

**James River Water Authority  
Board of Directors Meeting  
Public Information Meeting  
Fluvanna County Public Library  
214 Commons Blvd.  
Palmyra, VA 22963  
July 13, 2022  
9:00 A.M.**

*Regular Meeting of the James River Water Authority Board of Directors*

- I. Call to Order**
- II. Adoption of Agenda**
- III. Approval of Minutes of Preceding Meeting**
  - a. April 13, 2022 – Regular Meeting
- IV. Financial Report**
  - a. Bill Approval
    - i. Aqualaw
    - ii. VAcorp
    - iii. Brian Craig Jones, Inc.
  - b. Bills to Ratify
    - i. Aqualaw
    - ii. GAI Consultants
    - iii. Hefty Wiley & Gore
    - iv. Timmons
    - v. Fluvanna County
- V. Public Information and Discussion**
  - a. Discussion – COE Permit
  - b. Discussion – Project Cost Update for Construction/Engineering and Related Services
  - c. Discussion VDH Grant Application for Construction Funds
- V. Action Items**
  - a. Timmons Group Project Management/Coordination Services Budget Request
  - b. James River Water Authority Financial Statements June 30, 2021
  - c. FY21 to FY22 Capital Budget Carryover
- VI. Consent Agenda**
- VII. Closed Meeting**
- VIII. 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  
PALMYRA, VIRGINIA  
April 13, 2022  
9:00 A.M.**

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**Present:** D. D. Watson (Chairman), Joe Chesser (Treasurer), Eric Anderson, Eric Dahl, and Eric Purcell

**Absent:** Christian Goodwin

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**CALL TO ORDER**

Chairman Watson called the meeting of the James River Water Authority (JRWA) Board of Directors to order at 9:00 a.m. Mr. Goodwin led the Board in the Pledge of Allegiance.

**ADOPTION OF AGENDA**

On the motion of Mr. Anderson, seconded by Mr. Purcell, which carried by a vote of 5-0, the agenda was adopted.

**ITEMS FROM THE PUBLIC**

There were no comments from the public.

**APPROVAL OF MINUTES OF PRECEDING MEETING**

On the motion of Mr. Dahl, seconded by Mr. Purcell, which carried by a vote of 4-0, the Board approved the minutes of the March 16, 2022 meeting.

**FINANCIAL REPORT**

Mr. Chesser reviewed the bills in the packet. The remaining balance after payment would be \$123,023.88. A brief discussion regarding payments prior to the meeting ensued.

**DISCUSSION/INFORMATION ITEMS**

**Update – Project Permitting and Stipulation of Eligibility for the Pump Station Site**

The Board received an update on the Corps of Engineers (COE) permit process from Mr. Justin Curtis of Aqualaw. Mr. Curtis reported that fieldwork and related studies are in progress and that permission has been obtained from roughly half of the necessary landowners. The state code gives the Authority the ability access properties to complete the studies, but the project team's intent is to obtain voluntary permission. Mr. Curtis reported that JRWA has communicated plans to Henrico as planned, and that a future meeting is planned. Mr. Dahl provided further details on landowner communications and the JRWA's related efforts. Mr. Curtis stated that the draft Phase 2 work plan had been delivered to GAI from Gray and Pape, who is reviewing it before circulation with other

consulting parties. Mr. Curtis reviewed archeological work phases and related information pertinent to a necessary Board decision regarding the stipulation of pump station site eligibility on the National Register of Historic Places. Mr. Purcell asked if such stipulation impacted anything beyond the order and procedure of the effort, and Mr. Curtis responded that it did not. Mr. Curtis explained that the other four sites on the water line itself should be part of a Phase 2 study to see if inclusion on the National Register was necessary, but that the pump station merited separate and advance consideration based on existing information. For any of the five sites, if Phase 3 studies are necessary, they would not be impacted by advance inclusion. Performing a Phase 2 study on the pump station site would increase the time necessary to get the permit, whereas stipulating eligibility would shorten the timeframe in advance of the permit. Time to construction would be largely unaffected, and advance stipulation would defer significant costs until after the permit is obtained. In summary, Mr. Curtis recommended that, given the benefits of obtaining the permit in a timely manner and not spending unnecessary funds in advance of the permit, eligibility of the pump station site be stipulated. Mr. Jonathan Glenn of GAI agreed with Mr. Curtis, noting that stipulation would negate the need to excavate the site twice.

Mr. Purcell asked if DHR disagreed with the stipulation, would the JRWA be in the same position it is now. Mr. Curtis stated that it would. Mr. Anderson asked about the likelihood of Phase 3 requirements based on what had been found. Mr. Glenn responded that the recommendation was based on the findings of the Phase 1 study. Mr. Watson asked about the impact on the status of the overall application. Mr. Curtis responded that it was in process and that this would not affect the timing of the application but it could speed the process of receiving the permit. Mr. Anderson asked if the Monacan had weighed in on the question, and Mr. Curtis responded that a Monacan representative had expressed tentative support due to the reduced impact on the site. Mr. Dahl noted that if evidence pointed to Phase 3 and mitigation, he would support stipulation on this site and Phase 2 efforts on the remaining four. This would also reduce agricultural impact, he said.

On the motion of Mr. Purcell, seconded by Mr. Anderson, which passed by a vote of 5-0, the Board voted to support stipulating eligibility of the pump station site for inclusion on the National Register.

Mr. Curtis reviewed the uplisting of Northern Long-eared Bats on the Endangered Species list and the potential timing of necessary tree work. According to Mr. Curtis, we would possibly need to plan efforts around associated requirements. Also, Mr. Curtis noted that the United States Supreme Court had recently reinstated a Trump-era rule impacting our DEQ and COE permit. The ruling results in slight process changes which should not add any time to the effort. Finally, Mr. Curtis noted that every ten years, regional water supply plans must be updated, and localities can work together on a regional basis. Mr. Curtis stated that the City of Richmond has objected to the regional partners in the Fluvanna / Louisa region but that the rule has not been finalized. Discussion ensued as to representation and the associated process.

