a labyrinth spillway with a bridge spanning over it. She stated that they were replacing the existing raw water pump station with a new one, as depicted in the bottom right-hand picture, which would be located near the point indicated by the red circle on Beaver Creek.

Ms. Whitaker stated that the new pump station would be situated in a similar location in relationships to the deeper water and dam. She stated that this $62 million project currently had $21 million in anticipated federal funding. She stated that they were all awaiting news on the federal funding, and they would continue to provide updates as more information became available.

Ms. Mallek asked if they would need to perform a considerable amount of land flattening due to the existing grade.

Victoria Fort, Senior Civil Engineer, stated they would need to grade out a site for the building and, in addition, create parking areas and address surrounding utilities, facilities, and ancillary structures. She stated that to achieve this, they would install retaining walls on both sides of the flat area. She stated that their goal was to minimize the impact on the surrounding vegetation by leaving as much of it intact as possible and incorporating it into the design of the hillside. She stated that, however, they would need to flatten out an area of approximately one acre for the building.

Ms. Mallek asked if they would be at the water's edge.

Ms. Fort stated no; the building would be near the water but must be situated outside of the flood zone for a 100-year storm event.

Ms. Whitaker stated that in 2023, they conducted a needs assessment for the Glenmore Wastewater Treatment Plant and established a project to address the rehabilitation work they had discussed. She stated that recently they had been working with the Glenmore community on noise and light pollution concerns.

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Ms. Whitaker stated that the blowers at this facility were nearing the end of their useful life and were quite loud. She stated that one could see the two blowers on the provided slide, and they had historically used sound attenuating curtains to mitigate the issue.

Ms. Whitaker stated that they had moved the UV disinfection and blower systems to a phased project, while the remaining work would be completed on the regular schedule. She stated that the total cost for this project was estimated at $8.5 million, and it was 100% funded by the ACSA.

Ms. Whitaker stated that finally, she would discuss the Scottsville Wastewater Treatment Plant and Raw Water Pump Station. She stated that the treatment plant was in need of a major overhaul. She stated that constructed in 1964, much of the interior remained in its original condition, and they were looking at a $14 million upgrade.

She stated that to summarize, their capital improvement plan was approximately $551 million, with charge increases of 12.9% for the City and 20.6% for Albemarle County Service Authority for Fiscal Year 26. She stated that their goals for this capital planning process included the five key priorities of the Authority.

b. Presentation and Vote to Consider Approval of Construction Contract Award and Capital Improvement Plan Amendment – MCAWRRF Structural and Concrete Rehabilitation Project – W.M. Schlosser Company, Inc.
Michelle Simpson, P.E., Senior Civil Engineer

Michelle Simpson, P.E., Senior Civil Engineer, stated that she would discuss the Moores Creek Structural and Concrete Rehab Project construction award and the CIP amendment. She stated that this project involved repairs throughout the Moores Creek plant, including the holding ponds, equalization (EQ) basins, primary clarifiers, digesters, and the compost shed roof, as well as additional drainage. She stated that it also included a new hoist system to remove the nutrient recycle pumps from the aeration basins.

Ms. Simpson stated that in summary, the total project cost estimate before bidding was $14 million. She stated that they received two competitive bids in December, and they were recommending the award of this project to W.M. Schlosser out of Hyattsville, Maryland, in their contract amount of $12,967,500. She stated that this award would require a $4.2 million CIP amendment, bringing the total CIP budget to $15.5 million.

Ms. Simpson stated that the construction schedule would have them start construction in May, with a projected completion time of approximately two years. She stated that the holding ponds were two large concrete basins at the back of the plant that held approximately 17 million gallons of wastewater. She stated that constructed in 1977, they played a crucial role in their wastewater management program, capturing extraneous flow during wet weather events.

Ms. Simpson stated that over time, the construction joints had begun to fail and chunks of the

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concrete basins were cracking. She stated that small shrubs had even begun to grow in the cracks. She stated that this part of the project would require the contractor to thoroughly clean out each basin, repair significant cracked joints, and make all necessary repairs to extend the basins' useful life.

Ms. Simpson stated that the EQ basins were the two large, rectangular basins located outside the administration building, which was visible in the picture on the slide. She stated that each basin held approximately 2.4 million gallons, totaling 4.8 million gallons between the two. She stated that these basins were also important for their wet weather management system.

Ms. Simpson stated that as shown in the sample pictures, they exhibited spalling concrete, which could be easily pierced with a screwdriver, and required frequent repairs to cracks. She stated that the contractor would work on one basin at a time, ensuring that the other remained operational to avoid losing all capacity. She stated that for the primary clarifiers, internal steel repairs were being performed, and the basins were currently covered.

Ms. Simpson stated that an odor control scrubber had been installed several years ago, but the underlying steel had developed corrosion. She stated that replacement work was underway, including the replacement of skimmer arms. She stated that the rest of the structural steel will be sandblasted and recoated.

Ms. Simpson stated that moving to the aeration basins, a new lifting system was being installed for the pumps. She stated that currently, small hoisting systems are used to lift and set pumps in place, but this process is time-consuming and requires a crane, which takes up the road and necessitates road closures. She stated that the new system will improve efficiency and reduce downtime.

Ms. Simpson stated that it was currently a tedious process to go through all the details, and it was time-consuming. She stated that to address this, they were proposing a long monorail hoisting system that would span the entire basin, allowing them to lift the pump and transport it on the monorail to a truck parked in the road. She stated that this system would be significantly more convenient for operations.

Ms. Simpson stated that next was their compost yard, which was previously used for their composting operation that was no longer in operation. She stated that it had been repurposed as a covered storage shed. She stated that they stored trucks and other solids under this roof. Ms. Simpson stated that the roof was in disrepair, with rust and leaks, and the gutter system was inadequate, resulting in water accumulation underneath. She stated that to address this, they planned to replace the metal roofs and sandblast and paint the metal structure underneath. She stated that additionally, they were proposing to address structural repairs at the digester complex, including installing a railing along the roof for safety. Ms. Simpson stated that they were also performing roof repairs and draining and coating the inside of the sludge storage tank.

Ms. Simpson stated that the bids for these projects were competitive, but over the engineers' estimate. She stated that after negotiating with the contractor, they were able to reduce the

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cost by nearly $900,000. She stated that the main item reduced was the cost of removing solids from the holding ponds, EQ basins, and digesters. Ms. Simpson stated that they were able to obtain a different quote from another subcontractor, which resulted in a reduction of their cleaning costs by $807,000. She stated that additionally, they were able to reduce the size of a trench drain, originally intended for the compost shed, by half, which saved $898,000. She stated that the original bid for the project was $13,866,000, but after negotiations, the new bid was reduced to $12,967,500.

Ms. Simpson stated that when they added this reduction to the current Capital Improvement Plan budget, which had been amended by $4.2 million, the new Capital Improvement Plan budget totaled $15.5 million.

Mr. Pinkston asked how long this work would take to complete.

Ms. Simpson stated that they were estimating about two years.

Mr. Pinkston asked if they would be phasing the work in order to keep operations going.

Ms. Simpson stated yes. She stated that with the current setup, it was necessary to work on one EQ basin, one holding pond, and one primary clarifier at a time. She stated that there was a process to switch between them, which involved taking one out of service, cleaning it, and then working on the other. She stated that there were also provisions that allowed for certain other equipment to be taken out of service simultaneously, without shutting down the entire plant.

Ms. Mallek asked if there was a contingency on top of what they were adding, or if the contractor was held to this. She asked what would happen if the contractor returned with higher costs for the work done during the project.

Ms. Simpson stated that a 10% contingency for change orders was included in the project budget. The contract would be awarded for $12,967,500.

Ms. Simpson stated that the $15.5M included the 10% contingency for that contract.

Mr. Mawyer said that it was a fixed-price construction contract, unless unforeseen changes or conditions were identified and approved by RWSA.

Ms. Simpson stated that the contractor would not receive any additional funding unless the changes were reviewed and approved by the engineer and the owner.

Ms. Mallek stated that the storage of the old compost yard appeared to have two roof lines that met in the middle, which seemed to provide a significant amount of surface area. She stated that it was unclear whether a gutter system was installed in that joint.

Ms. Simpson stated that yes, part of what has failed so far was where those two roof lines meet, requiring a new gutter system in between.

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Ms. Mallek asked if they had considered pushing the pitch of the roof up so the gutter ran on the outside instead.

Ms. Simpson stated that they had not considered that, but she assumed it would require a new structural replacement of the roof.

Ms. Hildebrand asked what the engineer's estimates were for the design costs for this project.

Ms. Simpson stated that she did not have that information available at the moment, but could send it to Ms. Hildebrand later.

Mr. Pinkston moved the Board to amend the FY 25 – 29 CIP for the MCAWRRF Structural and Concrete Rehabilitation project to increase the budget by $4.2 million, which would bring the total CIP budget for this project to $15.5 million, and to authorize the Executive Director to award a construction contract for IFB#421 to W.M. Schlosser Company, Inc. for a total amount of $12,967,500, and to approve any change orders to the construction contract necessary for completion of the work not to exceed 10% of the original construction contract. Ms. Mallek seconded the motion, which carried unanimously (7-0).

c. *Presentation and Vote to Consider Approval of Construction Contract Award and Capital Improvement Plan Amendment – MCAWRRF Building Upfits and Gravity Thickener Improvements Project – English Construction Company, Inc.*
Michelle Simpson, P.E., Senior Civil Engineer

Michelle Simpson, P.E., Senior Civil Engineer, stated that this project included renovations to the maintenance and operations office and personnel spaces at the Moores Creek plant to address staffing needs, as well as improvements to the gravity thickener. She stated that the initial project estimate before bidding was around $12 million.

Ms. Simpson stated that they received two competitive bids in December and were recommending an award to English Construction Company of Lynchburg in the amount of $9,631,500. She stated that this award also included a CIP amendment of $6.65 million, bringing the total CIP budget to $11.8 million. She stated that the construction schedule was expected to last approximately two years.

Ms. Simpson stated that the first part of this project involved upgrading the blower building and the sludge pumping building, both constructed in 1977, were located across the street from each other and served as the primary workspaces for operators and operations management. Ms. Simpson stated that the renovations to these buildings included new lunchrooms, office spaces, an operator workroom separate from the electrical room, a state-of-the-art laboratory that met current standards, allowing for the conduct of all necessary tests, new bathrooms, IT space, a brand new locker room, and a temporary work area would be created in the duty station, located near the Moores Creek pump station. She stated that this construction would follow a phased approach, where one building was worked on at a

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time, allowing operators to continue working out of the other building and the duty pump station simultaneously.

Ms. Simpson stated that once the first building was completed, the staff would move back to that building, and the contractor would work on the second building. She stated that the existing maintenance building and vehicle maintenance shop, also constructed in 1977, would undergo renovations. She stated that new lunchrooms, office spaces, a large workroom with computer setups, a new conference room, bathrooms, IT space, and a new gas and oil storage area would be added.

Ms. Simpson stated that Ms. Whitaker showed the picture earlier, highlighting the current storage arrangement, and the new storage area would be double the size, allowing for a more efficient and safer layout. She stated that the area currently open at the end of the vehicle maintenance shop would be enclosed, and the new office space, locker rooms, and bathrooms would be located in this area.

Ms. Simpson stated that this project also included six new actuators on the end of the aeration basins, and the gates which controlled the flow to the secondary clarifiers, thereby aiding in flow management during wet weather management. She stated that the gravity thickeners were located nearby. She stated that this project included a new chemical feed building, and they would replace the existing polymer tote.

Ms. Simpson stated that additionally, an additional hypochlorite feed would be provided in the chemical building. She stated that this project also included easier methods for remote filling, allowing trucks to park on the road, fill their chemicals at a remote fill port, and then transport them to the gravity thickeners. She stated that the project included renovations to the gravity sludge line, which would be equipped with clean-outs to facilitate maintenance in the event of clogs.

Ms. Simpson stated that the estimated cost of the project was initially around $7 million, with English's bid coming in at $9.8 million. She stated that they worked with the contractor to identify areas where they could reduce the budget, including relocating windows, removing access ladders, simplifying the chlorination system, changing the sewer material type from ductile iron pipe to polyvinyl chloride, and requiring only a small portion of the concrete slab under the vehicle maintenance shop canopy to be replaced, rather than the entire slab.

Ms. Simpson stated that these changes resulted in a reduction of $189,500, bringing the revised bid amount down to $9 million. She stated that as a result, they needed to amend the CIP budget by $6.65 million, bringing the total cost to $11.8 million.

Ms. Hildebrand stated that she noticed this amendment was approximately 129% larger than the initial estimates. She stated that she wondered if there was a specific reason for this significant increase. She stated that the amount exceeded double the original projections. She stated that she recalled that Ms. Whitaker had stated in her presentation, that they were trying to avoid scope creep. She asked about the history of this item.

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Ms. Whitaker stated that there were a couple of reasons. She stated that the sewer line versus pump station was added later in the project. She stated that initially, they had planned to build a separate pump station and incorporate the sewer line. She stated that these estimates were updated in January just before bidding, and they were significantly closer to the actual bid costs.

Ms. Whitaker stated that upon completing the project and finalizing the details, they found that the costs came in much closer to the budget. She stated that she believed during the initial conception of the project, they intended to rehabilitate this building and its frame, and some of the early cost assessments may not have fully accounted for all the necessary elements.

Ms. Hildebrand stated that she was trying to follow the mechanical process upgrades associated with the buildings that were being updated. She stated that they had a combinations of various systems, such as the actuators at the end of the aeration basin.

Ms. Whitaker stated that the electrical circuit was essentially the same as the rest of the facility. She stated that the vicinity became important because they knew they had the potential to develop the administrative building, the sealed concrete, and the upfitting of those buildings, as well as some work at the front gate. She stated that as a result, they attempted to coordinate multiple projects. She stated that initially they had 18 individual projects underway simultaneously. She stated that they later consolidated this to four, while still trying to organize them geographically.

Ms. Simpson stated that to avoid any overlap, they kept the renovations within their own vicinity.

Mr. Lunsford stated that earlier there was a slide in the CIP presentation that showed $41 million worth of amendments to the 25-29 CIP. He stated that if he was correct, they were also adding another $4.2 million and $6.6 million, which brought the total to almost 17% of the five-year CIP that had been amended.

Mr. Gaffney stated that the additions were amended in this year's current CIP, and included in the future Capital Improvement Plan, which meant that it did not increase the overall CIP amount they had previously seen. He stated that instead, it increased the five-year period they were currently in. He stated that all those additions were accounted for in the $551M.

Mr. Mawyer stated that was correct; the funding allowed them to award the contract this fiscal year, today, rather than waiting until next fiscal year in July.

Ms. Hildebrand stated that they were within the $111 M rather than the $41M.

Mr. Pinkston moved the Board to amend the FY25-29 Capital Improvement Plan for the MCAWRRF Building Upfits and Gravity Thicker Improvements project to increase the budget by $6,650,000, an amendment which would bring the total CIP budget for this project to $11,800,000, and authorize the Executive Director to award a

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construction contract for IFB#422 to W. English Construction Company, Inc. for a total amount of $9,631,000 and to approve any change orders to the construction contract necessary for completion of the work not to exceed 10% of the original construction contract award. Ms. Mallek seconded the motion, which carried unanimously (7-0).

d. Presentation and Vote to Consider Approval of Construction Contract Award and Capital Improvement Plan Amendment – Administration Building Renovation and Addition Project – Matin Horn, Inc.
Scott Schiller, P.E., Engineering Manager

Scott Schiller, P.E., Engineering Manager, stated that he would be presenting information on the Administration Building Renovation and Addition Project for the Construction Award and FY25-FY29 CIP Amendment. He stated that the building they currently occupied was constructed in the late 1970s and early 1980s, housing their administrative staff since then. He stated that the Engineering Department was located in a series of four trailers which were assembled and placed across the parking lot from the existing Administration Building between 2003 and 2010.

Mr. Schiller stated that due to the age and condition of these facilities, they concluded that renovation and expansion were necessary. He stated that to modernize their facilities, they aimed to account for staffing needs through the year 2035, update their facilities from the late 1970s and early 1980s construction, and specifically address the laboratory downstairs, which occupied the majority of the lower portion of the building. He stated that their IT spaces needed renovations because IT work was drastically different from what it was in the 1980s, and the Board meeting space, currently housed with wood paneling, also required modernization. He stated that they included space for an educational exhibit in the building addition. He discussed the revised layout of their lab downstairs, featuring a distinct water lab and wastewater lab to maintain separation and prevent cross-contamination. Mr. Schiller stated that they had also accounted for shipping and receiving space within the lab itself, which was crucial for tracking samples that were dropped off. He stated that this included storage for gas cylinders, chemicals, and workspaces for their chemists, which were previously scattered throughout the lab. He stated that their goal was to bring this into a more modern environment and optimize the use of the space they had.

Mr. Schiller stated that they were expanding the Board meeting space, which they were referring to as a multi-purpose room. He stated that the rendering showed what this room would look like as a large meeting environment, with a separate setup for Board meetings. He stated that they were also installing solar panels on both the existing and expanded building roofs.

Mr. Schiller stated that to determine the space needed for the renovation and addition, they conducted an extensive building program evaluation, meeting with individual departments to assess their current staffing levels, projected needs through 2035, and required space for storage, meeting spaces, IT closets, and other facilities. He stated that their consultant created a colored area diagram, which informed them that they would need three floors, with specific

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space allocations for each department. He stated that they also examined actual room diagrams to better understand how to utilize the space efficiently.

Mr. Schiller stated that this process allowed them to design the multi-purpose room with flexibility in mind, enabling it to be used for large meetings, classrooms, or Board meetings, and ensuring that the layout was optimized for efficient use of the space. He stated that as part of the process, they also wanted to incorporate an education exhibit within the building. He stated that this area, located on the first floor of the expansion, was designated as the educational exhibit space.

Mr. Schiller stated that upon entering the lobby, visitors would find a welcome area with information about the history of Rivanna. He stated that the space would also include exhibits on their stewardship within the community and a large area focused on water science, which was relevant to their mission as a Water and Sewer Authority.

Mr. Schiller stated that the education exhibit space would also feature a wet lab or instructional learning area with seating and would allow for more in-depth learning experiences. He stated that the educational space also included interactive exhibits, such as this example, which showcased the past, present, and future of their authority. He stated that the exhibit designer was working on the final designs, which were still in the draft stage.

Mr. Schiller stated that the bid package they were presenting today included construction of the exhibit space and the utility rough-in work. He stated that a separate bid package would include the exhibit designs, media, and finishes, which were separate from the general contractor's requirements to build the facility. He stated that they had advertised the project and received three bids on February 13, with bids ranging from $22 to $26 million.

Mr. Schiller stated that they received a final estimate from their engineer in November 2024, which was approximately $22.3 million. He stated that the apparent low bid received on that day was from Martin Horn at $22.1 million. He stated that this low bid was lower than the engineer's estimate, which was a welcome development. He stated that construction was anticipated to take place from June 2025 through December 2027. He stated that the CIP budget was $20 million. Mr. Schiller stated that their analysis revealed that as they gathered estimates in November and even in the summer, the construction market and inflation were pushing them closer to the engineer's estimate of $22.3 million. He stated that as a result, they proactively included this amount in the 2025 to 2029 CIP budget. He stated that this $27.6 million was now part of the proposed budget amendment for the 2025 to 2029 CIP, but was already accounted for in the 2026 to 2030 CIP. He stated that therefore, the proposed budget amendment was $7.6 million.

Mr. Mawyer asked if the educational exhibit costs were included in the $7.6M amendment.

Mr. Schiller stated that was correct.

Ms. Mallek stated that before hiring someone to design an exhibit from scratch, she was guessing that there were many other places where similar designs were already in use. She

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stated that in this case, plagiarism could be beneficial, as it would save them the cost of creating something that someone else had already paid for. She stated that she would encourage them to visit the Museum of Natural History, which had a wide range of exhibits, including some that might be of interest to them.

Mr. Mawyer stated that they had an exhibit designer, but would need to hire the actual exhibit implementer.

Mr. Gaffney stated that he trusted that they would effectively demonstrate in this educational exhibit how Rivanna fit into the community and ACSA and Charlottesville.

Mr. Schiller stated absolutely. He stated that the idea was to present more information about RWSA to welcome people into the space and tell the story of the organization.

Ms. Hildebrand asked if they had explored any cost savings opportunities with the contractor, similar to those they had implemented in previous projects.

Mr. Schiller stated that with this particular project, they did not explore cost savings because the bid was below the engineer's estimate. He stated that this decision was made internally. He stated that with projects of this nature, the majority of the costs are typically associated with the building envelope and the square footage. Mr. Schiller stated that to find cost reductions, there would need to be some compromise on the square footage. He stated that the intent of the program evaluation was to really refine their understanding of the space they felt was necessary. He stated that given that the project came in below the engineer's estimate, this decision was made.

Mr. Mawyer asked if they had completed a value engineering assessment.

Mr. Schiller confirmed that they had. He stated they conducted a value engineering workshop in November of 2023, and as a result, he identified approximately $380,000 worth of cost savings. He stated that the evaluation revealed both cost additions and savings, and with all options included, the net result would have been a cost savings of around $95,000. He stated that they went through the options and fine-tuned their choices. He noted that these values were estimates, and actual bid values may have been different. He stated that at the time, based on the specific options they selected, they estimated the total cost savings to be around $385,000.

Mr. Lunsford stated that Mr. Schiller had mentioned that they accounted for future staff through 2035. He asked if that was far enough out, being five years after the end of the project’s schedule.

Mr. Schiller stated that the challenge lay in finding a balance between right-sizing the project to make it financially feasible, while also utilizing available information on the Authority's future plans and strategic priorities. He stated that although they aimed to plan for the year 2050, the further out they looked, the more uncertain the details became. He stated that what they had discovered, however, was that they could further subdivide the existing office space,

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allowing them to accommodate a few more people. He stated that while they could not pinpoint an exact date for completion during the program process, they did have an opportunity to make progress in the near term.

Mr. Mawyer stated that the succession plan for the organization went out to 2035, so he used the same data for staffing needs in the building.

Mr. Pinkston asked if there would be a future presentation about the educational exhibit.

Mr. Schiller stated yes; that would be another bid that would be submitted for an award recommendation. He stated that it was within the $27.6 million Capital Improvement Plan.

Mr. Pinkston moved the Board to amend the FY25 – 30 CIP for the Administration Building Innovation and Addition Project to increase the budget by $7.6 million, bringing the total budget to $27.6 million, and to authorize the Executive Director to award a construction contract to Martin Horn, Inc. for a total amount of $22,094,000, and approve any change orders to the construction contract necessary to the work not to exceed 10% of the original contract amount. Ms. Mallek seconded the motion, which carried unanimously (7-0).

12. OTHER ITEMS FROM BOARD/STAFF NOT ON THE AGENDA

Ms. Mallek commented that she appreciated the paragraph in the staff report about their work on conservation.

Mr. Mawyer stated that Ms. Nemeth had worked hard on that. He stated that they had linked the ACSA and City Utilities webpages from the Rivanna website.

Mr. Mawyer stated that as they look at the drought map now it shows our area to be in normal condition, but he acknowledged it was ever changing.

Ms. Mallek stated that the chart she regularly referred to reported they were 35% down.

13. ADJOURNMENT

At 4:32 p.m., Mr. Sanders moved the Board to adjourn the meeting of the Rivanna Water and Sewer Authority. Mr. Pinkston seconded the motion, which carried unanimously (7-0).

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RIVANNA WATER & SEWER AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
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www.rivanna.org

MEMORANDUM

TO: **RIVANNA WATER & SEWER AUTHORITY BOARD OF DIRECTORS**

FROM: **BILL MAWYER, EXECUTIVE DIRECTOR**

SUBJECT: **EXECUTIVE DIRECTOR'S REPORT**

DATE: **MARCH 25, 2025**

STRATEGIC PLAN PRIORITY: EMPLOYEE DEVELOPMENT

Promotions and New Credentials for Team Members

After a competitive recruitment process, **Cary Wingo** was selected as our new Water Department Assistant Manager. Cary has been with Rivanna since 2021 and has worked as an Operator, Relief Operator, and Supervisor. She has a Class I Water Operator's license and a Bachelor of Science degree in Civil Engineering from UVA.

The professional qualifications of our staff continue to improve and enhance our services. We congratulate the following employee for successfully completing the requirements for a license from the State:

- **Tyler Powell** – Water Operator, Class 2 - started with RWSA in April 2024 as Water Operator Trainee.

STRATEGIC PLAN PRIORITY: ENVIRONMENTAL STEWARDSHIP

Virginia Department of Health Water Department Awards

VDH's Office of Drinking Water Optimization Program (VOP) encourages waterworks to provide water with a quality that exceeds minimum regulatory standards and to operate water systems in an exemplary manner. VOP establishes voluntary optimization goals and measures performance of participating water treatment plants annually. In 2024, South Rivanna Water Treatment Plant (WTP) and Observatory WTP earned Silver Awards for excellence in filtration and backwashing. Crozet, Scottsville, and North Rivanna WTPs earned Gold Awards for excellence in filtration, backwashing, and clarification.

STRATEGIC PLAN PRIORITY: COMMUNICATION AND COLLABORATION

Glenmore Wastewater Treatment Tour

Daniel Campbell, Director of Operations and Brian Haney, Wastewater Department Manager, provided a tour of the wastewater treatment plant for the new Chair and members of the Glenmore Association Water Resources Subcommittee. Daniel and Brian informed the group about our upcoming renovation of the plant.

Fix -A-Leak Event

March 17 – 23 is "Fix-A-Leak" Week and RWSA is partnering with ACSA and the City for a Fix-A-Leak campaign focusing on water conservation. Community members are invited to complete the Fix-A-Leak Home Scavenger Hunt form to find and fix leaks at home. Completed worksheets may be submitted until April 14th to be entered in the drawing for prizes. For event information and an entry form, please visit: https://www.charlottesville.gov/498/Fix-a-Leak

STRATEGIC PLAN PRIORITY: PLANNING AND INFRASTRUCTURE

Congressionally Directed Spending (CDS)

None of the FY 25 CDS funding requests were included in the recent Continuing Resolution of the Federal Budget. This eliminated our approved grant of $880,000 for the Powdered Activated Carbon CIP project at South Rivanna WTP. We are in the process of applying for CDS funding in FY 26.

RIVANNA WATER & SEWER AUTHORITY
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MEMORANDUM

TO: RIVANNA WATER & SEWER AUTHORITY BOARD OF DIRECTORS

FROM: LONNIE WOOD, DIRECTOR OF FINANCE AND INFORMATION TECHNOLOGY

REVIEWED: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: JANUARY MONTHLY FINANCIAL SUMMARY – FY 2025

DATE: MARCH 25, 2025

Financial Snapshot

The Authority's operating revenues for the first seven months of this fiscal year are $657,700 more than the prorated annual budget estimates, and operating expenses are $1,131,700 over the prorated budget, resulting in an operating deficit of $474,000. Urban Water flows and operating rate revenue through January are 3.8% over budget estimates. Urban Wastewater flows and operating rate revenue are 4% over budget.

Operating and debt service revenues total $699,800 more than budget estimates and total expenses are $1,141,800 over budget, resulting in an overall deficit of $441,500 through January. Revenues and expenses are summarized in the table below:

	Urban Water	Urban Wastewater	Total Other Rate Centers	Total Authority
Operations				
Revenues	$ 7,054,015	$ 7,184,944	$ 1,846,995	$ 16,085,954
Expenses	(7,818,278)	(6,770,982)	(1,970,733)	(16,559,993)
Surplus (deficit)	$ (764,263)	$ 413,962	$ (123,738)	$ (474,039)
Debt Service				
Revenues	$ 7,896,177	$ 6,578,249	$ 1,751,180	$ 16,225,606
Expenses	(7,899,258)	(6,541,091)	(1,752,739)	(16,193,088)
Surplus (deficit)	$ (3,081)	$ 37,158	$ (1,559)	$ 32,518
Total				
Revenues	$ 14,950,192	$ 13,763,193	$ 3,598,175	$ 32,311,560
Expenses	(15,717,536)	(13,312,073)	(3,723,472)	(32,753,081)
Surplus (deficit)	$ (767,344)	$ 451,120	$ (125,297)	$ (441,521)

A more detailed financial analysis is in the following monthly report and reviews more closely actual financial performance compared to budgeted estimates. There are comments listed that will reference the applicable line items in the financial statement for each rate center and each support

department in the following pages. Please refer to the Budget vs Actual financial statements when reviewing these comments.

Detailed Financials

The following comments help explain most of the other budget vs. actual variances.

A. Annual and Quarterly Transactions - Some revenues and expenses exceed the prorated annual budget due to up-front annual receipts of revenue and quarterly or annual payments of expenses. These transactions appear to significantly impact the budget vs. actual monthly comparisons, but they usually even out as the year progresses. Septage receiving support revenue of $109,440 is billed to the County annually in July. Annual payments are made at the beginning of the fiscal year for certain maintenance agreements and for employer contributions to employees' health savings accounts. The annual $175,000 payment to UVA for the Observatory lease is made in August. Insurance premiums are paid at the beginning of each quarter.
B. Personnel Costs (most departments – pages 2-12) – Urban Water and Urban Wastewater salaries are higher than budgeted due to various changes in operations. Urban Wastewater salaries are also higher due to "leave" payout upon wastewater manager's retirement. The prorated budget amounts through January are calculated as 7/12 (or 58.3%) of the annual budget on these financial statements. However, actual payroll is paid biweekly, and there have been 16 out of 26 total pay periods through January (or 61.5%). This affects the comparison of budget vs. actual payroll costs.
C. Professional Services (Urban Water, Crozet Water, Scottsville Wastewater – pages 2, 3, 7) – Urban Water has incurred $27,000 in unbudgeted legal fees and $87,000 in unbudgeted engineering and technical services for sedimentation issues at Glenmore, UVA water quality and the Sugar Hollow raw water line break. Scottsville Wastewater has exceeded the annual budget for engineering and technical services by $27,000 for a needs assessment. Crozet Water is over the prorated budget for professional services by $17,600 for tank inspections and dam engineering services.
D. Other Services & Charges (Urban Water– page 2) – Urban Water is currently $21,000 over the prorated budget in this category for watershed management costs.
E. Operations & Maintenance (Urban Water, Crozet Water, Glenmore Wastewater – pages 2, 3, 6) – Crozet Water is $57,600 over the prorated budget in this category due two GAC exchanges. Urban Water is currently $719,000 over the prorated budget due to GAC exchanges and pipeline and appurtenances costs. Glenmore Wastewater is $35,000 over budget for equipment repair and replacement costs.
F. Communication - Data & Voice (Urban Water, Scottsville Water, Glenmore Wastewater – page 2) – Telephone and data services were inadvertently underbudgeted.

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025
Fiscal Year 2025

Consolidated Revenues and Expenses Summary

Operating Budget vs. Actual

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues						
Operations Rate Revenue		$ 25,533,965	$ 14,894,813	$ 15,407,973	$ 513,160	3.45%
Lease Revenue		120,000	70,000	83,838	13,838	19.77%
Admin., Finance/IT, Maint. & Engineering Revenue		905,200	528,033	550,602	22,569	4.27%
Other Revenues		667,768	389,531	442,853	53,322	13.69%
Use of Reserves (Water Resources Fund)		-	-	-	-	
Interest Allocation		165,400	96,483	151,291	54,808	56.81%
Total Operating Revenues		**$ 27,392,333**	**$ 15,978,861**	**$ 16,636,557**	**$ 657,697**	**4.12%**
Expenses						
Personnel Cost	**A, B**	$ 12,816,065	$ 7,476,038	$ 7,870,852	$ (394,814)	-5.28%
Professional Services	**C**	492,650	287,379	510,056	(222,677)	-77.49%
Other Services & Charges	**D**	4,371,588	2,550,093	2,562,222	(12,129)	-0.48%
Communication	**F**	244,950	142,888	184,348	(41,460)	-29.02%
Information Technology		1,470,050	857,529	683,491	174,038	20.30%
Supplies		51,200	29,867	30,418	(551)	-1.84%
Operations & Maintenance	**A, E**	6,698,884	3,907,682	4,559,335	(651,652)	-16.68%
Equipment Purchases		316,950	184,888	167,376	17,512	9.47%
Depreciation		930,000	542,500	542,500	-	0.00%
Total Operating Expenses		**$ 27,392,337**	**$ 15,978,863**	**$ 17,110,595**	**$ (1,131,732)**	**-7.08%**
Operating Surplus/(Deficit)		**$ (4)**	**$ (2)**	**$ (474,038)**		

Debt Service Budget vs. Actual

Revenues					
Debt Service Rate Revenue	$ 25,612,554	$ 14,940,657	$ 14,940,660	$ 3	0.00%
Septage Receiving Support - County	109,440	63,840	109,440	45,600	71.43%
Buck Mountain Lease Revenue	10,000	5,833	10,302	4,468	76.60%
Trust Fund Interest	430,300	251,008	232,971	(18,037)	-7.19%
Reserve Fund Interest	1,580,800	922,133	932,232	10,099	1.10%
Total Debt Service Revenues	**$ 27,743,094**	**$ 16,183,472**	**$ 16,225,605**	**$ 42,133**	**0.26%**
Debt Service Costs					
Total Principal & Interest	$ 16,164,506	$ 9,429,295	$ 11,169,821	$ (1,740,526)	-18.46%
Reserve Additions-Interest	1,580,800	922,133	932,232	(10,099)	-1.10%
Debt Service Ratio Charge	725,000	422,917	422,917	-	0.00%
Reserve Additions-CIP Growth	9,271,960	5,408,643	3,668,117	1,740,526	32.18%
Total Debt Service Costs	**$ 27,742,266**	**$ 16,182,989**	**$ 16,193,088**	**$ (10,099)**	**-0.06%**
Debt Service Surplus/(Deficit)	**$ 828**	**$ 483**	**$ 32,517**		

Summary

Total Revenues	$ 55,135,427	$ 32,162,332	$ 32,862,162	$ 699,830	2.18%
Total Expenses	55,134,603	32,161,852	33,303,683	(1,141,831)	-3.55%
Surplus/(Deficit)	**$ 824**	**$ 481**	**$ (441,521)**		

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Urban Water Rate Center
Revenues and Expenses Summary

Operating Budget vs. Actual

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues						
Operations Rate Revenue		$ 11,425,341	$ 6,664,782	$ 6,921,764	$ 256,981	3.86%
Lease Revenue		90,000	52,500	64,158	11,658	22.21%
Miscellaneous		-	-	2,735	2,735	
Use of Reserves (Water Resources Fund)		-	-		-	
Interest Allocation		71,500	41,708	65,358	23,649	56.70%
Total Operating Revenues		**$ 11,586,841**	**$ 6,758,991**	**$ 7,054,015**	**$ 295,024**	**4.36%**
Expenses						
Personnel Cost	**B**	$ 2,570,828	$ 1,499,650	$ 1,670,185	$ (170,535)	-11.37%
Professional Services	**C**	177,000	103,250	294,433	(191,183)	-185.17%
Other Services & Charges	**D**	1,076,746	628,102	649,198	(21,096)	-3.36%
Communications	**F**	89,700	52,325	66,336	(14,011)	-26.78%
Information Technology		109,400	63,817	25,388	38,429	60.22%
Supplies		7,900	4,608	4,607	1	0.02%
Operations & Maintenance	**A, E**	3,334,814	1,945,308	2,681,519	(736,211)	-37.85%
Equipment Purchases		23,300	13,592	15,894	(2,302)	-16.94%
Depreciation		300,000	175,000	175,000	-	0.00%
Subtotal Before Allocations		$ 7,689,688	$ 4,485,651	$ 5,582,561	$ (1,096,910)	-24.45%
Allocation of Support Departments		3,897,153	2,286,750	2,235,717	51,034	2.23%
Total Operating Expenses		**$ 11,586,841**	**$ 6,772,402**	**$ 7,818,278**	**$ (1,045,876)**	**-15.44%**
Operating Surplus/(Deficit)		**$ 0**	**$ (13,411)**	**$ (764,263)**		

Debt Service Budget vs. Actual

	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues					
Debt Service Rate Revenue	$ 12,593,874	$ 7,346,427	$ 7,346,430	$ 3	0.00%
Trust Fund Interest	185,000	107,917	100,364	(7,553)	-7.00%
Reserve Fund Interest	744,800	434,467	439,082	4,615	1.06%
Lease Revenue	10,000	5,833	10,302	4,468	76.60%
Total Debt Service Revenues	**$ 13,533,674**	**$ 7,894,643**	**$ 7,896,177**	**$ 1,534**	**0.02%**
Debt Service Costs					
Total Principal & Interest	$ 7,078,274	$ 4,128,993	$ 4,779,950	$ (650,957)	-15.77%
Reserve Additions-Interest	744,800	434,467	439,082	(4,615)	-1.06%
Debt Service Ratio Charge	400,000	233,333	233,333	-	0.00%
Est. New Debt Service - CIP Growth	5,310,600	3,097,850	2,446,893	650,957	21.01%
Total Debt Service Costs	**$ 13,533,674**	**$ 7,894,643**	**$ 7,899,258**	**$ (4,615)**	**-0.06%**
Debt Service Surplus/(Deficit)	**$ -**	**$ -**	**$ (3,081)**		

Rate Center Summary

	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Total Revenues	$ 25,120,515	$ 14,653,634	$ 14,950,192	$ 296,558	2.02%
Total Expenses	25,120,515	14,667,045	15,717,536	(1,050,491)	-7.16%
Surplus/(Deficit)	**$ 0**	**$ (13,411)**	**$ (767,344)**		
Costs per 1000 Gallons	$ 3.41		$ 3.80		
Operating and DS	$ 7.39		$ 7.64		
Thousand Gallons Treated	3,397,700	1,981,992	2,058,212	76,220	3.85%
or					
Flow (MGD)	9.309		9.573		

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Crozet Water Rate Center
Revenues and Expenses Summary

Operating Budget vs. Actual

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues						
Operations Rate Revenue		$ 1,420,644	$ 828,709	$ 828,709	$ -	0.00%
Lease Revenues		30,000	17,500	19,680	2,180	12.46%
Interest Allocation		8,900	5,192	8,170	2,978	57.36%
Total Operating Revenues		**$ 1,459,544**	**$ 851,401**	**$ 856,558**	**$ 5,158**	**0.61%**
Expenses						
Personnel Cost	**B**	$ 365,428	$ 213,166	$ 233,273	$ (20,107)	-9.43%
Professional Services	**C**	22,900	13,358	30,932	(17,574)	-131.55%
Other Services & Charges		163,107	95,146	91,955	3,191	3.35%
Communications		19,000	11,083	10,550	534	4.82%
Information Technology		35,000	20,417	2,429	17,988	88.10%
Supplies		1,600	933	1,977	(1,043)	-111.79%
Operations & Maintenance	**E**	426,600	248,850	306,410	(57,560)	-23.13%
Equipment Purchases		3,300	1,925	2,251	(326)	-16.91%
Depreciation		60,000	35,000	35,000	-	0.00%
Subtotal Before Allocations		$ 1,096,935	$ 639,878	$ 714,775	$ (74,896)	-11.70%
Allocation of Support Departments		362,608	212,740	208,710	4,030	1.89%
Total Operating Expenses		**$ 1,459,543**	**$ 852,619**	**$ 923,485**	**$ (70,866)**	**-8.31%**
Operating Surplus/(Deficit)		**$ 1**	**$ (1,218)**	**$ (66,927)**		

Debt Service Budget vs. Actual

Revenues					
Debt Service Rate Revenue	$ 2,590,368	$ 1,511,048	$ 1,511,048	$ -	0.00%
Trust Fund Interest	32,400	18,900	17,543	(1,357)	-7.18%
Reserve Fund Interest	93,800	54,717	55,002	285	0.52%
Total Debt Service Revenues	**$ 2,716,568**	**$ 1,584,665**	**$ 1,583,592**	**$ (1,072)**	**-0.07%**
Debt Service Costs					
Total Principal & Interest	$ 1,131,172	$ 659,850	$ 659,850	$ -	0.00%
Reserve Additions-Interest	93,800	54,717	55,002	(285)	-0.52%
Estimated New Principal & Interest	1,491,600	870,100	870,100	-	0.00%
Total Debt Service Costs	**$ 2,716,572**	**$ 1,584,667**	**$ 1,584,952**	**$ (285)**	**-0.02%**
Debt Service Surplus/(Deficit)	**$ (4)**	**$ (2)**	**$ (1,360)**		

Rate Center Summary

Total Revenues	$ 4,176,112	$ 2,436,065	$ 2,440,151	$ 4,085	0.17%
Total Expenses	4,176,115	2,437,286	2,508,437	(71,151)	-2.92%
Surplus/(Deficit)	**$ (3)**	**$ (1,220)**	**$ (68,286)**		
Costs per 1000 Gallons	$ 7.20		$ 6.46		
Operating and DS	$ 20.60		$ 17.54		
Thousand Gallons Treated	202,697	118,240	143,036	24,796	20.97%
Flow (MGD)	0.555		0.665		

Rivanna Water & Sewer Authority
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Scottsville Water Rate Center
Revenues and Expenses Summary

Operating Budget vs. Actual

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues						
Operations Rate Revenue		$ 741,984	$ 432,824	$ 432,824	$ -	0.00%
Interest Allocation		4,600	2,683	4,236	1,553	57.87%
Total Operating Revenues		**$ 746,584**	**$ 435,507**	**$ 437,060**	**$ 1,553**	**0.36%**
Expenses						
Personnel Cost		$ 239,452	$ 139,681	$ 145,401	$ (5,721)	-4.10%
Professional Services		5,000	2,917	3,293	(376)	-12.89%
Other Services & Charges		68,490	39,953	32,562	7,390	18.50%
Communications	F	7,000	4,083	14,801	(10,718)	-262.47%
Information Technology		13,400	7,817	11,933	(4,116)	-52.66%
Supplies		200	117	1,764	(1,647)	-1411.58%
Operations & Maintenance		154,600	90,183	70,512	19,671	21.81%
Equipment Purchases		2,200	1,283	1,970	(686)	-53.48%
Depreciation		40,000	23,333	23,333	0	0.00%
Subtotal Before Allocations		$ 530,342	$ 309,366	$ 305,569	$ 3,797	1.23%
Allocation of Support Departments		216,247	126,754	125,097	1,657	1.31%
Total Operating Expenses		**$ 746,589**	**$ 436,120**	**$ 430,666**	**$ 5,454**	**1.25%**
Operating Surplus/(Deficit)		**$ (5)**	**$ (613)**	**$ 6,394**		

Debt Service Budget vs. Actual

Revenues					
Debt Service Rate Revenue	$ 190,416	$ 111,076	$ 111,076	$ -	0.00%
Trust Fund Interest	4,000	2,333	2,143	(190)	-8.14%
Reserve Fund Interest	7,000	4,083	4,661	578	14.15%
Total Debt Service Revenues	**$ 201,416**	**$ 117,493**	**$ 117,881**	**$ 388**	**0.33%**
Debt Service Costs					
Total Principal & Interest	$ 148,815	$ 86,809	$ 86,809	$ -	0.00%
Reserve Additions-Interest	7,000	4,083	4,661	(578)	-14.15%
Estimated New Principal & Interest	45,600	26,600	26,600	-	0.00%
Total Debt Service Costs	**$ 201,415**	**$ 117,492**	**$ 118,070**	**$ (578)**	**-0.49%**
Debt Service Surplus/(Deficit)	**$ 1**	**$ 1**	**$ (189)**		

