

**James River Water Authority
Board of Directors Meeting
214 Commons Blvd.
Palmyra, VA 22963
August 12, 2020
9:00 A.M.**

Physical (in-person) access to the meeting will be limited to the first 40 members of the public who sign up in advance to attend. **Those wishing to attend must call Fluvanna Clerk to the Board, Caitlin Solis, at (434) 591-1910 or email her at: csolis@fluvannacounty.org with your name, address and phone number no later than 1 hour prior to the meeting.** Proof of identification will be required upon arrival and facemasks will be required.

Regular Meeting of the James River Water Authority Board of Directors

I. Call to Order

II. Adoption of Agenda

III. Items from the Public

IV. Approval of Minutes of Preceding Meeting

- a. July 8, 2020 – Regular Meeting

V. Financial Report

- a. Bills Approval
 - i. AquaLaw
 - ii. Hefty Wiley Gore
 - iii. GAI Consultants
 - iv. Timmons Group

VI. Discussion/Information Items

- a. Discussion – Application Processing

VII. Action Items

- a. Timmons Group- Project Management/ Coordination Services Budget Request
- b. JRWA FY19 Audited Financial Statements

VIII. Consent Agenda

IX. Closed Meeting

X. Adjournment

The James River Water Authority Board of Directors reserves the right to amend and/or change the Agenda the day of the meeting.

BY ORDER OF:
D.D. WATSON, CHAIRMAN
BOARD OF DIRECTORS

JAMES RIVER WATER AUTHORITY

**JAMES RIVER WATER AUTHORITY BOARD OF DIRECTORS
FLUVANNA COUNTY LIBRARY, 214 COMMONS BLVD.
PALMYRA, VIRGINIA**

**July 08, 2020
9:00 A.M.**

Present: Mark Dunning (Vice Chairman), Joe Chesser (Treasurer) – arrived 9:03am, Eric Dahl, and Troy Wade

Absent: D. D. Watson (Chairman), Christian Goodwin

Others Present: Brendan Hefty (Hefty, Wiley, and Gore)

CALL TO ORDER

Vice Chairman Dunning called the meeting of the James River Water Authority (JRWA) Board of Directors to order at 9:03 a.m., and led the Board in the Pledge of Allegiance.

ADOPTION OF AGENDA

Mr. Dahl requested the addition of an agenda item to consider a budget request for GAI Consultants' archeological efforts under Action Items. On the motion of Mr. Wade, seconded by Mr. Chesser, which carried by a vote of 4-0, the agenda was adopted as amended.

ITEMS FROM THE PUBLIC

There were no comments made by the public.

APPROVAL OF MINUTES OF PRECEDING MEETING

On the motion of Mr. Wade, seconded by Mr. Dahl, which carried by a vote of 4-0, the Board approved the minutes of the June 10, 2020 meeting.

FINANCIAL REPORT

Mr. Chesser reviewed the bills in the Board packet. Mr. Dahl mentioned the Timmons Group bill was on the agenda, but the invoice did not make it into the packet in the amount of \$346,035.00. Robinson Farmer Cox and Associates had a bill in the amount of \$3,000.00 for the FY19 audit they performed, and Aqua law had a bill for \$6,432.50. On the motion of Mr. Wade, seconded by Mr. Dahl, which passed by a vote of 4-0, the Board approved the payments and the Treasurer's report.

DISCUSSION/INFORMATION ITEMS

COE Permit Update

Mr. Dahl gave a brief update on the status of the Army Corp of Engineers permit application. COE is still

reviewing public comments and is expected to send the JRWA a request for additional information in the near future. GAI archaeological review of previous archaeological work is nearly complete. Updated revised treatment plans have been sent to legal counsel for review. GAI is near the end of their budget and additional budget authorization would be needed if they are asked to perform additional tasks in the coming months.

ACTION ITEMS

GAI Budget Request

The third and current budget request made by GAI for \$237,796.59, outlined future tasks expected to be completed, such as an artifact database, assist with miscellaneous requests for review for project calls. Other tasks include, continue treatment plan revisions, and continue treatment plan revisions if the HDD alternative is selected, complete phase one survey for the utility line installation, and open cut for HDD alternative. Complete phase one survey on alternative 1C, and other reviews.

The budget request will make funds available for GAI to proceed once JRWA has a finalized path forward. This request is for budget authority, allowing GAI the authority to complete future tasks.

Mr. Wade moved for the GAI budget request be approved, Mr. Dahl seconded the motion, which passed with a vote of 4-0.

CONSENT AGENDA

(none)

CLOSED SESSION

(none)

ADJOURNMENT

On the motion of Mr. Wade, seconded by Mr. Dahl, which carried by a vote of 4-0, the Board voted to adjourn the meeting at 9:15 p.m.

BY ORDER OF:

D.D. WATSON, CHAIRMAN
BOARD OF DIRECTORS
JAMES RIVER WATER AUTHORITY

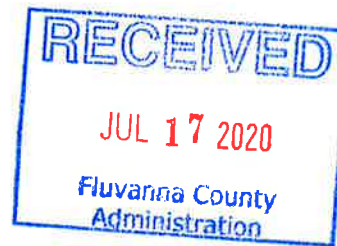
AQUALAW

CHRISTOPHER D. POMEROY
CHRIS@AQUALAW.COM

PH: 804.716.9021
Fx: 804.716.9022

July 10, 2020

Mr. Eric Dahl
Administrator
Fluvanna County
P.O. Box 540
Palmyra, VA 22963



Re: James River Water Authority

Dear Eric:

Enclosed is our invoice for services rendered during June. Please let me know if you have any questions.