Mr. Curtis reported that next steps would be finalization of the Phase 2 work plan with consulting partners and associated updates regarding the permit application.

### **Discussion – GAI Budget**

Mr. Glenn reported that the request in the Board packet included a list of task which GAI considered likely in the process, as well as associated price forecasts. He reviewed the table in the

packet, which totaled roughly \$58,000, and which he stated would be billed only if costs were incurred. Mr. Dahl stated that the Board had already approved the initial costs detailed in the packet, but that these costs would be those which might be incurred in the remaining efforts. Mr. Purcell asked for further detail regarding the “additional tasks” line, and Mr. Glenn responded that these were intended to cover contingent requests beyond those enumerated in the list.

On the motion of Mr. Dahl, seconded by Mr. Purcell, the request was approved by a vote of 5-0.

### **ACTION ITEMS**

Mr. Dahl asked if the bills had been voted on. On the motion of Mr. Purcell, seconded by Mr. Anderson, the bills were approved by a vote of 5-0.

Mr. Hefty noted that with Mr. Dunning’s passing, a new Vice Chairman should be elected, and also that JRWA had not formally elected a Chairman in 2021. Mr. Purcell nominated Mr. Watson as Chairman. Mr. Dahl seconded the motion, which passed 5-0. Mr. Watson nominated Mr. Anderson as Vice Chairman. Mr. Dahl seconded the motion, which passed 5-0. Mr. Purcell nominated Mr. Chesser to serve as Treasurer. Mr. Anderson seconded the motion, which passed 5-0.

### **CONSENT AGENDA**

(none)

### **CLOSED SESSION**

(none)

### **ADJOURNMENT**

On the motion of Mr. Purcell, seconded by Mr. Dahl, which carried by a vote of 5-0, the Board voted to adjourn the meeting at 9:47 a.m.

BY ORDER OF:

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

# AQUALAW

JUSTIN W. CURTIS  
JUSTIN@AQUALAW.COM

PH: 804.716.9021  
FX: 804.716.9022

June 8, 2022

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 May.

We greatly appreciate the opportunity to work with you. Please let me know if you have any questions.

Very truly yours,

Justin W. Curtis

Enclosure

cc: Brendan Hefty, Esq.

# AQUALAW

June 8, 2022

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

Attention: Eric Dahl  
RE: General

Our File #: 0293-001  
Inv #: 14527

DATE	WORK PERFORMED	HOURS	AMOUNT	LAWYER
May-03-22	Prepare for and participate in regular virtual meeting with team re project status	0.50	207.50	JWC
May-04-22	Review and suggest edits to draft minutes from the April Board meeting; send email to J. Glenn and E. Tidlow re Phase II Work Plan status; update water quality certification pre-filing meeting request letter to DEQ and send same to E. Dahl and C. Goodwin	0.90	373.50	JWC
May-13-22	Virtual meeting with J. Grist (DEQ) re permit application status and questions	0.40	166.00	JWC
May-17-22	Prepare agenda and outline for and participate in regular team meeting re project status	1.40	581.00	JWC
May-19-22	Prepare outline of project background and status; send same to A. Wade	0.40	166.00	JWC
May-24-22	Send update on status of endangered bat listing and potential effect on project schedule to the team	0.30	124.50	JWC
May-31-22	Review revised Timmons budget proposal; regular virtual meeting with the team re application status; send summary of the same to the team; follow up teleconference with G. Krystyniak re project schedule	1.50	622.50	JWC
	<b>Subtotal</b>	<b>5.40</b>	<b>\$2,241.00</b>	
	<b>TOTAL AMOUNT THIS PERIOD</b>		<b>\$2,241.00</b>	
	Previous Balance		\$22,327.00	
	Previous Payments		\$0.00	
	<b>BALANCE DUE NOW</b>		<b>\$24,568.00</b>	

Invoice Date	06/13/2022
Due Date	07/01/2022
Contract Number	VA-JA-797A-23
Invoice Number	103359
Total Contribution	\$1,830.00
Amount Due	\$1,803.00



James River Water Authority  
132 Main Street  
Palmyra , VA 22963

844-986-2705  
1819 Electric Road, Suite C  
Roanoke , VA 24018

CONTRACT #	VA-JA-797A-23	EFFECTIVE DATE :	07/01/2022	EXPIRATION DATE:	07/01/2023
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LINE OF COVERAGE	PAYMENT PLAN	AMOUNT
BUSINESS AUTO	Annual	\$150.00
CRIME	Annual	\$675.00
CYBER	Annual	Included
ENVIRONMENTAL LIABILITY	Annual	Included
GENERAL LIABILITY	Annual	\$455.00
PUBLIC OFFICIALS LIABILITY	Annual	\$550.00
RATE CREDIT(PC)	Annual	(\$27.00)
<b>Total Amount Due:</b>		<b>\$1,803.00</b>

*A late charge of 1% per month (12% per annum) will be assessed for premiums received 30 days after the invoice due date shown above.*

Please make checks payable to VAcrop and include invoice remittance form.  
If making payment by ACH, please email Accounting@riskprograms.com and include payment amount, date of payment, and applicable invoice number(s).

Please note hybrid-disability payments must be made separately.  
If making payment by ACH, hybrid payments must be transmitted to separate VAcrop account.

**THANK YOU FOR YOUR CONTINUED SUPPORT!**

**PLEASE RETURN THIS PORTION WITH REMITTANCE**

Member	Contract #	Invoice #	Due Date	Amount Due	Enclosed
James River Water Authority	VA-JA-797A-23	103359	07/01/2022	\$1,803.00	<input type="text"/>

**Remit to:**  
VAcrop  
1819 Electric Road, Suite C  
Roanoke , VA 24018

INVOICE

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**BRIAN CRAIG JONES, INC.**  
16142 Crusade Court, Haymarket, VA 20169  
(703) 753-7392

June 21, 2022

Eric M. Dahl  
Board Member  
James River Water Authority  
132 Main Street  
Palmyra, VA 22963

Re: Review of the Appraisal on  
The Rose's 4 acres of 204.3 acres  
Bremo Bluff, VA 23022

Dear Mr. Dahl:

Invoice for the review report on the above referenced property.