Rate Center Summary

Total Revenues	$ 948,000	$ 553,000	$ 554,941	$ 1,941	0.35%
Total Expenses	948,004	553,612	548,736	4,876	0.88%
Surplus/(Deficit)	**$ (4)**	**$ (612)**	**$ 6,205**		
Costs per 1000 Gallons	$ 43.33		$ 38.11		
Operating and DS	$ 55.02		$ 48.55		
Thousand Gallons Treated	17,230	10,051	11,302	1,251	12.45%
or					
Flow (MGD)	0.047		0.053		

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Urban Wastewater Rate Center
Revenues and Expenses Summary

Operating Budget vs. Actual

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues						
Operations Rate Revenue		$ 11,007,464	$ 6,421,021	$ 6,677,199	$ 256,178	3.99%
Stone Robinson WWTP		17,768	10,365	8,264	(2,101)	-20.27%
Septage Acceptance		600,000	350,000	323,049	(26,951)	-7.70%
Nutrient Credits		50,000	29,167	108,805	79,638	273.04%
Miscellaneous Revenue		-	-	-	-	
Interest Allocation		74,000	43,167	67,627	24,461	56.67%
Total Operating Revenues		**$ 11,749,232**	**$ 6,853,719**	**$ 7,184,944**	**$ 331,226**	**4.83%**
Expenses						
Personnel Cost	**A, B**	$ 1,615,345	$ 942,285	$ 1,025,931	$ (83,646)	-8.88%
Professional Services		35,000	20,417	23,416	(2,999)	-14.69%
Other Services & Charges		2,721,750	1,587,688	1,578,617	9,071	0.57%
Communications		14,800	8,633	9,254	(621)	-7.19%
Information Technology		95,500	55,708	48,448	7,260	13.03%
Supplies		2,600	1,517	787	730	48.12%
Operations & Maintenance		2,190,500	1,277,792	1,148,828	128,963	10.09%
Equipment Purchases		73,500	42,875	42,875	-	0.00%
Depreciation		470,000	274,167	274,167	(0)	0.00%
Subtotal Before Allocations		$ 7,218,995	$ 4,211,081	$ 4,152,323	$ 58,758	1.40%
Allocation of Support Departments		4,530,238	2,657,269	2,618,660	38,609	1.45%
Total Operating Expenses		**$ 11,749,233**	**$ 6,868,350**	**$ 6,770,982**	**$ 97,367**	**1.42%**
Operating Surplus/(Deficit)		**$ (1)**	**$ (14,631)**	**$ 413,962**		

Debt Service Budget vs. Actual

	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues					
Debt Service Rate Revenue	$ 10,156,560	$ 5,924,660	$ 5,924,660	$ -	0.00%
Septage Receiving Support - County	109,440	63,840	109,440	45,600	71.43%
Trust Fund Interest	208,200	121,450	112,525	(8,925)	-7.35%
Reserve Fund Interest	731,800	426,883	431,624	4,740	1.11%
Total Debt Service Revenues	**$ 11,206,000**	**$ 6,536,833**	**$ 6,578,249**	**$ 41,415**	**0.63%**
Debt Service Costs					
Total Principal & Interest	$ 7,780,072	$ 4,538,375	$ 5,627,945	$ (1,089,569)	-24.01%
Reserve Additions-Interest	731,800	426,883	431,624	(4,740)	-1.11%
Debt Service Ratio Charge	325,000	189,583	189,583	-	0.00%
Est. New Debt Service - CIP Growth	2,368,300	1,381,508	291,939	1,089,569	78.87%
Total Debt Service Costs	**$ 11,205,172**	**$ 6,536,350**	**$ 6,541,091**	**$ (4,740)**	**-0.07%**
Debt Service Surplus/(Deficit)	**$ 828**	**$ 483**	**$ 37,158**		

Rate Center Summary

Total Revenues	$ 22,955,232	$ 13,390,552	$ 13,763,193	$ 372,641	2.78%
Total Expenses	22,954,405	13,404,700	13,312,073	92,627	0.69%
Surplus/(Deficit)	**$ 827**	**$ (14,148)**	**$ 451,120**		
Costs per 1000 Gallons	$ 3.47		$ 3.29		
Operating and DS	$ 6.77		$ 6.47		
Thousand Gallons Treated	3,390,400	1,977,733	2,056,421	78,688	3.98%
or					
Flow (MGD)	9.289		9.565		

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Glenmore Wastewater Rate Center
Revenues and Expenses Summary

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Operating Budget vs. Actual						
Revenues						
Operations Rate Revenue		$ 533,112	$ 310,982	$ 310,982	$ -	0.00%
Interest Allocation		3,700	2,158	3,328	1,170	54.21%
Total Operating Revenues		**$ 536,812**	**$ 313,140**	**$ 314,310**	**$ 1,170**	**0.37%**
Expenses						
Personnel Cost		$ 133,566	$ 77,913	$ 84,988	$ (7,075)	-9.08%
Professional Services		10,000	5,833	584	5,249	89.98%
Other Services & Charges		41,840	24,407	26,803	(2,397)	-9.82%
Communications	F	3,700	2,158	12,834	(10,675)	-494.60%
Information Technology		14,350	8,371	429	7,942	94.88%
Supplies		-	-	-	-	
Operations & Maintenance	E	130,600	76,183	111,543	(35,359)	-46.41%
Equipment Purchases		3,500	2,042	2,042	(0)	0.00%
Depreciation		40,000	23,333	23,333	0	0.00%
Subtotal Before Allocations		$ 377,556	$ 220,241	$ 262,556	$ (42,315)	-19.21%
Allocation of Support Departments		159,262	93,208	91,828	1,379	1.48%
Total Operating Expenses		**$ 536,818**	**$ 313,448**	**$ 354,384**	**$ (40,936)**	**-13.06%**
Operating Surplus/(Deficit)		**$ (6)**	**$ (308)**	**$ (40,074)**		
Debt Service Budget vs. Actual						
Revenues						
Debt Service Rate Revenue		$ 48,780	$ 28,455	$ 28,455	$ -	0.00%
Trust Fund Interest		500	292	280	(12)	-4.15%
Reserve Fund Interest		-	-	-	-	
Total Debt Service Revenues		**$ 49,280**	**$ 28,747**	**$ 28,735**	**$ (12)**	**-0.04%**
Debt Service Costs						
Total Principal & Interest		$ 18,720	$ 10,920	$ 10,920	$ -	0.00%
Estimated New Principal & Interest		30,560	17,827	17,827	-	0.00%
Reserve Additions-Interest		-	-	-	-	
Total Debt Service Costs		**$ 49,280**	**$ 28,747**	**$ 28,747**	**$ -**	**0.00%**
Debt Service Surplus/(Deficit)		**$ -**	**$ -**	**$ (12)**		

Rate Center Summary

Total Revenues	$ 586,092	$ 341,887	$ 343,045	$ 1,158	0.34%
Total Expenses	586,098	342,195	383,131	(40,936)	-11.96%
Surplus/(Deficit)	**$ (6)**	**$ (308)**	**$ (40,086)**		
Costs per 1000 Gallons	$ 12.97		$ 13.71		
Operating and DS	$ 14.16		$ 14.82		
Thousand Gallons Treated	41,401	24,151	25,857	1,706	**7.07%**
or					
Flow (MGD)	0.113		0.120		

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Scottsville Wastewater Rate Center
Revenues and Expenses Summary

Operating Budget vs. Actual

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues						
Operations Rate Revenue		$ 405,420	$ 236,495	$ 236,495	$ -	0.00%
Interest Allocation		2,700	1,575	2,572	997	63.30%
Total Operating Revenues		**$ 408,120**	**$ 238,070**	**$ 239,067**	**$ 997**	**0.42%**
Expenses						
Personnel Cost		$ 133,636	$ 77,954	$ 84,988	$ (7,034)	-9.02%
Professional Services	C	5,000	2,917	32,162	(29,245)	-1002.69%
Other Services & Charges		33,400	19,483	19,131	353	1.81%
Communications		3,650	2,129	399	1,730	81.27%
Information Technology		15,150	8,838	429	8,409	95.15%
Supplies		-	-	-	-	
Operations & Maintenance		44,500	25,958	25,479	479	1.85%
Equipment Purchases		3,500	2,042	2,042	(0)	0.00%
Depreciation		20,000	11,667	11,667	(0)	0.00%
Subtotal Before Allocations		$ 258,836	$ 150,987	$ 176,296	$ (25,308)	-16.76%
Allocation of Support Departments		149,278	87,384	85,902	1,482	1.70%
Total Operating Expenses		**$ 408,114**	**$ 238,371**	**$ 262,198**	**$ (23,827)**	**-10.00%**
Operating Surplus/(Deficit)		**$ 6**	**$ (301)**	**$ (23,131)**		

Debt Service Budget vs. Actual

Revenues					
Debt Service Rate Revenue	$ 32,556	$ 18,991	$ 18,991	$ -	0.00%
Trust Fund Interest	200	117	116	(0)	-0.15%
Reserve Fund Interest	3,400	1,983	1,864	(119)	-5.99%
Total Debt Service Revenues	**$ 36,156**	**$ 21,091**	**$ 20,972**	**$ (119)**	**-0.56%**
Debt Service Costs					
Total Principal & Interest	$ 7,453	$ 4,348	$ 4,348	$ -	0.00%
Reserve Additions-Interest	3,400	1,983	1,864	119	5.99%
Estimated New Principal & Interest	25,300	14,758	14,758	-	0.00%
Total Debt Service Costs	**$ 36,153**	**$ 21,089**	**$ 20,970**	**$ 119**	**0.56%**
Debt Service Surplus/(Deficit)	**$ 3**	**$ 2**	**$ 2**		

Rate Center Summary

Total Revenues	$ 444,276	$ 259,161	$ 260,039	$ 878	0.34%
Total Expenses	444,267	259,460	283,168	(23,708)	-9.14%
Surplus/(Deficit)	**$ 9**	**$ (299)**	**$ (23,129)**		
Costs per 1000 Gallons	$ 17.26		$ 23.56		
Operating and DS	$ 18.79		$ 25.45		
Thousand Gallons Treated	23,643	13,792	11,128	(2,664)	**-19.31%**
or					
Flow (MGD)	0.065		0.052		

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Administration and Communication

Operating Budget vs. Actual

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues						
Payment for Services SWA		$ 364,200	$ 212,450	$ 212,450	$ -	0.00%
Miscellaneous Revenue		-	-	5,819	5,819	
Total Operating Revenues		**$ 364,200**	**$ 212,450**	**$ 218,269**	**$ 5,819**	**2.74%**
Expenses						
Personnel Cost	**A, B**	$ 1,348,563	$ 786,662	$ 828,271	$ (41,609)	-5.29%
Professional Services		153,250	89,396	98,622	(9,226)	-10.32%
Other Services & Charges		161,100	93,975	98,197	(4,222)	-4.49%
Communications		9,700	5,658	6,789	(1,131)	-19.98%
Information Technology		5,000	2,917	3,592	(676)	-23.17%
Supplies		14,000	8,167	11,572	(3,405)	-41.69%
Operations & Maintenance		57,250	33,396	30,614	2,782	8.33%
Equipment Purchases		9,000	5,250	5,250	-	0.00%
Depreciation		-	-	-	-	
Total Operating Expenses		**$ 1,757,863**	**$ 1,025,420**	**$ 1,082,907**	**$ (57,487)**	**-5.61%**

Department Summary

Net Costs Allocable to Rate Centers		**$ (1,393,663)**	**$ (812,970)**	**$ (864,638)**	**$ 51,668**	**-6.36%**
Allocations to the Rate Centers						
Urban Water	44.00%	**$ 613,212**	**$ 357,707**	**$ 380,441**	**$ (22,734)**	
Crozet Water	4.00%	**$ 55,747**	**32,519**	**34,586**	**(2,067)**	
Scottsville Water	2.00%	**$ 27,873**	**16,259**	**17,293**	**(1,033)**	
Urban Wastewater	48.00%	**$ 668,958**	**390,226**	**415,026**	**(24,800)**	
Glenmore Wastewater	1.00%	**$ 13,937**	**8,130**	**8,646**	**(517)**	
Scottsville Wastewater	1.00%	**$ 13,937**	**8,130**	**8,646**	**(517)**	
	100.00%	**$ 1,393,663**	**$ 812,970**	**$ 864,638**	**$ (51,668)**	

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Finance and Information Technology

Operating Budget vs. Actual

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues						
Payment for Services SWA		$ 541,000	$ 315,583	$ 315,583	$ 0	0.00%
Miscellaneous Revenue		-	-	-	-	
Total Operating Revenues		**$ 541,000**	**$ 315,583**	**$ 315,583**	**$ 0**	**0.00%**
Expenses						
Personnel Cost	**A, B**	$ 2,083,478	$ 1,215,362	$ 1,299,165	$ (83,802)	-6.90%
Professional Services		42,000	24,500	22,729	1,772	7.23%
Other Services & Charges		46,000	26,833	35,614	(8,781)	-32.72%
Communication		65,000	37,917	40,864	(2,947)	-7.77%
Information Technology		962,850	561,663	510,894	50,769	9.04%
Supplies		14,500	8,458	5,212	3,246	38.38%
Operations & Maintenance		5,000	33,396	5,196	28,199	84.44%
Equipment Purchases		7,500	4,375	4,375	-	0.00%
Depreciation		-	-	-	-	
Total Operating Expenses		**$ 3,226,328**	**$ 1,912,504**	**$ 1,924,048**	**$ (11,544)**	**-0.60%**

Department Summary

Net Costs Allocable to Rate Centers		**$ (2,685,328)**	**$ (1,596,921)**	**$ (1,608,465)**	**$ 11,544**	**-0.72%**
Allocations to the Rate Centers						
Urban Water	44.00%	**$ 1,181,544**	**702,645**	**707,724**	**(5,079)**	
Crozet Water	4.00%	**$ 107,413**	**63,877**	**64,339**	**(462)**	
Scottsville Water	2.00%	**$ 53,707**	**31,938**	**32,169**	**(231)**	
Urban Wastewater	48.00%	**$ 1,288,957**	**766,522**	**772,063**	**(5,541)**	
Glenmore Wastewater	1.00%	**$ 26,853**	**15,969**	**16,085**	**(115)**	
Scottsville Wastewater	1.00%	**$ 26,853**	**15,969**	**16,085**	**(115)**	
	100.00%	**$ 2,685,328**	**$ 1,596,921**	**$ 1,608,465**	**$ (11,544)**	

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Maintenance

Operating Budget vs. Actual

	Notes	*Budget FY 2025*	*Budget Year-to-Date*	*Actual Year-to-Date*	*Budget vs. Actual*	*Variance Percentage*
Revenues						
Payment for Services SWA		$ -	$ -	$ -	$ -	
Miscellaneous Revenue		-	-	6,858	6,858	
Total Operating Revenues		**$ -**	**$ -**	**$ 6,858**	**$ 6,858**	
Expenses						
Personnel Cost	**B**	$ 1,645,860	$ 960,085	$ 998,555	$ (38,470)	-4.01%
Professional Services		10,000	5,833	-	5,833	100.00%
Other Services & Charges		29,140	16,998	22,849	(5,851)	-34.42%
Communications		16,200	9,450	12,818	(3,368)	-35.64%
Information Technology		7,500	4,375	2,864	1,511	34.53%
Supplies		3,500	2,042	-	2,042	100.00%
Operations & Maintenance		138,800	80,967	79,196	1,771	2.19%
Equipment Purchases		145,750	85,021	75,833	9,188	10.81%
Depreciation		-	-	-	-	
Total Operating Expenses		**$ 1,996,750**	**$ 1,164,771**	**$ 1,192,115**	**$ (27,344)**	**-2.35%**

Department Summary

Net Costs Allocable to Rate Centers		**$ (1,996,750)**	**$ (1,164,771)**	**$ (1,185,257)**	**$ 34,202**	**-2.94%**
Allocations to the Rate Centers						
Urban Water	30.00%	**$ 599,025**	**$ 349,431**	**$ 355,577**	**$ (6,146)**	
Crozet Water	3.50%	**69,886**	**40,767**	**41,484**	**(717)**	
Scottsville Water	3.50%	**69,886**	**40,767**	**41,484**	**(717)**	
Urban Wastewater	56.50%	**1,128,164**	**658,096**	**669,670**	**(11,575)**	
Glenmore Wastewater	3.50%	**69,886**	**40,767**	**41,484**	**(717)**	
Scottsville Wastewater	3.00%	**59,903**	**34,943**	**35,558**	**(615)**	
	100.00%	**$ 1,996,750**	**$ 1,164,771**	**$ 1,185,257**	**$ (20,486)**	

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Laboratory

Operating Budget vs. Actual

	Notes	Budget FY 2025	Budget Year-to-Date	Actual Year-to-Date	Budget vs. Actual	Variance Percentage
Revenues						
N/A						
Expenses						
Personnel Cost	**B**	$ 463,225	$ 270,215	$ 281,609	$ (11,394)	-4.22%
Professional Services		-	-	-	-	
Other Services & Charges		9,550	5,571	466	5,105	91.64%
Communications		1,050	613	410	203	33.07%
Information Technology		-	-	235	(235)	
Supplies		1,300	758	675	83	10.99%
Operations & Maintenance		133,600	77,933	66,847	11,087	14.23%
Equipment Purchases		23,900	13,942	2,303	11,638	83.48%
Depreciation		-	-	-	-	
Total Operating Expenses		**$ 632,625**	**$ 369,031**	**$ 352,545**	**$ 16,487**	**4.47%**

Department Summary

Net Costs Allocable to Rate Centers		**$ (632,625)**	**$ (369,031)**	**$ (352,545)**	**$ (16,487)**	**4.47%**
Allocations to the Rate Centers						
Urban Water	44.00%	**$ 278,355**	**$ 162,374**	**$ 155,120**	**$ 7,254**	
Crozet Water	4.00%	**25,305**	**14,761**	**14,102**	**659**	
Scottsville Water	2.00%	**12,653**	**7,381**	**7,051**	**330**	
Urban Wastewater	47.00%	**297,334**	**173,445**	**165,696**	**7,749**	
Glenmore Wastewater	1.50%	**9,489**	**5,535**	**5,288**	**247**	
Scottsville Wastewater	1.50%	**9,489**	**5,535**	**5,288**	**247**	
	100.00%	**$ 632,625**	**$ 369,031**	**$ 352,545**	**$ 16,487**	

Rivanna Water & Sewer Authority
Monthly Financial Statements - January 2025

Engineering

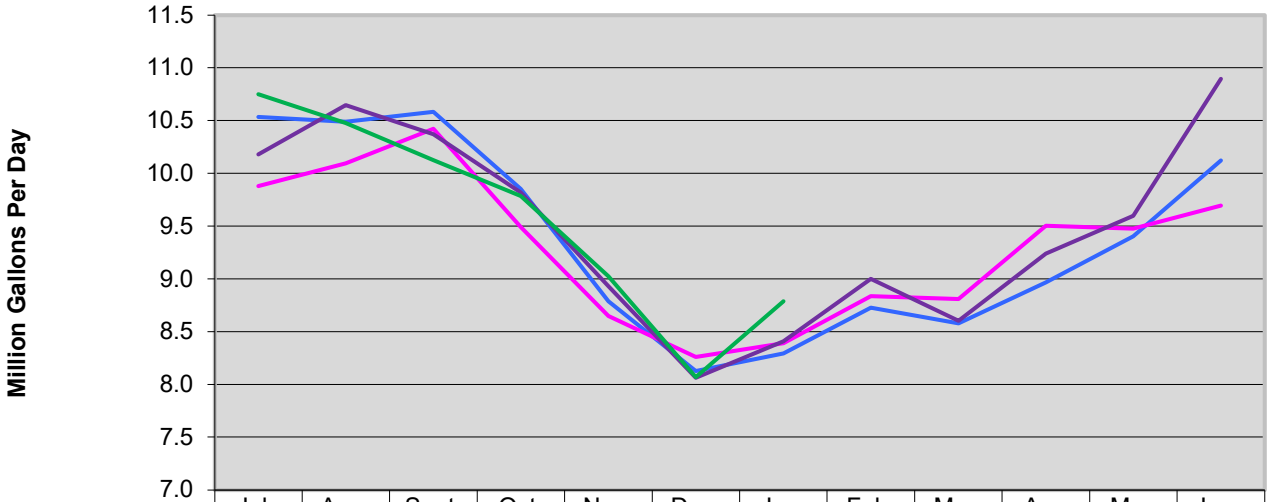
Operating Budget vs. Actual

	Notes	*Budget FY 2025*	*Budget Year-to-Date*	*Actual Year-to-Date*	*Budget vs. Actual*	*Variance Percentage*
Revenues						
Payment for Services SWA		$ -	$ -	$ 9,892	$ 9,892	
Total Operating Revenues		**$ -**	**$ -**	**$ 9,892**	**$ 9,892**	
Expenses						
Personnel Cost		$ 2,216,684	$ 1,293,066	$ 1,218,486	$ 74,580	5.77%
Professional Services		32,500	18,958	3,885	15,073	79.51%
Other Services & Charges		20,465	11,938	6,830	5,108	42.79%
Communications		15,150	8,838	9,294	(457)	-5.17%
Information Technology		211,900	123,608	76,850	46,758	37.83%
Supplies		5,600	3,267	3,824	(557)	-17.06%
Operations & Maintenance		82,620	48,195	33,190	15,005	31.13%
Equipment Purchases		21,500	12,542	12,542	0	0.00%
Depreciation		-	-	-	-	
Total Operating Expenses		**$ 2,606,419**	**$ 1,520,411**	**$ 1,364,901**	**$ 155,510**	**10.23%**

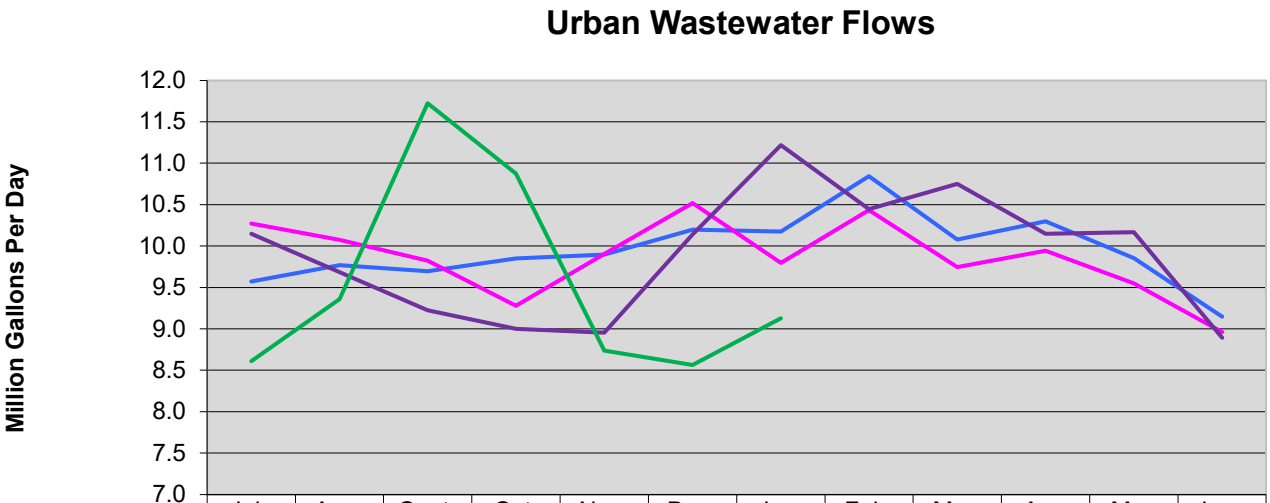
Department Summary

Net Costs Allocable to Rate Centers		**$ (2,606,419)**	**$ (1,520,411)**	**$ (1,355,009)**	**$ (145,618)**	**9.58%**
Allocations to the Rate Centers						
Urban Water	47.00%	**$ 1,225,017**	**$ 714,593**	**$ 636,854**	**$ 77,739**	
Crozet Water	4.00%	**104,257**	**60,816**	**54,200**	**6,616**	
Scottsville Water	2.00%	**52,128**	**30,408**	**27,100**	**3,308**	
Urban Wastewater	44.00%	**1,146,824**	**668,981**	**596,204**	**72,777**	
Glenmore Wastewater	1.50%	**39,096**	**22,806**	**20,325**	**2,481**	
Scottsville Wastewater	1.50%	**39,096**	**22,806**	**20,325**	**2,481**	
	100.00%	**$ 2,606,419**	**$ 1,520,411**	**$ 1,355,009**	**$ 165,402**	

Rivanna Water and Sewer Authority
Flow Graphs



	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
5 YR AVG.	10.53	10.49	10.58	9.85	8.79	8.13	8.29	8.73	8.58	8.97	9.40	10.12
FY 2023	9.88	10.10	10.42	9.49	8.65	8.26	8.39	8.84	8.81	9.50	9.48	9.69
FY 2024	10.18	10.64	10.37	9.82	8.93	8.06	8.41	9.00	8.60	9.24	9.60	10.90
FY 2025	10.75	10.47	10.12	9.78	9.02	8.07	8.79					



	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
5 YR AVG	9.57	9.77	9.69	9.85	9.89	10.20	10.17	10.84	10.08	10.30	9.86	9.15
FY 2023	10.27	10.07	9.82	9.28	9.90	10.52	9.79	10.43	9.74	9.94	9.55	8.96
FY 2024	10.15	9.68	9.22	9.00	8.95	10.14	11.22	10.45	10.75	10.15	10.17	8.89
FY 2025	8.61	9.36	11.72	10.88	8.74	8.56	9.13					

RIVANNA WATER & SEWER AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
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MEMORANDUM

TO: RIVANNA WATER & SEWER AUTHORITY BOARD OF DIRECTORS

FROM: DANIEL CAMPBELL, DIRECTOR OF OPERATIONS & ENVIRONMENTAL SERVICES

REVIEWED BY: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: OPERATIONS REPORT FOR FEBRUARY 2025

DATE: MARCH 25, 2025

WATER OPERATIONS:

The average and maximum daily water volumes produced in February 2025 were as follows:

Water Treatment Plant	***Average Daily Production (MGD)***	***Maximum Daily Production in the Month (MGD)***
South Rivanna	7.69	8.93 (2/8/2025)
Observatory	1.02	1.76 (2/16/2025)
North Rivanna	0.16	0.42 (2/4/2025)
Urban Total	8.87	9.97 (2/8/2025)
Crozet	0.56	0.61 (2/7/2025)
Scottsville	0.04	0.062 (2/24/2025)
Red Hill	0.0016	0.004 (2/19/2025)
RWSA Total	9.47	-

- All RWSA water treatment facilities were in regulatory compliance during the month of February.

Status of Reservoirs (as of March 18 2025):

- Urban Reservoirs are 97% of Total Useable Capacity
  - South Rivanna Reservoir is 100% full
  - Ragged Mountain Reservoir is 100% full
  - Sugar Hollow Reservoir is 79% full (water level lowered to complete bladder piping improvements)
- Beaver Creek Reservoir (Crozet) is 100% full
- Totier Creek Reservoir (Scottsville) is 100% full

WASTEWATER OPERATIONS:

All RWSA Water Resource Recovery Facilities (WRRFs) were in regulatory compliance with their effluent limitations during February 2025. Performance of the WRRFs in February was as follows compared to the respective VDEQ permit limits:

WRRF	*Average Daily Effluent Flow (MGD)*	*Average $CBOD_5$ (ppm)*		*Average Total Suspended Solids (ppm)*		*Average Ammonia (ppm)*	
		RESULT	*LIMIT*	*RESULT*	*LIMIT*	*RESULT*	*LIMIT*
Moores Creek	12.41	<QL	9	<QL	22	0.44	6.4
Glenmore	0.148	2	15	5.9	30	NR	NL
Scottsville	0.085	<QL	25	3.3	30	NR	NL
Stone Robinson	0.002	NR	30	NR	30	NR	NL

NR = Not Required

NL = No Limit

<QL: Less than analytical method quantitative level (2.0 ppm for CBOD, 1.0 ppm for TSS, and 0.1 ppm for Ammonia).

Nutrient discharges at the Moores Creek AWRRF were as follows for February 2025.

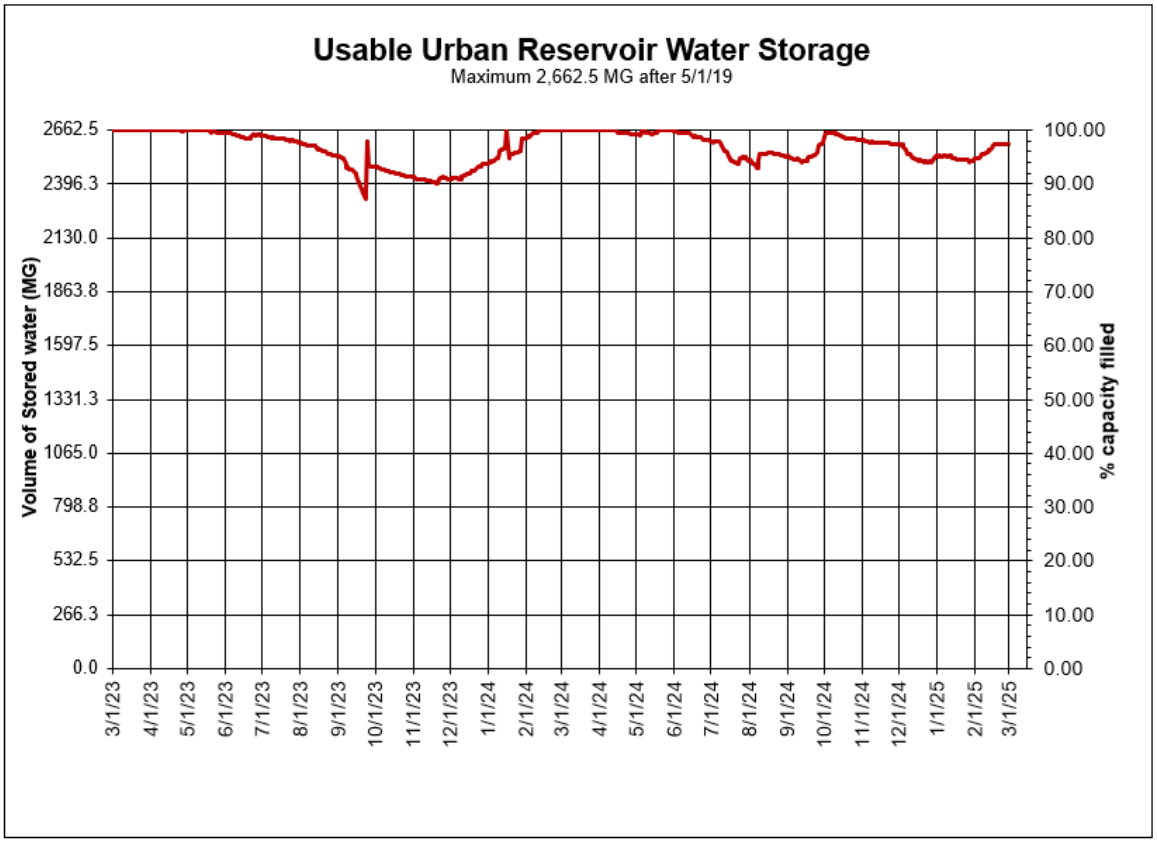
State Annual Allocation (lb./yr.) Permit		*Average Monthly Allocation (lb./mo.) **	*Moores Creek Discharge February (lb./mo.)*	*Performance as % of monthly average Allocation**	*Year to Date Performance as % of annual allocation*
Nitrogen	282,994	23,583	13,872	59%	11%
Phosphorous	18,525	1,636	245	15%	4%

*State allocations are expressed as annual amounts. One-twelfth of that allocation is an internal monthly benchmark for comparative purposes only.

WATER AND WASTEWATER DATA:

The following graphs are provided for review:

- Usable Urban Reservoir Water Storage
- Urban Water and Wastewater Flows versus Rainfall


Usable Urban Reservoir Water Storage
Maximum 2,662.5 MG after 5/1/19
Volume of Stored water (MG)
% capacity filled
2662.5
2396.3
2130.0
1863.8
1597.5
1331.3
1065.0
798.8
532.5
266.3
0.0
100.00
90.00
80.00
70.00
60.00
50.00
40.00
30.00
20.00
10.00
0.00
3/1/23
4/1/23
5/1/23
6/1/23
7/1/23
8/1/23
9/1/23
10/1/23
11/1/23
12/1/23
1/1/24
2/1/24
3/1/24
4/1/24
5/1/24
6/1/24
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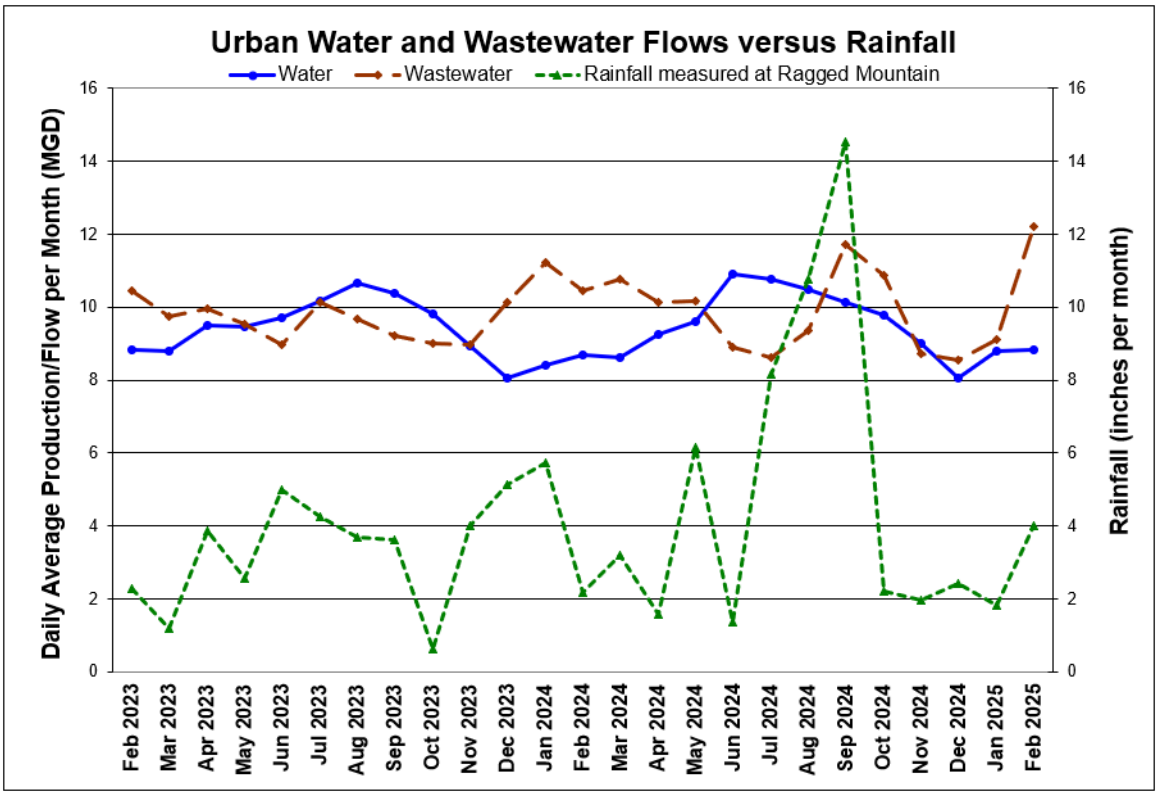
3/1/25


Urban Water and Wastewater Flows versus Rainfall
Water
Wastewater
Rainfall measured at Ragged Mountain
Daily Average Production/Flow per Month (MGD)
Rainfall (inches per month)
16
14
12
10
8
6
4
2
0
Feb 2023
Mar 2023
Apr 2023
May 2023
Jun 2023
Jul 2023
Aug 2023
Sep 2023
Oct 2023
Nov 2023
Dec 2023
Jan 2024
Feb 2024
Mar 2024
Apr 2024
May 2024
Jun 2024
Jul 2024
Aug 2024
Sep 2024
Oct 2024
Nov 2024
Dec 2024
Jan 2025
Feb 2025

RIVANNA WATER & SEWER AUTHORITY
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MEMORANDUM

TO: RIVANNA WATER & SEWER AUTHORITY BOARD OF DIRECTORS

FROM: JENNIFER WHITAKER, DIRECTOR OF ENGINEERING & MAINTENANCE

REVIEWED BY: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: CIP PROJECTS REPORT

DATE: MARCH 25, 2025

This memorandum reports on the status of the following major Capital Projects as well as other significant operating, maintenance, and planning projects. *Budget changes are highlighted in the project information below.*

For the current CIP and additional project information, please visit: https://www.rivanna.org/wp-content/uploads/2024/06/2025-2029-CIP-Final-Draft.pdf

Summary

	Project	Construction Start Date	Construction Completion Date
1	Rivanna Pump Station Restoration	July 2024	October 2025
2	Red Hill Water Treatment Plant Upgrades	January 2025	June 2026
3	South Fork Rivanna River Crossing	December 2024	January 2027
4	RMR to OBWTP Raw Water Line and Pump Station	February 2025	June 2029
5	MC Building Upfits and Gravity Thickener Improvements	May 2025	May 2027
6	MC Structural and Concrete Rehabilitation	May 2025	May 2027
7	Crozet Pump Stations Rehabilitation	April 2025	September 2027
8	MC Administration Building Renovation and Addition	June 2025	December 2027
9	Central Water Line	August 2025	March 2029
10	Crozet WTP GAC Expansion – Phase I	August 2025	March 2027
11	MC Pump Station Slide Gates, Valves, Bypass, and Septage Receiving Upgrades	August 2025	September 2026
12	SRWTP – PAC Upgrades	October 2025	February 2027
13	RMR Pool Raise	September 2025	September 2026
14	SRR to RMR Pipeline, Intake, and Facilities	February 2026	December 2030
15	Beaver Creek Dam, Pump Station, and Piping	May 2026	January 2030
16	Upper Schenks Branch Interceptor, Phase II	2026	2027

17	SRWTP Permanganate Improvements	January 2026	August 2027
18	Glenmore WRRF Phase 1	June 2026	January 2028
19	Dam Concrete and Steel Repairs	January 2026	December 2026

Under Construction

1. Rivanna Pump Station Restoration
2. Red Hill Water Treatment Plant Upgrades
3. South Fork Rivanna River Crossing
4. RMR to OBWTP Raw Water Line and Pump Station
5. Crozet Pump Stations Rehabilitation
6. MC Building Upfits and Gravity Thickener Improvements
7. MC Structural and Concrete Rehabilitation
8. MC Administration Building Renovation and Addition

Design and Bidding

9. Central Water Line
10. Crozet WTP GAC Expansion – Phase I
11. MC Pump Station Slide Gates, Valves, Bypass, and Septage Receiving Upgrades
12. SRWTP – PAC Upgrades
13. RMR Pool Raise
14. SFRR to RMR Pipeline, Intake, and Facilities
15. Beaver Creek Dam, Pump Station, and Piping
16. Upper Schenks Branch Interceptor, Phase II
17. SRWTP Permanganate Improvements
18. Glenmore WRRF Upgrade Phase 1
19. Dam Concrete and Steel Repairs

Planning and Studies

20. MCAWRRF Biogas Upgrades
21. Flood Protection Resiliency Study

Other Significant Projects

22. Urgent and Emergency Repairs
23. Security Enhancements

Under Construction

1. Rivanna Pump Station Restoration

Design Engineer:	Hazen/SEH
Construction Contractor:	MEB
Construction Start:	July 2024
Project Status:	Construction
Completion:	October 2025

Budget:	$22 M

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

2. Red Hill Water Treatment Plant Upgrades

Design Engineer:	Short Elliot Hendrickson (SEH)
Construction Contractor:	Anderson Construction (Lynchburg)
Construction Start:	January 2025
Percent Complete:	5%
Base Construction Contract + Change Order to Date = Current Value:	$2,067,000 - $324,625 = $1,742,375
Completion:	June 2026
Budget:	$2.05 M

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

3. South Fork Rivanna River Crossing

Design Engineer:	Michael Baker International (Baker)
Construction Contractor:	Faulconer (Charlottesville)
Construction Start:	December 2024
Percent Complete:	7%
Base Construction Contract + Change Order to Date = Current Value:	$4,916,940
Completion:	January 2027
Budget:	$6.25 M

Current Status: Contractor completed a construction entrance and began tree clearing this month on the south side of the river.

4. Ragged Mountain Reservoir to Observatory Water Treatment Plant Raw Water Line and Pump Station

Design Engineer:	Kimley-Horn
Construction Contractor:	Thalle Construction (North Carolina)
Construction Start:	February 2025
Percent Complete:	5%
Base Construction Contract + Change Order to Date = Current Value:	$56,532,000 - $2,779,390 = $53,752,610
Completion:	June 2029
Budget:	$61.49 M

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

5. Crozet Pump Stations Rehabilitation

Design Engineer:	Wiley | Wilson
Construction Contractor:	Waco, Inc. (Sandston, VA)
Construction Start:	April 2025
Percent Complete:	1%
Base Construction Contract+ Change Order to Date = Current Value:	$9,583,350
Completion:	September 2027
Budget:	$12.35 M

Current Status: Contract documents have been executed and an NTP has been issued. Equipment submittals are being processed, and materials are being ordered. We expect lengthy material delivery times.

6. MCAWRRF Building Upfits and Gravity Thickener Improvements

Design Engineer:	Short Elliot Hendrickson (SEH)
Construction Contractor:	English (Lynchburg, VA)
Construction Start:	May 2025
Percent Complete:	1%
Base Construction Contract+ Change Order to Date = Current Value:	$9,821,000 - $189,500 = $9,631,500
Completion:	May 2027
Budget:	$11.8 M

Current Status: A pre-construction conference is being scheduled.

7. MCAWRRF Structural and Concrete Rehabilitation

Design Engineer:	Hazen and Sawyer (Hazen)
Construction Contractor:	WM Schlosser (Hyattsville, MD)
Construction Start:	May 2025
Percent Complete:	1%
Base Construction Contract+ Change Order to Date = Current Value:	$13,866,000 - $898,500 = $12,967,500
Completion:	May 2027
Budget:	$15.5 M

Current Status: A pre-construction conference is being scheduled.

8. Moores Creek Administration Building Renovation and Addition

Design Engineer:	SEH
Construction Contractor	Martin Horn (Charlottesville)
Construction Start:	June 2025
Percent Complete:	1%
Base Construction Contract+	
Change Order to Date = Current Value	$22,094,000
Completion:	December 2027
Budget:	$27.6 M

Current Status: Coordination meetings with the contractor are underway.

Design and Bidding

9. Central Water Line

Design Engineer:	Michael Baker International (Baker)
Project Start:	July 2021
Project Status:	Bidding (Phase 1)
Construction Start:	August 2025
Completion:	March 2029
Budget:	**$79 M (increased from $67 M)**

Current Status: **Phase 1 Contract (west end):** The bid opening date has been postponed until May 8, 2025 to address design revisions. **Phase 2 Contract (east end):** Redesign efforts in the E. High Street area are in process and survey work is complete. An additional private easement will be required with the redesign as well as new easements on two City parcels. Phase 2 design will be completed in the summer 2025.

10. Crozet GAC Expansion – Phase I

Design Engineer:	SEH
Project Start:	July 2023
Project Status:	Bidding
Construction Start:	August 2025
Completion:	March 2027
Budget:	$10 M

Current Status: Project will be advertised for bidding in March 2025. $7.24 M in grant funds from VDH have been awarded for this project.