Best regards,

Christopher D. Pomeroy

Enclosure

cc: Brendan Hefty, Esq.

AQUALAW

July 10, 2020

James River Water Authority
P.O. Box 540
Palmyra, VA 22963

Attention: Eric Dahl
RE: General

Our File #: 0293-001
Inv #: 12715

DATE	WORK PERFORMED	HOURS	AMOUNT	LAWYER
Jun-02-20	Review additional graphics provided by Timmons; send follow up information to Monacans' counsel in response to previous week's meeting; teleconference with J. Hines re additional mitigation options; teleconference with E. Tidlow re the same	1.20	498.00	JWC
Jun-04-20	Participate in team permitting team teleconference; follow up with Monacan's counsel re alternatives; send summary of the same to C. Goodwin and E. Dahl	1.80	747.00	JWC
Jun-08-20	Respond to email from E. Wright re next steps; respond to emails from E. Tidlow re budget and consultation with DHR and follow up with teleconference re the same; review and comment on draft budget; follow up with Monacans' counsel re discussion of alternatives; teleconference with E. Dahl, C. Goodwin, and B. Hefty in preparation for next day's meeting; respond to call from J. Hines re the same; respond to media inquiry about JRWA Board meeting; review and summarize Monacans' comments on the permit application materials; draft update to the Board on project status and next steps	4.40	1,826.00	JWC
Jun-09-20	Teleconference with Corps staff; teleconference with D. Saunders and J. Hines re alternative sites; prepare for and participate in meeting at Timmons office	3.60	1,494.00	JWC
Jun-10-20	Prepare for and participate in JRWA Board meeting; teleconference with Corps re pending application; review and revise draft minutes from the meeting; respond to email from F. Payne; teleconference with J. Hines re additional alternatives to review	2.90	1,203.50	JWC
Jun-11-20	Respond to media inquiry; teleconference with E. Tidlow re draft treatment plan status and next steps	1.00	415.00	JWC
Jun-18-20	Prepare for and participate in teleconference with team re project status; follow up teleconference with E. Tidlow re archeological issues	2.00	830.00	JWC

Jun-19-20	Prepare for and participate in teleconference with Monacans' counsel; send summary of the same to C. Goodwin and E. Dahl	0.90	373.50	JWC
Jun-23-20	Teleconference with team to review project status; teleconference with C. Goodwin, E. Dahl, and B. Hefty to discuss available alternatives	1.50	622.50	JWC
Jun-24-20	Respond to email from J. Hines re comments on pending USACE application	0.20	83.00	JWC
Subtotal		<u>19.50</u>	<u>\$8,092.50</u>	

DISBURSEMENTS

Jun-30-20	6/8 Teleconference		4.64	
Subtotal			<u>\$4.64</u>	

TOTAL AMOUNT THIS PERIOD\$8,097.14

Previous Balance

\$6,432.50

Previous Payments

\$0.00

BALANCE DUE NOW\$14,529.64

Payment Remit Address: AquaLaw PLC, 6 South 5th Street, Richmond, Virginia 23219

Thank you for choosing AQUALAW PLC. (Tax ID No. 45-0484029)

Please call (804) 716-9021 ext. 224 with invoice questions.

Payment is appreciated within 30 days.

HEFTY WILEY & GORE, P.C.

100 West Franklin Street, Suite 300 • Richmond, VA 23220

BILL TO

James River Water Authority
ATTN: Eric Dahl
P.O. Box 540
132 Main Street
Palmyra, VA 22963

**INVOICE # 10662****DATE 07/25/2020**

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Agreed monthly fee for serving as legal counsel to JRWA board for July, August, Septemebr 2020	3	2,500.00	7,500.00

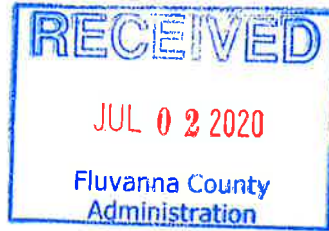
BALANCE DUE**\$7,500.00**



INVOICE

Pittsburgh
385 East Waterfront Drive
Homestead, PA 15120-5005

T 412.476.2000
F 412.476.2020



Eric Dahl
James River Water Authority
132 Main St
PO Box 540
Palmyra, VA 22963

June 25, 2020
Project No: C190908.00
Invoice No: 2152090

Project C190908.00 JRWA - cultural oversight - water supply project
Respond to requests from council.
Review of reports and records.
Conference calls with subconsultants.
Development of Revised Treatment Plan.
Discussion with tribal representatives.

Professional Services Through June 13, 2020

Task 001 Consultation and Document Review

Professional Personnel

	Hours	Rate	Amount
E08 ; Assistant Director Tidlow, Evelyn	76.00	175.00	13,300.00
E06 ; Cultural Resources Managers Glenn, Jonathan	88.00	128.00	11,264.00
E04; Senior Project Shreckengost, Brent	2.00	100.00	200.00
E02 Cress, Dana	2.00	70.00	140.00
Totals	168.00		24,904.00
Total Labor			24,904.00

Billing Limits

	Current	Prior	To-Date
Total Billings	24,904.00	72,359.39	97,263.39
Limit			104,669.00
Remaining			7,405.61

Total this Task \$24,904.00

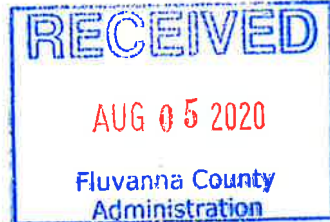
Total this Invoice \$24,904.00



INVOICE

Pittsburgh
385 East Waterfront Drive
Homestead, PA 15120-5005

T 412.476.2000
F 412.476.2020



Eric Dahl
James River Water Authority
132 Main St
PO Box 540
Palmyra, VA 22963

July 23, 2020
Project No: C190908.00
Invoice No: 2153130

Project C190908.00 JRWA - cultural oversight - water supply project

Respond to requests from council.
Review of reports and records.
Conference calls with subconsultants.
Development of Revised Treatment Plan.
Discussion with tribal representatives.

