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OPERATING

POLICY

MANUAL

HISTORY AND SUMMARY

Section 1. HISTORY

The Bedford Regional Water Authority ("Authority") was created pursuant to the Water and Sewer Authorities Act Chapter 28, Title 15.1 code of Virginia of 1950, as amended. In accordance with the Reversion Agreement executed in August, 2012, the Authority was created by the Bedford County Board of Supervisors ("Supervisors") by resolution dated November 14, 2012 and the Bedford City Council ("Council") by resolution dated November 27, 2012.

Three (3) of the initial board members were appointed by the Supervisors on November 14, 2012, and three (3) of the initial board members were appointed by the Council on December 11, 2012; the six (6) initial board members then recommended the seventh (7th) board member who was appointed by both the Supervisors and the Council. The State Corporation Commission approved the Articles of Incorporation on December 13, 2012. The first board meeting was held on December 18, 2012.

Section 2. SUMMARY OF SERVICES

A. Water:

- 1. Sources:
 - a. Stoney Creek Reservoir: This reservoir is located at the foothills of the Peaks of Otter, and the water is treated at the Authority's Central Water Treatment Plant ("CWTP") located on Turkey Mountain. The CWTP is rated at 2.63 million gallons per day ("MDG").
 - b. Smith Mountain Lake: The Authority shares joint ownership of the Smith Mountain Lake Water Treatment Plant ("SMLWTP") with the Western Virginia Water Authority ("WVWA"); the plant uses membrane technology to treat water that is withdrawn from Smith Mountain Lake (SML). The SMLWTP is rated at 3.0 MGD, and can be easily expanded to 4.0 MGD through the purchase of additional membrane cartridges that can be easily installed in the treatment process.
 - c. City of Lynchburg: The Authority purchases water from the City of Lynchburg and then distributes this water through the Authority's water systems. Water treated by Lynchburg is sourced from the James River and the Pedlar Reservoir. There is not currently a contract limit to the capacity of the water purchased from Lynchburg, and the City of Lynchburg WTPs are rated at a capacity of 26 MGD.
 - d. Western Virginia Water Authority: The Authority purchases water from the WVWA and then distributes this water through the Authority's Stewartsville system. Water treated by the WVWA is sourced from Carvins Cove and from Spring Hollow.
- 2. Service Areas: A map of the water service areas can be found herein.
 - a. Bedford Central: The Authority provides water to the area inside and around the Town of Bedford. The water for this service area is primarily sourced a blend of water from the CWTP and the SMLWTP.
 - b. Lakes: The Lakes Central distribution service area includes everything south of the Route 24 intersection with Route 122; it includes service to various subdivisions situated adjacent to to SML. The majority of the water for the Lakes Central system comes from the SMLWTP; when necessary, water can also be provided to this system from the CWTP, or from the City of Lynchburg sources. The Authority also owns three (3) independent water

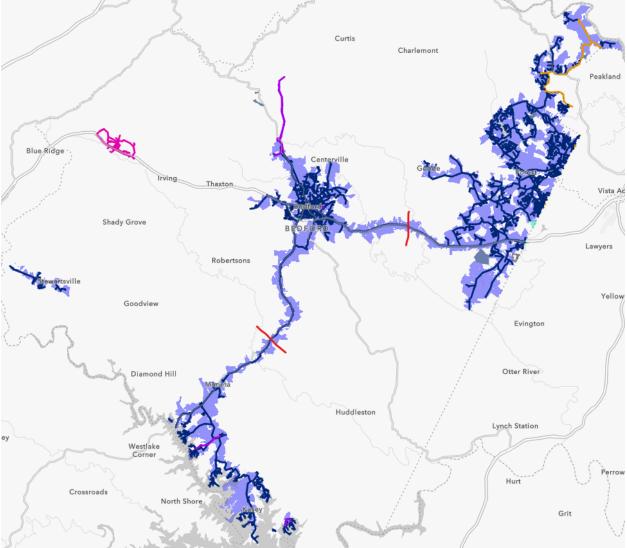


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systems that use wells as the source and they are located in the Mountain View Shores, Paradise Point, and Valley Mills Crossing subdivisions.