Our agreed upon fee is \$2,000.00 is required to begin.

**REVIEW FEE                      \$2,000.00**

Please make the check out to Brian Craig Jones, Inc., Federal ID: 54-1617013.

Due upon receipt.

Thank-you for the opportunity to serve your appraisal needs.

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Real Estate Appraisals/Feasibility Analysis/Consultation  
Brian Craig Jones, MAI  
Virginia Certified General Real Estate



# AQUALAW

JUSTIN W. CURTIS  
JUSTIN@AQUALAW.COM

PH: 804.716.9021  
FX: 804.716.9022

May 13, 2022

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 April.

We greatly appreciate the opportunity to work with you. Please let me know if you have any questions.

Very truly yours,

A handwritten signature in blue ink, appearing to be "JW Curtis", written in a cursive style.

Justin W. Curtis

Enclosure

cc: Brendan Hefty, Esq.



May 13, 2022

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

Attention: Eric Dahl  
RE: General

Our File #: 0293-001  
Inv #: 14444

<b>DATE</b>	<b>WORK PERFORMED</b>	<b>HOURS</b>	<b>AMOUNT</b>	<b>LAWYER</b>
Apr-05-22	Correspond with J. Glenn re budget; send note to E. Wright re Northern Long-Eared Bat uplisting status; circulate agenda for and participate in regular biweekly project team virtual meeting; prepare summary of eligibility stipulation issue and send same to E. Dahl and C. Goodwin	3.50	1,452.50	JWC
Apr-06-22	Review relevant Supreme Court order issued today; draft a summary of court's ruling and its effect on JRWA's forthcoming permit application to circulate to the project team; prepare a pre-filing meeting request letter and water quality certification request letter as required by the court's ruling	1.80	747.00	JWC
Apr-07-22	Virtual meeting with E. Dahl and C. Goodwin re archeological study plan; follow up teleconference with J. Glenn re the same	1.20	498.00	JWC
Apr-08-22	Review and comment on draft meeting minutes; correspond with J. Glenn re DHR comments on Phase I report; prepare detailed outline of Board options for future study of pump station site; send same to J. Glenn for review; respond to email from K. Harris re correspondence with landowner for survey access	2.40	996.00	JWC
Apr-11-22	Virtual meeting with J. Glenn and E. Tidlow to review the budget and work plan; respond to email from K. Harris with questions from a landowner; several follow up correspondences with the team re issues related to the same; draft 30-day survey access letter and send same to K. Harris; review and comment on draft response from K. Harris to another landowner inquiry	2.40	996.00	JWC
Apr-12-22	Finalize Board outline on options for archeological study of pump station site and circulate same to the Board; coordinate with J. Glenn and E. Tidlow re the same; prepare update for next day's Board meeting	3.10	1,286.50	JWC
Apr-13-22	Prepare for and attend JRWA Board meeting in Palmyra	1.50	622.50	JWC
Apr-19-22	Virtual meeting with project team to review status and	0.40	166.00	JWC

outstanding tasks; send summary of the same to C. Goodwin and E. Dahl

Apr-21-22	Teleconference with J. Hines and D. Saunders re consultations with Henrico County; send update and recommendation on the same to C. Goodwin; respond to request from J. Glenn re GAI's budget	1.00	415.00	JWC
Apr-26-22	Teleconference with J. Hines re project status; virtual meeting with project team re outreach to other locality stakeholders	1.20	498.00	JWC
	<b>Subtotal</b>	<b>18.50</b>	<b>\$7,677.50</b>	

**TOTAL AMOUNT THIS PERIOD**\$7,677.50

Previous Balance

\$14,649.50

Previous Payments

\$0.00

**BALANCE DUE NOW****\$22,327.00**

**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.**

# AQUALAW

JUSTIN W. CURTIS  
JUSTIN@AQUALAW.COM

PH: 804.716.9021  
FX: 804.716.9022

April 19, 2022

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 March.

We greatly appreciate the opportunity to work with you. Please let me know if you have any questions.

Very truly yours,

Justin W. Curtis

Enclosure

cc: Brendan Hefty, Esq.



April 19, 2022

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

Attention: Eric Dahl  
RE: General

Our File #: 0293-001  
Inv #: 14363

<b>DATE</b>	<b>WORK PERFORMED</b>	<b>HOURS</b>	<b>AMOUNT</b>	<b>LAWYER</b>
Mar-01-22	Coordinate with team to gather information responsive to DEQ request; draft project summaries relevant to DEQ and Corps and send same to each agency in preparation for preapplication meeting; prepare outline of presentation and talking points for preapplication meetings with DEQ and Corps; circulate same to the project team; review and comment on GAI budget update proposal; correspond with counsel for the Monacans re permit application	3.00	1,245.00	JWC
Mar-02-22	Virtual meeting with project team to prepare for agency preapplication meetings; prepare for and lead virtual preapplication meeting with DEQ staff; post-meeting debrief	3.20	1,328.00	JWC
Mar-03-22	Virtual meeting with representatives for the Monacans; draft follow-up correspondence and a summary for the same; send to C. Goodwin and E. Dahl	2.20	913.00	JWC
Mar-04-22	Prepare for and lead reapplication meeting with the Corps; post-meeting debrief with the team; finalize and send correspondence to counsel for the Monacans; correspond with project team re Board meeting	4.20	1,743.00	JWC
Mar-07-22	Review Phase II workplan budget proposal and send comments on the same to E. Tidlow and J. Glenn; send notice of meeting date change to interested parties	0.30	124.50	JWC
Mar-08-22	Prepare for and participate in virtual meeting with team to review project status and next steps; review draft Phase II workplan and correspond with J. Glenn and E. Tidlow re the same; send note to interested parties re changed Board meeting date	1.70	705.50	JWC
Mar-14-22	Teleconference with B. Hefty re Board meeting prep; correspond with Monacan's counsel re assurances letter; review the letter; send same and explanatory note to Board members; prepare updated project timeline and task list for Board meeting; share same with project team for feedback; review summary of Department of Wildlife Resources	2.90	1,203.50	JWC

conversation from E. Wright and respond with questions re the same; review status of pending bat listing decisions that have the potential to affect the project