Professional Services Through July 11, 2020

Task 001 Consultation and Document Review

Professional Personnel

	Hours	Rate	Amount
E08 ; Assistant Director Tidlow, Evelyn	18.50	175.00	3,237.50
E06 ; Cultural Resources Managers Glenn, Jonathan	8.00	128.00	1,024.00
Totals	26.50		4,261.50
Total Labor			4,261.50

Billing Limits	Current	Prior	To-Date
Total Billings	4,261.50	97,263.39	101,524.89
Limit			104,669.00
Remaining			3,144.11

Total this Task \$4,261.50

Total this Invoice \$4,261.50

Outstanding Invoices

Number	Date	Balance
2152090	6/25/2020	24,904.00
Total		24,904.00



July 1, 2020

Mr. Eric Dahl
James River Water Authority
Fluvanna County Office Building
132 Main Street
PO Box 540
Palmyra, VA 22963

Re: JRWA – Additional Professional Services for HDD Alternatives Analyses and Project Management / Coordination: Invoices for April, May and June 2020

Dear Mr. Dahl:

Attached is the invoice for additional time & material services for the professional services completed by Timmons Group for April and May 2020 related to general project management / coordination, meetings and additional analysis for the HDD alternative at pump station 6 location. Following is a summary of the work completed associated with the above referenced invoices:

HDD Alternative Analyses – Prior to Presentation to DHR, COE and Monacans

- Investigated at least five potential HDD alignments, developing plan and profiles for each at pump station 6 location.
- Investigated partial HDD that would terminate south of CSX rail and then be open-cut / Jack & Bore to Route 6.
- Prepared property exhibits to confirm ownership and potential acquisition road blocks.
- Prepared composite parcel configuration of historic Town of Columbia streets and parcels to confirm availability of public right of ways for construction.
- Prepared numerous 3D exhibits to assure that the HDD could be launched from within the APE previously identified for the pump station site.
- Prepared numerous 3D exhibits and renderings indicating how the pump station would be excavated to the buried horizon and then into bedrock.
- Prepared calculations to determine HDD pipe materials and wall thickness.
- Update environmental mapping and potential study area expansion to accommodate the HDD alternative(s).
- Coordinated and attended meeting on-site with HDD contractor in order to confirm viability of HDD installation approach, and to confirm price range for construction.
- Prepared preliminary survey plat of property owners in and around Columbia based upon courthouse research (no field work was completed).
- Coordinated with CSX regarding potential issues with HDD alternative and viability.
- Coordinated with Dominion regarding potential issues for providing electrical service to site.
- Prepared final exhibits for and participated in presentations to DHR, COE and Monacan representatives on May 28, 2020.

- Prepared preliminary opinion of probable construction costs for the preferred HDD alignment in a format consistent with the Individual Permit Supplemental Information.

HDD Alternative Analysis - Following presentation to DHR, COE and Monacans, in effort to reduce CR investigations completed additional investigation work to include:

- Analyzed numerous excavation alternatives to reduce horizontal and vertical footprint at pump station site.
- Investigated alternatives to open-cut and layback of pump station site for installation of gravity pipe to river.
- Investigated alternative routing and construction methods for extending electrical service along exist access road easement in order to stay within maximum of three feet of depth.
- Coordination with Contractor team for construction means and methods to minimize environmental and archeological impacts during construction.
- Preliminary evaluation of other potential HDD Alternatives

Project Management / Coordination

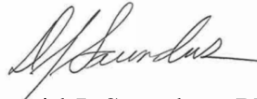
- Participated in numerous team coordination meetings with Owner, Attorney, Contractors and Environmental Consultant (GAI).
- Phone and email communications with above parties throughout the invoice periods.

Thanks for the opportunity to be of continued service to the JRWA on this important project. Please feel free to contact us with any questions regarding this invoice or our team's services.

Respectfully submitted,



Joseph C. Hines, PE, MBA
Senior Principal



David J. Saunders, PE, DBIA
Senior Principal

Attachments:

April, May & June Invoices

INVOICE

Eric Dahl
James River Water Authority
Fluvanna County Office Building
132 Main Street
PO Box 540
Palmyra, VA 22963

June 30, 2020
Project No: 39677.002
Invoice No: 39677.002-04
Due Date: July 30, 2020

Invoice Total	24,645.00
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Project 39677.002 JRWA - Project Management/Coordination & Additional Services

Professional Services through April 30, 2020

Professional Personnel

	Hours	Rate	Amount
Sr. Principal	34.00	275.00	9,350.00
Sr. Project Manager	1.00	180.00	180.00
Sr. Project Engineer	27.00	145.00	3,915.00
Sr. Environmental Scientist	14.50	110.00	1,595.00
Project Engineer III	1.50	110.00	165.00
Sr. Designer	54.00	110.00	5,940.00
Project Engineer I	10.00	90.00	900.00
Environmental Project Manager	2.00	145.00	290.00
Environmental Technician	33.00	70.00	2,310.00