- c. Forest Central: The Authority provides water to the Forest, New London, and Boonsboro areas of the County; this water is sourced primarily from a blend of the water from the City of Lynchburg and from the SMLWTP; when necessary, it is also possible to provide water to this service area from the CWTP.
- d. Stewartsville: The Authority owns a water system in the Stewartsville area where water is purchased from the WVWA and then distributed by the Authority. The agreement allows for a purchase up to 1MGD.



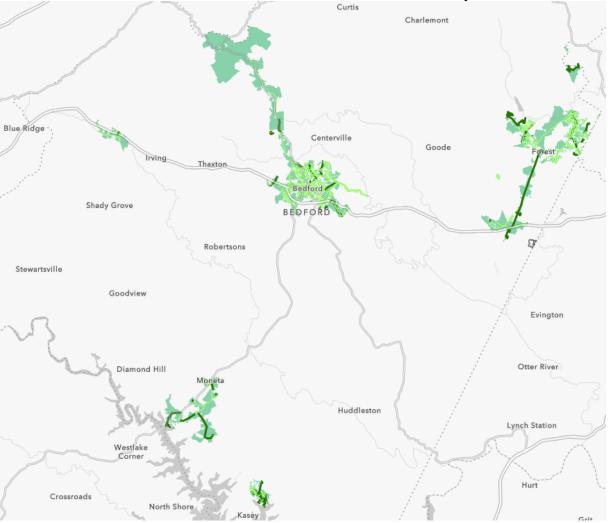


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- B. Wastewater: A map of the wastewater service areas can be found herin.
 - 1. Bedford Central: The Authority provides sewer service inside and around the Town of Bedford using a Wastewater Treatment Plant ("WWTP") located on Orange Street in Bedford. The Central WWTP is rated at 2.0 million gallons a day ("MGD").
 - 2. Forest Central: The Authority provides sewer service to the Forest and New London areas of the County by collecting the wastewater and transmitting it to the Lynchburg Regional WWTP for treatment. The Authority owns 1.0 MGD capacity in the Lynchburg WWTP. The Authority also owns a small 0.01 MGD WWTP in the Cedar Rock Subdivision.
 - 3. Lakes Central: The Authority owns a WWTP in Moneta which provides sewer service to the Lakes community around the 122 corridor; this Moneta WWTP is rated at 0.5 MGD. The Authority also owns a small 0.05 MGD WWTP in the Mariners Landing Subdivision.
 - 4. Montvale: The Montvale WWTP is located behind the Elementary school. It is rated at 0.05 MGD and provides service to the Montvale Elementary School, the Montvale Library, the Montvale Center for Business, and the central Montvale community.





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Section 3. Statistics: As of the July 1, 2024 the Authority had the following:

- A. Number of water customers: 14,861.
 - 1. Bedford Central: 3,806
 - 2. Forest Central: 9,011
 - 3. Lakes Central: 1,901
 - 4. Stewartsville: 143
- B. Number of wastewater customers: 5,884
 - 1. Bedford Central: 3,007
 - 2. Forest Central: 2,230
 - 3. Lakes Central: 635
 - 4. Montvale: 12
- C. Number of Employees: 82.5
 - 1. Customer Service: 8
 - 2. Engineering: 13.5 (1 Part-time = 0.5)
 - 3. Maintenance: 24
 - 4. Water Operations: 10.5 (1 Part-time = 0.5)
 - 5. Wastewater Operations: 13
 - 6. Administration: 8.5 (1 Part-time = 0.5)
 - 7. Information Systems: 2
 - 8. Finance: 3

Section 4. REVISIONS

- A. This policy was approved and adopted by the Authority's Executive Director on December 18, 2013.
- B. This policy was modified with the following amendments:
 - Approved December 9, 2013, effective December 9, 2013:
 a. Policy revised correcting a few typos.
 - 2. Approved October 3, 2022, effective October 3, 2022:
 - a. Added maps of service areas
 - b. Updated Section 2.A to include description of new water assets
 - c. Updated numbers in Section 3 statistics.
 - Approved July 07, 2023, effective July 07, 2023
 a. Updated numbers in Section 3 statistics.
 - 4. Approved January 9, 2025, effective January 20, 2025
 - a. Updated Section 3 statistics.