Mar-15-22	Teleconference with B. Hefty re preparation for Board meeting; teleconference with J. Hines re application proposal; teleconference with G. Krystyniak re project timeline and tasks; teleconference with J. Glenn and E. Tidlow re Phase II workplan; revise project timeline and task list in response to comments from the team; prepare report for next day's Board meeting	3.50	1,452.50	JWC
Mar-16-22	Attend and present at Board meeting in Palmyra; follow up teleconference with J. Glenn re Phase II workplan and related tasks; teleconference with D. Saunders re tasks for application; respond to multiple media inquiries	5.20	2,158.00	JWC
Mar-17-22	Respond to media inquiries	0.60	249.00	JWC
Mar-18-22	Teleconference with J. Hines, D. Saunders, and E. Wright re field survey plans; teleconference with K. Harris re the same; draft Survey Access Consent agreement form and send same to E. Wright and K. Harris; teleconference with G. Krystyniak re application preparation	3.20	1,328.00	JWC
Mar-19-22	Send Corps an update on the application status and timing to follow up on recent preapplication meeting	0.30	124.50	JWC
Mar-22-22	Prepare for and participate in regular project team virtual meeting; multiple teleconferences with E. Dahl, C. Goodwin, E. Tidlow, L. Glenn and B. Hefty re budget and next steps for permitting process; draft email to B. Hefty outlining budget status and tasks and requesting an opinion on the same	4.90	2,033.50	JWC
Mar-31-22	Review and comment on draft appraisal letter	0.10	41.50	JWC
<b>Subtotal</b>		<b>35.30</b>	<b>\$14,649.50</b>	

**TOTAL AMOUNT THIS PERIOD****\$14,649.50**

Previous Balance

\$8,673.50

Previous Payments

\$8,673.50

**BALANCE DUE NOW****\$14,649.50**

**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.**



# 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

March 29, 2022  
Project No: C190908.00  
Invoice No: 2172995

Project C190908.00 JRWA - cultural oversight - water supply project  
Planning & Coordination with Council & subconsultant

**Professional Services Through March 19, 2022**

Task 001 Consultation and Document Review

**Professional Personnel**

	Hours	Rate	Amount
E06 ; Cultural Resources Managers			
Glenn, Jonathan	12.50	128.00	1,600.00
Totals	12.50		1,600.00
<b>Total Labor</b>			<b>1,600.00</b>

**Unit Billing**

Small Format Color Print	447.0 Pages @ 0.17	75.99	
<b>Total Units</b>	<b>1.0 times</b>	<b>75.99</b>	<b>75.99</b>
	<b>Total this Task</b>		<b>\$1,675.99</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	1,675.99	421,056.18	422,732.17
Limit			477,955.59
Remaining			55,223.42
		<b>Total this Invoice</b>	<b>\$1,675.99</b>

**Outstanding Invoices**

Number	Date	Balance
2171457	2/7/2022	896.00
2172288	3/3/2022	11,532.00
2172671	3/15/2022	62,759.77
<b>Total</b>		<b>75,187.77</b>



# INVOICE

GAI Consultants, Inc.  
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

April 28, 2022  
Project No: C190908.00  
Invoice No: 2174095

Project C190908.00 JRWA - cultural oversight - water supply project  
Planning & Coordination with Council & subconsultant

**Professional Services Through April 16, 2022**

Task 001 Consultation and Document Review

**Professional Personnel**

	Hours	Rate	Amount
E06 ; Cultural Resources Managers			
Glenn, Jonathan	14.50	128.00	1,856.00
Totals	14.50		1,856.00
<b>Total Labor</b>			<b>1,856.00</b>

**Reimbursable Expenses**

Postage & Shipping			33.32
<b>Total Reimbursables</b>	<b>1.0 times</b>	<b>33.32</b>	<b>33.32</b>
		<b>Total this Task</b>	<b>\$1,889.32</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	1,889.32	422,732.17	424,621.49
Limit			535,987.59
Remaining			111,366.10
		<b>Total this Invoice</b>	<b>\$1,889.32</b>

**Outstanding Invoices**

Number	Date	Balance
2172995	3/29/2022	1,675.99
<b>Total</b>		<b>1,675.99</b>



# 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 # 11736  
DATE 04/25/2022

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DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Agreed monthly fee for serving as legal counsel to JRWA board for April, May and June 2022	3	2,500.00	7,500.00

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BALANCE DUE **\$7,500.00**



May 31, 2022

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

**Re: JRWA – Water Withdrawal Permit Modification  
JN 39677.004**

Dear Mr. Dahl:

Attached is the invoice for services completed through April 30, 2022 by Timmons Group related to preparation of the Joint Permit Application to modify the JRWA water withdrawal permit.

Following is a summary of the work completed associated with the above referenced invoices:

**Task 1: Survey Services**

- No Activity to date

**Task 2: Survey of Wetland Flagging**

- No Activity to date

**Task 3: Environmental Services**

- Started field delineation of wetland features
- General coordination of environmental services

**Task 4: Joint Permit Application Preparation**

- General coordination of permit preparation, to include environmental and survey services
- Meeting with Henrico to discuss JRWA permit intentions

**Task 5: Review & Response Period**

- No Activity to date

**Task 6: Additional Environmental Services; If required for permit issuance**

- No Activity to date

Thank you 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  
Attachments:

David J. Saunders, PE, DBIA  
Senior Principal

***JRWA – Water Withdrawal Permit Modification***

***June 3, 2022***

***Page 2 of 2***

Invoices for Water Withdrawal Permit Modification through April 30, 2022



## INVOICE

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

May 10, 2022  
 Project No: 39677.004  
 Invoice No: 288337  
 Due Date: June 09, 2022