Totals 177.00 24,645.00

Total Labor

24,645.00

Total this Invoice	24,645.00
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Please Remit to:
1001 Boulders Pkwy, Suite 300
Richmond, VA 23225
804.200.6500

Federal Tax ID: 54-1301413

EFT Remittance:
Towne Bank | Glen Allen, VA
ABA #051408949 | A/C #0281001456
ap@timmons.com

INVOICE

Eric Dahl
James River Water Authority
Fluvanna County Office Building
132 Main Street
PO Box 540
Palmyra, VA 22963

June 30, 2020
Project No: 39677.002
Invoice No: 39677.002-05
Due Date: July 30, 2020

Invoice Total	24,920.00
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Project 39677.002 JRWA - Project Management/Coordination & Additional Services

Professional Services through May 31, 2020

Professional Personnel

	Hours	Rate	Amount
Sr. Principal	34.00	275.00	9,350.00
Sr. Project Manager	6.00	180.00	1,080.00
Sr. Project Engineer	6.00	145.00	870.00
Sr. Environmental Scientist	12.25	110.00	1,347.50
Project Engineer III	0.0	110.00	0.00
Sr. Designer	57.25	110.00	6,297.50
Project Engineer I	42.25	90.00	3,802.50
Environmental Project Manager	14.50	145.00	2,102.50
Environmental Technician	1.00	70.00	70.00

Totals 173.25 24,920.00

Total Labor

24,920.00

Total this Invoice	24,920.00
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Please Remit to:
1001 Boulders Pkwy, Suite 300
Richmond, VA 23225
804.200.6500

Federal Tax ID: 54-1301413

EFT Remittance:
Towne Bank | Glen Allen, VA
ABA #051408949 | A/C #0281001456
ap@timmons.com

INVOICE

Eric Dahl
James River Water Authority
Fluvanna County Office Building
132 Main Street
PO Box 540
Palmyra, VA 22963

June 30, 2020
Project No: 39677.002
Invoice No: 39677.002-06
Due Date: July 30, 2020

Invoice Total	12,200.00
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Project 39677.002 JRWA - Project Management/Coordination & Additional Services

Professional Services through June 28, 2020

Professional Personnel

	Hours	Rate	Amount
Sr. Principal	20.00	275.00	5,500.00
Sr. Project Manager	0.00	180.00	0.00
Sr. Project Engineer	0.00	145.00	0.00
Sr. Environmental Scientist	6.00	110.00	660.00
Project Engineer III	0.0	110.00	0.00
Sr. Designer	23.00	110.00	2,530.00
Project Engineer I	39.00	90.00	3,510.00
Environmental Project Manager	0.00	145.00	0.00
Environmental Technician	0.00	70.00	0.00

Totals 88.00 12,200.00

Total Labor

12,200.00

Total this Invoice	12,200.00
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Please Remit to:
1001 Boulders Pkwy, Suite 300
Richmond, VA 23225
804.200.6500

Federal Tax ID: 54-1301413

EFT Remittance:
Towne Bank | Glen Allen, VA
ABA #051408949 | A/C #0281001456
ap@timmons.com



JAMES RIVER WATER AUTHORITY

132 Main Street, P.O. Box 540, Palmyra, VA 22963



BOARD OF DIRECTORS

D. D. Watson, Chair
Louisa County

Charles M. Dunning, Vice
Chair
Fluvanna County

Joe Chesser, Sec./Treasurer
Fluvanna County

Troy Wade
Louisa County

Christian Goodwin
County Administrator
Louisa County

Eric M. Dahl
County Administrator
Fluvanna County

Brendan S. Hefty
Legal Counsel

August 12, 2020

By Email (Steven.A.Vanderploeg@usace.army.mil)

Mr. Steven VanderPloeg
US Army Corps of Engineers,
Norfolk District
9100 Arboretum Parkway, Suite 235
Richmond, Virginia 23236

Re: James River Water Authority Project
USACE Action ID Number: NAO-2014-00708
DHR File No. 2015-0984

Dear Mr. VanderPloeg:

Although the James River Water Authority is confident that the revised application materials submitted to you in March took a hard look at a broad range of alternatives and identified the only practicable alternative, we have continued to engage in discussions with interested parties on this matter. As a result of these ongoing discussions, we are giving further consideration to possible alternative project configurations and locations. To allow this review to be completed, we are requesting that the Corps temporarily suspend processing of the pending application per 33 CFR 325.2(d)(3)(v).

It is vitally important to the citizens of Louisa and Fluvanna Counties that this long-delayed public water supply project proceed to construction as soon as possible. However, we believe a short delay in processing the application at this time will be worthwhile if it helps us streamline the process going forward.

Sincerely,

D.D. Watson, Chair
James River Water Authority

Copy:

Mr. Roger Kirchen, VDHR
Mr. Eric Dahl, Fluvanna County Administrator
Mr. Christian Goodwin, Louisa County Administrator



June 29, 2020

Mr. DD Watson, Chair
James River Water Authority
Fluvanna County Office Building
Main Street
Palmyra, VA 22963

Re: JRWA – Project Management / Coordination & Additional Services

Dear Chairman Watson:

We are pleased to submit the following scope of Services for the basic project management / coordination, additional analysis of alternatives and responses to Requests for Additional Information (RAI's) from the Supplemental Information Package submitted to the COE in March 2020.