11. MC Pump Station Slide Gates, Valves, Bypass, and Septage Receiving Upgrades

Design Engineer:	Hazen and Sawyer (Hazen)
Project Start:	June 2023
Project Status:	90% Design
Construction Start:	August 2025
Completion:	September 2026
Budget:	**$9.7 M (increased from $3.6 M)**

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

12. SRWTP – PAC Upgrades

Design Engineer:	SEH
Project Start:	November 2023
Project Status:	95% Design
Construction Start:	October 2025
Completion:	February 2027
Budget:	$1.1 M

Current Status: Design documents will be ready for bidding in April.

13. RMR Pool Raise

Design Engineer:	Schnabel Engineering
Project Start:	April 2024
Project Status:	75% Design
Construction Start:	September 2025
Completion:	September 2026
Budget:	$6 M

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

14. SFRR to RMR Pipeline, Intake, and Facilities

Design Engineer:	Kimley Horn/SEH
Project Start:	July 2023
Project Status:	70% Design
Construction Start:	February 2026
Completion:	December 2030
Budget:	**$117 M (increased from $80 M)**

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

15. Beaver Creek Dam, Pump Station and Piping Improvements

Design Engineer:	Schnabel Engineering (Dam)
Design Engineer:	Hazen & Sawyer (Pump Station)
Project Start:	February 2018
Project Status:	70% Design
Construction Start:	May 2026
Completion:	January 2030
Budget:	**$62 M (increased from $47 M)**

Current Status: Hazen is proceeding with design of the pump station. Final design by Schnabel

Engineering for the dam spillway upgrades, temporary detour, and spillway bridge is ongoing. Discussions with the County have been initiated for acquisition or lease of property for the Pump Station. A significant ($20 M) construction grant from the NRCS is anticipated.

16. <u>Upper Schenks Branch Interceptor, Phase II</u>

Design Engineer:	CHA Consulting
Project Start:	July 2021
Project Status:	Design
Construction Start:	2026
Completion:	2027
Budget:	**$6.4 M for RWSA section; $11 – 15 M including City section**

<u>Current Status</u>: Meetings with the County and City are ongoing to finalize the piping design.

17. SRWTP Permanganate Improvements

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

<u>Current Status</u>: Work authorization is signed, and design is in progress. This project will replace deteriorated water treatment equipment and increase chemical containment capacity.

18. Glenmore WRRF Upgrade Phase 1

Design Engineer:	SEH
Project Start:	March 2025
Project Status:	0% Design
Construction Start:	June 2026
Completion:	January 2028
Budget:	$1.65 M

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

19. Dam Concrete and Steel Repairs

Design Engineer:	GAI Consultants
Project Start:	January 2025
Project Status:	0% Design
Construction Start:	January 2026
Completion:	December 2026
Budget:	$1.28 M

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

Planning and Studies

20. MCAWRRF Biogas Upgrades

Design Engineer:	SEH
Project Start:	October 2021
Project Status:	Preliminary Engineering/Study (99%)
Completion:	December 2024
Budget:	**$6.287 M (increased from $2.145 M)**

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

21. Flood Protection Resiliency Study

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

Current Status: This project will identify individualized flood mitigation measures for various facilities to increase their resiliency from a 1% to a 0.2% flooding event and will focus on facilities located at the Moores Creek AWRRF within those flood event boundaries. This project received $198,930 in grant funding from FEMA and VDEM.

Other Significant Projects

22. Urgent and Emergency Repairs

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

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

- RWSA Finished Water ARV Repairs: RWSA Engineering staff recently met with Maintenance staff to identify a list of Air Release Valves (ARVs) that need to be repaired, replaced, or abandoned. Several of these locations will require assistance from RWSA On-Call Maintenance Contractors, due to the complexity of the sites (proximity to roadways, depth, etc.). The initial round will include seven (7) sites, all along the South Rivanna Waterline. Three replacements have been completed at this time, with a fourth site in progress. This in progress site included

abandonment of an existing manual ARV located in the middle of the Route 29-Hydraulic intersection, which has been completed, and was a major coordination effort with VDOT, as they intend to pave this area in the coming weeks. The Contractor is working with VDOT on permits for the final sites. The remaining replacements will likely be scheduled starting in Spring 2025.

- Sugar Hollow Raw Waterline Break at Mechums River: On October 8th, it was discovered that the Sugar Hollow Raw Waterline had failed at its aerial crossing of the Mechums River, due to the impacts associated with Hurricane Helene. RWSA will be utilizing its On-Call Maintenance Contractor, Faulconer Construction, along with its Design Engineer, SEH, to help design and construct the repairs to the aerial crossing. Mobilization occurred on November 5th to address concerns with the existing access road to the site initially. Repairs were substantially completed on January 31st, and the transfer line was put into service on February 3rd. Restoration work at the site was completed on February 28th. Funding opportunities are being pursued through FEMA/VDEM.
- Stillhouse Waterline Erosion at Ivy Creek: In November 2024, it was discovered that the banks of Ivy Creek had experienced significant erosion during some of the heavy rainstorms earlier in the Fall, and that the erosion was now intruding on RWSA's 12" Stillhouse Waterline. The area was temporarily armored with sandbags in December, to protect the waterline from further erosion in the interim. Staff are working with the USACOE to permit a permanent bank stabilization project, which will include placement of large rip-rap along the streambank. Given continued region-wide disaster relief efforts associated with Hurricane Helene, it is anticipated that permits may not be received until Spring 2025. RWSA intends to utilize its On-Call Maintenance Contractor, Faulconer Construction Company, for completion of this work and is seeking funding/reimbursement opportunities through FEMA.

23. Security Enhancements

Design Engineer:	Hazen & Sawyer
Construction Contractor:	Security 101 (Richmond, VA)
Construction Start:	March 2020
Percent Complete:	90% (WA9), 5% (WA #12)
Based Construction Contract + Change Orders to Date = Current Value:	$718,428 (WA1) + $1,006,804 (WA2-12)
Completion:	June 2025 (WA9), December 2025 (WA12)
Budget:	$2.980 M

Current Status: WA9 will include installation of card access on all exterior doors at the South Rivanna WTP and has been amended to include interior doors at the new IT data center. WA12 includes installation of card access on all exterior doors at the Observatory WTP, as well as two small electrical buildings at MCAWRRF. Design of MCAWRRF entrance modifications with Hazen & Sawyer continues, with discussions with Dominion Energy also ongoing, as relocation of existing electrical infrastructure will be required. This relocation process will need to be finalized prior to the project proceeding to the bidding phase. Relocation of existing electrical infrastructure will require coordination with the adjacent landowner, as the infrastructure must be completely relocated from the entrance area. As these discussions are ongoing, staff have submitted appropriate permitting documents to Albemarle County.

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MEMORANDUM

TO: RIVANNA WATER & SEWER AUTHORITY BOARD OF DIRECTORS

FROM: BETSY NEMETH, DIRECTOR OF ADMINISTRATION AND COMMUNICATIONS

REVIEWED BY: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: ADMINISTRATION AND COMMUNICATIONS REPORT

DATE: MARCH 25, 2025

Human Resources

Fiscal year-to-date turnover is 7.9% through March 7, 2025 for the fiscal year beginning on July 1, 2024, which includes one retirement.

We are excited to announce the promotion of Cary Wingo to the Assistant Water Department Manager position and a new Project Engineer, David White III to our Engineering team.

Safety

Our Safety Manager has been attending progress meetings and pre-construction meetings for our capital projects to ensure that our contractors have safety plans in place for all our work sites.

Community Outreach

We are continuing our work with three students from the University of Virginia's School of Medicine Public Health class on their Applied Practice Experience, and we are looking forward to the work products that they will bring to us.

Our Communications & Outreach Coordinator, Westley Kern, along with representatives from the City of Charlottesville and the Albemarle County Service Authority were at Martin's Hardware on Tuesday, March 18, 2025 to educate people about Fix a Leak Week.

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MEMORANDUM

TO: **RIVANNA WATER & SEWER AUTHORITY BOARD OF DIRECTORS**

FROM: **JENNIFER WHITAKER, DIRECTOR OF ENGINEERING & MAINTENANCE**

REVIEWED BY: **BILL MAWYER, EXECUTIVE DIRECTOR**

SUBJECT: **WHOLESALE METERING REPORT FOR FEBRUARY 2025**

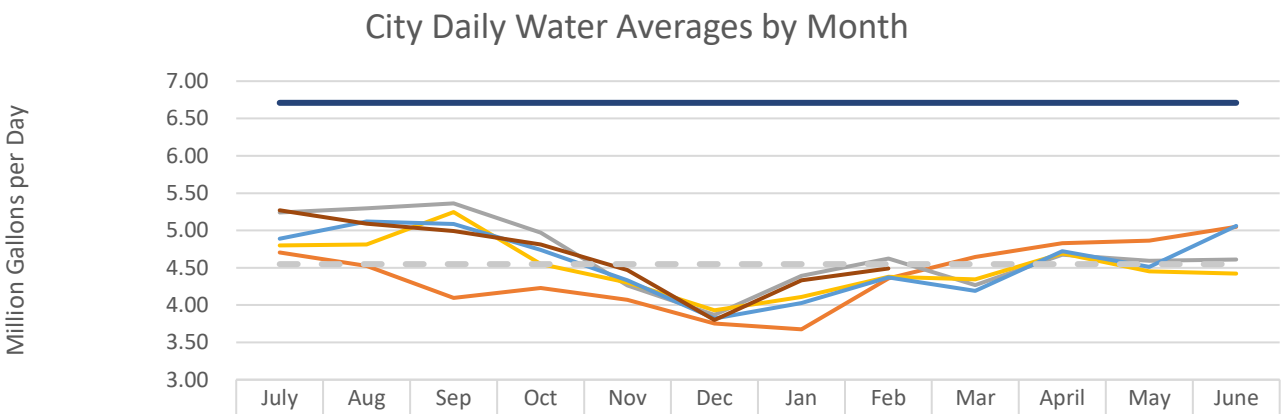
DATE: **MARCH 25, 2025**

The monthly and average daily Urban water system usages by the City and the ACSA for February 2025 were as follows:

		Month	***Daily Average***	
City Usage (gal)		125,707,545	4,489,555	**50.8%**
ACSA Usage (gal)		121,956,198	4,355,578	**49.2%**
Total (gal)		**247,663,743**	**8,845,138**	

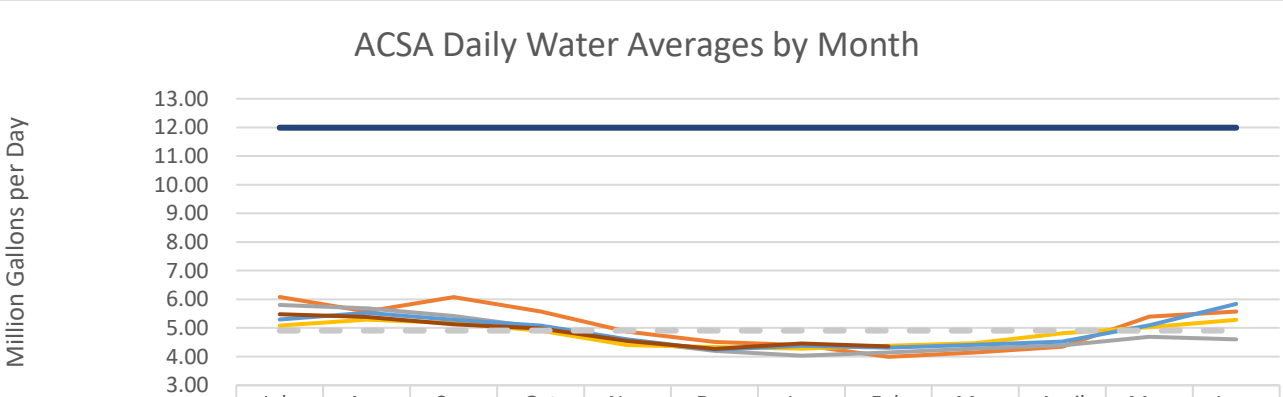
The *RWSA Wholesale Metering Administrative and Implementation Policy* requires that water use be measured based upon the annual average daily water demand of the City and ACSA over the trailing twelve (12) consecutive month period. The *Water Cost Allocation Agreement (2012)* established a maximum water allocation for each party. If the annual average water usage of either party exceeds this value, a financial true-up would be required for the debt service charges related to the Ragged Mountain Dam and the SRR-RMR Pipeline projects. Below are graphs showing the calculated monthly water usage by each party dating back to the beginning of FY 21, the trailing twelve-month average (extended back to March 2024), and that usage relative to the maximum allocation for each party (6.71 MGD for the City and 11.99 MGD for ACSA). Completed in 2019 for a cost of about $3.2 M, our Wholesale Metering Program consists of 25 remote meter locations around the City boundary and 3 finished water flow meters at treatment plants.

Figure 1: City of Charlottesville Monthly Water Usage and Allocation



	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
FY 2021	4.70	4.52	4.10	4.23	4.07	3.75	3.67	4.36	4.65	4.83	4.86	5.05
FY 2022	5.24	5.30	5.36	4.97	4.26	3.87	4.39	4.62	4.27	4.67	4.59	4.61
FY 2023	4.80	4.81	5.25	4.55	4.30	3.93	4.11	4.38	4.34	4.69	4.45	4.42
FY 2024	4.89	5.12	5.09	4.74	4.33	3.82	4.03	4.37	4.19	4.72	4.51	5.06
FY 2025	5.27	5.09	4.99	4.81	4.47	3.80	4.33	4.49				
Policy Limit	6.71	6.71	6.71	6.71	6.71	6.71	6.71	6.71	6.71	6.71	6.71	6.71
12 month avg	4.55	4.55	4.55	4.55	4.55	4.55	4.55	4.55	4.55	4.55	4.55	4.55

Figure 2: Albemarle County Service Authority Monthly Water Usage and Allocation



	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
FY 2021	6.08	5.58	6.08	5.58	4.87	4.51	4.40	3.99	4.15	4.34	5.39	5.58
FY 2022	5.80	5.68	5.42	5.02	4.56	4.20	4.03	4.15	4.28	4.39	4.69	4.60
FY 2023	5.08	5.29	5.18	4.90	4.40	4.33	4.28	4.38	4.46	4.81	5.03	5.28
FY 2024	5.29	5.53	5.28	5.08	4.60	4.24	4.38	4.32	4.41	4.52	5.09	5.84
FY 2025	5.48	5.38	5.13	4.98	4.55	4.27	4.46	4.36				
Policy Limit	11.99	11.99	11.99	11.99	11.99	11.99	11.99	11.99	11.99	11.99	11.99	11.99
12 month avg	4.91	4.91	4.91	4.91	4.91	4.91	4.91	4.91	4.91	4.91	4.91	4.91

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TO: RIVANNA WATER & SEWER AUTHORITY BOARD OF DIRECTORS

FROM: BETHANY HOUCHENS, WATER RESOURCES COORDINATOR

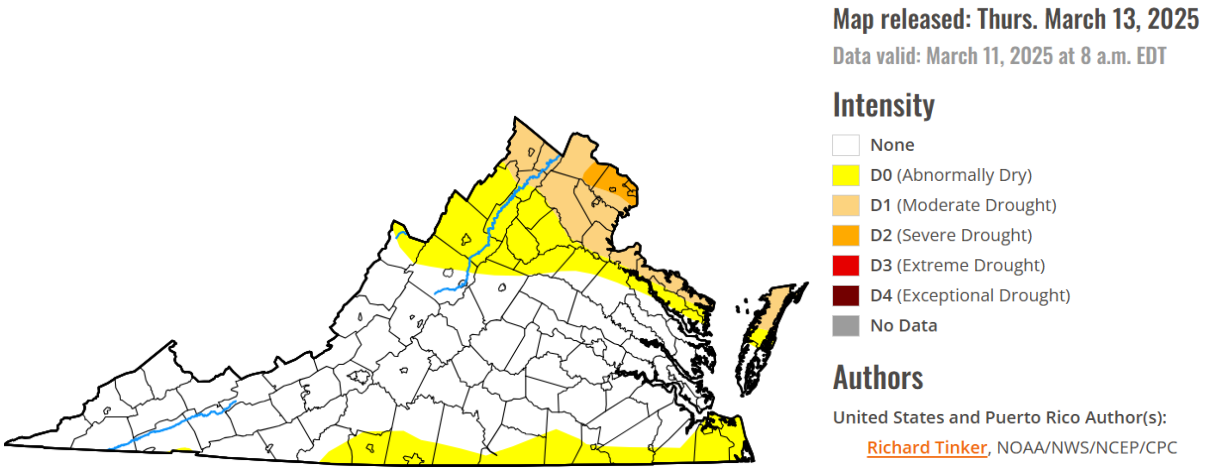
REVIEWED: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: DROUGHT MONITORING REPORT

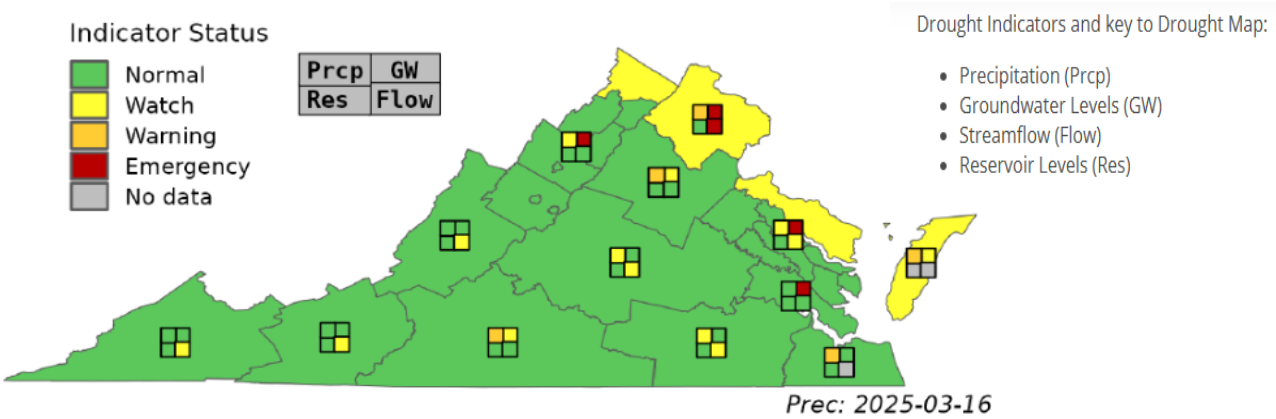
DATE: MARCH 25, 2025

State and Federal Drought Monitoring as of March 18, 2025:

- U.S. Drought Monitoring Report: Indicates the City of Charlottesville and most of Albemarle County are in normal conditions. A small portion of Northern Albemarle County is in Abnormally Dry conditions.



- VDEQ Drought Status Report: Our region is listed as being in a "Normal" level for groundwater and reservoir levels. Precipitation and streamflow are in a "Watch" status.



Precipitation & Stream Flows

Charlottesville Precipitation					
Year	Month	Observed (in.)	Normal (in.)	Departure (in.)	Comparison to Normal (%)
2021	Jan - Dec	33.82	41.61	-7.79	-19
2022	Jan - Dec	43.53	41.61	+1.92	+5
2023	Jan – Dec	26.95	41.61	-14.66	-35
2024	Jan - Dec	39.56	41.61	-2.05	-5
2025	Jan-Feb	4.92	5.31	-0.39	-7

Source: National Weather Service, National Climatic Data Center, Climate Summary for Charlottesville, Charlottesville Albemarle Airport station

USGS Stream Gaging Station Near the Urban Area (Mar 6-Mar 12)				
Gage Name	Rolling 7-day Avg. Stream Flow		Median Daily Streamflow	
	cfs	mgd	cfs	mgd
Mechums River	132	85.3	108	70
Moormans River	241.3	156	106	69
NF Rivanna River	256	165.5	140	90.5
SF Rivanna River	443.6	286.7	304	196.5

Median daily flow: March 12th for the period of record (approx. 30 - 80 years)

Status of Reservoirs as of March 18, 2025

- Urban Reservoirs are 97.16% of Total Useable Capacity
- Beaver Creek Reservoir (Crozet) is 100% of Total Useable Capacity
- Totier Creek Reservoir (Scottsville) is 100% of Total Useable Capacity

Drought History in Central Virginia

- Severe: 1838, 1930, 1966, 1982, 2002
- Longest: May 2007 - April 2009; 103 weeks
- Significant: every 10 -15 years
- Drought of Record: 2001- 2002; 18 months

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MEMORANDUM

TO: RIVANNA WATER & SEWER AUTHORITY BOARD OF DIRECTORS

FROM: JENNIFER A. WHITAKER, DIRECTOR OF ENGINEERING AND MAINTENANCE

REVIEWED BY: BILL MAWYER, EXECUTIVE DIRECTOR

SUBJECT: APPROVAL OF TERM CONTRACT FOR CONSTRUCTION VISUAL DOCUMENTATION SERVICES – COMMONWEALTH DOCUMENTATION, LLC

DATE: MARCH 25, 2025

This request is to authorize award of a Term Agreement to Commonwealth Documentation, LLC (dba Multivista) to provide construction visual documentation services for our CIP projects. Fees for each Work Authorization will be negotiated based on the services required and hourly rates from the consultant which have been approved by staff. The term of the contract will be for one year, with the option for four one-year renewals.

Background

RWSA has a significant Capital Improvement Program that includes a wide variety of construction projects. As a result, the Authority was interested in procuring services to comprehensively document these construction services for use during the construction process as well as after the improved infrastructure was in use. Given the critical nature of the Authority's infrastructure, supplementing the notes and photos already being captured by RWSA engineering and inspection staff via these services, was determined to not only be a short-term benefit to the construction process, but a long-term benefit to the Authority. These services have been included in many of the Authority's more substantial projects since 2020. Under this contract, a wide variety of services can be provided including progression photos during all phases of construction, drone capabilities, webcam and time-lapse documentation, and documentation of contractor-provided training sessions.

A Request for Proposals (RFP 24-10) to reprocure these services was advertised on December 23, 2024. Six proposals were received on February 6th, 2025. Based on the qualifications of the firms, the RFP selection committee short-listed and interviewed three firms. Interviews were conducted on March 4th, 2025, and the committee determined that one firm was best qualified to provide these services. Multivista has been providing these services since 2003 and has been providing them for the Authority since 2020. Since that time, Multivista's services have been a beneficial component of our construction process, and given their physical proximity in Richmond, number of local clients, and ability to effectively provide all of the services desired, the review committee deemed Multivista as the most meritorious candidate.

Board Action Requested:
Authorize the Executive Director to execute a Term Agreement with Commonwealth Documentation, LLC (a Multivista Franchise) for Construction Visual Documentation Services and Work Authorizations as needed. The term of the contract will be for one year, with the option for four one-year renewals.

Organizational Agreements of the RWSA

PRESENTED TO THE BOARD OF DIRECTORS

BY DAVE TUNGATE

DEPUTY EXECUTIVE DIRECTOR

MARCH 25, 2025

RIVANNA WATER & SEWER AUTHORITY

Foundation Documents

1. Articles of Incorporation, 1972:

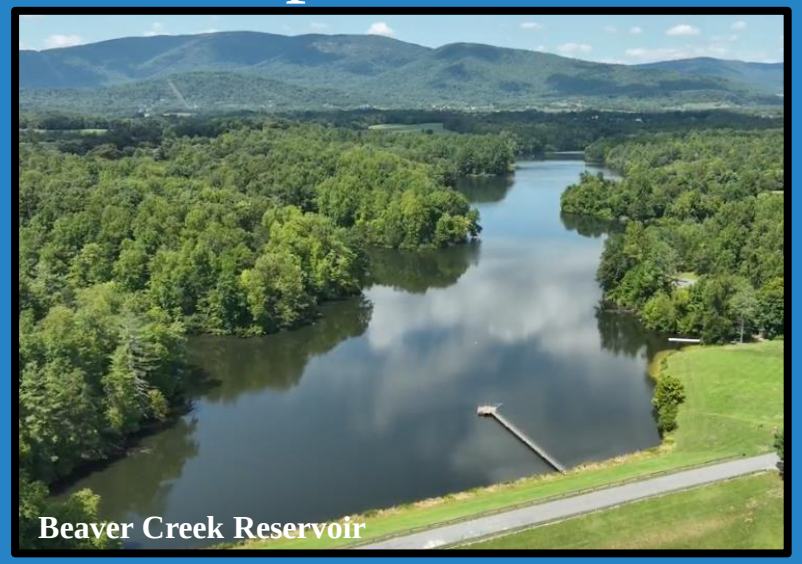
- The State Water Control Board notified the City and County about the availability of $13 M in Federal and State grants conditioned that the City and County must designate a single political entity to represent both localities.
- By Concurrent Resolution of City Council and the Albemarle Board of Supervisors, the Rivanna Water Sewer Authority was created pursuant to the Virginia Water and Sewer Authorities Act on June 7, 1972 for the purpose of acquiring, financing, constructing and maintaining facilities for a potable water supply and for abatement of pollution resulting from sewage from the City and the County.
- 5 Board Members: 2 from City, 2 from County and 1 jointly appointed.
- Prohibited RWSA from contracting with any other party in the City or County for water or sewer services.
- The City and County approved a Concurrent Resolution to reauthorize the RWSA for another 50 years in 2022.

2. Service Agreement, 1973 (aka "Four Party Agreement") City, County, ACSA and RWSA, included:

- Acquisition of existing water and wastewater facilities from the City and ACSA by RWSA.
- Design, construct and issue bonds for new facilities.
- RWSA to be sole producer of potable water and treatment of wastewater.
- Rates and Charges
  - RWSA water rates shall be uniform for the Urban area.
  - Wastewater rates shall not be uniform. Wastewater operation and maintenance costs shall be uniform, but the City Utilities will pay one-half the debt service costs as the ACSA.
- Term: June 30, 2012, or until bonds have been paid, with 2 years written notice of termination.

3. By-Laws of RWSA, 1973

Revisions to the Articles of Incorporation


Beaver Creek Reservoir

MCAWRRF

4. **Amended and Restated Articles of Incorporation, 1985:**
   - Limited RWSA to serve only the City and ACSA for the treatment and transmission of potable water and the treatment and disposal of sewage.

5. **Second Restated Articles of Incorporation, 1986:**
   - Placed the Executive Director of the ACSA, or such Albemarle County Department Head as the Board of Supervisors may appoint, on the Board of the RWSA in lieu of the County Engineer of Albemarle County.

6. **Third Restated Articles of Incorporation, 2009:**
   - Increased the number of members of the RWSA Board from 5 to 7 through the addition of 1 member of City Council and 1 member of the Albemarle Board of Supervisors.

7. **Fourth Restated Articles of Incorporation, 2017:**
   - Placed the City Director of Utilities, or such Department Head as City Council may appoint, on the Board of the RWSA in lieu of the City Director of Public Works.

Revisions to the By – Laws

Mike Gaffney
Chair

Jeff Richardson
Vice-Chair

Sam Sanders
Secretary-Treasurer

Lauren Hildebrand

Quin Lunsford

Brian Pinkston

Ann Mallek

RWSA Board of Directors

8. **By- Laws, 1973;** Amendments:

- 1975: Established the Officers of the Board of Directors, an Executive Director position, schedule of meetings (3rd Monday at 403 Eighth St), agenda order of business for public Board meetings, all members must be present to amend the By-Laws.
- 1983: Allowed a designated Alternate to attend meetings but not vote.
- 1986: Changed meetings from third Monday to fourth Monday.
- 2010: Included a requirement to have a Board of Directors; changed meetings from 4th Monday to 4th Tuesday.
- 2014: Allowed Board members to participate remotely in Board meetings through electronic communications, a quorum (4) must be physically present at the meeting.
- 2016: Authorized the Executive Director to sign contracts ≤ $100k.
- 2020 : Authorized Executive Director to sign contracts ≤ $200k.
- 2022: Adopted a “Remote Participation Policy” which also allows virtual Board meetings and remote participation by Board members.

Major Facilities

9. Working Agreement on Urban Area Wholesale Flow Allocation and Billing Methodology, 1983:

- Water and Wastewater treatment charges determined by applying RWSA rates to the total amount of water produced, with the total cost proportionally allocated to City Utilities and ACSA based on their usage as obtained from their customer meter readings.

10. Joint Resolution, 1983:

- Purchased Buck Mtn property (1,314 acres) for a proposed drinking water supply reservoir; created Buck Mtn Surcharge on new public water connections in the City and County.

11. Southern Loop Agreement, 1987:

- Plan and cost allocation for water lines and storage tanks from OBWTP to Avon St (Western Branch; completed), and from Avon St to E. High St. (Eastern Branch; replanned in 2022 to a southern/Cherry Ave corridor closer to the center of the City; “Central Water Line”).

12. Moore’s Creek Relief Sewer Project, 1990:

- New sewer line to parallel the existing Moore’s Creek Interceptor Line from Quarry Road to the MCAWRRF.

13. Urban Water Line, 1993:

- Funding formula for a water line along Berkmar Drive (52% City Utilities/48% ACSA).

14. South Rivanna WTP Expansion Agreement, 2003:

- Allocated capacity and cost of 4 MGD expansion of SRWTP: 100% ACSA
- Allocated non-capacity CIP costs for Urban Water System: 48% City Utilities / 52% ACSA.
- Allocated Urban plants capacity and South Fork Rivanna Reservoir safe yield.

Major Facilities

Ragged Mtn Reservoir

Glenmore WRRF

15. Ragged Mtn Dam Project Agreement, 2012:

- RWSA to design and build new Ragged Mtn Dam and pipeline from SRR to RMR.
- Water Supply and Demand studies every decade beginning 2020.
- Wholesale Meter system to be constructed, maintained and reported monthly.
- RMR leased from City for 40 years (2052).

16. Water Cost Allocation Agreement, 2012:

- Allocated cost of RMR dam (85% ACSA/15% City) and pipeline (80% ACSA/20% City Utilities).
- Allocated Urban Water System supply (safe yield), to be monitored by Wholesale Meter System.

17. Wastewater Projects Cost Agreement, 2014:

- Allocated cost of new Rivanna Pump Station and future capacity and non-capacity wastewater CIP projects, based on actual wastewater flows updated every 5 years.

18. Amendment to the “4 Party Agreement”, 2015:

- Debt service charges to be computed as a monthly charge, rather than included in the Water and Wastewater Rates.

19. Joint Resolution, 2019:

- Ended the Buck Mtn surcharge.

Major Facilities

20. Observatory WTP, Raw Water Pumping and Piping Upgrade Cost Allocation Agreement, 2020:

- Allocated costs for additional capacity in these facilities.
- Commitment to construct the Central Water Line centrally thru the City.

21. Observatory WTP Ground Lease; 2020:

- 49-year lease with UVA. $175k / year with annual CPI-U increase updated every 10 years.

22. Northern Area Drinking Water Projects Agreement; 2022:

- Allocated costs to the ACSA for new drinking water facilities to be constructed north of the South Fork Rivanna River.

22. First Amendment to the Ragged Mountain Dam Project Agreement; 2023

- Authorized RWSA to increase the community's water supply by adding 700 MG to Ragged Mtn Reservoir

Summary

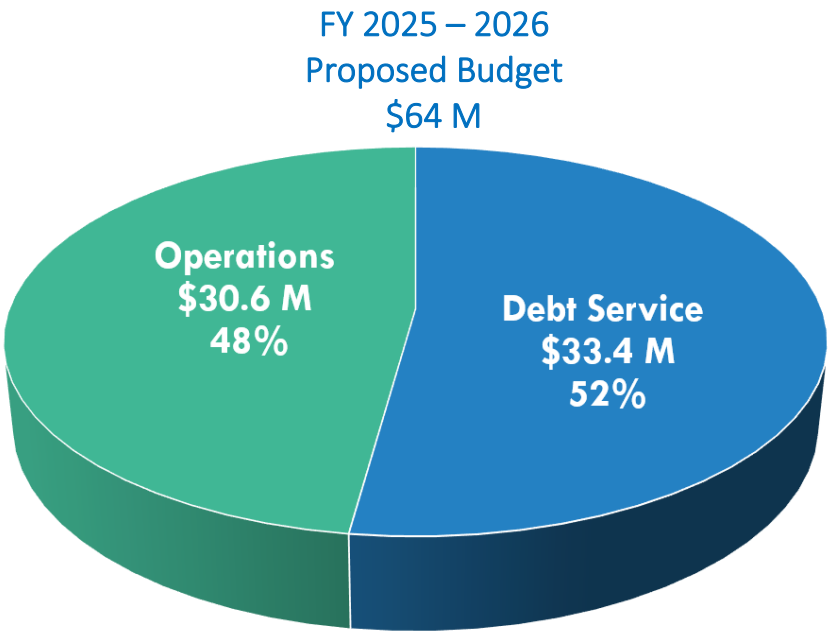
- Foundation documents of the RWSA include the Articles of Incorporation, 4 Party Agreement, and By-Laws.
- Since RWSA was created 53 years ago, many Agreements have been established to allocate water supply and costs.
- Staff must accurately administer these Agreements to properly manage our resources, budgets, and charges to City Utilities and ACSA.

Questions?

Rivanna Water and Sewer Authority
Adopted
FY 2025-2026 Budget

Budget Overview

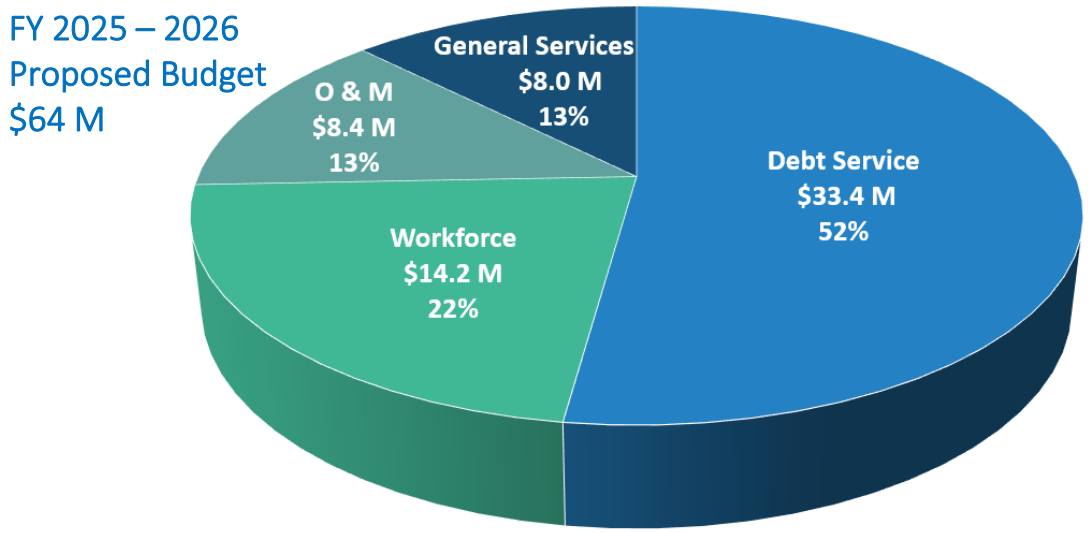
The Rivanna Water and Sewer Authority provides wholesale drinking water and wastewater treatment services for the Albemarle County Service Authority (ACSA) and the City of Charlottesville Utilities Department (City). An FY 2025-2026 budget of $64 million is proposed to support the quality of life and economic development desired by both localities. The proposed budget was developed to strategically provide these water and wastewater services for our community in a reliable, regulatory compliant, environmentally protective, and financially responsible manner.



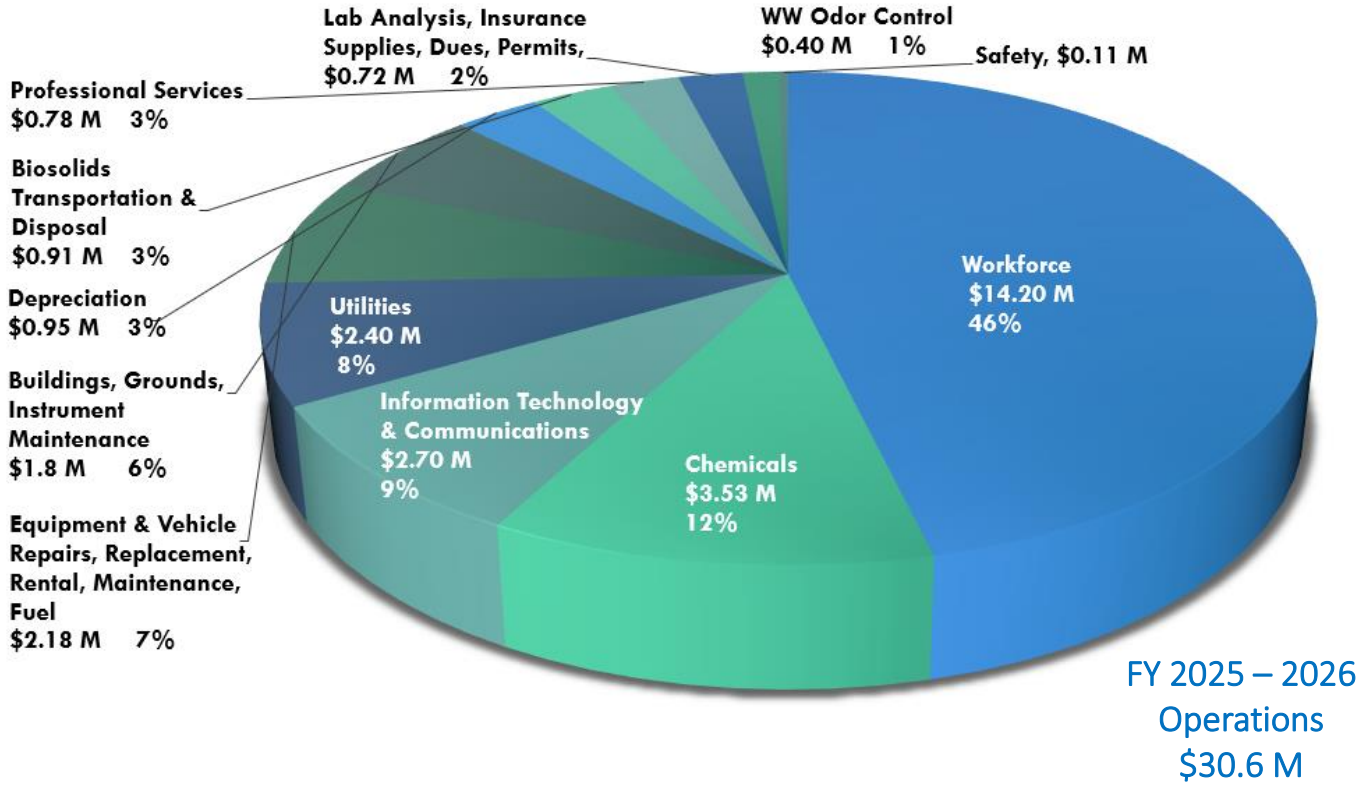
To provide the capacity and reliability needed to appropriately serve our customers, we are guided by our Strategic Plan priorities of Optimization and Resiliency, Communication and Collaboration, Planning and Infrastructure, Environmental Stewardship, and Workforce Development. The proposed budget includes $33.4 M for Debt Service charges and $30.6 M for Operating expenses, including a budget increase of $8.9 M, or 16%.

Debt Service charges represent 52% of our budget and provide funding to construct and renew our major infrastructure including water and wastewater treatment plants, pumping stations, piping systems and reservoir facilities. Operating expenses include General Services (professional and nonprofessional contract services; utilities; biosolids transportation and disposal; odor control; information technology; insurance; permits; and communications), Operation and Maintenance (chemicals; repairs and maintenance for buildings, vehicles, and equipment; fuel; and depreciation) and Workforce (salaries; benefits; training; and uniforms), as allocated below:

Rivanna Water and Sewer Authority
Adopted
FY 2025-2026 Budget



A detailed allocation of our Operating expenses is shown below:



To support our Operational, Capital, and Strategic Plan goals, the FY 2025-2026 budget proposes an increase of $3.2 M in Operating expenses and an increase of $5.7 M in Debt Service charges for a total budget increase of $8.9 M. Rates in the Urban Centers are proposed to increase:

- $0.279 per 1000 gallons = 8% for water
- $0.473 per 1000 gallons = 14% for wastewater

Monthly Debt Service charges to City Utilities will increase:

- $87,450 = 23% for Urban water
- $41,778 = 9% for Urban wastewater

Monthly Debt Service charges to the ACSA will increase:

- $174,198 = 25% for Urban water
- $107,521 = 25% for Urban wastewater
- $52,278 = 23% for non-Urban water
- $9,920 = 146% for non-Urban wastewater

Actual Water and Wastewater Flows

Actual FY 2023-2024 water and wastewater retail flows reported by City Utilities and ACSA are used to allocate the Urban Area operating rates and charges, in accordance with the "Working Agreement on Urban Area Wholesale Flow Allocation and Billing Methodology" (1983). Based on the actual retail flows reported, the allocation of costs resulted in a $256,000 charge increase for the ACSA and a $256,000 charge decrease for the City.

Allocation of flows (based on retail flows):

	FY 2025	**FY 2026**
City Water	49%	48%
ACSA Water	51%	52%
City Wastewater	47%	46%
ACSA Wastewater	53%	54%

Expenses

Information technology to control our water and wastewater treatment processes, as well as our asset management systems, continues to be a major driver of our expense increases along with replacement of equipment which is deteriorated and has reached the end-of-life-cycle. Two additional positions are proposed to strengthen our information technology and construction inspection resources. In addition, a 2% cost-of-living and 3% merit pool are proposed for staff salary increases to help us retain and attract highly skilled staff to provide our essential services. A brief description of proposed budget investments includes:

A. Increase in Operating Expenses: $3.25 M

1. Water and Wastewater Programs: $1.97 M

a. Technology, SCADA, Commissioning $1.00
b. Equipment Replacement $0.60

c. Prof. Services, Buildings & Grounds $0.37

2. Personnel: $1.27 M

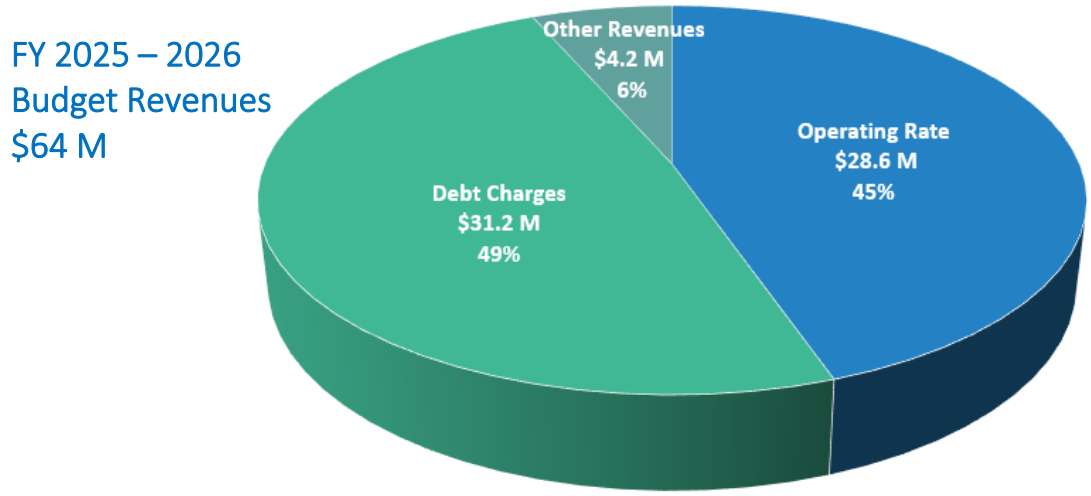
a. 2% cola + 3% merit $0.56
b. VRS, Taxes, Health and Life Insurance $0.37
c. FY 25 positions (0.5 year) $0.17
d. FY 26 positions $0.15
- Information Technology Specialist
- Engineering Construction Inspector

B. Increase in Debt Service Charges: $5.67 M

Debt Service costs of $33.4 M represent the largest component of our budget (52%) and of our budget increase (64%). These debt costs are estimated to increase $5.7 M to support our investment in major water supply infrastructure projects in our FY 26 – 30 CIP. Some of those essential projects will complete our community's water supply plan crafted in 2012 including the Ragged Mtn Reservoir to Observatory WTP Water Line and Pump Station, and the S. Rivanna Reservoir to Ragged Mtn. Reservoir Water Line and Pump Station. Significant regulatory and water distribution projects including the Beaver Creek Reservoir Dam, Water Line and Pump Station to support Crozet, and the Central Water Line to strengthen our Urban treated water distribution system are prominent in our 5-year CIP.