<b>Invoice Total</b>	<b>\$8,760.83</b>
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Project 39677.004 JRWA-Water Withdrawal Permit Modify

**Professional Services through April 30, 2022**

Phase U01 Joint Permit Application Preparation

**Professional Personnel**

	Hours	Rate	Amount	
Sr. Project Manager	2.50	185.00	462.50	
Sr. Principal	2.00	280.00	560.00	
Totals	4.50		1,022.50	
<b>Total Labor</b>				<b>1,022.50</b>

	Current	Prior	To-Date	
<b>Billing Limits</b>				
Total Billings	1,022.50	0.00	1,022.50	
Limit			75,000.00	
Remaining			73,977.50	
			<b>Total this Phase</b>	<b>\$1,022.50</b>

Phase W01 Environmental Services

**Professional Personnel**

	Hours	Rate	Amount	
Project Manager	16.00	150.00	2,400.00	
Environmental Technician	1.00	75.00	75.00	
Environmental Scientist	32.50	95.00	3,087.50	
Environmental Scientist II	1.00	105.00	105.00	
Sr. Environmental Scientist	17.00	115.00	1,955.00	
Totals	67.50		7,622.50	
<b>Total Labor</b>				<b>7,622.50</b>

	Current	Prior	To-Date	
<b>Billing Limits</b>				
Total Billings	7,622.50	0.00	7,622.50	
Limit			40,000.00	

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

Project	39677.004	JRWA-Water Withdrawal Permit Modify	Invoice	288337
---------	-----------	-------------------------------------	---------	--------

Remaining	32,377.50	
	<b>Total this Phase</b>	<b>\$7,622.50</b>

Phase	XPS	Reimbursable Expenses		
<b>Reimbursable Expenses</b>				
Mileage			115.83	
	<b>Total Reimbursables</b>		<b>115.83</b>	<b>115.83</b>
			<b>Total this Phase</b>	<b>\$115.83</b>
			<b>Total this Invoice</b>	<b><u>\$8,760.83</u></b>

**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

May 10, 2022  
 Project No: 39677.002  
 Invoice No: 288336  
 Due Date: June 09, 2022

**Invoice Total \$10,212.50**

Project 39677.002 JRWA - Management/Coordination & Svcs

**Professional Services through April 30, 2022**

Phase U03 General Project Management Services

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Sr. Principal	35.50	275.00	9,762.50	
Project Engineer II	4.50	100.00	450.00	
Totals	40.00		10,212.50	
<b>Total Labor</b>				<b>10,212.50</b>
		<b>Total this Phase</b>		<b>\$10,212.50</b>
		<b>Total this Invoice</b>		<b><u>\$10,212.50</u></b>

**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

County of Fluvanna  
P.O. Box 540  
Palmyra, VA 22963  
434-591-1910 434-591-1913

DATE: JUNE 3, 2022  
INVOICE # JWRA REIMBURSEMENT

TO James River Water Authority  
c/o County of Fluvanna  
P.O. Box 540  
Palmyra, VA 22963

CONTACT	DEPARTMENT	PAYMENT TERMS	DUE DATE
Eric Dahl			On arrival

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
	Fluvanna County Postage Machine – Parcel owners Survey Access Form		\$ 26.33
	Credit Card - Certified Mail Postage – April 22, 2022 – 30 Day Access Letter		\$51.86
			<b>\$78.19</b>

Make all checks payable to **County of Fluvanna**

Thank you for your business!



# COUNTY OF FLUVANNA

P.O. BOX 540  
PALMYRA VA 22963

**PITNEY BOWES**  
#700024

Invoice Date:	<b>4/18/2022</b>
Customer ID#:	20799422868
Account #:	8000-9090-0151-5654

Acct # - Dept	GL#	GRAND TOTAL	POSTAGE USED	% USED
1 - County Admin	10012000-405210	\$ 15.00	\$ 15.25	3%
2 - BOS	10011000-405210	\$ 4.17	\$ 4.24	1%
3 - Facilities	10041500-405210	\$ -		0%
4 - Building Inspections	10034000-405210	\$ 2.08	\$ 2.12	0%
5 - Commonwealth Atty	10024000-405210	\$ -		0%
6 - County Planner	10081000-405210	\$ 1.04	\$ 1.06	0%
7 - Courts <i>SRWA</i>	10023000-405210	\$ 26.33	\$ 26.77	5%
8 - CSA	10052000-405210	\$ 40.37	\$ 41.05	8%
9 - Economic Development	10083000-405210	\$ -		0%
10 - Finance	10016000-405210	\$ 157.48	\$ 160.13	31%
11 - FUSD	10045000-405210	\$ -		0%
12 - Planning Commission	10081500-405210	\$ 26.58	\$ 27.03	5%
13 - Palmyra Sewer	10045000-405210	\$ -		0%
14 - Public Utilities	10045000-405210	\$ 231.95	\$ 235.85	46%
<b>Total Monthly Charges</b>		<b>\$ 505.00</b>	<b>\$ 513.50</b>	<b>100%</b>

Signature: *Emelton*

Date: 5.5.2022

**\*\*Please use the attached invoice payment stub when processing the check and make check payable to Pitney Bowes Purchase Power**

Inv# 041822MAY \$ 505.00  
PITNEY BOWES PURCHASE PWR  
04/18/2022 # Pages 5 FP5 DOC257S299



<b>Refill Receipt</b>	<b>Refill:</b> MAY 04 2022 1 30P	<b>Account No.:</b> 44170785
	<b>Refill Amount:</b> \$500 000	<b>Meter No.:</b> 0936818
	<b>Funds Available in Meter:</b> \$673 460	MAY 04 2022
	<b>Prepaid:</b> \$000 000	1 30P
	<b>Additional Funds Available:</b> \$4000 000	

<b>Accounts Summary</b>	<b>Account No.</b>	<b>Pieces</b>	<b>Postage</b>	0936818
	1	14	\$015 250	MAY 04 2022
	2	8	\$004 240	1 31P
	3	0	\$000 000	
	4	4	\$032 120	
	5	0	\$000 000	page 1 of 3