Scope of Services:

Basic Services: Project Management / Coordination Services

Timmons Group will provide project management and coordination services for development of the JRWA on a monthly basis for the JRWA. These services Supplemental Information package and detailed alternatives analysis. Services will include general project management and coordination, including regular calls with the JRWA, JRWA Legal Counsel, GAI Consultants, Contractors (Faulconer Construction and MEB) and additional coordination with CSX, VDOT and other agencies as necessary to continue to advance the project in a timely manner. These services will be provided on a time & material basis and we recommend a monthly budget of \$10,000 to \$15,000 for these services.

Additional Services:

Additional Alternatives Analysis

Timmons Group will provide consulting for additional alternatives analysis to support any additional alternatives the JRWA may want to consider, or additional analysis for the alternatives submitted in the March 2020 Supplemental Information Package. These services will be provided on a time & materials basis and we will recommend budgets when feasible for the work to be completed in a timely manner, however, we can't make any guarantees the level of effort that will be required due to the fluid nature of this project and associated permitting related issues. Additional alternatives analyses could require anywhere from \$10,000 to \$30,000 of consulting effort per alternative, exclusive of detailed field investigations (i.e. Geotech, formal wetland delineations, etc.), depending upon the level of detail that needs to be provided to vet the alternative. We will endeavor to provide a reasonable budget to respond in a timely manner to these requests for any future analyses.

Should any detailed field investigations be required with a defined scope (i.e. geotechnical borings, formal wetlands delineations, etc.) we will provide a task order scope and fee for approval prior to commencing field investigations.

Responses to Requests for Additional Information (RAI's) from the COE

As is normal with any Individual Permit application process, it is typical that Requests for Additional Information (RAI's) will be requested by the COE based upon feedback and comments from the Consulting Parties and the general public. Given the fluid nature of this permitting process and based upon feedback from the USACE, it is anticipated that additional studies and/or analysis may be required above and beyond the Supplemental Information package submitted in March 2020 and will be dependent upon any requests for additional information by the USACE following Public Notice and questions received from Consulting Parties and / or the general public.

Given the level of public and legal scrutiny this project has received to date, we anticipate this could be a substantial effort. We will provide these services on a time & material basis and once we have received any RAI's, we will endeavor to provide a reasonable budget to make these responses in a timely manner. Please note that once a RAI has been issued, the response time is typically 30 days, so time will be of the essence to get any budget approved.

Task XPS: Reimbursable Expenses

This task will include any services and costs such as submittal fees, field supplies, printing, courier, mileage, and outside consultants not listed in the Scope of Services as reimbursable expenses.

JRWA / Fluvanna / Louisa Responsibilities

JRWA, Fluvanna and/or Louisa will need to assist with the following items:

1. Provide copies of all relevant information to support any RAI or additional alternatives in a timely manner.
2. The JRWA will be responsible for paying all review, submittal and advertisement fees related to the submittal of the supplemental information for the JPA, additional analyses and / or any required public notifications, public meetings, etc.

Scope of Services Fee:

Timmons Group will perform this work on a time & material basis, in accordance with our 2020 Billing Rates (see **Exhibit A**) for services provided starting April 1, 2020.

JRWA – Project Management / Coordination & Additional Services
June 2020

Thanks for the opportunity to submit this Scope of Services for your approval. Should you have any questions or need any additional information, please don't hesitate to contact any of us at your earliest convenience.

Respectfully submitted,



Joseph C. Hines, PE, MBA
Senior Principal & Principal in Charge



David J. Saunders, PE, DBIA
Senior Principal - Utilities



Chris Dodson, JD
Senior Principal – Environmental

Accepted by: **James River Water Authority**

Signature

Date

Printed Name

Title

Exhibit A

Timmons Group 2020 BILLING RATES			
Rates in effect for 1/1/2020 to 12/31/2020			
TEAM MEMBER	Hourly Rate	TEAM MEMBER	Hourly Rate
<u>Engineering</u>		<u>Environmental</u>	
Engineer Technician	\$80.00	Environmental Technician	\$70.00
Construction Administrator	\$85.00	Environmental Scientist	\$90.00
Project Engineer I	\$90.00	Environmental Scientist II	\$100.00
Project Engineer II / Designer	\$100.00	Sr. Environmental Scientist	\$110.00
Project Engineer III / Sr. Designer	\$110.00	Environmental Project Manager	\$145.00
Project Manager / Sr. Project Engineer	\$145.00		
Sr. Project Manager	\$180.00	<u>Survey</u>	
Principal	\$225.00	Survey Technician	\$85.00
Senior Principal	\$275.00	Sr. Survey Technician	\$95.00
		Survey Project Manager	\$110.00
<u>Construction Services</u>		Licensed Land Surveyor	\$145.00
Laboratory Manager	\$80.00	1 Man Crew w/ Robot	\$125.00
Materials Technician	\$55.00	2 Man Crew	\$145.00
Sr. Field Technician	\$65.00	3 Man Crew	\$205.00
Construction Inspector	\$75.00		
Sr. Construction Inspector	\$85.00	<u>Right of Way</u>	
Const. Material Testing Manager	\$110.00	Right of Way Manager	\$120.00
		Right of Way Specialist	\$105.00
<u>Landscape Architecture</u>		Document Specialist	\$70.00
Landscape Technician	\$80.00		
Landscape Architect/Land Planner	\$100.00	<u>GIS</u>	
Visualization Manager	\$110.00	GIS Field Technician	\$60.00
Sr. Landscape Architect	\$120.00	GIS Technician	\$75.00
LA/LP Project Manager	\$145.00	GIS Analyst	\$105.00
LA/LP Sr. Manager	\$160.00	GIS Programmer/Analyst	\$135.00
		Project Manager	\$145.00
<u>Support Staff</u>		Software Engineer	\$150.00
Field Intern	\$40.00	Sr. Software Engineer	\$170.00
Engineering Intern	\$55.00	Sr. Project Manager	\$180.00
Clerical	\$75.00	Program Manager	\$200.00
REIMBURSABLE EXPENSES:			
1. Any expenses, such as, printing, courier, telephone and outside consultants not listed in the Services above will be invoiced as "Time and Material"			
2. Mileage will be billed at the IRS approved rate at the time services are provided.			
NOTES:			
1. Hourly rates will be utilized for Time & Materials services performed on behalf of the JRWA.			
2. Timmons Group will provide rates for specific Construction Materials field equipment & lab tests upon request.			
3. Timmons Group can provide "lump sum, fixed-fee" quotes for specific work tasks in order for the JRWA to better control costs.			
4. Rates will be subject to change at the beginning of each calendar year.			