Revenues

Revenues for FY 2025 - 2026 are based upon estimated water and wastewater Operating Rates totaling $28.6 M, Debt Service charges of $31.2 M, and other Debt Service revenues of $4.2 M (County septage station support and interest income), as shown below:



A summary of major investment-driven budget increases is provided below. **Appendix 8** provides a line-by-line review of the proposed budget for the Authority as a whole.

Rivanna Water and Sewer Authority
Adopted
FY 2025-2026 Budget

Summary of Budget Expenses
FY 2026
Significant Line - item increases

	Line item	Notable Items	Budget Change from Prior year
Personnel cost in general			
• Salary Adjustment			
2% COLA & 3% Merit increase	11000	568,300	
• New Positions FY2026 (SCADA Tech & Eng. Tech)	11000	156,000	
• Fund 2025 Positions fully funded (Deputy ED, HR Comm, Wwater Operator)	11000	179,000	
• Personnel costs related changes - Benefits(VRS, Taxes, Life Ins., Health)	12XXX	371,700	
Total change in personnel and benefit costs			**$ 1,275,000**
General overall changes			
• Engineering Professional Services	20300		
Urban Water:			
Dam Inspection by PE - RMD/SHD/SFRD		$ 20,500	
Dam Misc. dam engineering		30,000	
Pantops Tank Inspection		15,000	
SHD Siren Study - Pilot		30,000	
DEQ Regional Water - Planning		20,000	
Tabletop exercise assistance		35,000	
Urban W Misc. Engineering studies		50,000	
Crozet:			
Eng. Consultant - Dam Inspection by PE - BCD		4,500	
Crozet Water As needed operations assistance		10,000	
DEQ Regional Water - Planning		5,000	
Scottsville:			
Scottsville Water as needed operations assistance		10,000	
DEQ Regional Water - Planning		5,000	
Urban WW:			
Wastewater Modeling and Analyses for allocation agreements		100,000	
Urban WW as needed Operations assistance		25,000	
SEH. ABAC		10,000	
Urban WW Misc. Engineering studies		50,000	
Glenmore WW:			
Glenmore WW as needed operations assistance		10,000	
Scottsville WW			
Scottsville WW as needed operations assistance		5,000	
All Other:			
Grant support	Administration	10,000	
Maintenance - ARC Flash	Maintenance	10,000	
Commissioning Program Support	Engineering	50,000	
Sustainability Assistance	Engineering	50,000	
Grant application Assistance	Engineering	4,500	
Misc. PER Support	Engineering	15,000	
Misc. CIP support	Engineering	15,000	
Total Estimated FY2026		**589,500**	
FY 2025 Budget		(309,900)	
Change		$ 279,600	$ 279,600

Rivanna Water and Sewer Authority
Adopted
FY 2025-2026 Budget

Summary of Budget Expenses
FY 2026
Significant Line - item increases

	Line item	Notable Items	Budget Change from Prior year
IT - All Departments (These amounts are being revised)			
• Hardware	31100		$ 160,000
• SCADA Support and Main (commissioning and integration policy)	31150		$ 482,000
• Maintenance and Support	31200		$ 116,600
• Software and Subscriptions	31250		$ 125,990
Urban Water			
• Training	13150		$ 11,700
• Administrative Support - Dominion Power Consultant	20200		$ 15,000
• Insurance - Premium increase and new facilities added	21100		$ 30,000
• Watershed Mgt - Mitigation	21250		$ 36,000
• Utilities - bring to FY 2023 actual levels	21400		$ 60,000
• General Other Services - Hauling and Disposal of biosolids	21420		$ 34,200
• Chemicals - See Data Table Worksheet	41450		$ (59,000)
Urban Wastewater			
• Training	13150		$ 11,200
• Administrative Support - Dominion Power Consultant	20200		$ 15,000
• Building & Grounds	41100		$ 100,000
• Chemicals	41450		$ (94,000)
• Equipment Maint - (UV System, Aerators- 4 or 5 ($170k), NRCY Pumps 3 ($128k)	41550		$ 298,000
Crozet			
• Utilities - bring to FY 2023 actual levels	21400		$ 12,500
• B & G - HVAC replacement, Bioretention restoration	41100		$ 11,600
• Chemicals	41450		$ 22,500
Scottsville Water			
• Communications - better data service, Red Hill added	22150		$ 11,400
Glenmore WW			
• Depreciation	99999		$ 20,000
• Instrumentation - Replace ISCA sampler	41600		$ 15,000
• Communication Data - dual redundant lines added	22150		$ 16,650
Administration			
• Advertising & Comm	21150		$ 13,700

Summary of Budget Expenses
FY 2026
Significant Line - item increases

3/6/2026

	Line Item	Notable Items	Budget Change from Prior year
• Fuel	41650		$ 5,000
Finance / IT			
• Travel & Lodging	20300		$ 7,000
Maintenance			
• Equipment $10,000 (Mobile Generator, Valve Machine, Attachments Skid St)	81250		$ 250,000
Lab			
• Materials and Supplies (FY 2023 actuals were $85K)	41400		$ (30,000)
• Equipment repairs and replacement	41550		$ 29,000
• Instrumentation - new temp location will need instrumentation	41600		$ 17,000
Engineering			
• Training	13150		$ 17,000
• Asset Management - City work annual subscription and Support	31325		$ 46,000
• Security Systems			$ (24,700)
• All other changes			$ (83,340)
FY 2026 Total increases in estimated operating expenses			**$ 3,253,600**

Debt Service & Capital Improvements

Debt service requirements for the Capital Improvement Plan (CIP) are included in the budget request. The FY 26-30 CIP totals $550 M, an increase of $179 M as compared to the FY 25-29 CIP. A budget increase of $111 M is included in the five-year CIP for inflation and market revisions to existing projects, five projects and four studies totaling $12 M were added, and projects totaling $32 M transitioned into FY 2030. More detailed information on the proposed FY 2026 – 2030 CIP can be found at http://www.rivanna.org/financials-and-procurement/.

The table below shows the changes in estimated project costs reflected in the CIP:

Project Cost	2025-2029 Adopted CIP	Projects Completed	New or Additional Project Costs	2026-2030 Draft CIP	Change $	Change %
Urban Water Projects	$ 223,391,000	$ (13,900,000)	$ 103,752,800	$ 313,243,800	$ 89,852,800	40%
Urban Wastewater Projects	76,585,000	(475,000)	53,299,000	129,409,000	52,824,000	41%
Shared Projects	6,389,400	(114,909)	1,160,990	7,435,481	1,046,081	14%
Non-Urban Projects	64,635,000	-	35,555,000	100,190,000	35,555,000	35%
Total Project Cost Estimates	**$ 371,000,400**	**$ (14,489,909)**	**$ 193,767,790**	**$ 550,278,281**	**$ 179,277,881**	33%

The Authority has programmed into the FY 2025-2026 budget charges that fund the additional debt service anticipated by the proposed CIP. Cumulatively, the Authority has built 33% of future debt service costs into the rates and charges for all rate centers in FY 2025-2026. This is done by using the CIP as a guide for future debt needs, and including an average charge increase over that five-year period. This proactive approach prevents large spikes in charges for any given year in which new debt is actually issued - effectively leveling the impact on charges.

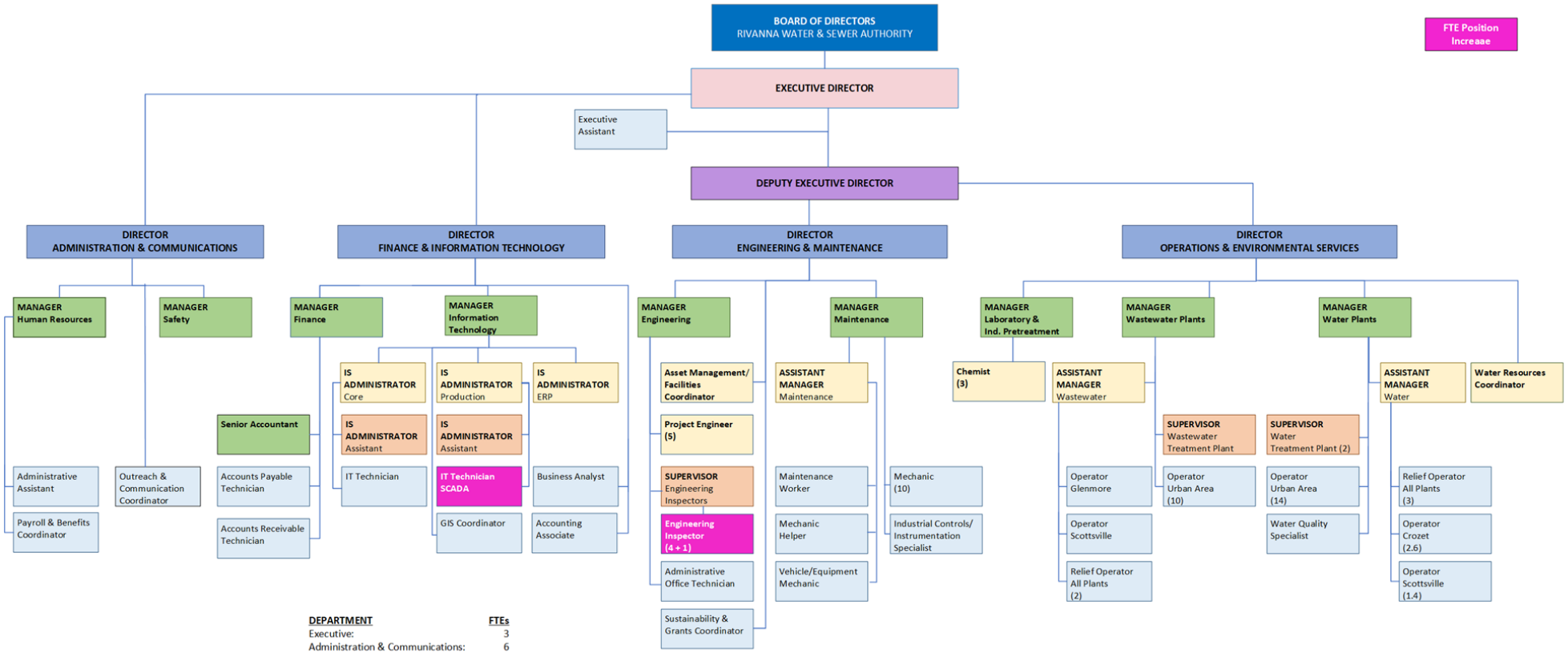
For example, current Urban Water charges have 33.2% ($6.6 M) of the needed future debt service revenues already built into the charges to cover the total funding needed for the next five years, which is $20 M. This will require the remaining $13.4 M to be included in the future debt service charge as an annual increase over the next four years to fund the Water projects within the CIP.

	Next Five Years		
	Annual Estimated NEW Debt Service related to 5-year CIP New Debt	New Debt Service Cost built into FY 2026 Rates	Percentage of Debt Service in FY 2026 Rates
Urban Water	$ 19,970,000	$ 6,639,000	33.2%
Urban Wastewater	4,558,000	911,000	20.0%
Non-Urban Rate Centers	5,356,000	2,345,000	43.8%
	$ 29,884,000	$ 9,895,000	33.1%

Rivanna Water and Sewer Authority
Adopted
FY 2025-2026 Budget

RIVANNA WATER & SEWER AUTHORITY
Organizational Chart

FY 2025 – 2026 Proposed Budget



DEPARTMENT	FTEs
Executive:	3
Administration & Communications:	6
Finance & Information Technology:	16
Engineering & Maintenance:	32
Operations & Environmental Services:	49
TOTAL FTEs	**106**

One employee per position unless noted in parenthesis ()

RIVANNA WATER & SEWER AUTHORITY
FY 2026 Proposed Budget

Prepared: March 10, 2025
Adopted: Draft 8

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Budget Highlights

- Executive Summary Narrative

Budget Details

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Departmental Summary of Revenues and Expenses

Summary of Revenues

	FY 2025	FY 2026	$ Change	% Change
Operations Revenues				
Urban Water	$ 11,587,000	$ 12,586,000	999,000	8.62%
Crozet Water	1,460,000	1,607,000	147,000	10.07%
Scottsville Water	747,000	860,000	113,000	15.13%
Urban Wastewater	11,749,000	13,421,000	1,672,000	14.23%
Glenmore Wastewater	537,000	679,000	142,000	26.44%
Scottsville Wastewater	408,000	496,000	88,000	21.57%
Administration	364,000	417,000	53,000	14.56%
Finance & IT	541,000	581,000	40,000	7.39%
Maintenance	-	-	-	
Lab	-	-	-	
Engineering	-	-	-	
Total	$ 27,393,000	$ 30,647,000	$ 3,254,000	11.88%
Debt Service Revenues				
Urban Water	$ 13,534,000	$ 16,688,000	3,154,000	23.30%
Crozet Water	2,717,000	3,254,000	537,000	19.76%
Scottsville Water	201,000	313,000	112,000	55.72%
Urban Wastewater	11,206,000	12,953,000	1,746,000	15.59%
Glenmore Wastewater	49,000	145,000	96,000	195.92%
Scottsville Wastewater	36,000	60,000	24,000	66.67%
Total	$ 27,743,000	$ 33,413,000	$ 5,669,000	20.44%
Total Revenues	**$ 55,136,000**	**$ 64,060,000**	**$ 8,923,000**	**16.19%**

Summary of Expenses

	FY 2025	FY 2026	$ Change	% Change
Operations Expenses				
Urban Water	$ 7,690,000	$ 7,899,000	209,000	2.72%
Crozet Water	1,097,000	1,170,000	73,000	6.65%
Scottsville Water	530,000	598,000	68,000	12.83%
Urban Wastewater	7,219,000	7,945,000	726,000	10.06%
Glenmore Wastewater	378,000	487,000	109,000	28.84%
Scottsville Wastewater	259,000	316,000	57,000	22.01%
Administration	1,758,000	2,033,000	275,000	15.64%
Finance & IT	3,226,000	4,165,000	939,000	29.11%
Maintenance	1,997,000	2,443,000	446,000	22.33%
Lab	633,000	666,000	33,000	5.21%
Engineering	2,606,000	2,922,000	316,000	12.13%
Total	$ 27,393,000	$ 30,647,000	$ 3,251,000	11.88%
Debt Service Expenses				
Urban Water	$ 13,534,000	$ 16,688,000	3,154,000	23.30%
Crozet Water	2,717,000	3,254,000	537,000	19.76%
Scottsville Water	201,000	313,000	112,000	55.72%
Urban Wastewater	11,205,000	12,953,000	1,748,000	15.60%
Glenmore Wastewater	49,000	145,000	96,000	195.92%
Scottsville Wastewater	36,000	60,000	24,000	66.67%
Total	$ 27,742,000	$ 33,413,000	$ 5,671,000	20.44%
Total Expenses	**$ 55,135,000**	**$ 64,060,000**	**$ 8,922,000**	**16.19%**
Total Budgetary Surplus/ (Deficit)	**$ 1,000**	**$ -**	**$ 1,000**	

These figures are rounded from the detail pages of this budget model and some immaterial differences will be present.

Summary of Itemized Rates

URBAN RATE CENTERS			FY 2025	FY 2026	$ Change	% Change
Operating Rates	($ per 1,000 Gallons)					
Operations		**Water**	$ 3.363	$ 3.642	$ 0.279	8.30%
Operations		**Wastewater**	3.247	3.719	0.472	14.54%
Debt Service Charges	($ Monthly Charge)					
Water						
Debt Service		**CITY**	$ 376,226	$ 463,676	$ 87,450	23.24%
Debt Service		**ACSA**	673,264	847,462	174,198	25.87%
Wastewater						
Debt Service		**CITY**	$ 424,222	$ 466,000	$ 41,778	9.85%
Debt Service		**ACSA**	422,158	529,679	107,521	25.47%

OTHER RATE CENTERS (Monthly)	FY 2025	FY 2026	$ Change	% Change
Crozet Water				
Operations	$ 118,387	$ 130,182	$ 11,795	9.96%
Debt Service	215,864	258,666	42,802	19.83%
Scottsville Water				
Operations	$ 61,832	$ 70,995	$ 9,163	14.82%
Debt Service	15,868	25,344	9,476	59.72%
Water Total	$ 411,951	$ 485,187	$ 73,236	17.78%
Glenmore Wastewater				
Operations	$ 44,426	$ 56,104	$ 11,678	26.29%
Debt Service	4,065	12,079	8,014	197.15%
Scottsville Wastewater				
Operations	$ 33,785	$ 40,944	$ 7,159	21.19%
Debt Service	2,713	4,619	1,906	70.25%
Wastewater Total	$ 84,989	$ 113,746	$ 28,757	33.84%
Total Monthly Other Rate Center Charges - ACSA	**$ 496,940**	**$ 598,933**	**$ 101,993**	**20.52%**

Draft 8

3/10/2025

Summary of Charges to Customers

		FY 2025	FY 2026	Change $	Change %
City - Charges From RWSA					
Urban Water					
Operating Rate Charges		$ 5,598,400	$ 5,940,600	$ 342,200	6.1%
Debt Service Charges	*	4,514,700	5,564,100	1,049,400	23.2%
		$ 10,113,100	$ 11,504,700	$ 1,391,600	13.8%
Urban Wastewater					
Operating Rate Charges		$ 5,173,500	$ 5,801,000	$ 627,500	12.1%
Debt Service Charges		5,090,800	5,592,100	501,300	9.8%
		$ 10,264,300	$ 11,393,100	$ 1,128,800	11.0%
Total City Charges		**$ 20,377,400**	**$ 22,897,800**	**$ 2,520,400**	**12.4%**
ACSA - Charges From RWSA					
Urban Water					
Operating Rate Charges		$ 5,826,900	$ 6,435,700	$ 608,800	10.4%
Debt Service Charges	*	8,079,200	10,169,500	2,090,300	25.9%
		$ 13,906,100	$ 16,605,200	$ 2,699,100	19.4%
Urban Wastewater					
Operating Rate Charges		$ 5,834,000	$ 6,809,900	$ 975,900	16.7%
Debt Service Charges		5,065,900	6,356,100	1,290,200	25.5%
		$ 10,899,900	$ 13,166,000	$ 2,266,100	20.8%
Other Rate Centers					
Operating Rate Charges		$ 3,101,200	$ 3,578,700	$ 477,500	15.4%
Debt Service Charges		2,862,100	3,608,500	746,400	26.1%
		$ 5,963,300	$ 7,187,200	$ 1,223,900	20.5%
Total ACSA Charges		**$ 30,769,300**	**$ 36,958,400**	**$ 6,189,100**	**20.1%**
RWSA Customer Revenue Charges					
Operating Rate Revenues					
Urban Water		$ 11,425,300	$ 12,376,300	$ 951,000	8.3%
Urban Wastwater		11,007,500	12,610,900	1,603,400	14.6%
Other Rate Centers		3,101,200	3,578,700	477,500	15.4%
		$ 25,534,000	$ 28,565,900	$ 3,031,900	11.9%
Debt Service Rate Revenues					
Urban Water		$ 12,593,900	$ 15,733,600	$ 3,139,700	24.9%
Urban Wastewater		10,156,700	11,948,200	1,791,500	17.6%
Other Rate Centers		2,862,100	3,608,500	746,400	26.1%
		$ 25,612,700	$ 31,290,300	$ 5,677,600	22.2%
Total RWSA Customer Revenues		**$ 51,146,700**	**$ 59,856,200**	**$ 8,709,500**	**17.0%**

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Water Rate Centers

Rivanna Water and Sewer Authority

Fiscal Year 2025-2026

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Rivanna Water & Sewer Authority
FY 2026 Proposed Budget

Urban Water Summary

	FY 2025			FY 2026	
	Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Projected Flow (MGD)	9.309			9.309	0.00%
Operations Budget					
Projected Revenues					
Operations Rate	**$ 3.363**			**$ 3.642**	8.30%
Revenue	$ 11,425,341	$ 6,005,666	$ 12,011,332	$ 12,376,260	8.32%
Lease Revenues	90,000	54,992	109,984	90,000	0.00%
Miscellaneous	-	2,735	2,735	-	
Interest Allocation	71,500	56,281	112,562	120,000	67.83%
Total Operations Revenues	**$ 11,586,841**	**$ 6,119,674**	**$ 12,236,613**	**$ 12,586,260**	**8.63%**
Projected Expenses					
Personnel Cost	$ 2,570,828	$ 1,376,867	$ 2,717,067	$ 2,725,694	6.02%
Professional Services	177,000	272,860	545,720	220,500	24.58%
Other Services and Charges	1,076,746	553,425	1,053,745	1,210,134	12.39%
Communications	89,700	57,019	114,038	91,500	2.01%
Information Technology	109,400	23,536	102,072	197,100	80.16%
Supplies	7,900	4,357	8,714	10,031	26.97%
Operations and Maintenance	3,334,814	2,340,371	3,694,142	3,116,833	-6.54%
Equipment Purchases	23,300	13,952	27,904	26,900	15.45%
Depreciation & Reserves	300,000	150,000	300,000	300,000	0.00%
Subtotal Before Allocations	$ 7,689,688	$ 4,792,387	$ 8,563,402	$ 7,898,692	2.72%
Allocation of Support Departments	3,897,153	1,845,687	3,272,436	4,687,568	20.28%
Total Operations Expenses	**$ 11,586,841**	**$ 6,638,074**	**$ 11,835,838**	**$ 12,586,260**	**8.63%**
Operations Cost per 1,000 gallons	$3.410			$3.704	8.62%
Debt Service Budget					
Projected Revenue					
Debt Service Rates CITY	**$ 376,226**			**$ 463,676**	23.24%
ACSA	**$ 673,264**			**$ 847,462**	25.87%
Debt Service Rate Revenue - CITY	$ 4,514,709	$ 2,257,356	$ 4,514,712	$ 5,564,116	23.24%
Debt Service Rate Revenue - ACSA	8,079,165	4,039,584	8,079,168	10,169,545	25.87%
Trust Fund Interest	185,000	89,777	179,554	200,000	8.11%
Reserve Fund Interest	744,800	374,074	748,148	744,800	0.00%
Lease Revenue	10,000	1,999	3,998	10,000	0.00%
Total Debt Service Revenue	**$ 13,533,674**	**$ 6,762,790**	**$ 13,525,580**	**$ 16,688,461**	**23.31%**
Principal, Interest & Reserves					
Total Principal & Interest	$ 7,078,274	$ 4,097,100	$ 8,194,200	$ 8,904,860	25.81%
Reserve Additions - Interest	744,800	374,074	748,148	744,800	0.00%
Debt Service Ratio Charge	400,000	200,000	400,000	400,000	0.00%
Est. New Debt Service - CIP Growth	5,310,600	2,097,337	4,194,674	6,638,800	25.01%
Total Debt Principal and Interest	**$ 13,533,674**	**$ 6,768,511**	**$ 13,537,022**	**$ 16,688,460**	**23.31%**

Rate Center Summary					
Total Revenues	$ 25,120,515	$ 12,882,464	$ 25,762,193	$ 29,274,721	16.54%
Total Expenses	25,120,515	13,406,585	25,372,860	29,274,720	16.54%
Surplus/(Deficit)	**$ -**	**$ (524,121)**	**$ 389,333**	**$ 1**	

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Urban Water

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 1,709,600	$ 940,501	$ 1,881,002	$ 1,817,830	$ 108,230	6.33%
11010	Overtime & Holiday Pay	135,000	61,180	122,360	100,000	(35,000)	-25.93%
12010	FICA	141,112	74,912	149,824	146,714	5,602	3.97%
12020	Health Insurance	331,100	161,273	300,874	378,700	47,600	14.38%
12026	Employee Assistance Program	350	191	382	350	-	0.00%
12030	Retirement	146,684	78,714	157,428	155,970	9,286	6.33%
12040	Life Insurance	22,909	9,733	19,466	24,359	1,450	6.33%
12050	Fitness Program	2,000	2,599	5,198	4,700	2,700	135.00%
12060	Worker's Comp Insurance	27,300	22,493	29,991	28,700	1,400	5.13%
	Subtotal	$ 2,516,055	$ 1,351,596	$ 2,666,525	$ 2,657,323	$ 141,268	5.61%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 4,500	$ 193	386	$ 4,500	$ -	0.00%
13150	Education & Training	21,573	5,927	11,854	33,271	11,698	54.23%
13200	Travel & Lodging	2,700	970	1,940	4,500	1,800	66.67%
13250	Uniforms	24,000	17,688	35,376	24,000	-	0.00%
13325	Recruiting & Medical Testing	1,000	338	676	1,100	100	10.00%
13350	Other	1,000	155	310	1,000	-	0.00%
	Subtotal	$ 54,773	$ 25,271	# $ 50,542	$ 68,371	$ 13,598	24.83%
	Professional Services						
20100	Legal Fees	$ -	$ 23,920	$ 47,840	$ -	$ -	
20200	Financial & Admin. Services	5,000	8,256	16,512	20,000	15,000	
20250	Bond Issue Costs	-	-	-	-	-	
20300	Engineering & Technical Services	172,000	240,684	481,368	200,500	28,500	16.57%
	Subtotal	$ 177,000	$ 272,860	$ 545,720	$ 220,500	$ 43,500	24.58%
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 56,125	$ 46,462	$ 59,819	$ 85,700	$ 29,575	52.69%
21150	Advertising & Communication	-	131	262	-	-	
21250	Watershed Management	54,000	45,283	70,566	90,000	36,000	66.67%
21253	Safety Programs/Supplies	27,000	5,961	11,922	16,900	(10,100)	-37.41%
21300	Authority Dues/Permits/Fees	11,981	17,523	35,046	19,906	7,925	66.15%
21350	Laboratory Analysis	120,495	25,728	51,456	96,285	(24,210)	-20.09%
21400	Utilities	750,000	379,215	758,430	810,000	60,000	8.00%
21420	General Other Services	57,145	33,122	66,244	91,343	34,198	59.84%
21430	Governance & Strategic Support	-	-	-	-	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 1,076,746	$ 553,425	$ 1,053,745	$ 1,210,134	$ 133,388	12.39%
22000	***Communication***						
22100	Radio	$ 3,000	$ 2,067	$ 4,134	$ 3,500	$ 500	16.67%
22150	Telephone & Data Service	75,000	49,642	99,284	76,000	1,000	1.33%
22200	Cell Phones, Wireless data	11,700	5,310	10,620	12,000	300	2.56%
	Subtotal	$ 89,700	$ 57,019	$ 114,038	$ 91,500	$ 1,800	2.01%
31000	***Information Technology***						
31100	Computer Hardware	$ 5,000	$ 6,553	$ 13,106	$ 15,000	$ 10,000	200.00%
31150	SCADA Maint. & Support	99,500	16,390	87,780	169,700	70,200	70.55%
31200	Maintenance & Support Services	500	593	1,186	-	(500)	-100.00%
31250	Software & Subscriptions	-	-	-	-	-	
31300	Security Systems	4,400	-	-	12,400	8,000	
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ 109,400	$ 23,536	$ 102,072	$ 197,100	$ 87,700	80.16%
33000	***Supplies***						
33100	Office Supplies	$ 2,500	$ 828	$ 1,656	$ 3,000	$ 500	20.00%
33150	Subscriptions/Reference Material	-	-	-	-	-	
33350	Postage & Delivery	5,400	3,529	7,058	7,031	1,631	30.20%
	Subtotal	$ 7,900	$ 4,357	$ 8,714	$ 10,031	$ 2,131	26.97%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 168,750	$ 178,433	$ 256,866	$ 181,220	$ 12,470	7.39%
41150	Building/land Lease, Rental	175,000	175,000	175,000	175,000	-	0.00%
41300	Dam Maintenance	142,700	45,872	91,744	145,170	2,470	1.73%
41350	Pipeline/Appurtenances	62,500	217,345	434,690	87,500	25,000	40.00%
41400	Materials, Supplies & Tools	40,000	13,158	26,316	16,653	(23,347)	-58.37%
41450	Chemicals	2,182,464	1,514,056	2,316,512	2,123,683	(58,781)	-2.69%
41500	Vehicle Maintenance	8,000	3,826	7,652	10,000	2,000	25.00%
41550	Equipment Repair, Replace, Maint.	257,000	118,249	236,498	187,000	(70,000)	-27.24%
41600	Instrumentation & Metering	189,700	53,406	106,812	133,607	(56,093)	-29.57%
41650	Fuel & Lubricants	27,700	12,944	25,888	25,000	(2,700)	-9.75%
41700	General Other Maintenance	81,000	8,082	16,164	32,000	(49,000)	-60.49%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Urban Water

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
	Subtotal	$ 3,334,814	$ 2,340,371	$ 3,694,142	$ 3,116,833	$ (217,981)	-6.54%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ 2,302	$ 4,604	$ -	$ -	0.00%
81250	Equipment (over $10,000)	-	-	-	-	-	0.00%
81300	Vehicle Replacement Fund	23,300	11,650	23,300	26,900	3,600	15.45%
	Subtotal	$ 23,300	$ 13,952	$ 27,904	$ 26,900	$ 3,600	15.45%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ 613,212	$ 308,849	$ 608,829	$ 711,249	$ 98,037	15.99%
95110	Finance & IT	1,181,544	584,959	777,189	1,577,029	395,485	
95300	Engineering Allocation	1,225,017	536,158	1,061,034	1,373,130	148,113	12.09%
95150	Maintenance Allocation	599,025	288,957	575,091	733,050	134,025	22.37%
95200	Laboratory Allocation	278,355	126,764	250,293	293,110	14,755	5.30%
	Subtotal	$ 3,897,153	$ 1,845,687	$ 3,272,436	$ 4,687,568	$ 790,415	20.28%
	Depreciation	$ 300,000	$ 150,000	$ 300,000	$ 300,000	$ -	0.00%
	Subtotal	$ 300,000	$ 150,000	$ 300,000	$ 300,000	$ -	0.00%
	Total	**$ 11,586,841**	**$ 6,638,074**	**$ 11,835,838**	**$ 12,586,260**	**$ 999,419**	**8.63%**

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Rivanna Water & Sewer Authority
FY 2026 Proposed Budget

Crozet Water Summary

	FY 2025			FY 2026	
	Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Projected Flow (MGD)	0.555			0.555	0.00%
Operations Budget					
Projected Revenues					
Operations Rate (monthly)	**$ 118,387**			**$ 130,182**	9.96%
Revenue	$ 1,420,644	$ 710,322	$ 1,420,644	$ 1,562,184	9.96%
Leases	30,000	16,854	33,708	30,000	0.00%
Interest Allocation	8,900	7,035	14,070	15,000	68.54%
Total Operations Revenues	**$ 1,459,544**	**$ 734,211**	**$ 1,468,422**	**$ 1,607,184**	**10.12%**
Projected Expenses					
Personnel Cost	$ 365,428	$ 191,831	$ 378,284	$ 379,359	3.81%
Professional Services	22,900	29,689	59,378	19,500	-14.85%
Other Services and Charges	163,107	70,330	139,134	177,582	8.87%
Communications	19,000	9,233	18,466	15,300	-19.47%
Information Technology	35,000	2,429	4,858	64,400	84.00%
Supplies	1,600	1,584	3,168	1,100	-31.25%
Operations and Maintenance	426,600	241,822	436,444	449,085	5.27%
Equipment Purchases	3,300	1,976	3,952	3,800	15.15%
Depreciation	60,000	30,000	60,000	60,000	0.00%
Subtotal Before Allocations	$ 1,096,935	$ 578,894	$ 1,103,684	$ 1,170,126	6.67%
Allocations of Support Departments	362,608	172,121	306,151	437,055	20.53%
Total Operations Expenses	**$ 1,459,543**	**$ 751,015**	**$ 1,409,835**	**$ 1,607,181**	**10.12%**
Operations Cost per 1,000 gallons	$7.205			$7.934	10.12%
Debt Service Budget					
Projected Revenue					
Debt Service Rates (monthly)	**$ 215,864**			**$ 258,666**	19.83%
Debt Service Rate Revenue - ACSA	$ 2,590,368	$ 1,295,184	$ 2,590,368	$ 3,103,992	19.83%
Trust Fund Interest	32,400	15,692	31,384	32,000	-1.23%
Use of Reserves	-	-	-	-	
Reserve Fund Interest	93,800	46,859	93,718	118,000	25.80%
Total Debt Service Revenue	**$ 2,716,568**	**$ 1,357,735**	**$ 2,715,470**	**$ 3,253,992**	**19.78%**
Principal, Interest & Reserves					
Total Principal & Interest - Existing	$ 1,131,172	$ 565,586	$ 1,131,172	$ 1,126,391	-0.42%
Estimated New Principal & Interest	1,491,600	745,800	1,491,600	2,009,600	34.73%
Reserve Additions - Interest	93,800	46,859	93,718	118,000	25.80%
Total Debt Principal and Interest	**$ 2,716,572**	**$ 1,358,245**	**$ 2,716,490**	**$ 3,253,991**	**19.78%**
Rate Center Summary					
Total Revenues	$ 4,176,112	$ 2,091,946	$ 4,183,892	$ 4,861,176	16.40%
Total Expenses	4,176,115	2,109,260	4,126,325	4,861,172	16.40%
Surplus/(Deficit)	**$ (3)**	**$ (17,314)**	**$ 57,567**	**$ 4**	
Rates - (Monthly)					
ACSA	**$ 334,251**			**$ 388,848**	**16.33%**

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Crozet Water

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 240,000	$ 130,756	$ 261,512	$ 252,600	$ 12,600	5.25%
11010	Overtime & Holiday Pay	23,000	8,654	17,308	15,000	(8,000)	-34.78%
12010	FICA	20,120	10,432	20,864	20,471	351	1.74%
12020	Health Insurance	46,900	22,472	41,931	53,300	6,400	13.65%
12026	Employee Assistance Program	50	27	54	50	-	0.00%
12030	Retirement	20,592	10,983	21,966	21,673	1,081	5.25%
12040	Life Insurance	3,216	1,353	2,706	3,385	169	5.25%
12050	Fitness Program	300	362	724	630	330	110.00%
12060	Worker's Comp Insurance	4,300	3,547	4,729	4,500	200	4.65%
	Subtotal	$ 358,478	$ 188,586	$ 371,794	$ 371,609	$ 13,131	3.66%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 500	$ 42	$ 84	$ 500	$ -	0.00%
13150	Education & Training	2,500	547	1,094	2,500	-	0.00%
13200	Travel & Lodging	200	100	200	1,000	800	400.00%
13250	Uniforms	3,500	2,495	4,990	3,500	-	0.00%
13325	Recruiting & Medical Testing	150	48	96	150	-	0.00%
13350	Other	100	13	26	100	-	0.00%
	Subtotal	$ 6,950	$ 3,245	$ 6,490	$ 7,750	$ 800	11.51%
	Professional Services						
20100	Legal Fees	$ -	$ -	$ -	$ -	$ -	
20200	Financial & Admin. Services	-	1,167	2,334	-	-	
20250	Bond Issue Costs	-	-	-	-	-	
20300	Engineering & Technical Services	22,900	28,522	57,044	19,500	(3,400)	-14.85%
	Subtotal	$ 22,900	$ 29,689	$ 59,378	$ 19,500	$ (3,400)	
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 3,190	$ 2,289	$ 3,052	$ 3,600	$ 410	12.85%
21150	Advertising & Communication	-	1,013	2,026	-	-	
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	5,000	719	1,438	2,000	(3,000)	-60.00%
21300	Authority Dues/Permits/Fees	2,237	319	638	2,382	145	6.48%
21350	Laboratory Analysis	40,180	12,593	25,186	44,600	4,420	11.00%
21400	Utilities	112,500	53,397	106,794	125,000	12,500	11.11%
21420	General Other Services	-	-	-	-	-	
21430	Governance & Strategic Support	-	-	-	-	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 163,107	$ 70,330	$ 139,134	$ 177,582	$ 14,475	8.87%
22000	***Communication***						
22100	Radio	$ 300	$ 428	$ 856	$ 700	$ 400	133.33%
22150	Telephone & Data Service	17,200	8,021	16,042	13,000	(4,200)	-24.42%
22200	Cell Phones, Wireless data	1,500	784	1,568	1,600	100	6.67%
	Subtotal	$ 19,000	$ 9,233	$ 18,466	$ 15,300	$ (3,700)	-19.47%
31000	***Information Technology***						
31100	Computer Hardware	$ 2,000	$ -	$ -	$ 3,000	$ 1,000	50.00%
31150	SCADA Maint. & Support	33,000	2,429	4,858	60,400	27,400	83.03%
31200	Maintenance & Support Services	-	-	-	-	-	
31250	Software & Subscriptions	-	-	-	-	-	
31300	Security Systems	-	-	-	1,000	1,000	
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ 35,000	$ 2,429	$ 4,858	$ 64,400	$ 29,400	84.00%
33000	***Supplies***						
33100	Office Supplies	$ -	$ 235	$ 470	$ -	$ -	
33150	Subscriptions/Reference Material	-	-	-	-	-	
33350	Postage & Delivery	1,600	1,349	2,698	1,100	(500)	-31.25%
	Subtotal	$ 1,600	$ 1,584	$ 3,168	$ 1,100	$ (500)	-31.25%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 45,500	$ 20,173	$ 40,346	$ 57,100	$ 11,600	25.49%
41150	Building/land Lease, Rental	-	-	-	-	-	
41300	Dam Maintenance	-	1,050	2,100	-	-	
41350	Pipeline/Appurtenances	2,000	4,023	8,046	1,000	(1,000)	-50.00%
41400	Materials, Supplies & Tools	7,000	1,466	2,932	1,150	(5,850)	-83.57%
41450	Chemicals	270,300	171,609	296,018	292,789	22,489	8.32%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Crozet Water

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41500	Vehicle Maintenance	1,300	541	1,082	3,000	1,700	130.77%
41550	Equipment Repair, Replace, Maint.	40,000	16,222	32,444	40,000	-	0.00%
41600	Instrumentation & Metering	45,500	25,119	50,238	45,046	(454)	-1.00%
41650	Fuel & Lubricants	5,000	1,619	3,238	4,000	(1,000)	-20.00%
41700	General Other Maintenance	10,000	-	-	5,000	(5,000)	-50.00%
	Subtotal	$ 426,600	$ 241,822	$ 436,444	$ 449,085	$ 22,485	5.27%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ 326	$ 652	$ -	$ -	
81250	Equipment (over $10,000)	-	-	-	-	-	
81300	Vehicle Replacement Fund	3,300	1,650	3,300	3,800	500	15.15%
	Subtotal	$ 3,300	$ 1,976	$ 3,952	$ 3,800	$ 500	15.15%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ 55,747	$ 28,077	$ 55,348	$ 64,659	$ 8,912	15.99%
95110	Finance & IT	107,413	53,178	70,654	143,366	35,953	
95300	Engineering Allocation	104,257	45,630	90,301	116,862	12,605	12.09%
95150	Maintenance Allocation	69,886	33,712	67,094	85,522	15,636	22.37%
95200	Laboratory Allocation	25,305	11,524	22,754	26,646	1,341	5.30%
	Subtotal	$ 362,608	$ 172,121	$ 306,151	$ 437,055	$ 74,447	20.53%
	Depreciation	$ 60,000	$ 30,000	$ 60,000	$ 60,000	$ -	0.00%
	Subtotal	$ 60,000	$ 30,000	$ 60,000	$ 60,000	$ -	0.00%
	Total	**$ 1,459,543**	**$ 751,015**	**$ 1,409,835**	**$ 1,607,181**	**$ 147,638**	**10.12%**

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Rivanna Water & Sewer Authority
FY 2026 Proposed Budget

Scottsville Water Summary

	FY 2025			FY 2026	
	Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Projected Flow (MGD)	0.047			0.047	0.00%
Operations Budget					
Projected Revenues					
Operations Rate (monthly)	**$ 61,832**			**$ 70,995**	14.82%
Revenue	$ 741,984	$ 370,992	$ 741,984	$ 851,940	14.82%
Interest Allocation	4,600	3,648	7,296	7,700	67.39%
Total Operations Revenues	**$ 746,584**	**$ 374,640**	**$ 749,280**	**$ 859,640**	**15.14%**
Projected Expenses					
Personnel Cost	$ 239,452	$ 119,467	$ 235,564	$ 248,090	3.61%
Professional Services	5,000	2,939	5,878	15,000	200.00%
Other Services and Charges	68,490	25,287	49,856	79,887	16.64%
Communications	7,000	12,706	25,412	18,550	165.00%
Information Technology	13,400	11,933	23,486	57,000	325.37%
Supplies	200	1,616	3,232	200	0.00%
Operations and Maintenance	154,600	44,809	63,000	137,220	-11.24%
Equipment Purchases	2,200	1,615	3,230	2,400	9.09%
Depreciation	40,000	20,000	40,000	40,000	0.00%
Subtotal Before Allocations	$ 530,342	$ 240,372	$ 449,658	$ 598,347	12.82%
Allocations of Support Departments	216,247	102,917	186,622	261,289	20.83%
Total Operations Expenses	**$ 746,589**	**$ 343,289**	**$ 636,280**	**$ 859,636**	**15.14%**
Operations Cost per 1,000 gallons	$43.520			$50.110	15.14%
Debt Service Budget					
Projected Revenue					
Debt Service Rates - Monthly	**$ 15,868**			**$ 25,344**	59.72%
Debt Service Rate Revenue - ACSA	$ 190,416	$ 95,208	$ 190,416	$ 304,128	59.72%
Trust Fund Interest	4,000	1,917	3,834	4,200	5.00%
Reserve Fund Interest	7,000	3,971	7,942	4,800	-31.43%
Total Debt Service Revenue	**$ 201,416**	**$ 101,096**	**$ 202,192**	**$ 313,128**	**55.46%**
Principal, Interest & Reserves					
Total Principal & Interest	$ 148,815	$ 74,408	$ 148,816	$ 148,127	-0.46%
Estimated New Principal & Interest	45,600	22,800	45,600	160,200	251.32%
Reserve Additions-Interest	7,000	3,971	7,942	4,800	-31.43%
Total Debt Principal and Interest	**$ 201,415**	**$ 101,179**	**$ 202,358**	**$ 313,127**	**55.46%**

Rate Center Summary					
Total Revenues	$ 948,000	$ 475,736	$ 951,472	$ 1,172,768	23.71%
Total Expenses	948,004	444,468	838,638	1,172,763	23.71%
Surplus/ (Deficit)	**$ (4)**	**$ 31,268**	**$ 112,834**	**$ 5**	
Rates - Monthly					
ACSA	**$ 77,700**			**$ 96,339**	**23.99%**