<b>Accounts Summary</b>	<b>Account No.</b>	<b>Pieces</b>	<b>Postage</b>	0936818
	6	2	\$001 050	MAY 04 2022
	7	49	\$026 770	1 31P
	8	57	\$041 050	
	9	0	\$000 000	
	10	301	\$160 130	page 2 of 3

<b>Accounts Summary</b>	<b>Account No.</b>	<b>Pieces</b>	<b>Postage</b>	0936818
	11	0	\$000 000	MAY 04 2022
	12	51	\$027 030	1 31P
	13	0	\$000 000	
	14	445	\$235 850	page 3 of 3

<b>Last 6 Refills</b>	<b>Date of Refill:</b>	<b>Time:</b>	<b>Refill Amount:</b>	<b>Acct No.:</b> 44170785
	MAR 22 2022	9 37A	\$500 000	<b>Meter No.:</b> 0936818
	FEB 17 2022	1 36P	\$500 000	<b>Printed:</b> MAY 04 2022
	JAN 31 2022	3 37P	\$500 000	
	JAN 10 2022	11 56A	\$500 000	
	NOV 17 2021	9 21A	\$500 000	

12

JRW A



PALMYRA  
13683 JAMES MADISON HWY  
PALMYRA, VA 22963-4300  
(800)275-8777

04/22/2022 02:08 PM

Product	Qty	Unit Price	Price
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First-Class Mail® Letter	1		\$0.58
Henrico, VA 23238 Weight: 0 lb 1.00 oz Estimated Delivery Date Mon 04/25/2022			
Certified Mail®			\$3.75
Tracking #: 70190140000031203740			
Return Receipt			\$3.05
Tracking #: 9590 9402 6639 1060 8421 24			
<b>Total</b>			<b>\$7.38</b>

First-Class Mail® Letter	1		\$0.58
Henrico, VA 23238 Weight: 0 lb 1.00 oz Estimated Delivery Date Mon 04/25/2022			
Certified Mail®			\$3.75
Tracking #: 70190140000031203733			
Return Receipt			\$3.05
Tracking #: 9590 9402 6639 1060 8421 31			
<b>Total</b>			<b>\$7.38</b>

First-Class Mail® Letter	1		\$0.58
Columbia, VA 23038 Weight: 0 lb 1.00 oz Estimated Delivery Date Mon 04/25/2022			
Certified Mail®			\$3.75
Tracking #: 70190140000031203757			
Return Receipt			\$3.05
Tracking #: 9590 9402 6639 1060 8421 17			
<b>Total</b>			<b>\$7.38</b>

First-Class Mail® Letter	1		\$0.78
Fork Union, VA 23055 Weight: 0 lb 1.10 oz Estimated Delivery Date Mon 04/25/2022			
Certified Mail®			\$3.75
Tracking #: 70190140000031203788			
Return Receipt			\$3.05
Tracking #:			

Columbia, VA 23038  
Weight: 0 lb 1.00 oz  
Estimated Delivery Date  
Mon 04/25/2022  
Certified Mail® \$3.75  
Tracking #: 70190140000031203795  
Return Receipt \$3.05  
Tracking #: 9590 9402 6639 1060 8420 70  
**Total \$7.38**

First-Class Mail® Letter	1		\$0.58
Pearl River, LA 70452 Weight: 0 lb 1.00 oz Estimated Delivery Date Tue 04/26/2022			
Certified Mail®			\$3.75
Tracking #: 70190140000031203658			
Return Receipt			\$3.05
Tracking #: 9590 9402 6639 1060 8420 63			
<b>Total</b>			<b>\$7.38</b>

First-Class Mail® Letter	1		\$0.58
Fork Union, VA 23055 Weight: 0 lb 1.00 oz Estimated Delivery Date Mon 04/25/2022			
Certified Mail®			\$3.75
Tracking #: 70153010000196080748			
Return Receipt			\$3.05
Tracking #: 9590 9402 6639 1060 8420 32			
<b>Total</b>			<b>\$7.38</b>

Grand Total: \$51.86

Credit Card Remitted \$51.86

Card Name: VISA  
Account #: XXXXXXXXXXXX1827  
Approval #: 066382  
Transaction #: 799  
ATM: XXXXXXXXXXXX1010

Chip

**James River Water Authority - Raw Water Facilities Update 7/13/22**

**Budget**

<u>Design &amp; Construction</u> ***	1C ** Forsyth MAR 20	1C now " Rose " JUL 22	<u>Comments</u>
Total Construction & Support Services	\$ 23,531,000	\$ 31,800,000	Includes general conditions, design (IA&CA) & construction QC

\*\* from Permit alternatives analysis

<u>Property / Easement Acquisition</u>			<u>Comments</u>
Property / Easement Acquisition Services	\$608,000	\$180,000	assumed 20 parcels
<b>Total:</b>	<b>\$608,000</b>	<b>\$220,000</b>	

**Interim Agreement**

<u>Interim Agreement Support Services</u>	Inprocess or Completed	To be Included	<u>Comments</u>
Study and Report Phase Services	X		Performed during Alternatives Analysis report dated, March 2020
VDH Preliminary Engineering Report		X	
Geotechnical Investigations		X	
Topographic Survey; Aerial 1ft contours		X	
Survey Property Lines along RWM route		X	
Buckingham Branch - CSX Rail Permit		X	
Bathymetric Survey	X		Ongoing by task agreement with Timmons Group
Wetland Delineation	X		Ongoing by task agreement with Timmons Group
Wetland Permitting	X		Ongoing by task agreement with Timmons Group
Threatened and Endangered Species	X		Ongoing by task agreement with Timmons Group

<b>*** BUDGET EXCLUSIONS</b>
No Owner's contingency
No acquisition costs
No cultural resources costs
No Owner's representation Services



May 31, 2022

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

**Re: JRWA – Invoice for Professional Services through April 30, 2022 and Request for Additional Budget for Professional Services for Project Management / Coordination  
Project Number 39677.002**

Dear Mr. Dahl:

Attached is the invoice for additional time & material services for the professional services completed through April 30, 2022 (includes time for March 2022 & April 2022) by Timmons Group related to general project management / coordination and associated meetings.

