



**Regular Meeting of the Board of Directors of the
Eastern Shore Broadband Authority
September 23th, 2021
2:00 p.m. at 4174 Lankford Hwy, Exmore, VA 23350**

AGENDA

- 1. Call to Order**
- 2. Agenda Adoption**
- 3. Public Comment**
- 4. Approval of Minutes**
- 5. System Status & Build Report**
- 6. Old business**
 - a. VATI Application**
- 7. New Business**
 - a. Consider Shore Wide Expansion Plans**
 - b. Public Comment Rules**
- 8. Treasurers Report**
- 9. Board Comments**
- 10. Closed Session**
 - a. Personnel Discussion** (Section 2.2-3711 Paragraph 1) ⁽¹⁾
 - b. Contracted Revenue** (Section 2.2-3711 Paragraph 33) ⁽²⁾
- 11. Adjournment**

Next Board Regular Meeting: December 2nd, 2021

1. Closed Session: Section 2.2-3711 of the Code of Virginia of 1950, as amended; (A) Paragraph 1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.

2. Closed Session: Section 2.2-3711 of the Code of Virginia of 1950, as amended; Paragraph 33: Discussion or consideration by a local authority created in accordance with the Virginia Wireless Service Authorities Act (§ 15.2-5431.1 et seq.) of confidential proprietary records and trade secrets excluded from this chapter pursuant to subdivision 19 of § 2.2-3705.6.

MINUTES

Regular Meeting of the Board of Directors of the Eastern Shore of Virginia Broadband Authority

July 22, 2021

Board members in attendance were: John Reiter, Mike Mason, Kelvin Pettit, and Elaine Meil.

ESVBA management participating in the meeting who were in attendance: Robert Bridgham and Leah Hoopes (Secretary)

Members of the public attending were: Patrick Coady, Mike Zodun, Carol Moran, Sue Mastyl

Ms. Reiter called the meeting to order at 2:00 pm.

AGENDA ADOPTION

Ms. Meil moved to adopt the agenda. Mr. Mason seconded. Motion passed unopposed.

PUBLIC COMMENT

Carol Moran (Central) asked for an explanation on the amount she was quoted for install and the process after the fiber is installed.

REVIEW OF MINUTES

Ms. Meil moved to approve the Annual Meeting Minutes and the Regular Board Meeting Minutes from May. Mr. Mason seconded. Motion passed unopposed.

SYSTEM STATUS & BUILD REPORT

1. WiFi Hotspots- There are currently 25 hotspots in service. The construction for McComas Park should be completed in the next few weeks.
2. Residential Broadband- Mr. Bridgham reported that the Authority has 1670 active residential customers. He stated that there are 50 customers in service in Harborton, 22 in Bobtown,

70 in Church Neck, 58 in Sanford, 34 on Cheapside, 4 on Cobbs Station, 80 in Accomac, 6 in Townsend, 67 in Greenbackville, 62 in Atlantic, 49 in Wattsville/Horntown, 64 in Oak Hall, 78 in Hallwood, 40 in Painter/Quinby, 48 in Eastville, 44 in Nassawadox, 9 in Oyster, 161 in Exmore, 52 in Belle Haven, 44 in Cheriton, 30 in Wachapreague, 254 in Onancock, 207 in Cape Charles, 95 in Parksley, 5 in Nocks Landing, 33 in Saxis, and 4 on Chincoteague.

Ms. Meil asked what is the average install cost for residents.

Mr. Bridgham stated that the Authority is funding about \$1200-\$1300 per install.

Mr. Bridgham announced that the Authority has brought on 2 additional underground contractors to help complete the Micro Communities.

3. WISP EVPL Program- Mr. Bridgham informed the BOD that 56 sites are in service, 4 new sites on-order and underway.
4. Microcommunity Program- There are 13 communities that are in service and 5 others that are in various stages of progress.
5. EBB Program- The program had 6 subscribers in June and 24 subscribers in July.
6. 2021 CARES projects in Accomack and Northampton- Mr. Bridgham reported that materials have been ordered and engineering has been complete for 37 of 56 miles and the engineering for Captains Cove has been completed.

OLD BUSINESS.

a. Rate Hearing-

Mr. Bridgham reviewed the new terms for Ethernet Transport and Dedicated Internet.

Mr. Mason moved to adopt the rates as advertised. Ms. Meil seconded. Motion passed unopposed.

NEW BUSINESS.

- a. **Schedule new rate hearing-** Mr. Bridgham explained that last year all of the residential bandwidth speeds were doubled to help the community. He's requesting that the bandwidths stay doubled permanently at the same rate.