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Scottsville Water

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 158,200	$ 81,431	$ 162,862	$ 166,000	$ 7,800	4.93%
11010	Overtime & Holiday Pay	14,000	5,418	10,836	9,000	(5,000)	-35.71%
12010	FICA	13,173	6,500	13,000	13,388	215	1.63%
12020	Health Insurance	31,200	14,005	26,134	35,100	3,900	12.50%
12026	Employee Assistance Program	35	17	34	35	-	0.00%
12030	Retirement	13,574	6,848	13,696	14,243	669	4.93%
12040	Life Insurance	2,120	843	1,686	2,224	104	4.91%
12050	Fitness Program	200	226	452	400	200	100.00%
12060	Worker's Comp Insurance	2,600	2,163	2,884	2,750	150	5.77%
	Subtotal	$ 235,102	$ 117,451	$ 231,584	$ 243,140	$ 8,038	3.42%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 400	$ 26		$ 400	$ -	0.00%
13150	Education & Training	2,000	331	662	2,000	-	0.00%
13200	Travel & Lodging	100	61	122	100	-	0.00%
13250	Uniforms	1,600	1,561	3,122	2,200	600	37.50%
13325	Recruiting & Medical Testing	150	30	60	150	-	0.00%
13350	Other	100	7	14	100	-	0.00%
	Subtotal	$ 4,350	$ 2,016	$ 3,980	$ 4,950	$ 600	13.79%
	Professional Services						
20100	Legal Fees	$ -	$ -	$ -	$ -	$ -	
20200	Financial & Admin. Services	-	96	192	-	-	
20250	Bond Issue Costs	-	-	-	-	-	
20300	Engineering & Technical Services	5,000	2,843	5,686	15,000	10,000	200.00%
	Subtotal	$ 5,000	$ 2,939	$ 5,878	$ 15,000	$ 10,000	
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 1,540	$ 1,077	$ 1,436	$ 1,400	$ (140)	-9.09%
21150	Advertising & Communication	-	-	-	-	-	
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	3,600	578	1,156	2,500	(1,100)	-30.56%
21300	Authority Dues/Permits/Fees	1,650	8	16	1,607	(43)	-2.61%
21350	Laboratory Analysis	37,200	9,440	18,880	43,380	6,180	16.61%
21400	Utilities	24,500	14,184	28,368	31,000	6,500	26.53%
21420	General Other Services	-	-	-	-	-	#DIV/0!
21430	Governance & Strategic Support	-	-	-	-	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 68,490	$ 25,287	$ 49,856	$ 79,887	$ 11,397	16.64%
22000	***Communication***						
22100	Radio	$ 300	$ 188	$ 376	$ 250	$ (50)	-16.67%
22150	Telephone & Data Service	5,600	11,905	23,810	17,000	11,400	203.57%
22200	Cell Phones, Wireless data	1,100	613	1,226	1,300	200	18.18%
	Subtotal	$ 7,000	$ 12,706	$ 25,412	$ 18,550	$ 11,550	165.00%
31000	***Information Technology***						
31100	Computer Hardware	$ 2,000	$ 6,461	$ 12,922	$ 2,000	$ -	0.00%
31150	SCADA Maint. & Support	11,000	5,282	10,564	50,200	39,200	356.36%
31200	Maintenance & Support Services	-	-	-	-	-	
31250	Software & Subscriptions	-	-	-	-	-	0.00%
31300	Security Systems	400	190	380	4,800	4,400	
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ 13,400	$ 11,933	$ 23,486	$ 57,000	$ 43,600	325.37%
33000	***Supplies***						
33100	Office Supplies	$ -	$ 224	$ 448	$ -	$ -	
33150	Subscriptions/Reference Material	-	-	-	-	-	
33350	Postage & Delivery	200	1,392	2,784	200	-	0.00%
	Subtotal	$ 200	$ 1,616	$ 3,232	$ 200	$ -	0.00%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 22,600	$ 7,467	$ 14,934	$ 22,600	$ -	0.00%
41150	Building/land Lease, Rental	-	-	-	-	-	
41300	Dam Maintenance	3,500	3,360	6,720	-	(3,500)	
41350	Pipeline/Appurtenances	-	-	-	-	-	
41400	Materials, Supplies & Tools	2,500	1,334	2,668	2,353	(147)	-5.88%
41450	Chemicals	58,100	13,309		59,770	1,670	2.87%
41500	Vehicle Maintenance	900	339	678	2,000	1,100	122.22%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Scottsville Water

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41550	Equipment Repair, Replace, Maint.	25,000	18,523	37,046	20,000	(5,000)	-20.00%
41600	Instrumentation & Metering	30,000	-	-	18,497	(11,503)	-38.34%
41650	Fuel & Lubricants	2,000	477	954	2,000	-	0.00%
41700	General Other Maintenance	10,000	-	-	10,000	-	0.00%
	Subtotal	$ 154,600	$ 44,809	$ 63,000	$ 137,220	$ (17,380)	-11.24%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ 515	$ 1,030	$ -	-	
81250	Equipment (over $10,000)	-	-	-	-	-	
81300	Vehicle Replacement Fund	2,200	1,100	2,200	2,400	200	9.09%
	Subtotal	$ 2,200	$ 1,615	$ 3,230	$ 2,400	$ 200	9.09%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ 27,873	$ 14,039	$ 27,674	$ 32,330	$ 4,457	15.99%
95110	Finance & IT	53,707	26,589	35,327	71,683	17,976	
95300	Engineering Allocation	52,128	22,815	45,150	58,431	6,303	12.09%
95150	Maintenance Allocation	69,886	33,712	67,094	85,522	15,636	22.37%
95200	Laboratory Allocation	12,653	5,762	11,377	13,323	670	5.30%
	Subtotal	$ 216,247	$ 102,917	$ 186,622	$ 261,289	$ 45,042	20.83%
	Depreciation	$ 40,000	$ 20,000	$ 40,000	$ 40,000	$ -	0.00%
	Subtotal	$ 40,000	$ 20,000	$ 40,000	$ 40,000	$ -	0.00%
	Total	**$ 746,589**	**$ 343,289**	**$ 636,280**	**$ 859,636**	**$ 113,047**	**15.14%**

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Wastewater Rate Centers

Rivanna Water and Sewer Authority

Fiscal Year 2025-2026

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Urban Wastewater Summary

		FY 2025			FY 2026	
		Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Projected Flow (MGD)		9.289			9.289	0.00%
Operations Budget						
Projected Revenues						
Operations Rate		**$ 3.247**			**$ 3.719**	14.54%
Revenue		$ 11,007,464	$ 5,758,457	$ 11,516,914	$ 12,610,887	14.57%
Stone Robinson WWTP		17,768	6,071	12,142	19,654	10.61%
Septage Acceptance		600,000	293,642	587,284	620,000	3.33%
Nutrient Credits		50,000	108,805	217,610	50,000	0.00%
Miscellaneous Revenue		-	-	-	-	
Interest Allocation		74,000	58,236	116,472	120,000	62.16%
Total Operations Revenues		**$ 11,749,232**	**$ 6,225,211**	**$ 12,450,422**	**$ 13,420,541**	**14.22%**
Projected Expenses						
Personnel Cost		$ 1,615,345	$ 866,933	$ 1,710,463	$ 1,725,024	6.79%
Professional Services		35,000	22,616	45,232	205,000	485.71%
Other Services and Charges		2,721,750	1,370,217	2,690,713	2,742,631	0.77%
Communications		14,800	8,192	16,384	15,100	2.03%
Information Technology		95,500	43,622	86,444	187,600	96.44%
Supplies		2,600	764	1,528	2,600	0.00%
Operations and Maintenance		2,190,500	1,021,038	1,878,910	2,523,628	15.21%
Equipment Purchases		73,500	36,750	73,500	73,500	0.00%
Depreciation & Reserves		470,000	235,000	470,000	470,000	0.00%
Subtotal before allocations		$ 7,218,995	$ 3,605,132	$ 6,973,174	$ 7,945,083	10.06%
Allocations of Support Departments		4,530,237	2,156,607	3,855,775	5,475,458	20.86%
Total Operations Expenses		**$ 11,749,232**	**$ 5,761,739**	**$ 10,828,949**	**$ 13,420,541**	**14.22%**
Operations Cost per 1,000 gallons		$3.465			$3.958	14.23%
Debt Service Budget						
Projected Revenue						
Debt Service Rate	CITY	**$ 424,222**			**$ 466,000**	**9.85%**
	ACSA	**$ 422,158**			**$ 529,679**	**25.47%**
Debt Service Rate Revenue - CITY		$ 5,090,669	$ 2,545,332	$ 5,090,664	$ 5,592,002	9.85%
Debt Service Rate Revenue - ACSA		5,065,891	2,532,948	5,065,896	6,356,145	25.47%
County MOU - Septage		109,440	109,440	109,440	109,440	0.00%
Trust Fund Interest		208,200	100,656	201,312	220,000	5.67%
Reserve Fund Interest		731,800	367,720	735,440	675,000	-7.76%
Total Debt Service Revenue		**$ 11,206,000**	**$ 5,656,096**	**$ 11,202,752**	**$ 12,952,587**	15.59%
Principal, Interest & Reserves						
Total Principal & Interest		$ 7,780,072	$ 4,823,953	$ 9,647,906	$ 11,040,988	41.91%
Reserve Additions - Interest		731,800	367,720	735,440	675,000	-7.76%
Debt Service Ratio Charge		325,000	162,500	325,000	325,000	0.00%
Est. New Debt Service - CIP Growth		2,368,300	250,234	500,468	911,600	-61.51%
Total Debt Principal and Interest		**$ 11,205,172**	**$ 5,604,407**	**$ 11,208,814**	**$ 12,952,588**	15.59%

Rate Center Summary					
Total Revenues	$ 22,955,232	$ 11,881,307	$ 23,653,174	$ 26,373,128	14.89%
Total Expenses	22,954,404	11,366,146	22,037,763	26,373,129	14.89%
Surplus/(Deficit)	**$ 828**	**$ 515,161**	**$ 1,615,411**	**$ (1)**	

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Urban Wastewater

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 1,099,350	$ 591,142	$ 1,182,284	$ 1,164,200	$ 64,850	5.90%
11010	Overtime & Holiday Pay	60,000	19,763	39,526	50,000	(10,000)	-16.67%
12010	FICA	88,690	45,332	90,664	92,886	4,196	4.73%
12020	Health Insurance	222,700	128,811	241,370	253,500	30,800	13.83%
12026	Employee Assistance Program	250	128	256	250	-	0.00%
12030	Retirement	94,324	44,866	89,732	99,888	5,564	5.90%
12040	Life Insurance	14,731	6,021	12,042	15,600	869	5.90%
12050	Fitness Program	1,400	760	1,520	1,800	400	28.57%
12060	Worker's Comp Insurance	13,000	10,727	14,303	14,500	1,500	11.54%
	Subtotal	$ 1,594,445	$ 847,550	$ 1,671,697	$ 1,692,624	$ 98,179	6.16%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 2,500	$ 386	$ 772	$ 2,500	$ -	0.00%
13150	Education & Training	4,000	6,637	13,274	15,200	11,200	280.00%
13200	Travel & Lodging	1,400	124	248	1,600	200	14.29%
13250	Uniforms	11,000	11,885	23,770	11,500	500	4.55%
13325	Recruiting & Medical Testing	1,000	206	412	1,100	100	10.00%
13350	Other	1,000	145	290	500	(500)	-50.00%
	Subtotal	$ 20,900	$ 19,383	$ 38,766	$ 32,400	$ 11,500	55.02%
	Professional Services						
20100	Legal Fees	$ -	$ 2,611	$ 5,222	$ -	$ -	
20200	Financial & Admin. Services	5,000	7,812	15,624	20,000	15,000	
20250	Bond Issue Costs	-	-	-	-	-	
20300	Engineering & Technical Services	30,000	12,193	24,386	185,000	155,000	516.67%
	Subtotal	$ 35,000	$ 22,616	$ 45,232	$ 205,000	$ 170,000	
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 102,850	$ 74,582	$ 99,443	$ 112,400	$ 9,550	9.29%
21150	Advertising & Communication	-	-	-	-	-	
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	29,000	6,719	13,438	27,500	(1,500)	-5.17%
21300	Authority Dues/Permits/Fees	36,000	18,183	36,366	40,490	4,490	12.47%
21350	Laboratory Analysis	10,800	8,991	17,982	13,800	3,000	27.78%
21400	Utilities	1,376,000	639,644	1,279,288	1,368,000	(8,000)	-0.58%
21420	General Other Services	1,167,100	622,098	1,244,196	1,180,441	13,341	1.14%
21430	Governance & Strategic Support	-	-	-	-	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 2,721,750	$ 1,370,217	$ 2,690,713	$ 2,742,631	$ 20,881	0.77%
22000	***Communication***						
22100	Radio	$ 3,000	$ 1,692	$ 3,384	$ 2,500	$ (500)	
22150	Telephone & Data Service	5,700	3,551	7,102	6,500	800	
22200	Cell Phones, Wireless data	6,100	2,949	5,898	6,100	-	0.00%
	Subtotal	$ 14,800	$ 8,192	$ 16,384	$ 15,100	$ 300	2.03%
31000	***Information Technology***						
31100	Computer Hardware	$ 7,000	$ 12,868	$ 25,736	$ 14,000	$ 7,000	100.00%
31150	SCADA Maint. & Support	81,000	30,354	60,708	158,400	77,400	95.56%
31200	Maintenance & Support Services	-	-	-	-	-	
31250	Software & Subscriptions	-	-	-	-	-	
31300	Security Systems	7,500	400	800	15,200	7,700	
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ 95,500	$ 43,622	$ 86,444	$ 187,600	$ 92,100	96.44%
33000	***Supplies***						
33100	Office Supplies	$ -	$ 160	$ 320	$ -	$ -	#DIV/0!
33150	Subscriptions/Reference Material	-	-	-	-	-	
33350	Postage & Delivery	2,600	604	1,208	2,600	-	0.00%
	Subtotal	$ 2,600	$ 764	$ 1,528	$ 2,600	$ -	0.00%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 57,600	$ 30,190	$ 60,380	$ 157,824	$ 100,224	174.00%
41150	Building/land Lease, Rental	-	(89)	(178)	-	-	
41300	Dam Maintenance	-	-	-	-	-	
41350	Pipeline/Appurtenances	62,500	22,933		102,500	40,000	64.00%
41400	Materials, Supplies & Tools	60,000	14,939	29,878	50,000	(10,000)	-16.67%
41450	Chemicals	1,131,900	479,498	958,996	1,037,900	(94,000)	-8.30%
41500	Vehicle Maintenance	27,000	6,666	13,332	14,000	(13,000)	-48.15%
41550	Equipment Repair, Replace, Maint.	651,000	407,657	815,314	949,031	298,031	45.78%
41600	Instrumentation & Metering	181,000	58,650		180,373	(627)	-0.35%
41650	Fuel & Lubricants	34,500	16,243	32,486	47,000	12,500	36.23%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Urban Wastewater

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41700	General Other Maintenance	(15,000)	(15,649)	(31,298)	(15,000)	-	0.00%
	Subtotal	$ 2,190,500	$ 1,021,038	$ 1,878,910	$ 2,523,628	$ 333,128	15.21%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ -	$ -	$ -	$ -	#DIV/0!
81250	Equipment (over $10,000)	-	-	-	-	-	
81300	Vehicle Replacement Fund	73,500	36,750	73,500	73,500	-	0.00%
	Subtotal	$ 73,500	$ 36,750	$ 73,500	$ 73,500	$ -	0.00%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ 668,958	$ 336,926	$ 664,177	$ 775,908	$ 106,950	15.99%
95110	Finance & IT	1,288,957	638,137	847,843	1,720,395	431,438	
95300	Engineering Allocation	1,146,824	501,935	993,309	1,285,483	138,659	12.09%
95150	Maintenance Allocation	1,128,164	544,202	1,083,088	1,380,577	252,413	22.37%
95200	Laboratory Allocation	297,334	135,407	267,358	313,095	15,761	5.30%
	Subtotal	$ 4,530,237	$ 2,156,607	$ 3,855,775	$ 5,475,458	$ 945,221	20.86%
	Depreciation	$ 470,000	$ 235,000	$ 470,000	$ 470,000	$ -	0.00%
	Subtotal	$ 470,000	$ 235,000	$ 470,000	$ 470,000	$ -	0.00%
	Total	**$ 11,749,232**	**$ 5,761,739**	**$ 10,828,949**	**$ 13,420,541**	**$ 1,671,309**	**14.22%**

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Rivanna Water & Sewer Authority
FY 2026 Proposed Budget

Glenmore Wastewater Summary

	FY 2025			FY 2026	
	Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Projected Flow (MGD)	0.113			0.113	
Operations Budget					
Projected Revenues					
Operations Rate (monthly)	**$ 44,426**			**$ 56,104**	26.29%
Revenue	533,112	$ 266,556	$ 533,112	673,248	26.29%
Interest Allocation	3,700	2,866	5,732	5,500	48.65%
Total Operations Revenues	**$ 536,812**	**$ 269,422**	**$ 538,844**	**$ 678,748**	**26.44%**
Projected Expenses					
Personnel Cost	$ 133,566	$ 71,535	$ 141,149	$ 142,587	6.75%
Professional Services	10,000	584	1,168	10,000	
Other Services and Charges	41,840	19,056	42,933	45,136	7.88%
Communications	3,700	10,985	21,970	20,300	448.65%
Information Technology	14,350	429	858	53,450	272.47%
Supplies	-	-	-	-	
Operations and Maintenance	130,600	105,973	211,946	152,435	16.72%
Equipment Purchases	3,500	1,750	3,500	3,500	0.00%
Depreciation	40,000	20,000	40,000	60,000	50.00%
Subtotal before allocations	$ 377,556	$ 230,312	$ 463,524	$ 487,408	29.10%
Allocations of Support Departments	159,261	75,459	140,990	191,344	20.14%
Total Operations Expenses	**$ 536,817**	**$ 305,771**	**$ 604,514**	**$ 678,752**	**26.44%**
Operations Cost per 1,000 gallons	$13.015			$16.457	
Debt Service Budget					
Projected Revenue					
Debt Service Rate (monthly)	**$ 4,065**			**$ 12,079**	197.15%
Debt Service Rate Revenue - ACSA	$ 48,780	$ 24,390	$ 48,780	$ 144,948	197.15%
Trust Fund Interest	500	250	500	500	
Reserve Fund Interest	-	-	-	-	#DIV/0!
Total Debt Service Revenue	**$ 49,280**	**$ 24,640**	**$ 49,280**	**$ 145,448**	**195.15%**
Principal, Interest & Reserves					
Total Principal & Interest	$ 18,720	$ 9,360	$ 18,720	$ 18,746	0.14%
Estimated New Principal & Interest	30,560	15,280	30,560	126,700	314.59%
Reserve Additions - Interest	-	-	-	-	#DIV/0!
Total Debt Principal and Interest	**$ 49,280**	**$ 24,640**	**$ 49,280**	**$ 145,446**	**195.14%**

Rate Center Summary					
Total Revenues	$ 586,092	$ 294,062	$ 588,124	$ 824,196	40.63%
Total Expenses	586,097	330,411	653,794	824,198	40.62%
Surplus/(Deficit)	**$ (5)**	**$ (36,349)**	**$ (65,670)**	**$ (2)**	
Rates (Monthly)					
ACSA	**$ 48,491**			**$ 68,183**	**40.61%**

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Glenmore Wastewater

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 90,500	$ 48,585	$ 97,170	$ 95,800	$ 5,300	5.86%
11010	Overtime & Holiday Pay	4,500	1,689	3,378	4,500	-	0.00%
12010	FICA	7,268	3,734	7,468	7,673	405	5.57%
12020	Health Insurance	19,500	10,721	20,098	21,460	1,960	10.05%
12026	Employee Assistance Program	20	11	22	20	-	0.00%
12030	Retirement	7,765	3,706	7,412	8,220	455	5.86%
12040	Life Insurance	1,213	495	990	1,284	71	5.85%
12050	Fitness Program	100	60	120	130	30	30.00%
12060	Worker's Comp Insurance	1,000	865	1,153	1,150	150	15.00%
	Subtotal	$ 131,866	$ 69,866	$ 137,811	$ 140,237	$ 8,371	6.35%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 150	$ 33	$ 66	$ 150	$ -	0.00%
13150	Education & Training	500	517	1,034	1,000	500	100.00%
13200	Travel & Lodging	100	4	8	100	-	0.00%
13250	Uniforms	850	1,091	2,182	1,000	150	17.65%
13325	Recruiting & Medical Testing	50	19	38	50	-	0.00%
13350	Other	50	5	10	50	-	0.00%
	Subtotal	$ 1,700	$ 1,669	$ 3,338	$ 2,350	$ 650	38.24%
	Professional Services						
20100	Legal Fees	$ -	$ -	$ -	$ -	$ -	
20200	Financial & Admin. Services	-	372	744	-	-	
20250	Bond Issue Costs		-	-	-	-	
20300	Engineering & Technical Services	10,000	212	424	10,000	-	0.00%
	Subtotal	$ 10,000	$ 584	$ 1,168	$ 10,000	$ -	
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 440	$ 269	$ 359	$ 400	$ (40)	-9.09%
21150	Advertising & Communication	-	-	-	-	-	
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	4,300	494	988	-	(4,300)	-100.00%
21300	Authority Dues/Permits/Fees	4,800	3,408	6,816	3,936	(864)	-18.00%
21350	Laboratory Analysis	2,800	351	702	2,800	-	0.00%
21400	Utilities	29,500	14,534	34,068	38,000	8,500	28.81%
21420	General Other Services	-	-	-	-	-	
21430	Governance & Strategic Support	-	-	-	-	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 41,840	$ 19,056	$ 42,933	$ 45,136	$ 3,296	7.88%
22000	***Communication***						
22100	Radio	$ 300	$ 188	$ 376	$ 250	$ (50)	
22150	Telephone & Data Service	2,550	10,406	20,812	19,200	16,650	
22200	Cell Phones, Wireless data	850	391	782	850	-	
	Subtotal	$ 3,700	$ 10,985	$ 21,970	$ 20,300	$ 16,600	
31000	***Information Technology***						
31100	Computer Hardware	$ 2,000	$ -	$ -	$ 2,000	$ -	0.00%
31150	SCADA Maint. & Support	10,750	429	858	49,650	38,900	361.86%
31200	Maintenance & Support Services	-	-	-	-	-	
31250	Software & Subscriptions	1,600	-	-	-	(1,600)	
31300	Security Systems	-	-	-	1,800	1,800	
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ 14,350	$ 429	$ 858	$ 53,450	$ 39,100	272.47%
33000	***Supplies***						
33100	Office Supplies	$ -	$ -	$ -	$ -	$ -	
33150	Subscriptions/Reference Material	-	-	-	-	-	
33350	Postage & Delivery	-	-	-	-	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 9,500	$ 3,860	$ 7,720	$ 13,235	$ 3,735	39.32%
41150	Building/land Lease, Rental	-	-	-	-	-	
41300	Dam Maintenance	-	-	-	-	-	
41350	Pipeline/Appurtenances	-	1,560	3,120	-	-	

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Glenmore Wastewater

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41400	Materials, Supplies & Tools	4,000	526	1,052	1,000	(3,000)	-75.00%
41450	Chemicals	5,300	2,856	5,712	4,700	(600)	-11.32%
41500	Vehicle Maintenance	-	50	100	1,000	1,000	#DIV/0!
41550	Equipment Repair, Replace, Maint.	33,900	58,886	117,772	40,000	6,100	17.99%
41600	Instrumentation & Metering	5,000	-	-	20,000	15,000	300.00%
41650	Fuel & Lubricants	3,900	1,002	2,004	3,500	(400)	-10.26%
41700	General Other Maintenance	69,000	37,233	74,466	69,000	-	0.00%
	Subtotal	$ 130,600	$ 105,973	$ 211,946	$ 152,435	$ 21,835	16.72%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ -	$ -	$ -	$ -	
81250	Equipment (over $10,000)	-	-	-	-	-	
81300	Vehicle Replacement Fund	3,500	1,750	3,500	3,500	-	0.00%
	Subtotal	$ 3,500	$ 1,750	$ 3,500	$ 3,500	$ -	0.00%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ 13,937	$ 7,019	$ 13,837	$ 16,165	$ 2,228	15.99%
95110	Finance & IT	26,853	13,295	17,663	35,842	8,989	33.47%
95300	Engineering Allocation	39,096	17,111	33,863	43,823	4,727	12.09%
95150	Maintenance Allocation	69,886	33,712	67,094	85,522	15,636	22.37%
95200	Laboratory Allocation	9,489	4,322	8,533	9,992	503	5.30%
	Subtotal	$ 159,261	$ 75,459	$ 140,990	$ 191,344	$ 32,083	20.14%
	Depreciation	$ 40,000	$ 20,000	$ 40,000	$ 60,000	$ 20,000	50.00%
	Subtotal	$ 40,000	$ 20,000	$ 40,000	$ 60,000	$ 20,000	50.00%
	Total	**$ 536,817**	**$ 305,771**	**$ 604,514**	**$ 678,752**	**$ 141,935**	**26.44%**

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Rivanna Water & Sewer Authority
FY 2026 Proposed Budget

Scottsville Wastewater Summary

	FY 2025			FY 2026	
	Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Projected Flow (MGD)	0.065			0.065	
Operations Budget					
Projected Revenues					
Operations Rate (monthly)	**$ 33,785**			**$ 40,944**	21.19%
Revenue	$ 405,420	$ 202,710	$ 405,420	$ 491,328	21.19%
Interest Allocation	2,700	2,215	4,430	4,200	55.56%
Total Operations Revenues	**$ 408,120**	**$ 204,925**	**$ 409,850**	**$ 495,528**	**21.42%**
Projected Expenses					
Personnel Cost	$ 133,636	$ 71,535	$ 141,149	$ 142,484	6.62%
Professional Services	5,000	25,768	51,536	5,000	0.00%
Other Services and Charges	33,400	16,341	32,143	30,936	-7.38%
Communications	3,650	368	736	6,050	65.75%
Information Technology	15,150	429	858	54,750	261.39%
Supplies	-	-	-	-	
Operations and Maintenance	44,500	34,470	68,940	53,680	20.63%
Equipment Purchases	3,500	1,750	3,500	3,500	0.00%
Depreciation	20,000	10,000	20,000	20,000	0.00%
Subtotal before allocations	$ 258,836	$ 160,661	$ 318,862	$ 316,400	22.24%
Allocations of Support Departments	149,278	70,643	131,405	179,127	20.00%
Total Operations Expenses	**$ 408,114**	**$ 231,304**	**$ 450,267**	**$ 495,527**	**21.42%**
Operations Cost per 1,000 gallons	$17.202			$20.886	121.42%
Debt Service Budget					
Projected Revenue					
Debt Service Rate (monthly)	**$ 2,713**			**$ 4,619**	70.25%
Debt Service Rate Revenue - ACSA	$ 32,556	$ 16,278	$ 32,556	$ 55,428	70.25%
Trust Fund Interest	200	104	208	200	0.00%
Reserve Fund Interest	3,400	1,588	3,176	4,000	17.65%
Total Debt Service Revenue	**$ 36,156**	**$ 17,970**	**$ 35,940**	**$ 59,628**	**64.92%**
Principal, Interest & Reserves					
Total Principal & Interest	$ 7,453	$ 3,727	$ 7,454	$ 6,526	-12.44%
Estimated New Principal & Interest	25,300	12,650	25,300	49,100	94.07%
Reserve Additions - Interest	3,400	1,588	3,176	4,000	17.65%
Total Debt Principal and Interest	**$ 36,153**	**$ 17,965**	**$ 35,930**	**$ 59,626**	**64.93%**

Rate Center Summary					
Total Revenues	$ 444,276	$ 222,895	$ 445,790	$ 555,156	24.96%
Total Expenses	444,267	249,269	486,197	555,153	24.96%
Surplus/(Deficit)	**$ 9**	**$ (26,374)**	**$ (40,407)**	**$ 3**	
Rates (Monthly)					
ACSA	**$ 36,498**			**$ 45,563**	**24.84%**

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Scottsville Wastewater

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 90,500	$ 48,585	$ 97,170	$ 95,800	$ 5,300	5.86%
11010	Overtime & Holiday Pay	4,500	1,689	3,378	4,400	(100)	-2.22%
12010	FICA	7,268	3,734	7,468	7,665	397	5.46%
12020	Health Insurance	19,500	10,721	20,098	21,460	1,960	10.05%
12026	Employee Assistance Program	20	11	22	20	-	0.00%
12030	Retirement	7,765	3,706	7,412	8,220	455	5.86%
12040	Life Insurance	1,213	495	990	1,284	71	5.85%
12050	Fitness Program	100	60	120	135	35	35.00%
12060	Worker's Comp Insurance	1,000	865	1,153	1,150	150	15.00%
	Subtotal	$ 131,866	$ 69,866	$ 137,811	$ 140,134	$ 8,268	6.27%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 100	$ 33	$ 66	$ 150	$ 50	50.00%
13150	Education & Training	600	517	1,034	1,000	400	66.67%
13200	Travel & Lodging	100	4	8	100	-	0.00%
13250	Uniforms	850	1,091	2,182	1,000	150	17.65%
13325	Recruiting & Medical Testing	70	19	38	50	(20)	
13350	Other	50	5	10	50	-	0.00%
	Subtotal	$ 1,770	$ 1,669	$ 3,338	$ 2,350	$ 580	32.77%
	Professional Services						
20100	Legal Fees	$ -	$ -	$ -	$ -	$ -	
20200	Financial & Admin. Services	-	147	294	-	-	
20250	Bond Issue Costs		-	-	-	-	
20300	Engineering & Technical Services	5,000	25,621	51,242	5,000	-	0.00%
	Subtotal	$ 5,000	$ 25,768	$ 51,536	$ 5,000	$ -	
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 1,100	$ 808	$ 1,077	$ 1,200	$ 100	9.09%
21150	Advertising & Communication		-	-	-	-	
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	4,700	541	1,082	-	(4,700)	-100.00%
21300	Authority Dues/Permits/Fees	4,800	3,408	6,816	3,936	(864)	-18.00%
21350	Laboratory Analysis	2,800	351	702	2,800	-	0.00%
21400	Utilities	20,000	11,233	22,466	23,000	3,000	15.00%
21420	General Other Services	-	-	-	-	-	
21430	Governance & Strategic Support	-	-	-	-	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 33,400	$ 16,341	$ 32,143	$ 30,936	$ (2,464)	-7.38%
22000	***Communication***						
22100	Radio	$ 300	$ 188	$ 376	$ 250	$ (50)	-16.67%
22150	Telephone & Data Service	2,950	-	-	5,400	2,450	83.05%
22200	Cell Phones, Wireless data	400	180	360	400	-	0.00%
	Subtotal	$ 3,650	$ 368	$ 736	$ 6,050	$ 2,400	65.75%
31000	***Information Technology***						
31100	Computer Hardware	$ 2,000	$ -	$ -	$ 6,000	$ 4,000	200.00%
31150	SCADA Maint. & Support	10,750	429	858	47,150	36,400	338.60%
31200	Maintenance & Support Services	-	-	-	-	-	
31250	Software & Subscriptions	-	-	-	-	-	
31300	Security Systems	2,400	-	-	1,600	(800)	
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ 15,150	$ 429	$ 858	$ 54,750	$ 39,600	261.39%
33000	***Supplies***						
33100	Office Supplies	$ -	$ -	$ -	$ -	$ -	
33150	Subscriptions/Reference Material	-	-	-	-	-	
33350	Postage & Delivery	-	-	-	-	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 11,000	$ 6,553	$ 13,106	$ 19,980	$ 8,980	81.64%
41150	Building/land Lease, Rental	-	-	-	-	-	
41300	Dam Maintenance	-	-	-	-	-	
41350	Pipeline/Appurtenances	-	-	-	-	-	
41400	Materials, Supplies & Tools	2,000	1,178	2,356	1,000	(1,000)	-50.00%
41450	Chemicals	1,000	12,603	25,206	5,000	4,000	400.00%
41500	Vehicle Maintenance	-	50	100	1,000	1,000	#DIV/0!
41550	Equipment Repair, Replace, Maint.	13,900	6,284	12,568	15,000	1,100	7.91%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Rate Center: Scottsville Wastewater

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41600	Instrumentation & Metering	2,000	-	-	500	(1,500)	-75.00%
41650	Fuel & Lubricants	1,400	486	972	1,200	(200)	-14.29%
41700	General Other Maintenance	13,200	7,316	14,632	10,000	(3,200)	-24.24%
	Subtotal	$ 44,500	$ 34,470	$ 68,940	$ 53,680	$ 9,180	20.63%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ -	$ -	$ -	$ -	
81250	Equipment (over $10,000)	-	-	-	-	-	
81300	Vehicle Replacement Fund	3,500	1,750	3,500	3,500	-	0.00%
	Subtotal	$ 3,500	$ 1,750	$ 3,500	$ 3,500	$ -	0.00%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ 13,937	$ 7,019	$ 13,837	$ 16,165	$ 2,228	15.99%
95110	Finance & IT	26,853	13,295	17,663	35,842	8,989	
95300	Engineering Allocation	39,096	17,111	33,863	43,823	4,727	12.09%
95150	Maintenance Allocation	59,903	28,896	57,509	73,305	13,402	22.37%
95200	Laboratory Allocation	9,489	4,322	8,533	9,992	503	5.30%
	Subtotal	$ 149,278	$ 70,643	$ 131,405	$ 179,127	$ 29,849	20.00%
	Depreciation	$ 20,000	$ 10,000	$ 20,000	$ 20,000	$ -	0.00%
	Subtotal	$ 20,000	$ 10,000	$ 20,000	$ 20,000	$ -	0.00%
	Total	**$ 408,114**	**$ 231,304**	**$ 450,267**	**$ 495,527**	**$ 87,413**	**21.42%**

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Support Departments

Fiscal Year 2025-2026

Rivanna Water and Sewer Authority

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Administration Summary

	FY 2025			FY 2026	
	Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Operations Budget					
Projected Revenues & Sources					
Payment for Services SWA	$ 364,200	$ 182,100	$ 364,200	$ 417,000	14.50%
Bond Proceeeds Funding Bond Issuance Costs	-		-	-	
Miscellaneous Revenue	-	5,753	5,753	-	
Total Operations Revenues	**$ 364,200**	**$ 187,853**	**$ 369,953**	**$ 417,000**	**14.50%**
Projected Expenses					
Personnel Cost	$ 1,348,563	$ 670,366	$ 1,316,644	$ 1,657,525	22.91%
Professional Services	153,250	87,057	174,114	103,950	-32.17%
Other Services and Charges	161,100	85,838	169,971	162,450	0.84%
Communications	9,700	4,796	9,592	9,200	-5.15%
Information Technology	5,000	3,412	6,708	5,700	14.00%
Supplies	14,000	8,382	16,764	19,600	40.00%
Operations and Maintenance	57,250	25,431	50,862	66,050	15.37%
Equipment Purchases	9,000	4,500	9,000	9,000	0.00%
Depreciation	-	-	-	-	
Total Operations Expenses	**$ 1,757,863**	**$ 889,782**	**$ 1,753,655**	**$ 2,033,475**	**15.68%**

Department Summary						
Total Revenues		$ 364,200	$ 187,853	$ 369,953	$ 417,000	14.50%
Total Expenses		1,757,863	889,782	1,753,655	2,033,475	15.68%
Net Costs Allocable to Rate Centers		**$ (1,393,663)**	**$ (701,929)**	**$ (1,383,702)**	**$ (1,616,475)**	15.99%
Allocations to the Rate Centers						
Urban Water	44.00%	**$ 613,212**	**$ 308,849**	**$ 608,829**	**$ 711,249**	
Crozet Water	4.00%	**55,747**	**28,077**	**55,348**	**64,659**	
Scottsville Water	2.00%	**27,873**	**14,039**	**27,674**	**32,330**	
Urban Wastewater	48.00%	**668,958**	**336,926**	**664,177**	**775,908**	
Glenmore Wastewater	1.00%	**13,937**	**7,019**	**13,837**	**16,165**	
Scottsville Wastewater	1.00%	**13,937**	**7,019**	**13,837**	**16,165**	
	100.00%	**$ 1,393,664**	**$ 701,929**	**$ 1,383,702**	**$ 1,616,476**	

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Administration

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 993,200	$ 485,132	$ 970,264	$ 1,229,350	$ 236,150	23.78%
11010	Overtime & Holiday Pay	100	219	438	500	400	400.00%
12010	FICA	75,987	28,110	56,220	94,084	18,097	23.82%
12020	Health Insurance	131,100	78,953	142,587	152,900	21,800	16.63%
12026	Employee Assistance Program	150	65	130	320	170	113.33%
12030	Retirement	85,217	41,094	82,188	105,478	20,261	23.78%
12040	Life Insurance	13,309	5,350	10,700	16,473	3,164	23.77%
12050	Fitness Program	1,500	822	1,644	2,000	500	33.33%
12060	Worker's Comp Insurance	5,000	4,153	5,537	6,350	1,350	27.00%
	Subtotal	$ 1,305,563	$ 643,898	$ 1,269,708	$ 1,607,455	$ 301,892	23.12%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 1,500	$ 648	$ 1,296	$ 500	$ (1,000)	-66.67%
13150	Education & Training	10,500	4,614	9,228	14,000	3,500	33.33%
13200	Travel & Lodging	2,500	609	1,218	5,000	2,500	100.00%
13250	Uniforms	1,500	768	1,536	2,500	1,000	66.67%
13325	Recruiting & Medical Testing	2,000	748	1,496	3,070	1,070	53.50%
13350	Other	25,000	19,081	32,162	25,000	-	0.00%
	Subtotal	$ 43,000	$ 26,468	$ 46,936	$ 50,070	$ 7,070	16.44%
	Professional Services						
20100	Legal Fees	$ 60,000	$ 15,361	$ 30,722	$ 45,000	$ (15,000)	-25.00%
20200	Financial & Admin. Services	63,250	71,696	143,392	48,950	(14,300)	-22.61%
20250	Bond Issue Costs	-	-	-	-	-	0.00%
20300	Engineering & Technical Services	30,000	-	-	10,000	(20,000)	0.00%
	Subtotal	$ 153,250	$ 87,057	$ 174,114	$ 103,950	$ (49,300)	-32.17%
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 3,500	$ 2,558	$ 3,411	$ 7,400	$ 3,900	111.43%
21150	Advertising & Communication	18,500	52,279	104,558	32,200	13,700	74.05%
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	15,000	973	1,946	10,250	(4,750)	-31.67%
21300	Authority Dues/Permits/Fees	-	269	538	1,500	1,500	#DIV/0!
21350	Laboratory Analysis	-	-	-	-	-	
21400	Utilities	1,600	945	1,890	1,600	-	0.00%
21420	General Other Services	102,500	27,814	55,628	87,000	(15,500)	-15.12%
21430	Governance & Strategic Support	20,000	1,000	2,000	22,500	2,500	12.50%
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 161,100	$ 85,838	$ 169,971	$ 162,450	$ 1,350	0.84%
22000	***Communication***						
22100	Radio	$ 2,200	$ 564	$ 1,128	$ 1,700	$ (500)	-22.73%
22150	Telephone & Data Service	-	1,487	2,974	-	-	#DIV/0!
22200	Cell Phones, Wireless data	7,500	2,745	5,490	7,500	-	0.00%
	Subtotal	$ 9,700	$ 4,796	$ 9,592	$ 9,200	$ (500)	-5.15%
31000	***Information Technology***						
31100	Computer Hardware	$ -	$ 274	$ 548	$ -	$ -	#DIV/0!
31150	SCADA Maint. & Support	-	1,422	2,844	-	-	#DIV/0!
31200	Maintenance & Support Services	5,000	1,658	3,316	5,200	200	4.00%
31250	Software & Subscriptions	-	-	-	-	-	#DIV/0!
31300	Security Systems	-	58	116	500	500	
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ 5,000	$ 3,412	$ 6,708	$ 5,700	$ 700	14.00%
33000	***Supplies***						
33100	Office Supplies	$ 10,000	$ 3,878	$ 7,756	$ 12,100	$ 2,100	21.00%
33150	Subscriptions/Reference Material	-	722	1,444	-	-	#DIV/0!
33350	Postage & Delivery	4,000	3,782	7,564	7,500	3,500	87.50%
	Subtotal	$ 14,000	$ 8,382	$ 16,764	$ 19,600	$ 5,600	40.00%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 45,000	$ 16,941	$ 33,882	$ 47,800	$ 2,800	6.22%
41150	Building/land Lease, Rental	6,500	2,511	5,022	7,500	1,000	15.38%
41300	Dam Maintenance	-	-	-	-	-	
41350	Pipeline/Appurtenances	-	-	-	-	-	
41400	Materials, Supplies & Tools	750	130	260	750	-	0.00%
41450	Chemicals	-	-	-	-	-	
41500	Vehicle Maintenance	3,000	2,126	4,252	3,000	-	0.00%
41550	Equipment Repair, Replace, Maint.	-	-	-	-	-	
41600	Instrumentation & Metering	-	-	-	-	-	

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Administration

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41650	Fuel & Lubricants	2,000	3,723	7,446	7,000	5,000	250.00%
41700	General Other Maintenance	-	-	-	-	-	
	Subtotal	$ 57,250	$ 25,431	$ 50,862	$ 66,050	$ 8,800	15.37%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ -	$ -	$ -	$ -	
81250	Equipment (over $10,000)	-	-	-	-	-	
81300	Vehicle Replacement Fund	9,000	4,500	9,000	9,000	-	0.00%
	Subtotal	$ 9,000	$ 4,500	$ 9,000	$ 9,000	$ -	0.00%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ -	$ -	$ -	$ -	$ -	
95110	Finance & IT	-	-	-	-	-	
95300	Engineering Allocation	-	-	-	-	-	
95150	Maintenance Allocation	-	-	-	-	-	
95200	Laboratory Allocation	-	-	-	-	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Depreciation	-	-	-	$ -	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Total	**$ 1,757,863**	**$ 889,782**	**$ 1,753,655**	**$ 2,033,475**	**$ 275,612**	**15.68%**

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Rivanna Water & Sewer Authority
FY 2026 Proposed Budget

Finance & IT Summary

Operations Budget

Projected Revenues & Sources

	FY 2025 Budgeted FY 2025	FY 2025 Actual for 6 months	FY 2025 Projected 12 months	FY 2026 Proposed Budget	Budget % Change
Payment for Services SWA	$ 541,000	$ 270,500	$ 541,000	581,000	7.39%
Bond Proceeeds Funding Bond Issuance Costs	-	748,983	748,983	-	
Miscellaneous Revenue	-	-	-	-	
Total Operations Revenues	**$ 541,000**	**$ 1,019,483**	**$ 1,289,983**	**$ 581,000**	**7.39%**

Projected Expenses

Personnel Cost	$ 2,083,478	$ 1,063,886	$ 2,112,804	$ 2,411,907	15.76%
Professional Services	42,000	771,578	794,173	47,000	11.90%
Other Services and Charges	46,000	27,903	54,101	55,200	20.00%
Communications	65,000	36,403	72,806	73,900	13.69%
Information Technology	962,850	435,703	-	1,550,650	61.05%
Supplies	14,500	4,833	9,666	14,000	-3.45%
Operations and Maintenance	5,000	4,879	5,272	5,000	0.00%
Equipment Purchases	7,500	3,750	7,500	7,500	0.00%
Depreciation	-	-	-	-	
Total Operations Expenses	**$ 3,226,328**	**$ 2,348,935**	**$ 3,056,322**	**$ 4,165,157**	**29.10%**

Department Summary

Total Revenues		$ 541,000	$ 1,019,483	$ 1,289,983	$ 581,000
Total Expenses		3,226,328	2,348,935	3,056,322	4,165,157
Net Costs Allocable to Rate Centers		**$ (2,685,328)**	**$ (1,329,452)**	**$ (1,766,339)**	**$ (3,584,157)**
Allocations to the Rate Centers					
Urban Water	44.00%	**$ 1,181,544**	**$ 584,959**	**$ 777,189**	**$ 1,577,029**
Crozet Water	4.00%	**107,413**	**53,178**	**70,654**	**143,366**
Scottsville Water	2.00%	**53,707**	**26,589**	**35,327**	**71,683**
Urban Wastewater	48.00%	**1,288,957**	**638,137**	**847,843**	**1,720,395**
Glenmore Wastewater	1.00%	**26,853**	**13,295**	**17,663**	**35,842**
Scottsville Wastewater	1.00%	**26,853**	**13,295**	**17,663**	**35,842**
	100.00%	**$ 2,685,327**	**$ 1,329,453**	**$ 1,766,339**	**$ 3,584,157**