Following is a summary of the work completed associated with the above referenced invoices:

**Project Management / Coordination**

- Coordination and preparation of materials for JRWA, GAI & AquaLaw review.
- Preparation and attendance of bi-weekly calls
- Preparation for JRWA Board meetings
- Preparation and participation in the USACE and DEQ Pre-application Meetings regarding the JPA
- Coordination with Henrico County regarding the proposed JRWA intake location relative to the Cobbs Creek intake location.
- Preparation and participation in the coordination call with Henrico County regarding the concerns regarding the location relative to Cobbs Creek intake.
- Phone and email communications with above parties throughout the invoice period.
- Key personnel related to above activities included Lina Kim (PE II), David Saunders (Sr. Principal) & Joe Hines (Sr. Principal).

**Request for Additional Services above and beyond the tasks in the November 17, 2020 and April 12, 2021 Scope of Services approved by the JRWA:**

Please be advised that Timmons Group has expended just over the \$60,000 limit under the contracts dated November 17, 2020 and April 12, 2021 and are requesting authorization from the JRWA Board to continue Project Management / Coordination Services for an additional \$60,000, to set the limit to \$120,000 total.

We anticipate \$5,000 to \$7,500 effort per month, which equates to approximately 18-27 hrs of Sr. Principal time per month, in Project Management and Coordination services through the end of 2022.

*JRWA – Additional Professional Services Invoices*

*May 2022*

*Page 2 of 2*

<b>Professional Services Thru</b>	<b>Invoice Amount</b>
November 29, 2020	\$5,984.95
December 31, 2020	\$677.50
January 31, 2021	\$1,512.50
February 28, 2021	\$9,379.28
March 28, 2021	\$9,202.50
April 30, 2021	5,115.00
May 31, 2021	4,000.00
June 30, 2021	3,137.50
July 31, 2021	3,127.50
August 30, 2021	3,437.50
September 30, 2021	1,612.50
October 31, 2021	1,512.50
November 30, 2021	2,750.00
December 31, 2021	3,162.50
January 31, 2022	2,750.00
February 28, 2022	5,087.50
<b>Total</b>	<b>\$62,257.50</b>

Thanks for your consideration of the above request and 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

Invoice through April 30, 2022 (Time included is for March 2022 and April 2022)

**JAMES RIVER WATER AUTHORITY**  
**FINANCIAL STATEMENTS**  
**JUNE 30, 2021**

**DRAFT**

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**JAMES RIVER WATER AUTHORITY**

**Financial Statements  
June 30, 2021**

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**Independent Auditors' Report**

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**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, 2021, 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, 2021, 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.

## **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 **DRAFT**, 2022, 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.

Charlottesville, Virginia  
**DRAFT**, 2022

- Financial Statements -

DRAFT

JAMES RIVER WATER AUTHORITY

Statement of Net Position  
June 30, 2021

**Assets**

**Current Assets**

Cash and cash equivalents	\$ 545,922
Accounts receivable	433
Due from other governments	34,804
Restricted Assets:	
Cash and cash equivalents	<u>6,537,897</u>
Total Current Assets	<u>\$ 7,119,056</u>

**Noncurrent Assets**

Capital Assets:

Construction in progress	<u>\$ 3,483,735</u>
Total Assets	<u>\$ 10,602,791</u>

**Liabilities**

**Current Liabilities**

Accounts payable	\$ 37,760
Retainage payable	25,174
Accrued interest payable	78,088
Bond payable, net of bond premium, current portion	<u>209,834</u>
Total Current Liabilities	<u>\$ 350,856</u>

**Noncurrent Liabilities**

Bond payable, net of bond premium, noncurrent portion	<u>\$ 8,032,804</u>
Total Noncurrent Liabilities	<u>\$ 8,032,804</u>
Total Liabilities	<u>\$ 8,383,660</u>

**Net Position**

Net investment in capital assets	\$ 1,247,835
Restricted for debt service	470,450
Unrestricted	<u>500,846</u>
Total Net Position	<u>\$ 2,219,131</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, 2021

---

**Operating Expenses**

Professional fees	\$ 33,100
Bank fees	57
Insurance	<u>1,647</u>
Total Operating Expenses	<u>\$ 34,804</u>

Net Operating Income (Loss) \$ (34,804)

**Nonoperating Revenues (Expenses)**

Interest income	\$ 12,461
Interest expense	<u>(261,598)</u>
Total Nonoperating Revenues (Expenses)	<u>\$ (249,137)</u>

Income (loss) before capital contributions \$ (283,941)

Capital contributions \$ 499,062

Change in net position \$ 215,121

Net position, beginning of year 2,004,010

Net position, end of year \$ 2,219,131

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, 2021

---

**Cash flows from operating activities:**

Payments to suppliers and vendors	\$ <u>(384,171)</u>
Net cash provided by (used for) operating activities	\$ <u>(384,171)</u>

**Cash flows from capital and related financing activities:**

Draws on restricted cash	\$ 498,678
Acquisition of plant and equipment	(208,379)
Capital contributions	500,822
Principal paid on bonds	(150,000)
Interest paid on bonds	<u>(319,707)</u>

Net cash provided by (used for) capital and related financing activities	\$ <u>321,414</u>
--	-------------------

Net increase (decrease) in cash and cash equivalents	\$ <u>(62,757)</u>
--	--------------------

Cash and cash equivalents at beginning of year	\$ <u>608,679</u>
--	-------------------

Cash and cash equivalents at end of year	\$ <u><u>545,922</u></u>
--	--------------------------

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

Operating income (loss)	\$ (34,804)
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	3,875
Increase (decrease) in accounts payable	<u>(353,242)</u>

Net cash provided by (used for) operating activities	\$ <u><u>(384,171)</u></u>
--	----------------------------

**Schedule of non-cash activities:**

Capital asset additions financed by accounts payable	\$ <u><u>35,535</u></u>
--	-------------------------

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

# JAMES RIVER WATER AUTHORITY

## Notes to Financial Statements June 30, 2021

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### **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, 2021 (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 local governments and other public bodies 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 that has received at least two of the following ratings: P-1 by Moody’s Investors Service, Inc.; A-1 by Standard and Poor’s; or F1 by Fitch Ratings, Inc. (Section 2.2-4502), 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, 2021 were rated by Standard & Poor’s and the ratings are presented below using Standard & Poor’s rating scale.