JAMES RIVER WATER AUTHORITY

FINANCIAL STATEMENTS

JUNE 30, 2019

JAMES RIVER WATER AUTHORITY

**Financial Statements
June 30, 2019**

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Independent Auditors' Report

**To the Honorable Members of
James River Water Authority
Louisa, Virginia**

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities of James River Water Authority, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Specifications for Audits of Authorities, Boards, and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of James River Water Authority, as of June 30, 2019, and the changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principle

As described in Note 9 to the financial statements, in 2019, the Authority adopted new accounting guidance, GASB Statement No. 88 *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 25, 2020, on our consideration of James River Water Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of James River Water Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering James River Water Authority's internal control over financial reporting and compliance.

Robinson, Farned, Cox Associates

Charlottesville, Virginia
March 25, 2020

Financial Statements

JAMES RIVER WATER AUTHORITY

Statement of Net Position
June 30, 2019

Assets

Current Assets

Cash and cash equivalents	\$ 588,105
Accounts receivable	6,844
Due from other governments	34,715
Restricted Assets:	
Cash and cash equivalents	<u>7,190,088</u>
Total Current Assets	<u>\$ 7,819,752</u>

Noncurrent Assets

Capital Assets:	
Construction in progress	<u>\$ 2,634,613</u>
Total Assets	<u>\$ 10,454,365</u>

Liabilities

Current Liabilities

Accounts payable	\$ 5,328
Retainage payable	25,174
Accrued interest payable	81,651
Bond payable, net of bond premium, current portion	<u>197,475</u>
Total Current Liabilities	<u>\$ 309,628</u>

Noncurrent Liabilities

Bond payable, net of bond premium, noncurrent portion	<u>\$ 8,448,846</u>
Total Noncurrent Liabilities	<u>\$ 8,448,846</u>
Total Liabilities	<u>\$ 8,758,474</u>

Net Position

Net investment in capital assets	\$ 679,916
Restricted for debt service	473,290
Unrestricted	<u>542,685</u>
Total Net Position	<u><u>\$ 1,695,891</u></u>

The accompanying notes to financial statements are an integral part of this statement.

JAMES RIVER WATER AUTHORITY

Statement of Revenues, Expenses and Changes in Net Position Year Ended June 30, 2019

Operating Expenses	
Professional fees	\$ 33,000
Bank fees	73
Insurance	<u>1,643</u>
Total Operating Expenses	\$ <u>34,716</u>
Net Operating Income (Loss)	\$ <u>(34,716)</u>
Nonoperating Revenues (Expenses)	
Interest income	\$ 179,187
Interest expense	<u>(274,820)</u>
Total Nonoperating Revenues (Expenses)	\$ <u>(95,633)</u>
Income (loss) before capital contributions	\$ <u>(130,349)</u>
Capital contributions	\$ <u>494,970</u>
Change in net position	\$ 364,621
Net position, beginning of year	<u>1,331,270</u>
Net position, end of year	\$ <u><u>1,695,891</u></u>

The accompanying notes to financial statements are an integral part of this statement.

JAMES RIVER WATER AUTHORITY

Statement of Cash Flows
Year Ended June 30, 2019

Cash flows from operating activities:

Payments to suppliers and vendors	\$ <u>(34,549)</u>
Net cash provided by (used for) operating activities	\$ <u>(34,549)</u>

Cash flows from capital and related financing activities:

Draws on restricted cash	\$ 302,356
Acquisition of plant and equipment	(255,903)
Capital contributions	495,666
Principal paid on bonds	(135,000)
Interest paid on bonds	<u>(333,335)</u>
Net cash provided by (used for) capital and related financing activities	\$ <u>73,784</u>

Net increase (decrease) in cash and cash equivalents \$ 39,235

Cash and cash equivalents at beginning of year \$ 548,870

Cash and cash equivalents at end of year \$ 588,105

Reconciliation of operating income (loss) to net cash provided by (used for) operating activities:

Operating income (loss)	\$ (34,716)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:	
Changes in operating assets and liabilities:	
(Increase) decrease in accounts receivable	(3,603)
Increase (decrease) in accounts payable	<u>3,770</u>

Net cash provided by (used for) operating activities \$ (34,549)

The accompanying notes to financial statements are an integral part of this statement.

JAMES RIVER WATER AUTHORITY

Notes to Financial Statements June 30, 2019

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

A. Organization and Purpose

The James River Water Authority (The Authority) was created by Louisa County, Virginia and Fluvanna County, Virginia on April 20, 2009 in order to cooperatively provide a reliable public water supply to county citizens. The counties wanted to delineate their respective rights and duties regarding a water pipeline and associated structures to be planned, designed, constructed and financed.