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Finance & IT

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 1,543,700	$ 766,934	$ 1,533,868	$ 1,742,800	$ 199,100	12.90%
11010	Overtime & Holiday Pay	-	113	226	1,000	1,000	
12010	FICA	118,093	54,946	109,892	133,401	15,308	12.96%
12020	Health Insurance	217,400	148,225	284,769	296,500	79,100	36.38%
12026	Employee Assistance Program	150	130	260	150	-	0.00%
12030	Retirement	132,449	70,381	140,762	149,532	17,083	12.90%
12040	Life Insurance	20,686	8,981	17,962	23,354	2,668	12.90%
12050	Fitness Program	1,500	562	1,124	1,500	-	0.00%
12060	Worker's Comp Insurance	6,000	4,931	6,575	7,400	1,400	23.33%
	Subtotal	$ 2,039,978	$ 1,055,203	$ 2,095,438	$ 2,355,637	$ 315,659	15.47%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 2,000	$ 255	$ 510	$ 2,000	$ -	0.00%
13150	Education & Training	27,000	5,805	11,610	27,000	-	0.00%
13200	Travel & Lodging	8,000	1,609	3,218	15,000	7,000	87.50%
13250	Uniforms	5,000	880	1,760	10,500	5,500	110.00%
13325	Recruiting & Medical Testing	500	54	108	770	270	54.00%
13350	Other	1,000	80	160	1,000	-	0.00%
	Subtotal	$ 43,500	$ 8,683	$ 17,366	$ 56,270	$ 12,770	29.36%
	Professional Services						
20100	Legal Fees	$ 5,000	$ 6,650	$ 13,300	$ 10,000	$ 5,000	100.00%
20200	Financial & Admin. Services	37,000	15,945	31,890	37,000	-	0.00%
20250	Bond Issue Costs	-	748,983	748,983	-	-	
20300	Engineering & Technical Services	-	-	-	-	-	
	Subtotal	$ 42,000	$ 771,578	$ 794,173	$ 47,000	$ 5,000	11.90%
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 3,500	$ 2,558	$ 3,411	$ 3,500	$ -	0.00%
21150	Advertising & Communication	-	247	494	-	-	
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	-	-	-	4,700	4,700	
21300	Authority Dues/Permits/Fees	42,500	25,098	50,196	47,000	4,500	10.59%
21350	Laboratory Analysis	-	-	-	-	-	
21400	Utilities	-	-	-	-	-	
21420	General Other Services	-	-	-	-	-	
21430	Governance & Strategic Support	-	-	-	-	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 46,000	$ 27,903	$ 54,101	$ 55,200	$ 9,200	20.00%
22000	***Communication***						
22100	Radio	$ -	$ -	$ -	$ -	$ -	
22150	Telephone & Data Service	55,000	29,756	59,512	60,900	5,900	10.73%
22200	Cell Phones, Wireless data	10,000	6,647	13,294	13,000	3,000	30.00%
	Subtotal	$ 65,000	$ 36,403	$ 72,806	$ 73,900	$ 8,900	13.69%
31000	***Information Technology***						
31100	Computer Hardware	$ 186,250	$ 42,526	$ 85,052	$ 331,250	$ 145,000	77.85%
31150	SCADA Maint. & Support	104,000	34,362	68,724	296,500	192,500	185.10%
31200	Maintenance & Support Services	283,500	193,934	387,868	410,400	126,900	44.76%
31250	Software & Subscriptions	299,100	162,458	324,916	422,500	123,400	41.26%
31300	Security Systems	90,000	2,423	4,846	90,000	-	0.00%
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ 962,850	$ 435,703	$ 866,560	$ 1,550,650	$ 587,800	61.05%
33000	***Supplies***						
33100	Office Supplies	$ 7,500	$ 4,671	$ 9,342	$ 7,500	$ -	0.00%
33150	Subscriptions/Reference Material	1,000	-	-	500	(500)	-50.00%
33350	Postage & Delivery	6,000	162	324	6,000	-	0.00%
	Subtotal	$ 14,500	$ 4,833	$ 9,666	$ 14,000	$ (500)	-3.45%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ -	$ 4,743	$ 5,000	$ -	$ -	0.00%
41150	Building/land Lease, Rental	-	-	-	-	-	
41300	Dam Maintenance	-	-	-		-	
41350	Pipeline/Appurtenances	-	-	-	-	-	
41400	Materials, Supplies & Tools	-	-	-	-	-	

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Finance & IT

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41450	Chemicals	-	-	-	-	-	
41500	Vehicle Maintenance	3,000	136	272	3,000	-	0.00%
41550	Equipment Repair, Replace, Maint.	-	-	-	-	-	
41600	Instrumentation & Metering	-	-	-	-	-	
41650	Fuel & Lubricants	2,000	-	-	2,000	-	0.00%
41700	General Other Maintenance	-	-	-	-	-	
	Subtotal	$ 5,000	$ 4,879	$ 5,272	$ 5,000	$ -	0.00%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ -	$ -	$ -	$ -	
81250	Equipment (over $10,000)	-	-	-	-	-	
81300	Vehicle Replacement Fund	7,500	3,750	7,500	7,500	-	0.00%
	Subtotal	$ 7,500	$ 3,750	$ 7,500	$ 7,500	$ -	0.00%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ -	$ -	$ -	$ -	$ -	
95110	Finance & IT	-			-	-	
95300	Engineering Allocation	-	-	-	-	-	
95150	Maintenance Allocation	-	-	-	-	-	
95200	Laboratory Allocation	-	-	-	-	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Depreciation	-	-	-	$ -	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Total	**$ 3,226,328**	**$ 2,348,935**	**$ 3,922,882**	**$ 4,165,157**	**$ 938,829**	**29.10%**

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Maintenance Summary

	FY 2025			FY 2026	
	Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Operations Budget					
Projected Revenues					
Miscellaneous Revenue	$ -	$ 6,858	$ 13,716	$ -	
Payment for Services SWA	-	-	-	-	
Total Operations Revenues	**$ -**	**$ 6,858**	**$ 13,716**	**$ -**	
Projected Expenses					
Personnel Cost	$ 1,645,860	$ 810,412	$ 1,600,365	$ 1,836,099	11.56%
Professional Services	10,000	-	-	10,000	
Other Services and Charges	29,140	18,753	33,557	40,350	38.47%
Communications	16,200	11,208	22,416	20,000	23.46%
Information Technology	7,500	554	1,108	7,500	0.00%
Supplies	3,500	-	-	3,500	0.00%
Operations and Maintenance	138,800	64,120	128,240	130,300	-6.12%
Equipment Purchases	145,750	65,000	145,000	395,750	171.53%
Depreciation	-	-	-	-	
Total Operations Expenses	**$ 1,996,750**	**$ 970,047**	**$ 1,930,686**	**$ 2,443,499**	**22.37%**

Department Summary					
Total Revenues		$ -	$ 6,858	$ 13,716	$ -
Total Expenses		1,996,750	970,047	1,930,686	2,443,499
Net Costs Allocable to Rate Centers		**$ (1,996,750)**	**$ (963,189)**	**$ (1,916,970)**	**$ (2,443,499)**
Allocations to the Rate Centers					
Urban Water	30.00%	**$ 599,025**	**$ 288,957**	**$ 575,091**	**$ 733,050**
Crozet Water	3.50%	**69,886**	**33,712**	**67,094**	**85,522**
Scottsville Water	3.50%	**69,886**	**33,712**	**67,094**	**85,522**
		-		**-**	
Urban Wastewater	56.50%	**1,128,164**	**544,202**	**1,083,088**	**1,380,577**
Glenmore Wastewater	3.50%	**69,886**	**33,712**	**67,094**	**85,522**
Scottsville Wastewater	3.00%	**59,903**	**28,896**	**57,509**	**73,305**
	100.00%	**$ 1,996,750**	**$ 963,191**	**$ 1,916,970**	**$ 2,443,498**

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Maintenance

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 1,127,800	$ 555,028	$ 1,110,056	$ 1,257,900	$ 130,100	11.54%
11010	Overtime & Holiday Pay	15,500	8,043	16,086	15,500	-	0.00%
12010	FICA	87,462	41,679	83,358	97,415	9,953	11.38%
12020	Health Insurance	246,800	128,958	246,916	271,400	24,600	9.97%
12026	Employee Assistance Program	275	124	248	275	-	0.00%
12030	Retirement	96,765	45,285	90,570	107,928	11,163	11.54%
12040	Life Insurance	15,113	6,138	12,276	16,856	1,743	11.53%
12050	Fitness Program	-	-	-	-	-	0.00%
12060	Worker's Comp Insurance	17,200	14,188	18,917	18,100	900	5.23%
	Subtotal	$ 1,606,915	$ 799,443	$ 1,578,427	$ 1,785,374	$ 178,459	11.11%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 375	$ -	$ -	$ 375	$ -	0.00%
13150	Education & Training	24,200	5,089	10,178	31,500	7,300	30.17%
13200	Travel & Lodging	650	-	-	650	-	0.00%
13250	Uniforms	11,720	5,772	11,544	13,400	1,680	14.33%
13325	Recruiting & Medical Testing	1,000	64	128	3,800	2,800	280.00%
13350	Other	1,000	44	88	1,000	-	0.00%
	Subtotal	$ 38,945	$ 10,969	$ 21,938	$ 50,725	$ 11,780	30.25%
	Professional Services						
20100	Legal Fees	$ -	$ -	$ -	$ -	$ -	
20200	Financial & Admin. Services	-	-	-		-	
20250	Bond Issue Costs	-	-	-	-	-	
20300	Engineering & Technical Services	10,000	-	-	10,000	-	
	Subtotal	$ 10,000	$ -	$ -	$ 10,000	$ -	
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 8,140	$ 5,923	$ 7,897	$ 7,700	$ (440)	-5.41%
21150	Advertising & Communication	-	-	-	-	-	
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	17,000	11,738	23,476	28,650	11,650	68.53%
21300	Authority Dues/Permits/Fees	-	-	-	-	-	
21350	Laboratory Analysis	-	-	-	-	-	
21400	Utilities	-	-	-	-	-	
21420	General Other Services	4,000	1,092	2,184	4,000	-	0.00%
21430	Governance & Strategic Support	-	-	-	-	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 29,140	$ 18,753	$ 33,557	$ 40,350	$ 11,210	38.47%
22000	***Communication***						
22100	Radio	$ 500	$ 3,007	$ 6,014	$ 3,000	$ 2,500	500.00%
22150	Telephone & Data Service	500	-	-	800	300	60.00%
22200	Cell Phones, Wireless data	15,200	8,201	16,402	16,200	1,000	6.58%
	Subtotal	$ 16,200	$ 11,208	$ 22,416	$ 20,000	$ 3,800	23.46%
31000	***Information Technology***						
31100	Computer Hardware	$ 5,000	$ -	$ -	$ -	$ (5,000)	-100.00%
31150	SCADA Maint. & Support	-	-	-	-	-	
31200	Maintenance & Support Services	-	554	1,108	-	-	#DIV/0!
31250	Software & Subscriptions	2,500	-	-	7,500	5,000	200.00%
31300	Security Systems	-	-	-	-	-	
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ 7,500	$ 554	$ 1,108	$ 7,500	$ -	0.00%
33000	***Supplies***						
33100	Office Supplies	$ 3,500	$ -	$ -	$ 3,500	$ -	0.00%
33150	Subscriptions/Reference Material	-	-	-	-	-	
33350	Postage & Delivery	-	-	-	-	-	
	Subtotal	$ 3,500	$ -	$ -	$ 3,500	$ -	0.00%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 22,950	$ 4,928	$ 9,856	$ 13,450	$ (9,500)	-41.39%
41150	Building/land Lease, Rental	-	-	-	-	-	
41300	Dam Maintenance	-	-	-	-	-	
41350	Pipeline/Appurtenances	5,000	3,931	7,862	6,000	1,000	20.00%
41400	Materials, Supplies & Tools	31,000	13,826	27,652	31,000	-	0.00%
41450	Chemicals	-	-	-	-	-	
41500	Vehicle Maintenance	13,000	4,815	9,630	13,000	-	0.00%
41550	Equipment Repair, Replace, Maint.	26,850	22,689	45,378	26,850	-	0.00%
41600	Instrumentation & Metering	10,000	2,175	4,350	10,000	-	0.00%
41650	Fuel & Lubricants	30,000	11,756	23,512	30,000	-	0.00%
41700	General Other Maintenance	-	-	-	-	-	
	Subtotal	$ 138,800	$ 64,120	$ 128,240	$ 130,300	$ (8,500)	-6.12%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Maintenance

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
81000	***Equipment Purchases***						
81200	Rental & Leases	$ 750	$ -	$ -	$ 750	$ -	0.00%
81250	Equipment (over $10,000)	15,000	-	15,000	265,000	250,000	1666.67%
81300	Vehicle Replacement Fund	130,000	65,000	130,000	130,000	-	0.00%
	Subtotal	$ 145,750	$ 65,000	$ 145,000	$ 395,750	$ 250,000	171.53%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ -	$ -	$ -	$ -	$ -	
95110	Finance & IT	-	-	-	-		
95300	Engineering Allocation	-	-	-	-	-	
95150	Maintenance Allocation	-	-	-	-	-	
95200	Laboratory Allocation	-	-	-	-	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Depreciation	-	-	-	$ -	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Total	**$ 1,996,750**	**$ 970,047**	**$ 1,930,686**	**$ 2,443,499**	**$ 446,749**	**22.37%**

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Laboratory Summary

	FY 2025			FY 2026	
	Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Operations Budget					
Projected Revenues					
N/A					
Projected Expenses					
Personnel Cost	$ 463,225	$ 231,340	$ 456,296	$ 503,003	8.59%
Professional Services	-	-	-	-	
Other Services and Charges	9,550	466	663	9,800	2.62%
Communications	1,050	351	-	800	-23.81%
Information Technology	-	743	1,486	-	#DIV/0!
Supplies	1,300	190	380	2,300	76.92%
Operations and Maintenance	133,600	53,033	106,066	146,357	9.55%
Equipment Purchases	23,900	1,978	3,956	3,900	-83.68%
Depreciation	-	-	-	-	
Total Operations Expenses	**$ 632,625**	**$ 288,101**	**$ 568,847**	**$ 666,160**	**5.30%**

Department Summary						
Total Revenues		$ -	$ -	$ -	$ -	
Total Expenses		632,625	288,101	568,847	666,160	5.30%
Net Costs Allocable to Rate Centers		**$ (632,625)**	**$ (288,101)**	**$ (568,847)**	**$ (666,160)**	
Allocations to the Rate Centers						
Urban Water	44.00%	**$ 278,355**	**$ 126,764**	**$ 250,293**	**$ 293,110**	
Crozet Water	4.00%	**25,305**	**11,524**	**22,754**	**26,646**	
Scottsville Water	2.00%	**12,653**	**5,762**	**11,377**	**13,323**	
		-	**-**	**-**		
Urban Wastewater	47.00%	**297,334**	**135,407**	**267,358**	**313,095**	
Glenmore Wastewater	1.50%	**9,489**	**4,322**	**8,533**	**9,992**	
Scottsville Wastewater	1.50%	**9,489**	**4,322**	**8,533**	**9,992**	
	100.00%	**$ 632,625**	**$ 288,101**	**$ 568,848**	**$ 666,158**	

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Laboratory

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 331,100	$ 168,742	$ 337,484	$ 352,900	$ 21,800	6.58%
11010	Overtime & Holiday Pay	2,500	2,035	4,070	7,300	4,800	192.00%
12010	FICA	25,520	12,720	25,440	27,555	2,035	7.97%
12020	Health Insurance	61,700	25,347	47,194	67,900	6,200	10.05%
12026	Employee Assistance Program	60	36	72	70	10	16.67%
12030	Retirement	28,408	14,031	28,062	30,279	1,871	6.59%
12040	Life Insurance	4,437	1,955	3,910	4,729	292	6.58%
12050	Fitness Program	-	260	520	500	500	#DIV/0!
12060	Worker's Comp Insurance	5,300	4,326	5,768	5,600	300	5.66%
	Subtotal	$ 459,025	$ 229,452	$ 452,520	$ 496,833	$ 37,808	8.24%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 100	$ -	$ -	$ 200	$ 100	100.00%
13150	Education & Training	2,000	100	200	3,500	1,500	75.00%
13200	Travel & Lodging	500	1,381	2,762	1,000	500	100.00%
13250	Uniforms	800	353	706	500	(300)	-37.50%
13325	Recruiting & Medical Testing	500	54	108	870	370	0.00%
13350	Other	300	-	-	100	(200)	-66.67%
	Subtotal	$ 4,200	$ 1,888	$ 3,776	$ 6,170	$ 1,970	46.90%
	Professional Services						
20100	Legal Fees	$ -	$ -	$ -	$ -	$ -	
20200	Financial & Admin. Services	-	-	-	-	-	
20250	Bond Issue Costs	-	-	-	-	-	
20300	Engineering & Technical Services	-	-	-	-	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 550	$ 404	$ 539	$ 500	$ (50)	-9.09%
21150	Advertising & Communication	-	-	-	-	-	
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	1,000	-	-	1,300	300	30.00%
21300	Authority Dues/Permits/Fees	5,500	-	-	6,000	500	9.09%
21350	Laboratory Analysis	2,500	62	124	1,500	(1,000)	-40.00%
21400	Utilities	-	-	-	-	-	
21420	General Other Services	-	-	-	500	500	#DIV/0!
21430	Governance & Strategic Support	-	-	-	-	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 9,550	$ 466	$ 663	$ 9,800	$ 250	2.62%
22000	***Communication***						
22100	Radio	$ -	$ -	$ -	$ -	$ -	
22150	Telephone & Data Service	-	-	-	-	-	
22200	Cell Phones, Wireless data	1,050	351	702	800	(250)	-23.81%
	Subtotal	$ 1,050	$ 351	$ 702	$ 800	$ (250)	
31000	***Information Technology***						
31100	Computer Hardware	$ -	$ -	$ -	$ -	$ -	
31150	SCADA Maint. & Support	-	-	-	-	-	
31200	Maintenance & Support Services	-	743	1,486	-	-	#DIV/0!
31250	Software & Subscriptions	-	-	-	-	-	
31300	Security Systems	-	-	-	-	-	
31325	Asset Mgt / Project Mgt Systems	-	-	-	-	-	
	Subtotal	$ -	$ 743	$ 1,486	$ -	$ -	#DIV/0!
33000	***Supplies***						
33100	Office Supplies	$ 1,200	$ 136	$ 272	$ 2,000	$ 800	66.67%
33150	Subscriptions/Reference Material	-	-	-	-	-	
33350	Postage & Delivery	100	54	108	300	200	200.00%
	Subtotal	$ 1,300	$ 190	$ 380	$ 2,300	$ 1,000	76.92%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ -	$ 111	$ 222	$ -	$ -	
41150	Building/land Lease, Rental	-	-	-	-	-	
41300	Dam Maintenance	-	-	-	-	-	
41350	Pipeline/Appurtenances	-	-	-	-	-	
41400	Materials, Supplies & Tools	80,000	37,802	75,604	50,000	(30,000)	-37.50%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Laboratory

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41450	Chemicals	5,000	2,052	4,104	3,000	(2,000)	-40.00%
41500	Vehicle Maintenance	2,500	-	-	1,000	(1,500)	
41550	Equipment Repair, Replace, Maint.	6,000	2,045	4,090	35,000	29,000	483.33%
41600	Instrumentation & Metering	39,300	10,698	21,396	56,457	17,157	43.66%
41650	Fuel & Lubricants	800	325	650	900	100	12.50%
41700	General Other Maintenance	-	-	-	-	-	
	Subtotal	$ 133,600	$ 53,033	$ 106,066	$ 146,357	$ 12,757	9.55%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ 28	$ 56	$ -	$ -	
81250	Equipment (over $10,000)	20,000	-	-	-	(20,000)	
81300	Vehicle Replacement Fund	3,900	1,950	3,900	3,900	-	0.00%
	Subtotal	$ 23,900	$ 1,978	$ 3,956	$ 3,900	$ (20,000)	-83.68%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ -	$ -	$ -	$ -	$ -	
95110	Finance & IT	-	-	-	-	-	
95300	Engineering Allocation	-	-	-	-	-	
95150	Maintenance Allocation	-	-	-	-	-	
95200	Laboratory Allocation	-	-	-	-	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Depreciation	-	-	-	$ -	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Total	**$ 632,625**	**$ 288,101**	**$ 569,549**	**$ 666,160**	**$ 33,535**	**5.30%**

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Engineering Summary

	FY 2025			FY 2026	
	Budgeted FY 2025	Actual for 6 months	Projected 12 months	***Proposed Budget***	***Budget % Change***
Operations Budget					
Projected Revenues					
Payment for Services SWA	$ -	$ 7,199	$ 14,398	$ -	
Total Operations Revenues	**$ -**	**$ 7,199**	**$ 14,398**	**$ -**	
Projected Expenses					
Personnel Cost	$ 2,216,684	$ 1,012,863	$ 2,004,057	$ 2,407,282	8.60%
Professional Services	32,500	3,885	7,770	142,000	336.92%
Other Services and Charges	20,465	5,173	8,013	26,875	31.32%
Communications	15,150	8,281	16,562	20,628	36.16%
Information Technology	211,900	75,809	151,618	220,230	3.93%
Supplies	5,600	3,530	7,060	6,700	19.64%
Operations and Maintenance	82,620	27,669	55,338	76,338	-7.60%
Equipment Purchases	21,500	10,750	21,500	21,500	0.00%
Depreciation	-	-	-	-	
Total Operations Expenses	**$ 2,606,419**	**$ 1,147,960**	**$ 2,271,918**	**$ 2,921,553**	**12.09%**

Department Summary						
Total Revenues		$ -	$ 7,199	$ 14,398	$ -	
Total Expenses		2,606,419	1,147,960	2,271,918	2,921,553	12.09%
Net Costs Allocable to Rate Centers		**$ (2,606,419)**	**$ (1,140,761)**	**$ (2,257,520)**	**$ (2,921,553)**	
Allocations to the Rate Centers						
Urban Water	47.00%	**$ 1,225,017**	**$ 536,158**	**$ 1,061,034**	**$ 1,373,130**	
Crozet Water	4.00%	**104,257**	**45,630**	**90,301**	**116,862**	
Scottsville Water	2.00%	**52,128**	**22,815**	**45,150**	**58,431**	
Urban Wastewater	44.00%	**1,146,824**	**501,935**	**993,309**	**1,285,483**	
Glenmore Wastewater	1.50%	**39,096**	**17,111**	**33,863**	**43,823**	
Scottsville Wastewater	1.50%	**39,096**	**17,111**	**33,863**	**43,823**	
	100.00%	**$ 2,606,418**	**$ 1,140,760**	**$ 2,257,520**	**$ 2,921,552**	

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Engineering

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 1,645,000	$ 767,277	$ 1,534,554	$ 1,737,200	$ 92,200	5.60%
11010	Overtime & Holiday Pay	13,000	3,360	6,720	12,000	(1,000)	-7.69%
12010	FICA	126,837	56,006	112,012	133,814	6,977	5.50%
12020	Health Insurance	232,100	80,355	151,210	266,434	34,334	14.79%
12026	Employee Assistance Program	250	112	224	230	(20)	-8.00%
12030	Retirement	138,016	69,784	139,568	145,751	7,735	5.60%
12040	Life Insurance	19,576	8,597	17,194	20,673	1,097	5.60%
12050	Fitness Program	4,300	1,125	2,250	2,500	(1,800)	-41.86%
12060	Worker's Comp Insurance	-	18,254	24,339	24,200	24,200	0.00%
	Subtotal	$ 2,179,079	$ 1,004,870	$ 1,988,071	$ 2,342,802	$ 163,723	7.51%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 3,250	$ 965	$ 1,930	$ 6,080	$ 2,830	87.08%
13150	Education & Training	15,680	3,736	7,472	32,650	16,970	108.23%
13200	Travel & Lodging	13,200	2,748	5,496	17,000	3,800	28.79%
13250	Uniforms	4,375	-	-	5,150	775	17.71%
13325	Recruiting & Medical Testing	500	49	98	1,600	1,100	220.00%
13350	Other	600	495	990	2,000	1,400	233.33%
	Subtotal	$ 37,605	$ 7,993	$ 15,986	$ 64,480	$ 26,875	71.47%
	Professional Services						
20100	Legal Fees	$ 5,000	$ -	$ -	$ 5,000	$ -	0.00%
20200	Financial & Admin. Services	2,500	2,475	4,950	2,500	-	
20250	Bond Issue Costs	-	-	-	-	-	
20300	Engineering & Technical Services	25,000	1,410	2,820	134,500	109,500	438.00%
	Subtotal	$ 32,500	$ 3,885	$ 7,770	$ 142,000	$ 109,500	336.92%
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 4,840	$ 3,500	$ 4,667	$ 4,800	$ (40)	-0.83%
21150	Advertising & Communication	200	349	698	2,000	1,800	900.00%
21250	Watershed Management	-	-	-	-	-	
21253	Safety Programs/Supplies	6,675	655	1,310	11,575	4,900	73.41%
21300	Authority Dues/Permits/Fees	1,500	-	-	1,500	-	0.00%
21350	Laboratory Analysis	250	151	302	-	(250)	-100.00%
21400	Utilities	2,000	518	1,036	2,000	-	0.00%
21420	General Other Services	-	-	-	-	-	
21430	Governance & Strategic Support	5,000	-	-	5,000	-	
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 20,465	$ 5,173	$ 8,013	$ 26,875	$ 6,410	31.32%
22000	***Communication***						
22100	Radio	$ 1,000	$ 2,067	$ 4,134	$ 3,000	$ 2,000	200.00%
22150	Telephone & Data Service	750	-	-	1,500	750	100.00%
22200	Cell Phones, Wireless data	13,400	6,214	12,428	16,128	2,728	20.36%
	Subtotal	$ 15,150	$ 8,281	$ 16,562	$ 20,628	$ 5,478	36.16%
31000	***Information Technology***						
31100	Computer Hardware	$ 2,000	$ 30	$ 60	$ -	$ (2,000)	-100.00%
31150	SCADA Maint. & Support	-	-	-	-	-	
31200	Maintenance & Support Services	16,800	1,275	2,550	6,800	(10,000)	-59.52%
31250	Software & Subscriptions	49,700	74,504	149,008	48,890	(810)	-1.63%
31300	Security Systems	39,200	-	-	14,500	(24,700)	
31325	Asset Mgt / Project Mgt Systems	104,200	-	-	150,040	45,840	
	Subtotal	$ 211,900	$ 75,809	$ 151,618	$ 220,230	$ 8,330	3.93%
33000	***Supplies***						
33100	Office Supplies	$ 3,500	$ 2,199	$ 4,398	$ 4,200	$ 700	20.00%
33150	Subscriptions/Reference Material	1,500	618	1,236	1,500	-	0.00%
33350	Postage & Delivery	600	713	1,426	1,000	400	66.67%
	Subtotal	$ 5,600	$ 3,530	$ 7,060	$ 6,700	$ 1,100	19.64%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 14,240	$ 3,890	$ 7,780	$ 14,240	$ -	0.00%
41150	Building/land Lease, Rental	2,100	895	1,790	2,340	240	11.43%
41300	Dam Maintenance	-	-	-	-		
41350	Pipeline/Appurtenances	16,280	5,908	11,816	17,358	1,078	6.62%
41400	Materials, Supplies & Tools	15,000	6,773	13,546	16,200	1,200	8.00%
41450	Chemicals	-	-	-	-	-	
41500	Vehicle Maintenance	24,000	5,075	10,150	15,000	(9,000)	-37.50%
41550	Equipment Repair, Replace, Maint.	1,400	493	986	1,600	200	14.29%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Department: Engineering

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41600	Instrumentation & Metering	-	-	-	-	-	
41650	Fuel & Lubricants	9,600	4,635	9,270	9,600	-	0.00%
41700	General Other Maintenance	-	-	-	-	-	
	Subtotal	$ 82,620	$ 27,669	$ 55,338	$ 76,338	$ (6,282)	-7.60%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ -	$ -	$ -	$ -	$ -	
81250	Equipment (over $10,000)	-	-	-	-	-	
81300	Vehicle Replacement Fund	21,500	10,750	21,500	21,500	-	0.00%
	Subtotal	$ 21,500	$ 10,750	$ 21,500	$ 21,500	$ -	0.00%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ -	$ -	$ -	$ -	$ -	
95110	Finance & IT	-	-	-	-	-	
95300	Engineering Allocation	-	-	-	-	-	
95150	Maintenance Allocation	-	-	-	-	-	
95200	Laboratory Allocation	-	-	-	-	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Depreciation	-	-	-	$ -	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Total	**$ 2,606,419**	**$ 1,147,960**	**$ 2,271,918**	**$ 2,921,553**	**$ 315,134**	**12.09%**

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APPENDICES

Rivanna Water and Sewer Authority

Fiscal Year 2025-2026

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Flow Projections

	(1,000 GALLONS)			(MILLION GALLONS PER DAY)		
	FY 2025	***FY 2026***	***% Change***	***FY 2025***	***FY 2026***	***% Change***
Water						
Urban	3,397,700	3,397,700	0.00%	9.309	9.309	0.00%
Crozet	202,697	202,697	0.00%	0.555	0.555	0.00%
Scottsville	17,230	17,230	0.00%	0.047	0.047	0.00%
Total	3,617,627	3,617,627	0.00%	9.911	9.911	0.00%
Wastewater						
Urban	3,390,400	3,390,400	0.00%	9.289	9.289	0.00%
Glenmore	41,401	41,401	0.00%	0.113	0.113	0.00%
Scottsville	23,643	23,643	0.00%	0.065	0.065	0.00%
Total	3,455,444	3,455,444	0.00%	9.467	9.467	0.00%

Allocation (Urban Area Only)	***FY 2025***	***FY 2026***	**Allocation** ***% Change***
Water			
City	49%	48%	-2.04%
ACSA	51%	52%	1.96%
Wastewater			
City	47%	46%	-2.13%
ACSA	53%	54%	1.89%

FY 2026 allocations are based on FY 2024 retail flows reported by the City and ACSA.

	(1,000 GALLONS)			(MILLION GALLONS PER DAY)		
Allocation (Urban Area Only)	***FY 2025***	***FY 2026***	***% Change***	***FY 2025***	***FY 2026***	***% Change***
Water						
City	1,664,873	1,630,896	-2.04%	4.561	4.468	-2.04%
ACSA	1,732,827	1,766,804	1.96%	4.747	4.841	1.98%
	3,397,700	3,397,700				
Wastewater						
City	1,593,488	1,559,584	-2.13%	4.366	4.273	-2.13%
ACSA	1,796,912	1,830,816	1.89%	4.923	5.016	1.89%
	3,390,400	3,390,400				

URBAN WATER DEBT SERVICE COSTS

Summary of Debt Service Budget to be included in Monthly Charges

City Allocation of Debt Service Costs	Estimated Debt Service Budget FY 2026	City %	City Amount	Annual Total	
ALLOCATION BASED ON FLOWS					
Regional Water System Projects:					
14.2% of 2015B Bond - New Projects	$ 239,847	48.00%	$ 115,127	**115,127**	
Revenues that offset Debt Service					
Trust Fund Interest	(200,000)	48.00%	(96,000)		
Use of Reserves	-	FIXED	-		
Lease Revenues	(10,000)	48.00%	(4,800)	**(100,800)**	
RATES BASED ON FIXED AGREEMENTS					
2003 & 2012 Urban Water Agreement					
Water Supply Expansion (15%/85%)					
100% of 2012B Revenue Bond	1,341,194	15.00%	201,179		
9.0% of 2015B Bond - Refunding	142,910	15.00%	21,437		
Water Pipeline (20%/80%)					
10.4% of 2018 Bond	162,366	20.00%	32,473		
8.1% of 2024 Bond	434,145	20.00%	86,829		
Non-Water Supply - Other Projects (48%/52%)					
47.4% of 2015B Bond - Refunding	752,660	48.00%	361,277		
77.8% of 2015B Bond - New Projects	1,314,091	48.00%	630,764		
37.7% of 2018 Bond	1,037,340	48.00%	497,923		
66.6% of 2021 Bond	1,269,710	48.00%	609,461		
23.8% of 2024 Bond	1,275,636	48.00%	612,305		
South Rivanna Expansion of 1999					
10.3% of 2015B Bond - Refunding	163,553	0.00%	-	**3,053,648**	
2020 Obs / RM Pump St Agreement					
5.5% of 2024 Bond	294,790	28.00%	82,541	**82,541**	
Northern Area Agreement					
25% of 2021 Bond	476,618	0.00%	-	**-**	
DEBT SERVICE PROJECTED FROM 5-YEAR CIP					
CIP Growth Charge from 2025-2029 CIP	6,638,800	FIXED	2,273,600	**2,273,600**	6,638,800
Debt Service Coverage Ratio / Policy Charge	400,000	35.00%	140,000	**140,000**	
Total Debt Service For Rate Computation	**$ 15,733,660**		**$ 5,564,116**	**$ 5,564,116**	

ACSA Allocation of Debt Service Costs	Estimated Debt Service Budget FY 2026	ACSA %	ACSA Amount	Annual Total
ALLOCATION BASED ON FLOWS				
Regional Water System Projects:				
14.2% of 2015B Bond - New Projects	$ 239,847	52.00%	$ 124,720	**124,720**
Revenues that offset Debt Service				
Trust Fund Interest	(200,000)	52.00%	(104,000)	
Use of Reserves	-	FIXED	-	
Lease Revenues	(10,000)	52.00%	(5,200)	**(109,200)**
RATES BASED ON FIXED AGREEMENTS				
2003 & 2012 Urban Water Agreement				
Water Supply Expansion (15%/85%)				
100% of 2012B Revenue Bond	1,341,194	85.00%	1,140,015	
9.0% of 2015B Bond - Refunding	142,910	85.00%	121,474	
Water Pipeline (20%/80%)				
10.4% of 2018 Bond	162,366	80.00%	129,893	
8.1% of 2024 Bond	434,145	80.00%	347,316	
Non-Water Supply - Other Projects (48%/52%)				
47.4% of 2015B Bond - Refunding	752,660	52.00%	391,383	
77.8% of 2015B Bond - New Projects	1,314,091	52.00%	683,327	
37.7% of 2018 Bond	1,037,340	52.00%	539,417	
66.6% of 2021 Bond	1,269,710	52.00%	660,249	
23.8% of 2024 Bond	1,275,636	52.00%	663,331	
South Rivanna Expansion of 1999				
10.3% of 2015B Bond - Refunding	163,553	100.00%	163,553	**4,839,958**
2020 Obs / RM Pump St Agreement				
5.5% of 2024 Bond	294,790	72.00%	212,249	**212,249**
Northern Area Agreement				
25% of 2021 Bond	476,618	100.00%	476,618	**476,618**
DEBT SERVICE PROJECTED FROM 5-YEAR CIP				
CIP Growth Charge from 2025-2029 CIP	6,638,800	FIXED	4,365,200	**4,365,200**
Debt Service Coverage Ratio / Policy Charge	400,000	65.00%	260,000	**260,000**
Total Debt Service For Rate Computation	**$ 15,733,660**		**$ 10,169,545**	**$ 10,169,545**

SUMMARY OF DEBT SERVICE REVENUES:		
CITY SHARE OF TOTAL DEBT SERVICE	**$ 5,564,116**	**35%**
ACSA SHARE OF TOTAL DEBT SERVICE	**10,169,545**	**65%**
	$ 15,733,661	**100%**

URBAN WASTEWATER DEBT SERVICE COSTS
Summary of Debt Service Budget to be Included in Charges

City Allocation of Debt Service Costs		Estimated Debt Service Budget FY 2026	City %	City Amount	
ALLOCATION BASED ON FLOWS					
System Projects Rate					
	22.9% of 2015B Bond Refunding	$ 363,627	46%	$ 167,268	
	100% 2005A Bond VRA/VRLF	150,976	46%	69,449	
	88.5% of 2009A Bond VRA/VRLF	1,419,716	46%	653,069	
	37.9% of 2011 A,B Bond VRA/RLF	192,130	46%	88,380	
	24.5% of 2019 Refunding Bond	341,746	46%	157,203	
	100% of 2016 Bond	626,379	46%	288,134	
	4.8% of 2021 Bond	91,511	46%	42,095	
	2.4% of 2018 Bond	54,122	46%	24,896	
	53.4% of 2024 Bond	2,862,138	46%	1,316,583	**2,807,077**
Revenues/Reserves that offset Debt Service					
	County MOU - Septage	(109,440)	46%	(50,342)	
	Use of Reserves	-	Fixed	-	
	Trust Fund Interest	(220,000)	46%	(101,200)	**(151,542)**
ALLOCATION BASED ON FIXED AGREEMENTS					
2014 Wastewater Agreement					
Meadowcreek	**97.9% of 2010A and 10.9% of 2019 Bonds**	1,094,589	Segments	702,302	
Wet Weather MCWWTP	**11.5% of 2009A and 62.1% of 2011 A/B Bonds**	499,293	Segments	259,030	
Moores Creek Pump Stn.	**100% of 2011 D/E Bond**	296,944	Segments	179,575	
Rivanna Pump Stn. & F.M.	**5.8% of 2019 and 100% of 2014A Bonds**	1,851,162	Segments	926,934	
Albemarle Berkley Pump Stn.	**3.4% of 2019 Refunding Bond**	46,906	0%	-	
Crozet Interceptor	**2.3% of 2019, 13.8% of 2018, 1.5% of 2021 and 9.2% of 2024**	835,973	0%	-	
Schenks Branch Agreement	**16.1% of 2019, 2.1% of 2010A, and 100% of 2015A Bonds**	313,776	100%	313,776	**2,381,617**
DEBT SERVICE PROJECTED FROM 5-YEAR CIP					
CIP Growth Charge from 2025-2029 CIP		911,600	Fixed	402,100	**402,100**
Debt Service Coverage Ratio / Policy Charge		325,000	47%	152,750	**152,750**
	Total	**$ 11,948,148**		**$ 5,592,002**	**$ 5,592,002**

ACSA Allocation of Debt Service Costs		Estimated Debt Service Budget FY 2026	ACSA %	ACSA Amount	
ALLOCATION BASED ON FLOWS					
System Projects Rate					
	22.9% of 2015B Bond Refunding	$ 363,627	54%	$ 196,359	
	100% 2005A Bond VRA/VRLF	150,976	54%	81,527	
	88.5% of 2009A Bond VRA/VRLF	1,419,716	54%	766,647	
	37.9% of 2011 A,B Bond VRA/RLF	192,130	54%	103,750	
	24.5% of 2019 Refunding Bond	341,746	54%	184,543	
	100% of 2016 Bond	626,379	54%	338,245	
	4.8% of 2021 Bond	91,511	54%	49,416	
	2.4% of 2018 Bond	54,122	54%	29,226	
	53.4% of 2024 Bond	2,862,138	54%	1,545,555	**3,295,268**
Revenues/Reserves that offset Debt Service					
	County MOU - Septage	(109,440)	54%	(59,098)	
	Use of Reserves	-	54%	-	
	Trust Fund Interest	(220,000)	54%	(118,800)	**(177,898)**
ALLOCATION BASED ON FIXED AGREEMENTS					
2014 Wastewater Agreement					
Meadowcreek	**97.9% of 2010A and 10.9% of 2019 Bonds**	1,094,589	Segments	392,287	
Wet Weather MCWWTP	**11.5% of 2009A and 62.1% of 2011 A/B Bonds**	499,293	Segments	240,262	
Moores Creek Pump Stn.	**100% of 2011 D/E Bond**	296,944	Segments	117,369	
Rivanna Pump Stn. & F.M.	**5.8% of 2019 and 100% of 2014A Bonds**	1,851,162	Segments	924,228	
Albemarle Berkley Pump Stn.	**3.4% of 2019 Refunding Bond**	46,906	100%	46,906	
Crozet Interceptor	**2.3% of 2019, 13.8% of 2018, 1.5% of 2021 and 9.2% of 2024**	835,973	100%	835,973	
Schenks Branch Agreement	**16.1% of 2019, 2.1% of 2010A, and 100% of 2015A Bonds**	313,776	0%	-	**2,557,025**
DEBT SERVICE PROJECTED FROM 5-YEAR CIP					
CIP Growth Charge from 2025-2029 CIP		911,600	Fixed	509,500	**509,500**
Debt Service Coverage Ratio / Policy Charge		325,000	53%	172,250	**172,250**
	Total	**$ 11,948,148**		**$ 6,356,145**	**$ 6,356,145**

SUMMARY OF DEBT SERVICE REVENUES:		
CITY SHARE OF TOTAL DEBT SERVICE	**$ 5,592,002**	**47%**
ACSA SHARE OF TOTAL DEBT SERVICE	**6,356,145**	**53%**
	$ 11,948,147	**100%**

OTHER RATE CENTERS DEBT SERVICE RATES

Summary of Debt Service Payments Due	Existing Estimated Debt Service Budget FY 2026	Estimated New Debt Service	ACSA Monthly Rate
WATER			
Crozet Water			
System Upgrades			
13.9% of 2019 Refunding Bond	$ 189,859		
17.0% of 2012A Bond (new money)	-		
7.4% of 2015B Bond Refunding	117,504		
5.9% of 2015B Bond New Projects	99,655		
35.7% of 2018 Bond	719,373		
Estimated DS - CIP Growth Charge	2,009,600	**$ 518,000**	
Revenues that offset Debt Service			
Use of Reserves	-		
Trust Fund Interest	(32,000)	-	
	$ 3,103,991	$ 518,000	**$ 258,666**
Scottsville Water			
System Upgrades			
3.4% of 2019 Refunding Bond	$ 46,906		
4.2% of 2012A Bond (new money)	-		
2.7% of 2015B Bond Refunding	42,873		
2.1% of 2015B Bond New Projects	35,470		
1.2% of 2021 Bond	22,878		
Estimated DS - CIP Growth Charge	160,200	**$ 114,600**	
Revenues that offset Debt Service			
Trust Fund Interest	(4,200)	-	
	$ 304,127	$ 114,600	**$ 25,344**
WASTEWATER			
Glenmore Wastewater			
System Upgrades			
0.1% of 2015B Bond Refunding	$ 1,588		
0.9% of 2021 Bond	17,158		
Estimated DS - CIP Growth Charge	126,700	**$ 96,140**	
Revenues that offset Debt Service	-		
Trust Fund Interest	(500)	-	
	$ 144,946	$ 96,140	**$ 12,079**
Scottsville Wastewater			
Facilities Purchase			
0.3% of 2012A Refunding Bond	$ -		
System Upgrades			
0.3% of 2019 Refunding Bond	3,350		
0.2% of 2015B Bond Refunding	3,176		
Estimated DS - CIP Growth Charge	49,100	**$ 23,800**	
Revenues that offset Debt Service			
Trust Fund Interest	(200)	-	
	$ 55,426	$ 23,800	**$ 4,619**
TOTAL	**$ 3,608,490**	**$ 752,540**	**$ 300,708**