<b>Rated Debt Investments' Values</b>		
<b>Rated Debt Investments</b>	<b>Fair Quality Ratings</b>	
	<b>AAAm</b>	
SNAP	\$ <u>6,537,897</u>	
Total	\$ <u>6,537,897</u>	
<b>Investment maturities in years:</b>		
<b>Investment Type</b>	<b>Fair Value</b>	<b>Less Than 1 Year</b>
SNAP	\$ <u>6,537,897</u>	\$ <u>6,537,897</u>
Total	\$ <u>6,537,897</u>	\$ <u>6,537,897</u>

**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, 2021 (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	\$	249,531
Capital contribution from Louisa		<u>249,531</u>
Total	\$	<u><u>499,062</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, 2021.

**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 \$7,965,491 for design and construction of raw water intake and pump station and raw water pipeline. The amount remaining on the contract is \$7,487,181 at June 30, 2021.

**NOTE 6—CAPITAL ASSETS:**

Capital asset activity for the year was as follows:

	<u>Balance</u> <u>July 1, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2021</u>
Capital assets, not being depreciated:				
Construction in Progress	\$ <u>3,239,821</u>	\$ <u>243,914</u>	\$ <u>-</u>	\$ <u>3,483,735</u>
Total capital assets not being depreciated	\$ <u><u>3,239,821</u></u>	\$ <u><u>243,914</u></u>	\$ <u><u>-</u></u>	\$ <u><u>3,483,735</u></u>

JAMES RIVER WATER AUTHORITY

Notes to Financial Statements  
June 30, 2021 (Continued)

**NOTE 7—LONG-TERM LIABILITIES:**

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

	<u>Balance July 1, 2020</u>	<u>Issuances/ Increases</u>	<u>Retirements/ Decreases</u>	<u>Balance June 30, 2021</u>	<u>Amounts Due Within One Year</u>
Direct Borrowings and Direct Placements:					
VRA Revenue Bond	\$ 7,560,000	\$ -	\$ 150,000	\$ 7,410,000	\$ 155,000
Premium on bonds	888,846	-	56,208	832,638	54,834
Total	<u>\$ 8,448,846</u>	<u>\$ -</u>	<u>\$ 206,208</u>	<u>\$ 8,242,638</u>	<u>\$ 209,834</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>
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>\$ 7,410,000</u>	<u>\$ 4,746,269</u>

JAMES RIVER WATER AUTHORITY

Notes to Financial Statements  
June 30, 2021 (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%	\$ 7,410,000	\$ 155,000
Premium on bonds	<u>832,638</u>	<u>54,834</u>
Total	<u>\$ 8,242,638</u>	<u>\$ 209,834</u>

The Authority is required to separately maintain a reserve to cure any deficiencies in payment by the Authority. The current reserve is \$470,450.

**NOTE 8—DUE FROM OTHER GOVERNMENTS:**

The due from other governments receivable at June 30, 2021 is summarized below:

Fluvanna County	\$ 17,402
Louisa County	<u>17,402</u>
Total	<u>\$ 34,804</u>

- Compliance -

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**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***

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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, 2021, 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 **DRAFT**, 2022.

**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) as a basis for designing 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 financial statements. 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.

Charlottesville, Virginia  
DRAFT, 2022

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## JAMES RIVER WATER AUTHORITY AGENDA ITEM

**Meeting Date:** June 8, 2022

<b>AGENDA TITLE:</b>	James River Water Authority Capital Budget Carryover				
<b>MOTION(s):</b>	<b>I move the James River Water Authority Board approve the carry-over of the unexpended FY21 JRWA Capital Project Budget in the amount of \$6,100,699.75 and reappropriate that amount to the FY22 JRWA Capital Project Budget.</b>				
<b>AGENDA CATEGORY:</b>	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		<b>X</b>			
<b>CONTACT(S):</b>	Eric Dahl, Fluvanna County Administrator				
<b>PRESENTER(S):</b>	Eric Dahl, Fluvanna County Administrator				
<b>RECOMMENDATION:</b>	Approve				
<b>TIMING:</b>	Effective July 1, 2021				
<b>DISCUSSION:</b>	<ul style="list-style-type: none"> <li>At the end of FY21, the remaining James River Water Authority Capital Budget available was \$6,100,699.75</li> <li>It is necessary to carry-over the budget, as the proceeds are restricted and taken out for the benefit of James River Water Authority project.</li> </ul>				
	<b>Category</b>	<b>FY21 Beginning Project Budget</b>	<b>FY21 Expended</b>	<b>FY21 Available Project Budget</b>	
	Design / Build Construction	\$6,117,427.77	0.00	\$6,117,427.77	
	Professional Services	21,185.66	0.00	21,185.66	
	Permitting	129,000.00	154,585.23	-25,585.23	
	Consulting	77,000.00	89,013.14	-12,013.14	
	Postal Services	0.00	315.31	-315.31	
	Contingency	0.00	0.00	0.00	
	<b>TOTALS</b>	<b>\$6,344,613.43</b>	<b>\$243,913.68</b>	<b>\$6,100,699.75</b>	
<b>FISCAL IMPACT:</b>	None, as the debt proceeds were issued for this project in FY16. This action will carry-over the remaining FY21 Capital Budget to FY22.				
<b>POLICY IMPACT:</b>	N/A				
<b>LEGISLATIVE HISTORY:</b>	N/A				
<b>ENCLOSURES:</b>	None				
<b>REVIEWS COMPLETED:</b>	Legal	Finance	Purchasing	HR	Other
		<b>X</b>			