The Authority may fund a portion of the cost of these activities by issuing bonds, through direct contributions and from the counties, or charging connection fees or charges to the counties.

B. Basic Financial Statements

Management's Discussion and Analysis: Government Accounting Standards Board requires the Financial Statements be accompanied by a narrative introduction and analytical overview of the government's financial activities in the form of "management's discussion and analysis" (MD&A). Management has elected to omit the management's discussion and analysis in these financial statements.

Statement of Net Position: The Statement of Net Position is designed to report to the financial position of the Authority. Governments report all capital assets in the Statement of Net Position and report depreciation expense the cost of "expensing" capital assets in the Statement of Revenues, Expenses, and Changes in Net Position. The net position of the government will be broken down into three categories: 1) net investment in capital assets, net of related debt; 2) restricted; and 3) unrestricted.

Statement of Revenues, Expenses and Changes in Net Position:

This statement is designed to report the results of operations during the fiscal year.

C. Basis of Accounting

James River Water Authority operates as an enterprise activity and its accounts are maintained on the accrual basis of accounting. Under this method, revenues are recognized when earned, and expenses are recorded as liabilities when incurred, without regard to receipt or payment of cash. The Authority accrues revenue for services rendered but not yet billed at the end of the fiscal year. The Authority's financial statements conform to generally accepted accounting principles (GAAP) applicable to governmental units promulgated by the Governmental Accounting Standards Board. The Authority distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the Authority's principal ongoing operations.

D. Cash Equivalents

The Authority has defined cash and cash equivalents to include cash on hand, demand deposits, certificates of deposit and money market funds.

NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

E. Capital Assets and Depreciation

Purchased and constructed capital assets in service are recorded at historical cost. Capital assets are defined by the Authority as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Capital assets acquired by the Authority through contributions, such as from developers, are capitalized and recorded in the accounts at acquisition value on the date accepted. The Authority provides for depreciation of capital assets in service on the straight-line method at amounts estimated to depreciate the cost of assets over their estimated useful lives, as follows:

Structures and Improvements	20 to 50 years
Equipment	5 to 10 years

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. No interest was capitalized during the current or previous fiscal year.

F. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual amounts could differ from those amounts.

G. Net Position

Net position is the difference between a) assets and deferred outflows of resources and b) liabilities and deferred inflows of resources. Net investments in capital assets represent capital assets, less accumulated depreciation, less any outstanding debt related to the acquisition, construction or improvement of those assets.

H. Net Position Flow Assumption

Sometimes the Authority will fund outlays for a particular purpose from both restricted (e.g. restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted - net position and unrestricted - net position in the financials statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Authority's policy to consider restricted - net position to have been depleted before unrestricted - net position is applied.

JAMES RIVER WATER AUTHORITY

Notes to Financial Statements
June 30, 2019 (Continued)

NOTE 2—DEPOSITS AND INVESTMENTS:

Deposits

Deposits with banks are covered by the Federal Deposit Insurance Corporation (FDIC) and collateralized in accordance with the Virginia Security for Public Deposits Act (the “Act”) Section 2.2-4400 et. seq. of the Code of Virginia. Under the Act, banks and savings institutions holding public deposits in excess of the amount insured by the FDIC must pledge collateral to the Commonwealth of Virginia Treasury Board. Financial Institutions may choose between two collateralization methodologies and depending upon that choice, will pledge collateral that ranges in the amounts from 50% to 130% of excess deposits. Accordingly, all deposits are considered fully collateralized.

Investments

Statutes authorize the Authority to invest in obligations of the United States or agencies thereof, obligations of the Commonwealth of Virginia or political subdivisions thereof, obligations of the International Bank for Reconstruction and Development (World Bank), the Asian Development Bank, the African Development Bank, “prime quality” commercial paper and certain corporate notes, banker’s acceptances, repurchase agreements and the State Treasurer’s Local Government Investment Pool (LGIP).

Credit Risk of Debt Securities

The Authority does not have a policy related to credit risk of debt securities.

The Authority’s rated debt investments as of June 30, 2019 were rated by Standard & Poor’s and the ratings are presented below using Standard & Poor’s rating scale.

Rated Debt Investments' Values		
Rated Debt Investments	Fair Quality Ratings	
	AAAm	
SNAP	\$ 7,190,088	
Total	\$ 7,190,088	
Investment maturities in years:		
Investment Type	Fair Value	Less Than 1 Year
SNAP	\$ 7,190,088	\$ 7,190,088
Total	\$ 7,190,088	\$ 7,190,088

External Investment Pool:

The value of the positions in the external investment pool (State Non-arbitrage Pool) is the same as the value of the pool shares. As SNAP is not SEC registered, regulatory oversight of the pool rests with the Virginia State Treasury. SNAP is an amortized cost basis portfolio. There are no withdrawal limitations or restrictions imposed on participants.

JAMES RIVER WATER AUTHORITY

**Notes to Financial Statements
June 30, 2019 (Continued)**

NOTE 3—RELATED PARTY TRANSACTIONS:

Significant transactions between the James River Water Authority and the Counties of Louisa and Fluvanna are summarized below:

Capital contribution from Fluvanna	\$	247,485
Capital contribution from Louisa		<u>247,485</u>
Total	\$	<u><u>494,970</u></u>

NOTE 4—CONTINGENCIES:

The Authority knew of no potential or actual material claims for damages by any party against the Authority as of June 30, 2019.