DEBT SUMMARY

	Total Revenue Bond Debt	Total FY 2026 Debt Service
CURRENT EXISTING DEBT		
DEBT BY BOND ISSUE		
2005 A Bond VRA/VRLF	$ 220,100	$ 150,976
2009A Bond	8,160,136	1,604,199
2010A Bond	4,982,254	962,522
2011A Bond	2,686,749	443,608
2011B Bond	383,572	63,331
2011D,E Bond	1,927,186	296,944
2012B Bond	18,445,000	1,341,194
2014A Bond	17,682,041	1,770,751
2015A Bond	710,133	70,593
2015B Bond (refunding & new money)	30,430,000	3,276,953
2016 Bond	6,553,000	626,379
2018 Bond	33,020,000	2,255,088
2019 Bond	15,235,000	1,116,816
2021 Bond	34,940,000	1,906,472
2024 Bond	88,870,000	5,359,809
	$ 264,245,171	**$ 21,245,635**

Ratio of Debt Service / Total Debt *8.0%*

PRINCIPAL AND INTEREST PAYMENTS BY CENTER - Annual

Urban Water	$ 8,904,860
Crozet Water	1,126,391
Scottsville Water	148,127
Urban Wastewater	11,040,988
Glenmore Wastewater	18,746
Scottsville Wastewater	6,526
	$ 21,245,638

Stone Robinson School WWTP Estimated Charges

		Total		***Monthly***
Expenses				
Fixed Costs				
Wages	$	5,823		
Benefits		2,653		
Mileage		1,008		
Subtotal	$	9,484		
Overhead at 35%		3,319		
Total Fixed Charge	$	12,803		
Variable Costs				
Sludge hauls from digester	$	1,575		
Belts oil etc.		1,000		
Chemicals		2,500		
Subtotal	$	5,075		
Overhead at 35%		1,776		
Total Variable Charge	$	6,851		
Total Annual Charge Estimate	$	19,654	$	1,638

All Rate Centers

Detailed Summary of Revenues

	FY 2025	*FY 2026*	*$ Change*	*% Change*
OPERATIONS				
Operations Rate Revenues	$ 25,533,965	$ 28,565,847	$ 3,031,882	11.87%
Other Operations Revenues				
Interest Allocation	$ 165,400	$ 272,400	$ 107,000	64.69%
Stone Robinson WWTP	17,768	19,654	1,886	10.61%
Septage/Sludge Acceptance	600,000	620,000	20,000	3.33%
Leases	120,000	120,000	-	0.00%
Administration	364,200	417,000	52,800	14.50%
Finance & IT	541,000	581,000	40,000	
Nutrient Credits	50,000	50,000	-	0.00%
Miscellaneous	-	-	-	
	$ 1,858,368	$ 2,080,054	$ 221,686	11.93%
Total Operations Revenues	$ 27,392,333	$ 30,645,901	$ 3,253,568	11.88%
DEBT SERVICE				
Debt Service Rate Revenues				
City	$ 9,605,378	$ 11,156,118	$ 1,550,740	16.14%
ACSA	16,007,176	20,134,186	4,127,010	25.78%
	$ 25,612,554	$ 31,290,304	$ 5,677,750	22.17%
Other Debt Service Revenues				
Interest	2,011,100	2,003,500	(7,600)	-0.38%
County MOU - Septage	109,440	109,440	-	0.00%
Leases	10,000	10,000	-	0.00%
	$ 2,130,540	$ 2,122,940	$ (7,600)	-0.36%
Total Debt Service Revenues	$ 27,743,094	$ 33,413,244	$ 5,670,150	20.44%
Total Revenues	$ 55,135,427	$ 64,059,145	$ 8,923,718	16.19%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Authority as a Whole

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
10000	***Salaries & Benefits***						
11000	Salaries	$ 9,028,950	$ 4,584,113	$ 9,168,226	$ 9,912,380	$ 883,430	9.78%
11010	Overtime Pay	272,100	112,163	224,326	219,200	(52,900)	-19.44%
12010	FICA	711,530	338,105	676,210	775,066	63,536	8.93%
12020	Health Insurance	1,560,000	809,841	1,523,181	1,818,654	258,654	16.58%
12026	Employee Assistance Program	1,610	852	1,704	1,770	160	9.94%
12030	Retirement	771,559	389,398	778,796	847,182	75,623	9.80%
12040	Life Insurance	118,523	49,961	99,922	130,221	11,698	9.87%
12050	Fitness Program	11,400	6,836	13,672	14,295	2,895	25.39%
12060	Worker's Comp Insurance	82,700	86,512	115,349	114,400	31,700	38.33%
	Subtotal	$ 12,558,372	$ 6,377,781	$ 12,601,386	$ 13,833,168	$ 1,274,796	10.15%
13000	***Other Personnel Costs***						
13100	Employee Dues & Licenses	$ 15,375	$ 2,581	$ 5,110	$ 17,355	$ 1,980	12.88%
13150	Education & Training	110,553	33,820	67,640	163,621	53,068	48.00%
13200	Travel & Lodging	29,450	7,610	15,220	46,050	16,600	56.37%
13250	Uniforms	65,195	43,584	87,168	75,250	10,055	15.42%
13325	Recruiting & Medical Testing	6,920	1,629	3,258	12,710	5,790	83.67%
13350	Other	30,200	20,030	34,060	30,900	700	2.32%
	Subtotal	$ 257,693	$ 109,254	$ 212,456	$ 345,886	$ 88,193	34.22%
	Professional Services						
20100	Legal Fees	$ 70,000	$ 48,542	$ 97,084	$ 60,000	$ (10,000)	-14.29%
20200	Financial & Admin. Services	112,750	107,966	215,932	128,450	15,700	13.92%
20250	Bond Issue Costs	-	748,983	748,983	-	-	0.00%
20300	Engineering & Technical Services	309,900	311,485	622,970	589,500	279,600	90.22%
	Subtotal	$ 492,650	$ 1,216,976	$ 1,684,969	$ 777,950	$ 285,300	57.91%
	Other Services and Charges						
21100	General Liability/Property Ins.	$ 185,775	$ 140,430	$ 185,111	$ 228,600	$ 42,825	23.05%
21150	Advertising & Communication	18,700	54,019	108,038	34,200	15,500	82.89%
21250	Watershed Management	54,000	45,283	70,566	90,000	36,000	66.67%
21253	Safety Programs/Supplies	113,275	28,378	56,756	105,375	(7,900)	-6.97%
21300	Authority Dues/Permits/Fees	110,968	68,216	136,432	128,257	17,289	15.58%
21350	Laboratory Analysis	217,025	57,667	115,334	205,165	(11,860)	-5.46%
21400	Utilities	2,316,100	1,113,670	2,232,340	2,398,600	82,500	3.56%
21420	General Other Services	1,330,745	684,126	1,368,252	1,363,284	32,539	2.45%
21430	Governance & Strategic Support	25,000	1,000	2,000	27,500	2,500	10.00%
21450	Bad Debt	-	-	-	-	-	
	Subtotal	$ 4,371,588	$ 2,192,789	$ 4,274,829	$ 4,580,981	$ 209,393	4.79%
22000	***Communication***						
22100	Radio	$ 10,900	$ 10,389	$ 20,778	$ 15,150	$ 4,250	38.99%
22150	Telephone & Data Service	165,250	114,768	229,536	200,300	35,050	21.21%
22200	Cell Phones, Wireless data	68,800	34,385	68,770	75,878	7,078	10.29%
	Subtotal	$ 244,950	$ 159,542	$ 319,084	$ 291,328	$ 46,378	18.93%
31000	***Information Technology***						
31100	Computer Hardware	$ 213,250	$ 68,712	$ 137,424	$ 373,250	$ 160,000	75.03%
31150	SCADA Maint. & Support	350,000	91,097	237,194	832,000	482,000	137.71%
31200	Maintenance & Support Services	305,800	198,757	397,514	422,400	116,600	38.13%
31250	Software & Subscriptions	352,900	236,962	473,924	478,890	125,990	35.70%
31300	Security Systems	143,900	3,071	6,142	141,800	(2,100)	-1.46%
31325	Asset Mgt / Project Mgt Systems	104,200	-	-	150,040	45,840	43.99%
	Subtotal	$ 1,470,050	$ 598,599	$ 1,246,056	$ 2,398,380	$ 928,330	63.15%
33000	***Supplies***						
33100	Office Supplies	$ 28,200	$ 12,331	$ 24,662	$ 32,300	$ 4,100	14.54%
33150	Subscriptions/Reference Material	2,500	1,340	2,680	2,000	(500)	-20.00%
33350	Postage & Delivery	20,500	11,585	23,170	25,731	5,231	25.52%
	Subtotal	$ 51,200	$ 25,256	$ 50,512	$ 60,031	$ 8,831	17.25%
41000	***Operation & Maintenance***						
41100	Building & Grounds	$ 397,140	$ 277,289	$ 450,092	$ 527,449	$ 130,309	32.81%
41150	Building/land Lease, Rental	183,600	178,317	181,634	184,840	1,240	0.68%
41300	Dam Maintenance	146,200	50,282	100,564	145,170	(1,030)	-0.70%
41350	Pipeline/Appurtenances	148,280	255,700	465,534	214,358	66,078	44.56%
41400	Materials, Supplies & Tools	242,250	91,132	182,264	170,106	(72,144)	-29.78%
41450	Chemicals	3,654,064	2,195,983	3,606,548	3,526,842	(127,222)	-3.48%
41500	Vehicle Maintenance	82,700	23,624	47,248	66,000	(16,700)	-20.19%
41550	Equipment Repair, Replace, Maint.	1,055,050	651,048	1,302,096	1,314,481	259,431	24.59%
41600	Instrumentation	502,500	150,048	182,796	464,480	(38,020)	-7.57%

Rivanna Water and Sewer Authority
Fiscal Year 2025-2026 Proposed Budget
Expense Detail

Authority as a Whole

Object Code	Line Item	Adopted Budget FY 2024-2025	Current Year Activity: Six Month Actual 12/31/2024	Current Year Activity: Projected Year end 6/30/2025	Proposed Budget FY 2025-2026	2025 vs. 2026 Variance $	2025 vs. 2026 Variance %
41650	Fuel & Lubricants	118,900	53,210	106,420	132,200	13,300	11.19%
41700	General Other Maintenance	168,200	36,982	73,964	111,000	(57,200)	-34.01%
	Subtotal	$ 6,698,884	$ 3,963,615	$ 6,699,160	$ 6,856,926	$ 158,042	2.36%
81000	***Equipment Purchases***						
81200	Rental & Leases	$ 750	$ 3,171	$ 6,342	$ 750	$ -	0.00%
81250	Equipment (over $10,000)	35,000	-	15,000	265,000	230,000	657.14%
81300	Vehicle Replacement Fund	281,200	140,600	281,200	285,500	4,300	1.53%
	Subtotal	$ 316,950	$ 143,771	$ 302,542	$ 551,250	$ 234,300	73.92%
95000	***Allocations from Departments***						
95100	Administrative Allocation	$ -	$ -	$ -	$ -	$ -	
95110	Finance & IT	-	-	-		-	
95300	Engineering Allocation	-	-	-	-	-	
95150	Maintenance Allocation	-	-	-	-	-	
95200	Laboratory Allocation	-	-	-	-	-	
	Subtotal	$ -	$ -	$ -	$ -	$ -	
	Depreciation	$ 930,000	$ 465,000	$ 930,000	$ 950,000	$ 20,000	2.15%
	Subtotal	$ 930,000	$ 465,000	$ 930,000	$ 950,000	$ 20,000	2.15%
	Total	**$ 27,392,337**	**$ 15,252,583**	**$ 28,320,994**	**$ 30,645,900**	**$ 3,253,563**	**11.88%**

Audit Check		
Less revenue allocation in Admin.	(998,000)	
Less revenue allocation in Maint.	-	4420938
Less revenue allocation in Eng.	-	$ (1,167,375)
Detail Check on Expenses	$ 29,647,900	
Total Summary Sheet Rate Center Only	$ 29,647,897	

Roughly $2.4 is target increase

RWSA Staffing by Department

OPERATIONS	*Approved Positions FY 2025*	*Changes*	*Positions FY 2026*
Engineering & Maintenance			
Director of Engineering & Maintenance	1		1
Engineering Department			
Engineering Manager	1		1
Asset Management Coordinator	1		1
Senior Civil, Civil Engineers	5		5
Grant/Sustainability Coordinator	1		1
Water Resources Manager (to Water Dept)	1	-1	0
Construction Inspector Supervisor	1		1
Engineering Technician/Inspector	4	1	5
Administrative Office Technician	1		1
(Director FTE included) Subtotal	16	0	16
Maintenance Department			
Maintenance Manager	1		1
Asst. Maintenance Manager	1		1
Mechanics	10		10
Industrial Controls/Instrumentation Specialist	1		1
Vehicle Equipment Mechanic	1		1
Mechanic Helper	1		1
Maintenance Workers	1		1
Subtotal	16	0	16
Operations			
Director of Operations	1		1
Laboratory			
Laboratory Manager	1		1
Chemist	3		3
Subtotal	4	0	4
Wastewater Department			
Wastewater Manager	1		1
Wastewater Assistant Manager	1		1
Treatment Supervisor	1		1
Plant Operators (14 total)			
Operators - Relief Shift Differential all plants	2		2
Operators - Urban	10		10
Operator - Glenmore	1		1
Operator - Scottsville	1		1
Subtotal	17	0	17
Water Department			
Water Manager	1		1
Water Assistant Manager	1		1
Water Resources Coordinator (was Engineering)	0	1	1
Water Quality Specialist	1		1
Water Treatment Plant Supervisor	2		2
Plant Operators			
Operators - Relief Shift Differential all plants	3		3
Operators - Urban	14.6		14.6

RWSA Staffing by Department

OPERATIONS	*Approved Positions FY 2025*	*Changes*	*Positions FY 2026*
Operators - Crozet	2		2
Operators - Scottsville	1.4		1.4
Subtotal	26	1.0	27
Subtotal	80	1	81

				FTE Split		
Joint Administrative Staff				RWSA	SWA	
Executive Director	1		1	0.85	0.15	1.00
Deputy Executive Director	1		1	0.85	0.15	1.00
Director of Administration	1		1	0.80	0.20	1.00
Executive Coordinator	1		1	0.85	0.15	1.00
HR Manager	1		1	0.78	0.22	1.00
Payroll & Benefits Coordinator	1		1	0.78	0.22	1.00
HR Associate	0		0	0.00	0.00	0.00
Communications/Outreach Coordinator	1		1	0.80	0.20	1.00
Administrative Assistant	1		1	0.78	0.22	1.00
Safety Manager	1		1	0.80	0.20	1.00
Director of Finance	1		1	0.85	0.15	1.00
Finance Manager	1		1	0.85	0.15	1.00
Senior Accountant	1		1	0.80	0.20	1.00
Accounting Associate	1		1	0.85	0.15	1.00
Accounts Payable Technician	1		1	0.82	0.18	1.00
Accounts Receivable Technician	1		1	0.20	0.80	1.00
Business System Analyst	1		1	0.60	0.40	1.00
IT/SCADA						
IT Manager	1		1	0.80	0.20	1.00
Information Systems Administrator - Core	1		1	0.60	0.40	1.00
Information Systems Administrator - ERP	1		1	0.80	0.20	1.00
Information Systems Administrator - Operation	1		1	1.00	0.00	1.00
Information Systems Asst. Administrator - Core	1		1	0.60	0.40	1.00
GIS Coordinator	1		1	1.00	0.00	1.00
IT Systems Analyst - Operations/SCADA	1	1	2	1.80	0.20	2.00
IT Systems Analyst - ERP/Core	1		1	0.80	0.20	1.00
Administration and allocation with RSWA	24	1	25	19.66	5.34	25.00
Total all positions	104.00	2.00	106.00			
FTE Position Allocated to RSWA	6.10		5.56			
Total Adjusted FTEs	110.10		111.56			

RIVANNA WATER & SEWER AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
434.977.2970
434.293.8858
www.rivanna.org

RESOLUTION
TO ADOPT THE PRELIMINARY RATE SCHEDULE
FOR FISCAL YEAR 2025-2026
BY THE RIVANNA WATER AND SEWER AUTHORITY

WHEREAS, the Rivanna Water and Sewer Authority Board of Directors has reviewed the proposed budget and associated rates for Fiscal Year 2025-2026; and

WHEREAS, Section 15.2-5136 (G) of the Code of Virginia requires the adoption of the Preliminary Rate Schedule for notification of a public hearing prior to fixing rates for water and sewer charges of which there is a requirement of two public notices. The first notice to be no more than 28 days before the actual date fixed for the public hearing and the second notice no more than seven days before the actual date fixed for the public hearing.

NOW, THEREFORE, BE IT RESOLVED that the Rivanna Water and Sewer Authority hereby adopts the accompanying Preliminary Rate Schedule for the purpose of notification of a public hearing to be held on May 27, 2025 at 2:15 p.m. during the regularly scheduled Board of Directors meeting.

Preliminary Rate Schedule

Water Rates & Charges				
Urban Area				
ACSA & City	Operating	$	3.642	Per 1,000 gallons
City	Debt Service	$	463,676	Per month
ACSA	Debt Service	$	847,462	Per month
Crozet				
ACSA	Operating	$	130,182	Per month
ACSA	Debt Service	$	258,666	Per month
Scottsville				
ACSA	Operating	$	70,995	Per month
ACSA	Debt Service	$	25,344	Per month

Wastewater Rates & Charges				
Urban Area				
ACSA & City	Operating	$	3.719	Per 1,000 gallons
City	Debt Service	$	466,000	Per month
ACSA	Debt Service	$	529,679	Per month
Glenmore				
ACSA	Operating	$	56,104	Per month
ACSA	Debt Service	$	12,079	Per month
Scottsville				
ACSA	Operating	$	40,944	Per month
ACSA	Debt Service	$	4,619	Per month

Attachment

RIVANNA WATER & SEWER AUTHORITY
PUBLIC HEARING CONCERNING THE
PRELIMINARY RATE SCHEDULE FOR FY 2025 - 2026, EFFECTIVE JULY 1, 2025

Public Hearing:
Rivanna Water & Sewer Authority will hold a public hearing on Tuesday, May 27, 2025, at 2:15 p.m. during the regular Rivanna Water & Sewer Authority Board of Directors meeting. The purpose of the public hearing is to consider the following wholesale water and wastewater rates and charges to the City of Charlottesville and the Albemarle County Service Authority, to be effective July 1, 2025. Adopted rates may or may not be what are advertised.

Preliminary Rate Schedule

Water Rates & Charges				
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ACSA & City	Operating	$	3.642	Per 1,000 gallons
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ACSA	Debt Service	$	847,462	Per month
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ACSA	Debt Service	$	4,619	Per month

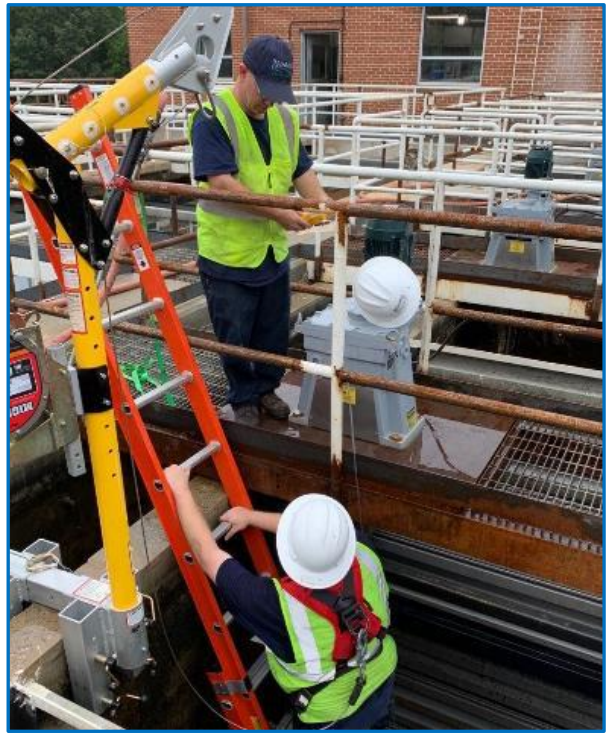
The Rivanna Water & Sewer Authority (Rivanna) was created by the City of Charlottesville (City) and the County of Albemarle in 1972 to supply and treat water for drinking and to provide wastewater treatment. The above fees represent Rivanna's fees and charges to the City Utilities and the Albemarle County Service Authority (ACSA) for these services and are not the same as the City Utilities and ACSA charges to individual residents and businesses. Debt Service covers capital-related project costs and are different for the City Utilities and ACSA reflecting terms of contractual agreements.

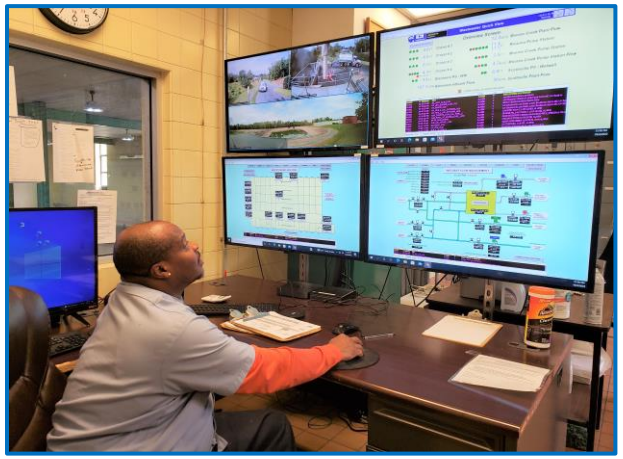
The City Utilities and the ACSA distribute drinking water and collect wastewater from individual residents and businesses and charge retail rates that combine charges from the above schedule to reflect their service costs, including Rivanna's costs.

Information about the proposed budget may be obtained on the Rivanna website at www.rivanna.org. Please call 977-2970 ext. 0 or send e-mail to info@rivanna.org with any questions you may have.

Proposed Budget

FY 2025 - 2026





PRESENTED TO THE BOARD OF DIRECTORS

BY BILL MAWYER, EXECUTIVE DIRECTOR

MARCH 25, 2025

RIVANNA WATER & SEWER AUTHORITY

Strategic Plan Goals

OPTIMIZATION AND RESILIENCY

To empower a culture of innovative and collaborative thinking that advances efficient operational processes, technology modernization, and risk mitigation.

ENVIRONMENTAL STEWARDSHIP

To demonstrate and promote best practices in sustainability, resources conservation, and environmental education.

WORKFORCE DEVELOPMENT

To attract, develop, and retain a professional, highly skilled, engaged, and diverse team.

COMMUNICATION AND COLLABORATION

To elevate awareness of the Authorities' impact and value through proactive communication, effective partnerships, and community involvement.

PLANNING AND INFRASTRUCTURE

To address evolving needs by planning, delivering, and maintaining dependable infrastructure and facilities in a financially responsible manner.

Budget Summary
FY 2025 – 2026

➢ Total Budget	$64 m	$8.9 m increase = 16%
1. Debt Service	$33.4 m	$5.7 m increase = 20.4%
2. Operations	$30.6 m	$3.2 m increase = 11.8%
➢ City Charges	$22.9 m	$2.5 m increase = 12.4 %
➢ ACSA Charges	$36.9 m	$6.2 m increase = 20.1%

Note:
Actual Urban water and wastewater *flows in FY 2024 resulted in a $256,000 shift in operating costs = 1.3% decrease for City and 0.8% increase for ACSA*

Water & Wastewater Budget Drivers

REGULATIONS

CAPACITY

EMERGING CONTAMINANTS

TECHNOLOGY

SUSTAINABILITY

AFFORDABILITY

Capital Assets $435 M

5 Water Supply Reservoirs
- South Fork Rivanna
- Ragged Mountain
- Sugar Hollow
- Beaver Creek
- Totier Creek

11 Finished Water Storage Tanks
- Woodburn Road Tank
- Avon Street Tank
- Observatory Tank
- Piney Mountain Tank
- Bucks Elbow Tank
- Crozet Waterball
- Scottsville Tank
- 795 Tank
- Lewis Mountain Tank
- Pantops Tank
- Stillhouse Tank

6 Water Treatment Plants
- South Rivanna WTP
- Observatory WTP
- North Rivanna WTP
- Crozet WTP
- Scottsville WTP
- Red Hill WTP

9 Dams
- South Fork Rivanna
- Ragged Mountain
- Sugar Hollow
- Beaver Creek
- Totier Creek
- Lickinghole Creek
- Buck Mountain Property
- North Rivanna River Low Head
- Mechums River Low Head

8 Raw Water Pump Stations
- South Rivanna RWPS
- Stadium Road RWPS
- Royal RWPS
- Beaver Creek RWPS
- Totier Creek RWPS
- Totier Creek Reservoir RWPS
- North Rivanna River RWPS
- Mechums River RWPS

5 Finished Water Pump Stations
- Alderman Road FWPS
- Stillhouse FWPS
- Airport Road FWPS
- Scottsville FWPS
- Crozet FWPS

68 miles Water Pipe
956 Water Valves

9 Wastewater Pump Stations
- Rivanna WWPS
- Moores Creek WWPS
- Albemarle Berkley WWPS
- Crozet WW PS #1
- Crozet WW PS #2
- Crozet WW PS #3
- Crozet WW PS #4
- Scottsville Influent WWPS
- Glenmore Influent WWPS

4 Wastewater Treatment Plants
- Moores Creek AWRRF
- Glenmore WRRF
- Scottsville WRRF
- Stone Robinson WRRF

44 miles Wastewater Pipe
685 Manholes

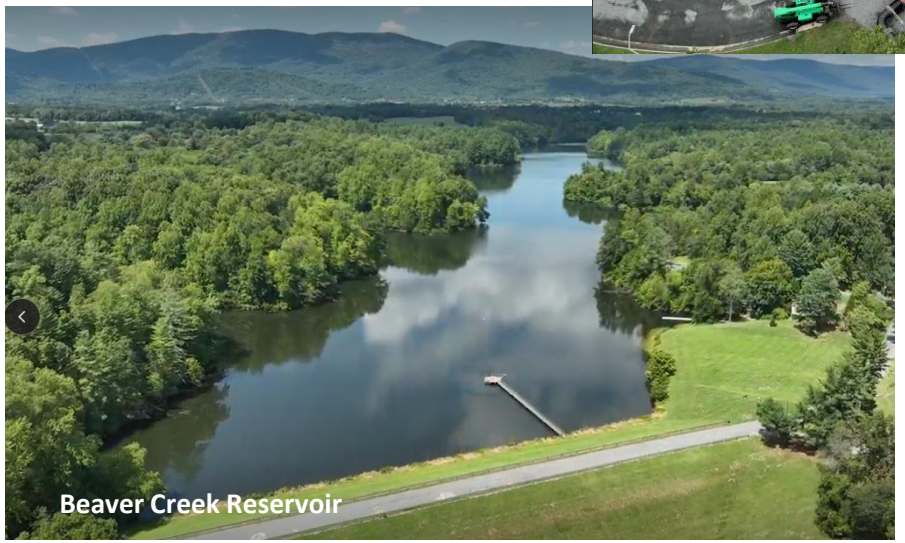
Stormwater Impoundment
- Lickinghole Creek Basin

Major Achievements in FY 2025

- Completed Airport Rd Water Pump Station and Major Electrical Upgrade at MC
- Restored Rivanna Wastewater Pump Station
- Renewed VDEQ Water Withdrawal Permit for Crozet
- Awarded $1.7 M in grants
- Issued $93 M Revenue Bond
- Produced >3.4 BG of Drinking Water
- Processed >3.4 BG of Wastewater

Airport Rd PS

Rivanna WWPS


Beaver Creek Reservoir

MC 5kV Electrical

Major Construction Projects in FY 2026

Water Supply and Redundancy:

- SRR Crossing Water Pipe
- RMR – OBWTP Pipeline & Pump Station
- Central Water Line
- SRR – RMR Pipeline, Intake and Pump Stations
- Increase Normal Pool, RMR

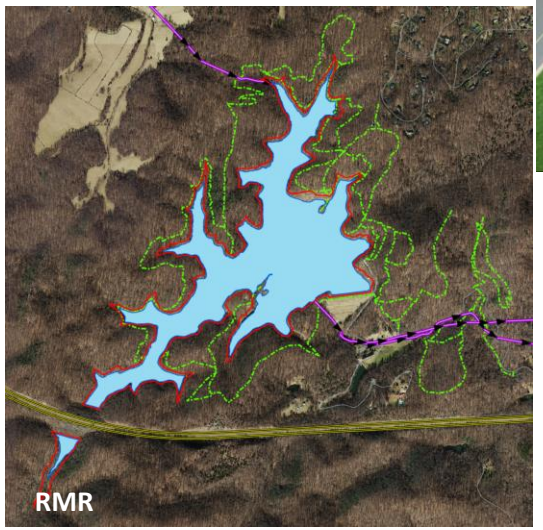
Drinking Water Treatment:

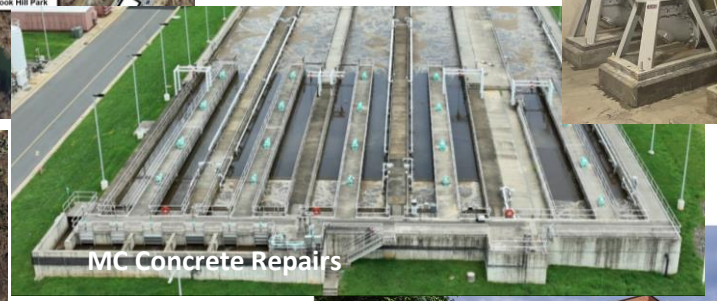
- GAC Systems, Crozet and Red Hill WTPs
- PAC Upgrades, SRWTP

Asset Maintenance and Reliability:

- Rehab Crozet WWPS
- MC Concrete Repairs and Buildings Upfits
- Admin Building Renovation & Addition

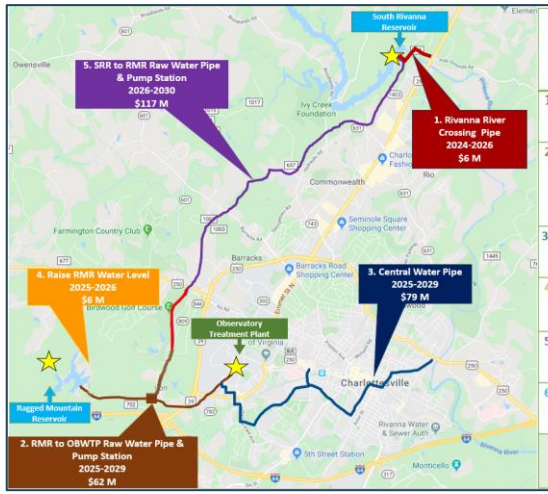
SRR Crossing


RMR


MC Concrete Repairs

Crozet WWPS

Admin Building



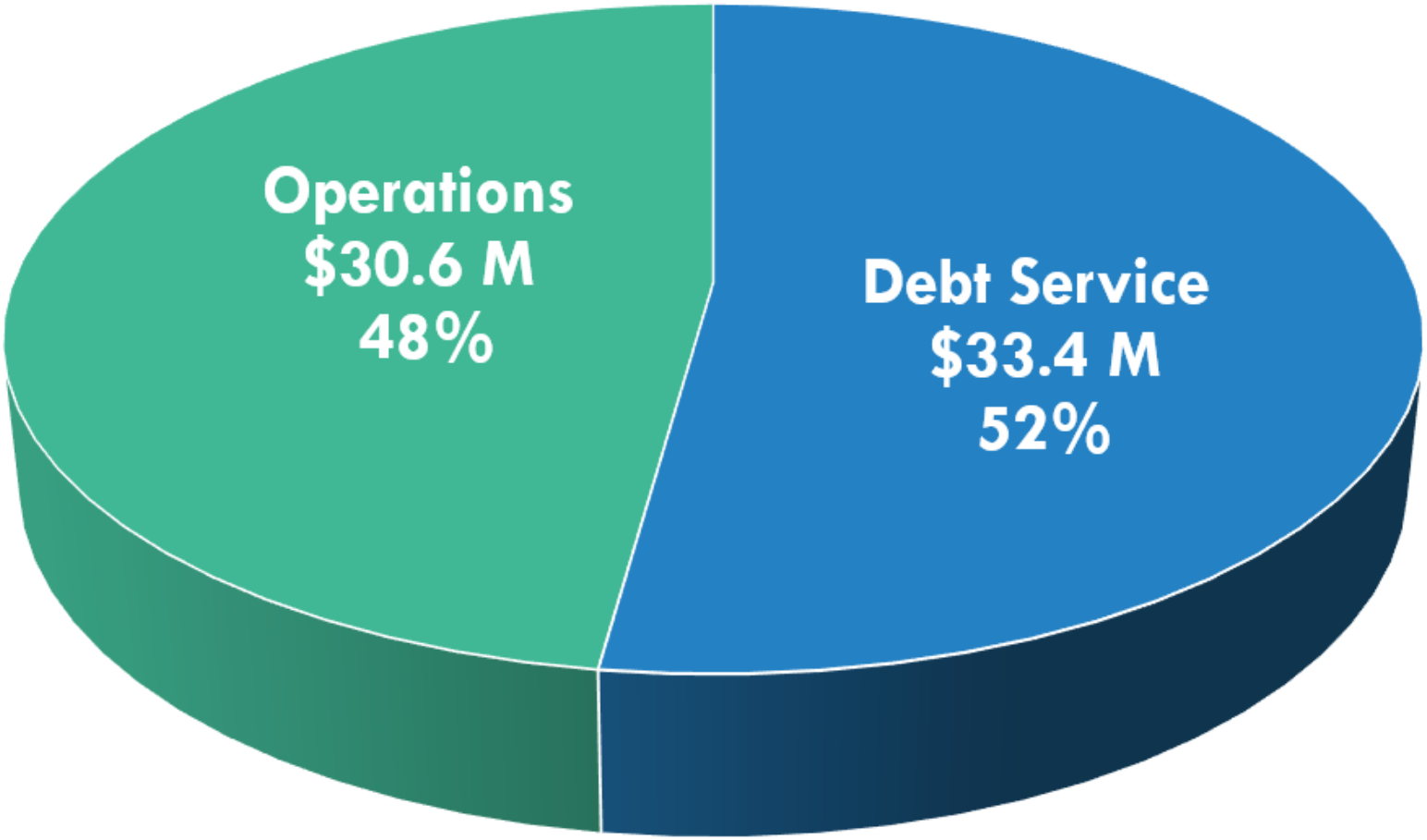
Water Supply Quality & Resilience Projects
(March 6, 2025)

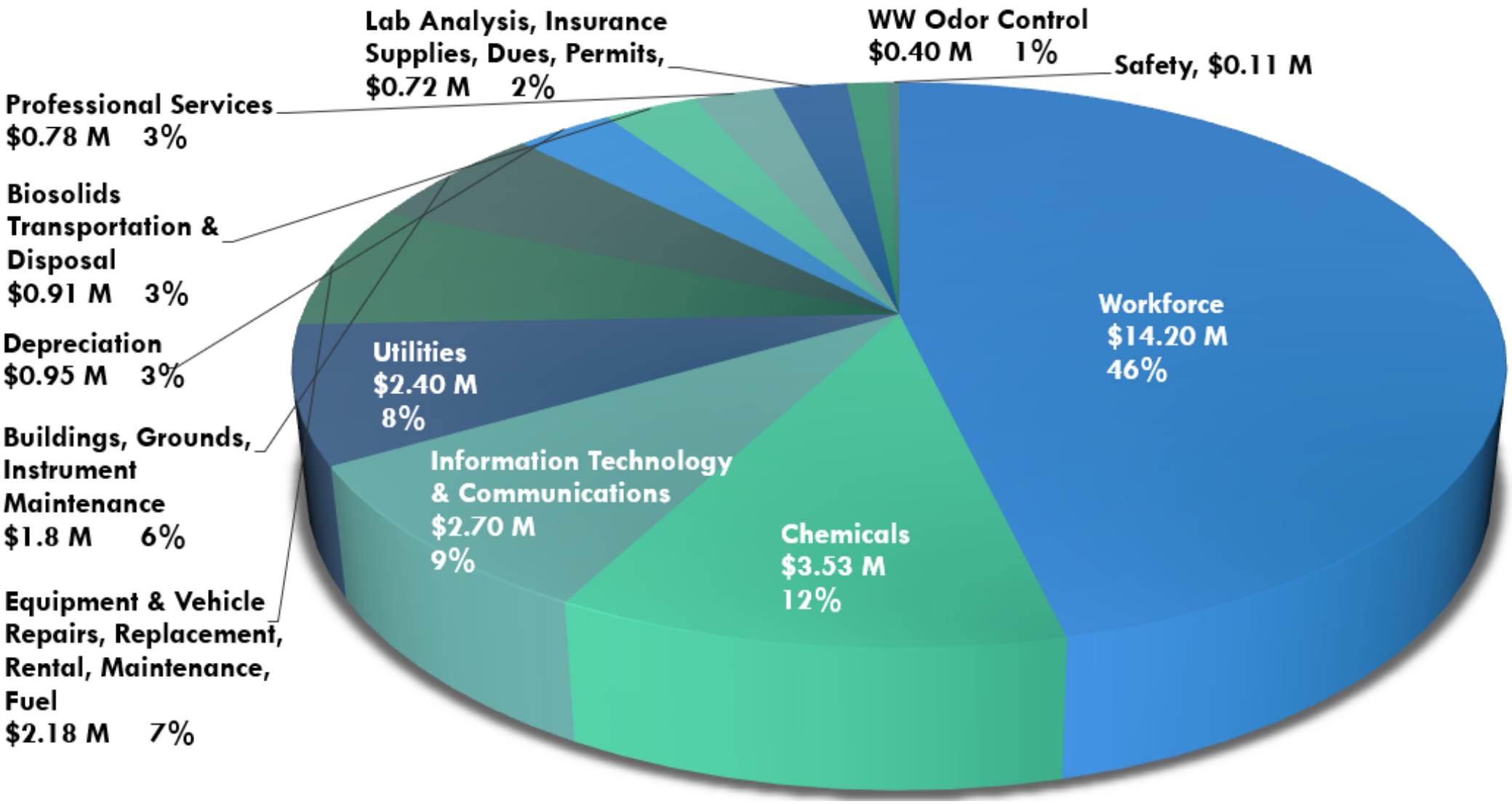
	Total Project Cost
1. Rivanna River Crossing Pipe 2024-2026: *Awarded June 2024* *100% ACSA*	$6 M
2. RMR to OBWTP Raw Water Pipe & Pump Station 2025-2029: *Awarded Oct 2024* *Pipe: 80% ACSA / 20% City* *PS: 72% ACSA / 28% City*	$62 M
3. Central Water Pipe, Ph 1 & 2 2025-2029: *Award May 2025* *52% ACSA / 48% City*	$79 M
4. Raise RMR Water Level 2025-2026: *Award June 2025* *80% ACSA / 20% City*	$6 M
5. SRR to RMR Raw Water Pipe 2026-2030: *Award Jan 2026* *80% ACSA / 20% City*	$117 M
6. SRR Aeration & RMR HLOS 2028-2030: *Award Jan 2028* *52% ACSA / 48% City*	$9 M
ACSA $189 M City Utilities $90 M	$279 M

GAC System

FY 2025 – 2026 Budget

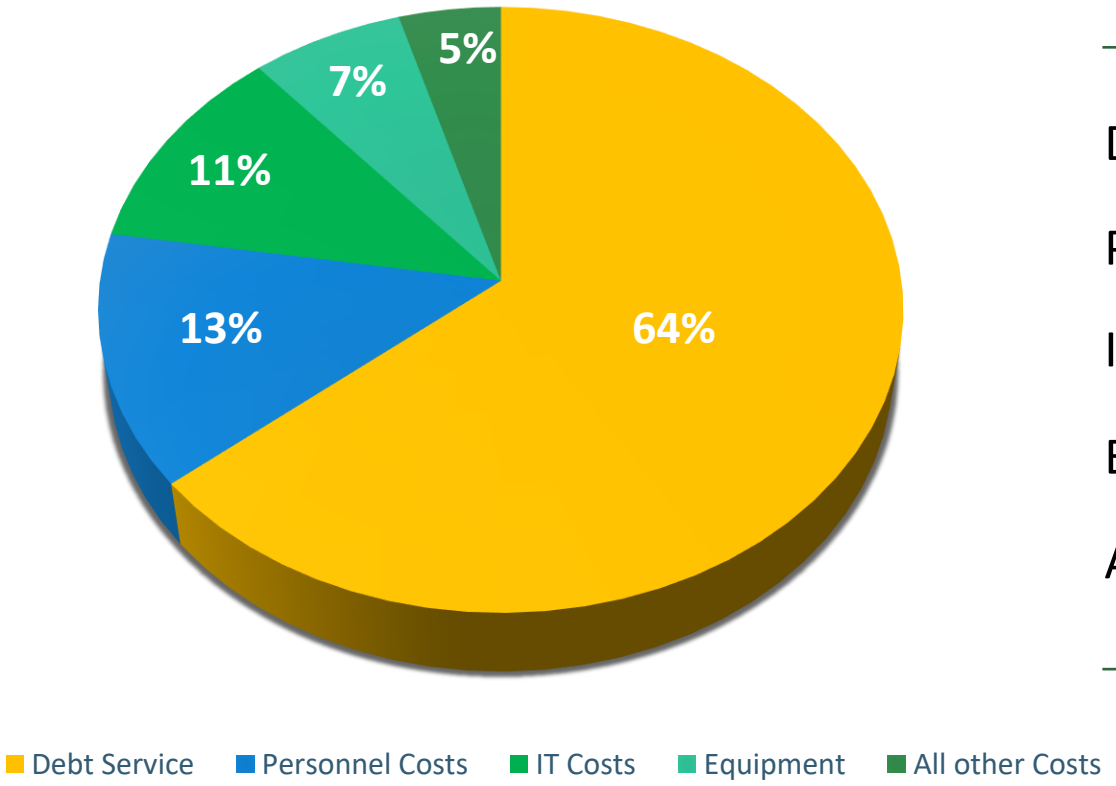
$64 M





FY 2025 – 2026 Operations
$30.6 M

Budget Increases
FY 2026



Debt Service	$5.7 M	64%
Personnel	$1.2 M	13%
Information Technology	$1.0 M	11%
Equipment Replacement	$0.6 M	7%
All other Costs	$0.4 M	5%
Total	$8.9 M	

Strategic Plan Goal: Workforce Development

Personnel

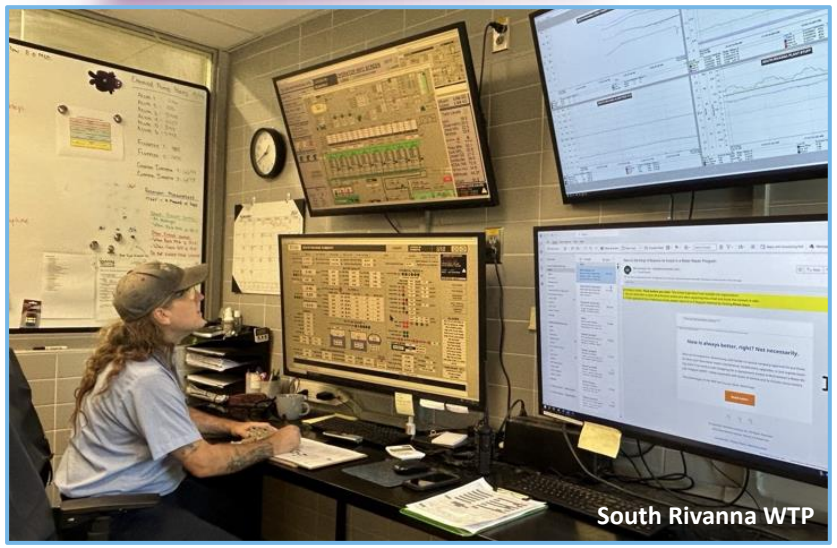
• *Salary Adjustments*	$570 k
~ 2% COLA + 3% Merit	
• *New Positions (2)*	$335 k
~ includes full year for FY 2025 positions	
• *VRS, Taxes, Health and Life Insurance*	$370 k
Total	$1.28 M

Assessment of Workforce Compensation

for FY 2026

- Turnover Rate: *Strategic Plan, "Workforce Development" goal is less than 10% turnover*
  - FY 25, July 2024 – Feb 2025, 8% turnover
    - Compensation Study completed to retain staff thru competitive pay and benefits
- Cost-of-Living
  - Current annual inflation (CPI-U) is estimated to be at least 2.6%, April 2024 – March 2025
  - Albemarle/Charlottesville area noted to be the 2nd most expensive in VA behind Northern VA
- Peer Survey of 11 W&S Utilities in VA
  - Proposed increases range from 3% to 6%, avg. 4.7%
- Va Retirement System
  - 2.48 – 2.95% COLA on July 1, 2025
- Social Security Administration
  - 2.5% COLA on January 1, 2025

Personnel



Additional Positions

1. Information Technology Administrator - SCADA:

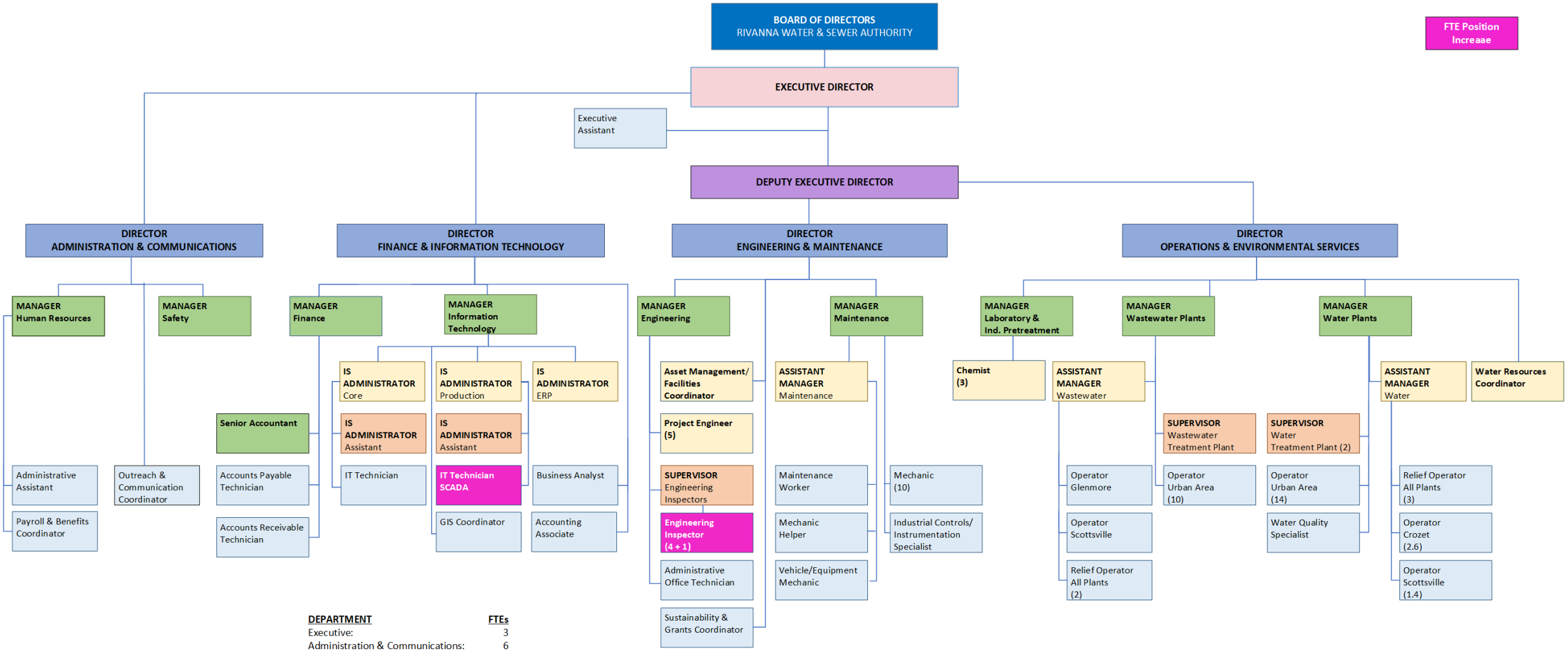
- *Responsible for maintaining operational integrity of our essential Supervisory Control and Data Acquisition, communication and security systems. Reliance on these growing systems continues to intensify.*

2. Engineering Construction Inspector:

- *As we begin many major CIP construction projects, this additional position will provide on-site field inspections to verify compliance with plans and specifications and will reduce our cost vs. contracting for inspection support.*

RIVANNA WATER & SEWER AUTHORITY
Organizational Chart

FY 2025 – 2026 Proposed Budget



DEPARTMENT	FTEs
Executive:	3
Administration & Communications:	6
Finance & Information Technology:	16
Engineering & Maintenance:	32
Operations & Environmental Services:	49
TOTAL FTEs	**106**

One employee per position unless noted in parenthesis ()

~ *Strategic Plan Goal: Optimization and Resilience*~

Budget Increases

MC Chemical Tanks

- Technology & Communications $1 M

  ~ *Licenses & Support Services for SCADA, Asset Mgmt, Desktop*

- Replacement and Redundant* Equipment $0.5 M

  ~ *WW UV Lamps, Aerators, Pumps, Gas Sensors, Valve Machine, Grinder*, Mobile Generator**

- Engineering Services $0.5 M

  ~ *Commissioning, Sustainability, Grants, Modeling, SH Sirens*

Total *$2 M*

Operational Optimization Savings

Strategic Plan Goal:

- Advance efficient operational processes, technology modernization, and risk management

System	Savings
Chemical Cost Reduction: Lowered the microbial alkalinity which reduced the caustic feed rate.	$180,000
Optimize Total Nitrogen Analysis: Switched to HACH TNT plus 880 analysis. This new equipment and method require less time, less consumables, less exposure of hazardous materials staff and the environment.	$42,000
Electricity Cost Reduction: Utilized an ammonia sensor to optimize air flow into the aeration basins.	$17,000
Remote Deposit Scanning: Implemented remote scanning of check deposits to receive credit the same day and eliminate the need for Brinks secure truck pickup of deposits.	$9,000
Total Estimated Annual Savings	**$248,000**

Financial Forecast

RWSA Charge Increase (%): FY	26	27	28	29	30
• City	12.4	12.0	11.8	11.6	10.2
• ACSA	20.1	15.0	13.9	13.0	11.4

- FY 26 Capital Budget $104 m
- FY 26 - 30 CIP $550 m
- New CIP Debt Anticipated $382 m

Budget Summary
FY 2025 – 2026

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RESOLUTION
TO ADOPT THE PRELIMINARY RATE SCHEDULE
FOR FISCAL YEAR 2025-2026
BY THE RIVANNA WATER AND SEWER AUTHORITY

WHEREAS, the Rivanna Water and Sewer Authority Board of Directors has reviewed the proposed budget and associated rates for Fiscal Year 2025-2026; and

WHEREAS, Section 15.2-5136 (G) of the Code of Virginia requires the adoption of the Preliminary Rate Schedule for notification of a public hearing prior to fixing rates for water and sewer charges of which there is a requirement of two public notices. The first notice to be no more than 28 days before the actual date fixed for the public hearing and the second notice no more than seven days before the actual date fixed for the public hearing.

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Questions?

Action Requested by the Board:

Consider approval of the "Resolution to Adopt the Preliminary Rate Schedule" including authorization to advertise the Preliminary Rate Schedule for a Public Hearing to be held during the regular meeting of the Board of Directors on May 27, 2025.

RIVANNA AUTHORITIES
RIVANNA SOLID WASTE AUTHORITY
RIVANNA WATER & SEWER AUTHORITY
695 Moores Creek Lane
Charlottesville, Virginia 22902-9016
434.977.2970
434.293.8858
www.rivanna.org

MEMORANDUM

TO: **RIVANNA WATER & SEWER AUTHORITY**
RIVANNA SOLID WASTE AUTHORITY
BOARD OF DIRECTORS

FROM: **LONNIE WOOD, DIRECTOR OF FINANCE AND INFORMATION TECHNOLOGY**

REVIEWED: **BILL MAWYER, EXECUTIVE DIRECTOR**

SUBJECT: **APPROVAL OF AMENDED AND RESTATED BY-LAWS**

DATE: **MARCH 25, 2025**

This recommendation is to amend the By-Laws of both Authorities to:

- clarify the Executive Director's authority to execute contracts, leases, easements, deeds and compensation agreements
- increase the Executive Director's authority to award and execute purchasing or procurement contracts from $200,000 to $300,000.

All other purchasing or procurement contracts must be approved by the Board prior to execution by the Executive Director. By aligning the Executive Director's authorization with our purchasing procedures, the award and completion of small projects can be expedited.

The "Purchasing Policies and Procedures" of the Authorities were updated and approved by the Board at the July 2024 meeting to reflect changes in the Virginia Public Procurement Act (VPPA). There was a change in the VPPA effective on July 1, 2024, that increased the purchasing thresholds requiring formal competitive bids or competitive negotiations from $200,000 to $300,000 for non-transportation construction-related projects. The procurement threshold for goods and non-professional services remains at $200,000. The VPPA update requires a formal procurement process above these stated thresholds.

An attached resolution and a redlined version of the By-Laws is included.

Board Action Requested
Approve the Resolution to Adopt the Amended and Restated By-Laws dated March 25, 2025.

Attached: Resolution to Adopt the Amended and Restated By-Laws dated March 25, 2025

RIVANNA WATER & SEWER AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
434.977.2970
434.293.8858
www.rivanna.org

RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
RIVANNA WATER AND SEWER AUTHORITY
ADOPTING
AMENDED AND RESTATED BY-LAWS

MARCH 25, 2025

WHEREAS, the Board of Directors (the "Board") of the Rivanna Water and Sewer Authority (the "Authority") has determined that it is in the best interests of the Authority to amend and restate the current By-Laws of the Authority, which were adopted and made effective as of November 15, 2022 (the "Current By-Laws"); and

WHEREAS, pursuant to Article VI of the Current By-Laws, the Board may amend, add to, alter, or repeal the Current By-Laws at any meeting of the Board, provided that notice of the proposed amendment, additions, alteration or repeal is given in the notice of such meeting and that all members of the Board are present at such meeting; and

WHEREAS, the Board deems it advisable and in the best interest of the Authority to amend and restate the Current By-Laws to authorize the Executive Director to sign contracts and other instruments to be executed on behalf of the Authority for purchasing or procurement contracts when the aggregate amount of the contract is $300,000 or less; and

WHEREAS, the Board has considered the proposed Amended and Restated By-Laws in the form attached hereto as Exhibit A (the "Amended and Restated By-Laws") and has determined that it is advisable and in the best interests of the Authority to amend and restate the Current By-Laws by adoption of the Amended and Restated By-Laws and to ratify, confirm and approve all contracts and other instruments of the Authority signed by the Chair or the Executive Director of the Authority;

NOW, THEREFORE, BE IT RESOLVED, that the Current By-Laws are hereby amended and restated in their entirety, and the Amended and Restated By-Laws attached hereto as Exhibit A are hereby adopted and ratified in all respects, effective immediately; and be it

FURTHER RESOLVED, that the Secretary-Treasurer of the Authority or any other proper officer of the Authority be, and each of them hereby is authorized and directed to place the Amended and Restated By-Laws and this resolution in the minute books of the Authority; and be it

FURTHER RESOLVED, that all contracts and other instruments of the Authority signed by the Chair or the Executive Director of the Authority prior to the date of these resolutions are hereby ratified, confirmed and approved in all respects as the act and deed of the Authority; and be it

FURTHER RESOLVED, that the proper officers of the Authority are, and each of them hereby is, authorized and directed to prepare, execute and deliver, or cause to be prepared, executed and delivered, any and all agreements, documents, certificates and instruments, and to take any and all such other actions as may be deemed necessary, desirable or appropriate, to carry out the purpose and intent of each of the foregoing resolutions; and be it

FURTHER RESOLVED, that any actions taken by such officers or directors prior to the date of these resolutions that are within the authority conferred by the foregoing resolutions are hereby ratified, confirmed and approved in all respects as the act and deed of the Authority.

Approved by the Board of Directors
at a meeting at which all members of the
Board of Directors were present

March 25, 2025

_____

Samuel Sanders, Secretary-Treasurer

AMENDED AND RESTATED
BY-LAWS OF THE
RIVANNA WATER AND SEWER AUTHORITY

(Effective ~~November 15~~March 25,
~~2022~~2025)

ARTICLE I

OFFICES

1. The principal office of the Rivanna Water and Sewer Authority (the "Authority") shall be in Charlottesville or Albemarle County, Virginia, at 695 Moores Creek Lane, Charlottesville, Virginia 22902 or at such particular place as shall be fixed from time to time by resolution of the Board of Directors (the "Board").

2. Except as otherwise required by resolution of the Board, or as business of the Authority may require, all of the books and records of the Authority shall be kept at the office as designated above.

ARTICLE II

DIRECTORS

1. The Authority shall have a Board of Directors. All corporate powers shall be exercised by or under the authority of, and the business and affairs of the Authority managed under the direction of, its Board of Directors, pursuant to the provisions of the Articles of Incorporation of the Authority, as amended from time to time (the "Articles") and Sections 15.2-5113 and 5114 of the Code of Virginia (the "Code"). Directors shall be appointed or elected in the manner and for the term set forth in the Articles of Incorporation.

ARTICLE III

OFFICERS

1. The officers of the Authority shall be a Chair, a Vice-Chair, and a ~~Secretary-~~

~~Treasurer~~Secretary-Treasurer. An election will be held at the regular April Board meeting in even-numbered years

with the duly elected officers assuming office as of May 1 for a term of two years and such officers may succeed themselves indefinitely.

2. The Chair shall be the presiding officer ~~of the Authority. Unless some other person is specifically authorized by procedures or instructions adopted by vote of the Board, and except as otherwise provided in Article III, Section 5 below, the Chair shall sign all contracts and other instruments to be executed on behalf~~ of the Authority. The Chair shall perform all the duties and have such other powers as the Board may from time to time designate. The Chair shall be a member of the Board.

3. The Vice-Chair shall perform all the duties of the Chair in the event of the Chair's absence or incapacitation or in the event of the Chair's office falling vacant and also perform such tasks as the Chair or the Board may assign from time to time. The Vice-Chair shall be a member of the Board.

4. The Secretary-Treasurer or ~~his or her~~ designee shall attend all meetings of the Board and act as secretary or clerk thereof; such person shall record all votes and keep accurate records of all proceedings at such meetings in a minute book to be kept for that purpose, which shall be open at all reasonable times to the inspection of any member or any other person authorized by law. The Secretary-Treasurer or ~~his or her~~ designee shall keep in safe custody the official seal of the Authority and shall have authority to affix such seal to all papers authorized to be executed by the Authority requiring such seal to be affixed. The Secretary-Treasurer shall have authority to cause copies to be made of all minutes and other records and documents of the Authority and to give certificates under the official seal of the Authority to the effect that such copies are true copies, and all persons dealing with the Authority may rely upon such certificates.

The Secretary-Treasurer or ~~his or her~~ designee shall perform all the duties commonly incident to the office of secretary or clerk and shall perform such other duties and have such powers as the Board may from time to time designate. In the absence of the Secretary-Treasurer and/or ~~his or her~~ designee from any meeting of the Board, a temporary secretary may be chosen who shall record the proceedings thereof.

Subject to the provisions of any trust agreement securing revenue bonds, bond anticipation notes, or other financial obligation of the Authority, the Secretary-Treasurer or ~~his or her~~ designee shall have the care and custody of the funds of the Authority and shall have and exercise, under the supervision of the Board, all the powers and duties commonly incident to the office of ~~treasurer~~Secretary-Treasurer. The Secretary-Treasurer shall be selected by the Board and may or may not be a member of the Board.

5. There shall be an Executive Director who shall be the chief administrative officer of the Authority and shall be selected from a list of qualified individuals by vote of the Board. The Executive Director, acting on request of the Chair, shall cause notice to be given of all meetings of the Authority as required by law or by these By-Laws. The Executive Director is authorized to sign contracts and other instruments to be executed on behalf of the Authority, including, but not limited to leases, easements, deeds, and compensation agreements; provided, however, that for purchasing or procurement contracts, the Executive Director is authorized to sign if: (i) the aggregate amount of ~~the~~such purchasing or procurement contract is $~~200,000 or less; (ii) the term of the contract is one year~~300,000 or less; and (~~iii~~ii) the funds required for payment ~~terms~~ of the purchasing or procurement contract have been authorized by the Board through adoption or amendment of the annual operating budget. All other purchasing or procurement contracts shall be approved by the Board prior to execution by the Executive Director.

6. In addition to the officers, duties and powers above mentioned, the Board may

provide for and delegate to such deputies, assistants and other officers as it may deem necessary from time to time, who shall perform such duties and have powers as the Board may designate.

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ARTICLE IV

MEETINGS OF THE AUTHORITY

1. Meetings of the Board may be called by the Chair, or in the event of the Chair's absence from the Commonwealth or incapacity, by the Vice-Chair, for such time and at such place in the Commonwealth as may be specified in the call.

2. Meetings shall be governed by Robert's Rules of Order (the "Rules") to the extent that they do not conflict with these Amended and Restated By-Laws (these "Bylaws") or the Articles. Should there be a conflict between the Rules and the Articles and/or these Bylaws, the Articles will control, followed by these Bylaws, followed by the Rules.

3. Regular meetings of the Board will be held at the Authority's Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia, at 2:15 p.m. on the fourth Tuesday of each month, or at such other place as the Board may designate from time to time. Public notice of such meetings will be required only if the time and/or place of such meetings is changed for any reason.

4. Notwithstanding anything herein to the contrary, meetings of the Board may also be held virtually and/or a Board member may participate in a Board meeting through remote participation, in each case in accordance with Sections 2.2-3708.2 and 2.2-3708.3 of the Code and the Remote Participation Policy of the Rivanna Water and Sewer Authority adopted by the Board on November 15, 2022, as may be adopted from time to time by the Board in accordance with the Code (the "Remote Participation Policy"), in each case at the frequency and pursuant to the terms and limitations set forth therein.

5. Meetings in addition to the regular meeting may be called by the Chair, or the Vice-Chair when acting for the Chair under the conditions stated above, for such time and at such place in the Commonwealth as may be specified in the call, provided written notice of such meeting is

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delivered to the Board members, left at their residence or usual place of business, or delivered by electronic mail not less than forty-eight hours prior to the date and time specified for such meeting. In addition, the Executive Director shall take such measures as may be necessary to make sure that news media and the public have at least twenty-four hours notice of any such special meeting.

6. In the event that the officer issuing the call for a special meeting declares an emergency to exist, the notice required shall be three hours, provided that the declaration of emergency is approved by vote of the Board members at that special meeting.

7. The notification of Board meetings at which subject matter is discussed and/or acted upon by the Authority in compliance with the requirements of Section 15.2-5100, et seq. of the Code (the Virginia Water and Waste Authorities Act) will be as specified in that statute.

8. All Board meetings shall be open to the public, except when, pursuant to the provision of Section 2.2-3711 of the Code, the Board members have voted to hold a closed meeting, and no resolution, rule, contract, regulation, or motion discussed in such closed meeting, in each case as authorized by an exemption set forth in Section 2.2-3711 of the Code, shall become effective unless the Board reconvenes in open meeting and takes a vote on such resolution, rule, contract, regulation, or motion that shall have its substance reasonably identified in the open meeting.

9. At meetings of the Board the following order of the business shall be observed, in general, as far as is consistent with the purpose of the meeting:

a. Correction and approval of the minutes of the preceding meeting.

b. Consideration of items from the public, except matters on the agenda for which a public hearing has been called, and responses from Board or staff to public comments.

c. Vote on approval of consent agenda, to include regular staff reports on

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expenditures, operations, and capital projects.

d. Other business, including unfinished business.

10. The vote on the adoption of every resolution shall be by ayes and nays. The names of the Board members voting for or against the resolution shall be entered upon minutes of the meetings, unless the vote be unanimous, in which case the minutes will so state.

11. A majority of the total members of the Board shall constitute a quorum ~~but~~. Regardless of the size of the quorum, the vote of the majority of the total members of the Board shall be necessary for any action taken by the Board.

12. A Board member may designate an alternate to attend meetings the member is unable to attend. Such alternates may take part in any deliberations of the Board but may not vote on any matter and may be excluded from any closed meeting.

ARTICLE V

OFFICIAL SEAL

The official seal of the Authority shall consist of the embossed impression of a circular metallic disc containing in the outer rim the words "Rivanna Water and Sewer Authority." The Secretary-Treasurer or ~~his or her~~ designee shall secure such seal and cause the impression thereof to be made on the minutes of the meetings of the Board.

ARTICLE VI

AMENDMENTS

Except as otherwise provided by law, these By-Laws may be amended, added to, altered, or repealed in whole or in part by the Board at any meeting, including at any meeting of the Board held virtually pursuant to the requirements of Article IV, Section 4 herein, provided that notice of the proposed amendment, additions, alteration or repeal is given in the notice of such meeting and that all members of the Board are present at such meeting. Any member participating in the

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meeting through remote participation pursuant to the requirements of Article IV, Section 4 herein is deemed to be present at such meeting.

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ARTICLE VII

FISCAL YEAR

The fiscal year of the Authority shall be determined in the discretion of the Board, but in the absence of any such determination it shall be the year beginning July 1 and ending June 30.

Certified to be the Amended and Restated By-Laws of the Rivanna Water and Sewer Authority, duly adopted by the Board at a meeting at which all members of the Board were present on ~~November 15, 2022.~~ March 25, 2025.

_____

Samuel Sanders, Secretary-Treasurer

~~Name: _____~~

~~Office: _____~~

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Summary report: **Litera Compare for Word 11.3.0.46 Document comparison done on 3/17/2025 1:35:40 PM**	
Style name: Default Style	
Intelligent Table Comparison: Active	
Original DMS: iw://williamsmullen-mobility.imanage.work/IWOVRIC/107825897/1	
Modified DMS: iw://williamsmullen-mobility.imanage.work/IWOVRIC/107825899/2	
Changes:	
Add	23
~~Delete~~	24
~~Move From~~	0
Move To	0
Table Insert	0
~~Table Delete~~	0
Table moves to	0
~~Table moves from~~	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	47

AMENDED AND RESTATED
BY-LAWS OF THE
RIVANNA WATER AND SEWER AUTHORITY

(Effective March 25, 2025)

ARTICLE I

OFFICES

1. The principal office of the Rivanna Water and Sewer Authority (the "Authority") shall be in Charlottesville or Albemarle County, Virginia, at 695 Moores Creek Lane, Charlottesville, Virginia 22902 or at such particular place as shall be fixed from time to time by resolution of the Board of Directors (the "Board").

2. Except as otherwise required by resolution of the Board, or as business of the Authority may require, all of the books and records of the Authority shall be kept at the office as designated above.

ARTICLE II

DIRECTORS

1. The Authority shall have a Board of Directors. All corporate powers shall be exercised by or under the authority of, and the business and affairs of the Authority managed under the direction of, its Board of Directors, pursuant to the provisions of the Articles of Incorporation of the Authority, as amended from time to time (the "Articles") and Sections 15.2-5113 and 5114 of the Code of Virginia (the "Code"). Directors shall be appointed or elected in the manner and for the term set forth in the Articles of Incorporation.

ARTICLE III

OFFICERS

1. The officers of the Authority shall be a Chair, a Vice-Chair, and a Secretary-

Treasurer. An election will be held at the regular April Board meeting in even-numbered years with the duly elected officers assuming office as of May 1 for a term of two years and such officers may succeed themselves indefinitely.

2. The Chair shall be the presiding officer of the Authority. The Chair shall perform all the duties and have such other powers as the Board may from time to time designate. The Chair shall be a member of the Board.

3. The Vice-Chair shall perform all the duties of the Chair in the event of the Chair's absence or incapacitation or in the event of the Chair's office falling vacant and also perform such tasks as the Chair or the Board may assign from time to time. The Vice-Chair shall be a member of the Board.

4. The Secretary-Treasurer or designee shall attend all meetings of the Board and act as secretary or clerk thereof; such person shall record all votes and keep accurate records of all proceedings at such meetings in a minute book to be kept for that purpose, which shall be open at all reasonable times to the inspection of any member or any other person authorized by law. The Secretary-Treasurer or designee shall keep in safe custody the official seal of the Authority and shall have authority to affix such seal to all papers authorized to be executed by the Authority requiring such seal to be affixed. The Secretary-Treasurer shall have authority to cause copies to be made of all minutes and other records and documents of the Authority and to give certificates under the official seal of the Authority to the effect that such copies are true copies, and all persons dealing with the Authority may rely upon such certificates.

The Secretary-Treasurer or designee shall perform all the duties commonly incident to the office of secretary or clerk and shall perform such other duties and have such powers as the Board may from time to time designate. In the absence of the Secretary-Treasurer and/or designee from any meeting of the Board, a temporary secretary may be chosen who shall record the proceedings

thereof.

Subject to the provisions of any trust agreement securing revenue bonds, bond anticipation notes, or other financial obligation of the Authority, the Secretary-Treasurer or designee shall have the care and custody of the funds of the Authority and shall have and exercise, under the supervision of the Board, all the powers and duties commonly incident to the office of Secretary-Treasurer. The Secretary-Treasurer shall be selected by the Board and may or may not be a member of the Board.

5. There shall be an Executive Director who shall be the chief administrative officer of the Authority and shall be selected from a list of qualified individuals by vote of the Board. The Executive Director, acting on request of the Chair, shall cause notice to be given of all meetings of the Authority as required by law or by these By-Laws. The Executive Director is authorized to sign contracts and other instruments to be executed on behalf of the Authority, including, but not limited to leases, easements, deeds, and compensation agreements; provided, however, that for purchasing or procurement contracts, the Executive Director is authorized to sign if: (i) the aggregate amount of such purchasing or procurement contract is $300,000 or less; and (ii) the funds required for payment of the purchasing or procurement contract have been authorized by the Board through adoption or amendment of the annual operating budget. All other purchasing or procurement contracts shall be approved by the Board prior to execution by the Executive Director.

6. In addition to the officers, duties and powers above mentioned, the Board may provide for and delegate to such deputies, assistants and other officers as it may deem necessary from time to time, who shall perform such duties and have powers as the Board may designate.

ARTICLE IV

MEETINGS OF THE AUTHORITY

1. Meetings of the Board may be called by the Chair, or in the event of the Chair's

absence from the Commonwealth or incapacity, by the Vice-Chair, for such time and at such place in the Commonwealth as may be specified in the call.

2. Meetings shall be governed by Robert's Rules of Order (the "Rules") to the extent that they do not conflict with these Amended and Restated By-Laws (these "Bylaws") or the Articles. Should there be a conflict between the Rules and the Articles and/or these Bylaws, the Articles will control, followed by these Bylaws, followed by the Rules.

3. Regular meetings of the Board will be held at the Authority's Administration Building, 695 Moores Creek Lane, Charlottesville, Virginia, at 2:15 p.m. on the fourth Tuesday of each month, or at such other place as the Board may designate from time to time. Public notice of such meetings will be required only if the time and/or place of such meetings is changed for any reason.

4. Notwithstanding anything herein to the contrary, meetings of the Board may also be held virtually and/or a Board member may participate in a Board meeting through remote participation, in each case in accordance with Sections 2.2-3708.2 and 2.2-3708.3 of the Code and the Remote Participation Policy of the Rivanna Water and Sewer Authority adopted by the Board on November 15, 2022, as may be adopted from time to time by the Board in accordance with the Code (the "Remote Participation Policy"), in each case at the frequency and pursuant to the terms and limitations set forth therein.

5. Meetings in addition to the regular meeting may be called by the Chair, or the Vice-Chair when acting for the Chair under the conditions stated above, for such time and at such place in the Commonwealth as may be specified in the call, provided written notice of such meeting is delivered to the Board members, left at their residence or usual place of business, or delivered by electronic mail not less than forty-eight hours prior to the date and time specified for such meeting. In addition, the Executive Director shall take such measures as may be necessary to make sure that

news media and the public have at least twenty-four hours notice of any such special meeting.

6. In the event that the officer issuing the call for a special meeting declares an emergency to exist, the notice required shall be three hours, provided that the declaration of emergency is approved by vote of the Board members at that special meeting.

7. The notification of Board meetings at which subject matter is discussed and/or acted upon by the Authority in compliance with the requirements of Section 15.2-5100, et seq. of the Code (the Virginia Water and Waste Authorities Act) will be as specified in that statute.

8. All Board meetings shall be open to the public, except when, pursuant to the provision of Section 2.2-3711 of the Code, the Board members have voted to hold a closed meeting, and no resolution, rule, contract, regulation, or motion discussed in such closed meeting, in each case as authorized by an exemption set forth in Section 2.2-3711 of the Code, shall become effective unless the Board reconvenes in open meeting and takes a vote on such resolution, rule, contract, regulation, or motion that shall have its substance reasonably identified in the open meeting.

9. At meetings of the Board the following order of the business shall be observed, in general, as far as is consistent with the purpose of the meeting:

a. Correction and approval of the minutes of the preceding meeting.

b. Consideration of items from the public, except matters on the agenda for which a public hearing has been called, and responses from Board or staff to public comments.

c. Vote on approval of consent agenda, to include regular staff reports on expenditures, operations, and capital projects.

d. Other business, including unfinished business.

10. The vote on the adoption of every resolution shall be by ayes and nays. The names

of the Board members voting for or against the resolution shall be entered upon minutes of the meetings, unless the vote be unanimous, in which case the minutes will so state.

11. A majority of the total members of the Board shall constitute a quorum. Regardless of the size of the quorum, the vote of the majority of the total members of the Board shall be necessary for any action taken by the Board.

12. A Board member may designate an alternate to attend meetings the member is unable to attend. Such alternates may take part in any deliberations of the Board but may not vote on any matter and may be excluded from any closed meeting.

ARTICLE V

OFFICIAL SEAL

The official seal of the Authority shall consist of the embossed impression of a circular metallic disc containing in the outer rim the words "Rivanna Water and Sewer Authority." The Secretary-Treasurer or designee shall secure such seal and cause the impression thereof to be made on the minutes of the meetings of the Board.

ARTICLE VI

AMENDMENTS

Except as otherwise provided by law, these By-Laws may be amended, added to, altered, or repealed in whole or in part by the Board at any meeting, including at any meeting of the Board held virtually pursuant to the requirements of Article IV, Section 4 herein, provided that notice of the proposed amendment, additions, alteration or repeal is given in the notice of such meeting and that all members of the Board are present at such meeting. Any member participating in the meeting through remote participation pursuant to the requirements of Article IV, Section 4 herein is deemed to be present at such meeting.

ARTICLE VII

FISCAL YEAR

The fiscal year of the Authority shall be determined in the discretion of the Board, but in the absence of any such determination it shall be the year beginning July 1 and ending June 30.

Certified to be the Amended and Restated By-Laws of the Rivanna Water and Sewer Authority, duly adopted by the Board at a meeting at which all members of the Board were present on
March 25, 2025.

_____

Samuel Sanders, Secretary-Treasurer

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Amended and Restated By-Laws

Presented to the Boards of Directors

By: Lonnie Wood, Director of Finance and Information Technology

March 25, 2025

The By-Laws are proposed to be Amended and Restated to:

- Clarify the Executive Director's authority to execute contracts, leases, easements, deeds and compensation agreements

- Increase the threshold that the Executive Director can authorize the award of procurements from $200,000 to $300,000 to align with changes in the "Purchasing Policies and Procedures" of the Rivanna Authorities.

By aligning the Executive Director's authorization with our purchasing procedures, award and completion of small projects can be expedited.

Action Requested by Each Board

Approve the Resolution to adopt the Amended and Restated By-Laws, effective on March 25, 2025

RIVANNA SOLID WASTE AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
434.977.2970
434.293.8858
www.rivanna.org

RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
RIVANNA SOLID WASTE AUTHORITY
ADOPTING
AMENDED AND RESTATED BY-LAWS

MARCH 25, 2025

WHEREAS, the Board of Directors (the "Board") of the Rivanna Solid Waste Authority (the "Authority") has determined that it is in the best interests of the Authority to amend and restate the current By-Laws of the Authority, which were adopted and made effective as of November 15, 2022 (the "Current By-Laws"); and

WHEREAS, pursuant to Article VI of the Current By-Laws, the Board may amend, add to, alter, or repeal the Current By-Laws at any meeting of the Board, provided that notice of the proposed amendment, additions, alteration or repeal is given in the notice of such meeting and that all members of the Board are present at such meeting; and

WHEREAS, the Board deems it advisable and in the best interest of the Authority to amend and restate the Current By-Laws to authorize the Executive Director to sign contracts and other instruments to be executed on behalf of the Authority for purchasing or procurement contracts when the aggregate amount of the contract is $300,000 or less; and

WHEREAS, the Board has considered the proposed Amended and Restated By-Laws in the form attached hereto as Exhibit A (the "Amended and Restated By-Laws") and has determined that it is advisable and in the best interests of the Authority to amend and restate the Current By-Laws by adoption of the Amended and Restated By-Laws and to ratify, confirm and approve all contracts and other instruments of the Authority signed by the Chair or the Executive Director of the Authority;

NOW, THEREFORE, BE IT RESOLVED, that the Current By-Laws are hereby amended and restated in their entirety, and the Amended and Restated By-Laws attached hereto as Exhibit A are hereby adopted and ratified in all respects, effective immediately; and be it

FURTHER RESOLVED, that the Secretary-Treasurer of the Authority or any other proper officer of the Authority be, and each of them hereby is authorized and directed to place the Amended and Restated By-Laws and this resolution in the minute books of the Authority; and be it

FURTHER RESOLVED, that all contracts and other instruments of the Authority signed by the Chair or the Executive Director of the Authority prior to the date of these resolutions are hereby ratified, confirmed and approved in all respects as the act and deed of the Authority; and be it

FURTHER RESOLVED, that the proper officers of the Authority are, and each of them hereby is, authorized and directed to prepare, execute and deliver, or cause to be prepared, executed and delivered, any and all agreements, documents, certificates and instruments, and to take any and all such other actions as may be deemed necessary, desirable or appropriate, to carry out the purpose and intent of each of the foregoing resolutions; and be it

FURTHER RESOLVED, that any actions taken by such officers or directors prior to the date of these resolutions that are within the authority conferred by the foregoing resolutions are hereby ratified, confirmed and approved in all respects as the act and deed of the Authority.

Approved by the Board of Directors
at a meeting at which all members of the
Board of Directors were present

March 25, 2025

_____
Jeff Richardson, Secretary-Treasurer

RIVANNA SOLID WASTE AUTHORITY

RIVANNA WATER & SEWER AUTHORITY
695 Moores Creek Lane | Charlottesville, Virginia 22902-9016
434.977.2970
434.293.8858
www.rivanna.org

RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
RIVANNA WATER AND SEWER AUTHORITY
ADOPTING
AMENDED AND RESTATED BY-LAWS

MARCH 25, 2025

WHEREAS, the Board of Directors (the "Board") of the Rivanna Water and Sewer Authority (the "Authority") has determined that it is in the best interests of the Authority to amend and restate the current By-Laws of the Authority, which were adopted and made effective as of November 15, 2022 (the "Current By-Laws"); and

WHEREAS, pursuant to Article VI of the Current By-Laws, the Board may amend, add to, alter, or repeal the Current By-Laws at any meeting of the Board, provided that notice of the proposed amendment, additions, alteration or repeal is given in the notice of such meeting and that all members of the Board are present at such meeting; and

WHEREAS, the Board deems it advisable and in the best interest of the Authority to amend and restate the Current By-Laws to authorize the Executive Director to sign contracts and other instruments to be executed on behalf of the Authority for purchasing or procurement contracts when the aggregate amount of the contract is $300,000 or less; and

WHEREAS, the Board has considered the proposed Amended and Restated By-Laws in the form attached hereto as Exhibit A (the "Amended and Restated By-Laws") and has determined that it is advisable and in the best interests of the Authority to amend and restate the Current By-Laws by adoption of the Amended and Restated By-Laws and to ratify, confirm and approve all contracts and other instruments of the Authority signed by the Chair or the Executive Director of the Authority;

NOW, THEREFORE, BE IT RESOLVED, that the Current By-Laws are hereby amended and restated in their entirety, and the Amended and Restated By-Laws attached hereto as Exhibit A are hereby adopted and ratified in all respects, effective immediately; and be it

FURTHER RESOLVED, that the Secretary-Treasurer of the Authority or any other proper officer of the Authority be, and each of them hereby is authorized and directed to place the Amended and Restated By-Laws and this resolution in the minute books of the Authority; and be it

FURTHER RESOLVED, that all contracts and other instruments of the Authority signed by the Chair or the Executive Director of the Authority prior to the date of these resolutions are hereby ratified, confirmed and approved in all respects as the act and deed of the Authority; and be it

FURTHER RESOLVED, that the proper officers of the Authority are, and each of them hereby is, authorized and directed to prepare, execute and deliver, or cause to be prepared, executed and delivered, any and all agreements, documents, certificates and instruments, and to take any and all such other actions as may be deemed necessary, desirable or appropriate, to carry out the purpose and intent of each of the foregoing resolutions; and be it

FURTHER RESOLVED, that any actions taken by such officers or directors prior to the date of these resolutions that are within the authority conferred by the foregoing resolutions are hereby ratified, confirmed and approved in all respects as the act and deed of the Authority.

Approved by the Board of Directors
at a meeting at which all members of the
Board of Directors were present

March 25, 2025

_____
Samuel Sanders, Secretary-Treasurer

RIVANNA WATER & SEWER AUTHORITY

FY 2025-2026 Compensation Study & Salary Structure

Presented to the RSWA & RWSA Boards of Directors by:

Leah Beard, HR Manager

Compensation Study – included both RWSA & RSWA

Goals

- As part of our Strategic Plan, Rivanna maintains a professional and highly qualified workforce to support its infrastructure and operations. We aim to meet retention and recruitment efforts by ensuring competitive pay within our market.

Steps

- Through a competitive process, *PRM Consulting* from Washington, DC was selected to review our employee Classification and Compensation program and Salary Structure. We asked PRM to:

  - *Identify Peer Organizations*: Rivanna primarily competes for employee talent with local authorities and government utility departments located in the Virginia.

  - *Complete an Analysis of Rivanna Job Titles:* complexity of job duties, salaries, and structure

  - *Compare to Peer Organizations:* Determine competitive market and Median Base Salaries

  - *Update Salary Structure and Estimate Cost:* To implement any revisions to the Salary Structure

Scope

- Reviewed 132 positions, 65 distinct job titles, 27 pay grades

Peer Groups

Identified 26 Peer Organizations comprised of Authorities, Local Municipalities, and Government Utility Departments located in the State of Virginia - 14 of those organizations provided responses with data.

Peer Organization	Location
Albemarle County Service Authority	Charlottesville, VA
Augusta County Service Authority	Verona, VA
Western Virginia Water Authority	Roanoke, VA
Appomattox River Water & Wastewater Authority	Petersburg, VA
Upper Occoquan Service Authority	Centreville, VA
Fairfax Water Authority	Fairfax, VA
Prince William County Service Authority	Woodbridge, VA

Peer Organization	Location
City of Charlottesville	Charlottesville, VA
Harrisonburg-Rockingham Regional Sewer Authority	Mt. Crawford, VA
Loudon Water	Ashburn, VA
Stafford County	Stafford, VA
Henrico County	Henrico, VA
Spotsylvania County	Fredericksburg, VA
City of Richmond	Richmond, VA

FINDINGS:

To achieve our Strategic Plan goal of being competitive within the market to recruit and retain a highly skilled workforce, we recommend an update to our Salary Structure to include:

- Using the Median Base Salaries from the peer group to establish the midpoint of each Grade
- Reducing our Salary Structure from 27 to 17 Pay Grades.
- Maintaining a 66% minimum to maximum salary range spread within each Pay Grade.

In FY 26, the cost of the new salary structure is $6k for RWSA and $32k for RSWA to bring 4 Water & Sewer and 10 Solid Waste employees' salaries to the new minimum.

New Salary Structure

RIVANNA AUTHORITIES

Current Salary Structure

Pay Grade	Min	Mid	Max
10	$38,336	$50,987	$63,640
20	$40,253	$53,536	$66,821
30	$42,266	$56,214	$70,161
40	$44,379	$59,024	$73,669
50	$46,598	$61,976	$77,354
60	$48,928	$65,076	$81,221
70	$51,374	$68,328	$85,282
80	$53,943	$71,746	$89,546
90	$56,640	$75,332	$94,023
100	$59,472	$79,099	$98,725
110	$62,446	$83,054	$103,660
120	$65,569	$87,206	$108,844
130	$68,847	$91,566	$114,286
140	$72,290	$96,144	$120,000
150	$75,904	$100,951	$126,000
160	$78,750	$105,998	$130,000
170	$83,683	$111,300	$132,300
180	$87,867	$116,865	$138,915
190	$92,260	$122,708	$145,860
200	$96,873	$128,000	$153,153
210	$101,719	$135,285	$168,853
220	$106,802	$142,049	$177,295
230	$112,143	$149,151	$186,160
240	$117,752	$156,609	$195,467
250	$123,639	$164,440	$205,239
260	$129,819	$172,661	$215,250
270	$136,312	$181,295	$226,277

- Median base salaries based on Competitive Market data
- Pay grades reduced from 27 to 17
- Salary Ranges with a 66% spread from mid
- 5 levels in each pay grade to relate expertise and/or experience
- Wider pay bands to reduce compression

Proposed Salary Structure

Pay Grade	Min (0-2 years)	2nd (3-4 years)	Mid (5-6 years)	3rd (7-10 years)	Max (11+ years)
1	$ 46,000	$ 51,000	$ 56,000	$ 61,000	$ 76,000
2	$ 50,000	$ 56,000	$ 61,000	$ 66,000	$ 82,000
3	$ 52,000	$ 58,000	$ 65,000	$ 70,000	$ 87,000
4	$ 55,000	$ 62,000	$ 68,000	$ 73,000	$ 92,000
5	$ 59,000	$ 66,000	$ 72,000	$ 78,000	$ 97,000
6	$ 63,000	$ 71,000	$ 78,000	$ 84,000	$ 105,000
7	$ 67,000	$ 75,000	$ 82,000	$ 89,000	$ 111,000
8	$ 73,000	$ 81,000	$ 90,000	$ 97,000	$ 121,000
9	$ 80,000	$ 89,000	$ 98,000	$ 106,000	$ 132,000
10	$ 85,000	$ 95,000	$ 105,000	$ 113,000	$ 142,000
11	$ 90,000	$ 101,000	$ 111,000	$ 120,000	$ 150,000
12	$ 97,000	$ 108,000	$ 119,000	$ 129,000	$ 161,000
13	$ 107,000	$ 120,000	$ 132,000	$ 143,000	$ 178,000
14	$ 127,000	$ 142,000	$ 156,000	$ 169,000	$ 211,000
15	$ 140,000	$ 156,000	$ 172,000	$ 186,000	$ 232,000
16	$ 154,000	$ 172,000	$ 190,000	$ 205,000	$ 256,000
17	$ 170,000	$ 190,000	$ 209,000	$ 226,000	$ 282,000

Board Action Requested

Approve the amended **Salary Structure** to be effective July 1, 2025.

Thank you!

RIVANNA AUTHORITIES