NOTE 5—CONTRACTS AND COMMITMENTS:

On December 23, 2013, the Authority entered into a legal agreement with Hefty & Wiley, PC to provide General Counsel Legal Services for a fee of \$2,500 per month.

On July 1, 2014, the Authority entered into an agreement with Raymond James & Associates, Inc. to provide Financial Advisory Services regarding construction proposals, financial terms and long-term financial projections. Fees are to be paid based on hourly rates.

On July 17, 2014, the Authority entered in an engineering consulting contract with McDonough Bolyard Peck, Inc. (MBP), to provide consulting services regarding the pipeline project.

On January 3, 2017, the Authority contracted with Falcouer Construction Company Inc. in the amount of \$7,938,731 for design and construction of raw water intake and pump station and raw water pipeline.

NOTE 6—CAPITAL ASSETS:

Capital asset activity for the year was as follows:

	<u>Balance</u> <u>July 1, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2019</u>
Capital assets, not being depreciated:				
Construction in Progress	\$ <u>2,378,710</u>	\$ <u>255,903</u>	\$ <u>-</u>	\$ <u>2,634,613</u>
Total capital assets not being depreciated	\$ <u><u>2,378,710</u></u>	\$ <u><u>255,903</u></u>	\$ <u><u>-</u></u>	\$ <u><u>2,634,613</u></u>

JAMES RIVER WATER AUTHORITY

Notes to Financial Statements
June 30, 2019 (Continued)

NOTE 7—LONG-TERM LIABILITIES:

The change in long-term liabilities during the year is as follows.

	<u>Balance July 1, 2018</u>	<u>Issuances/ Increases</u>	<u>Retirements/ Decreases</u>	<u>Balance June 30, 2019</u>	<u>Amounts Due Within One Year</u>
Direct Borrowings and Direct Placements:					
VRA Revenue Bond	\$ 7,835,000	\$ -	\$ 135,000	\$ 7,700,000	\$ 140,000
Premium on bonds	<u>1,004,925</u>	<u>-</u>	<u>58,604</u>	<u>946,321</u>	<u>57,475</u>
Total	<u>\$ 8,839,925</u>	<u>\$ -</u>	<u>\$ 193,604</u>	<u>\$ 8,646,321</u>	<u>\$ 197,475</u>

Debt service requirements are as follows:

Year Ending June 30,	<u>Direct Borrowings and Direct Placements</u>	
	<u>VRA Revenue Bonds</u>	
	<u>Principal</u>	<u>Interest</u>
2020	\$ 140,000	\$ 326,912
2021	150,000	319,706
2022	155,000	311,891
2023	165,000	303,691
2024	170,000	295,106
2025	180,000	286,137
2026	190,000	276,956
2027	200,000	267,563
2028	210,000	258,006
2029	220,000	248,688
2030	230,000	239,256
2031	240,000	229,012
2032	250,000	217,956
2033	260,000	207,338
2034	270,000	197,231
2035	280,000	186,738
2036	290,000	175,856
2037	305,000	164,534
2038	315,000	152,747
2039	325,000	140,547
2040	340,000	127,856
2041	355,000	114,622
2042	365,000	100,922
2043	380,000	85,431
2044	400,000	67,944
2045	420,000	49,581
2046	435,000	30,372
2047	460,000	10,288
Total	<u>\$ 7,700,000</u>	<u>\$ 5,392,887</u>

JAMES RIVER WATER AUTHORITY

Notes to Financial Statements
June 30, 2019 (Continued)

NOTE 7—LONG-TERM LIABILITIES: (CONTINUED)

Details of long-term liabilities are as follows:

	<u>Amount Outstanding</u>	<u>Due Within One Year</u>
<u>VRA Revenue Bonds:</u>		
<u>Direct Borrowings and Direct Placements:</u>		
\$7,695,000 VRA Revenue Bonds Series 2016 issued May 25, 2016 payable in various semi-annual payments through October 1, 2046, interest payable semi-annually at rates from 3.797% to 5.325%	\$ 7,700,000	\$ 140,000
Premium on bonds	946,321	57,475
Total	<u>\$ 8,646,321</u>	<u>\$ 197,475</u>

The Authority is required to separately maintain a reserve to cure any deficiencies in payment by the Authority. The current reserve is \$473,290.

NOTE 8—DUE FROM OTHER GOVERNMENTS:

The due from other governments receivable at June 30, 2019 is summarized below:

Fluvanna County	\$ 17,357
Louisa County	<u>17,358</u>
Total	<u>\$ 34,715</u>

NOTE 9—ADOPTION OF ACCOUNTING PRINCIPLES:

The Authority implemented the financial reporting provisions of Governmental Accounting Standards Board Statement No. 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements* during the fiscal year ended June 30, 2019. This Statement clarifies which liabilities governments should include when disclosing information related to debt. It also requires that additional essential information related to debt be disclosed in notes to financial statements. No restatement was required as a result of this implementation.



**Independent Auditors' Report on Internal Control over Financial Reporting and on
Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards***

To the Honorable Members of
James River Water Authority
Louisa, Virginia

We have audited, in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Specifications for Audits of Authorities, Boards, and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia, the financial statements of the business-type activities of James River Water Authority as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise James River Water Authority's basic financial statements and have issued our report thereon dated March 25, 2020.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered James River Water Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of James River Water Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of James River Water Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether James River Water Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Robinson, Farnell, Cox Associates

Charlottesville, Virginia
March 25, 2020