- Mr. Mason motioned to advertise the new residential rates. Ms. Meil seconded. After discussion, motion passed unopposed.*
- The Special Meeting is scheduled for October 28, 2021 at 2pm.
- b. **Consider budget amendment-** Mr. Bridgham presented the 3 budget amendment requests to the BOD.
- Ms. Meil motioned to carry forward the \$40k to spend on a van. Mr. Reiter seconded. Motion passed unopposed.*
- Ms Meil motioned to increase the line item to \$8k from the fund balance. Mr. Pettit seconded. Motion passed unopposed.*
- Mr. Mason suggested holding off on item 3 until a final announcement has been made about how the state funds will be allocated
- c. **Consider ESVBA assistance program-** Mr. Bridgham presented the assistance program to the BOD.
- Ms. Meil stated that Section 8 and USDA are not federal public housing. Ms. Meil also commented that the limits on the job loss requirement were too high.
- Mr. Mason motioned to approve the perimeters for the Installation Assistance Program as provided by the Executive Director. Ms. Meil seconded. Motion passed unopposed.*
- d. **Consider shore wide expansion plans-** Mr. Bridgham presented models and suggested having a subcommittee to direct the plan. Mr. Reiter requested that the subcommittee be made up of the Treasurer and the Chair. Mr. Reiter stated that the subcommittee will meet and report results by the next board meeting.
- e. **VATI application-** Mr. Bridgham explained that VATI will fund 80% of a project and the grant would help the Authority expand. He suggested building a cost project for 2 areas in Accomack county and an area in northern Northampton.
- Ms. Meil asked how much in funds the Authority is able to match. Mr. Bridgham replied that the Authority could match \$600k and the counties have ARPA funds available.
- Ms. Meil moved to Authorize the Executive Director to develop and submit a VATI application and the Letter of Intent by the due date. Mr. Mason seconded. Motion passed unopposed.*

TREASURER'S REPORT

None

BOARD COMMENTS

None

CLOSED SESSION

Motion to enter into closed session according to Section 2.2-3711 of the Code of Virginia of 1950, as amended;) Paragraph 1: Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board. Nothing in this subdivision, however, shall be construed to authorize a closed meeting by a local governing body or an elected school board to discuss compensation matters that affect the membership of such body or board collectively. Paragraph 33: Discussion or consideration by a local authority created in accordance with the Virginia Wireless Service Authorities Act (§ [15.2-5431.1](#) et seq.) of confidential proprietary information and trade secrets subject to the exclusion in subdivision 19 of § [2.2-3705.6](#)., made by Ms. Meil, seconded by Mr. Pettit. The following board members were present: Mr. Mason, Mr. Reiter, Mr. Pettit, and Ms. Meil and voted affirmative.

After closed session, the Chair reconvened the meeting. Motion was made by Ms. Meil, seconded by Mr. Pettit that the Board had entered the closed session for that purpose as set out in Paragraph 1 and 33 of Section 2.2-3711 of the Code of Virginia of 1950, as amended. Roll call vote taken Vote was that no other business discussed than as advised in Paragraph 1 and 33. The following board members were present: Mr. Mason, Mr. Reiter, Mr. Pettit, and Ms. Meil and voted affirmative.

ADJOURNMENT

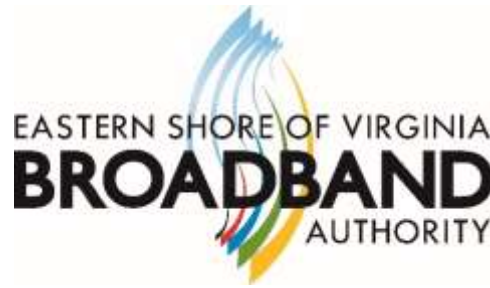
The meeting was adjourned at 3:26pm.

These minutes were approved at the _____ meeting of
the Board of Directors of ESVBA.

Presiding Officer

Copy teste:

Leah Hoopes, Secretary



Status Report

September 2021

Status Report Topics

1. WiFi Hotspots
2. Residential Broadband
3. WISP EVPL Program
4. Microcommunity Program
5. EBB Program
6. 2021 CARES projects in Accomack & Northampton

WiFi Hotspots

- 25 WiFi Hotspots online and the report is attached.
- We also have one further county-funded hotspot at McComas Park which should be online this week.

Residential Broadband

- We have continued to double all residential services from their base rates to help subscribers during the COVID-19 emergency

Residential Report as of 9/19/2021

Area	Date Opened	# of Homes	Number of Active Customers	% Active Customers	Number of Signed customers pending construction	% Signed awaiting install	Combined Take Rate (active + signed)	Number of customers with contracts	% Awaiting cust signature
Harborton	Nov-16	142	52	36.62%	0	0.00%	36.62%	2	1.41%
Bobtown/Pungoteague/Keller	Mar-17	513	21	4.09%	2	0.39%	4.48%	0	0.00%
Church Neck	Mar-17	157	71	45.22%	5	3.18%	48.41%	0	0.00%
Sanford	Dec-17	306	66	21.57%	6	1.96%	23.53%	1	0.33%
Cheapside	Dec-17	197	32	16.24%	1	0.51%	16.75%	1	0.51%
Cobbs Station	Dec-17	105	4	3.81%	0	0.00%	3.81%	0	0.00%
Accomac	Dec-17	648	83	12.81%	9	1.39%	14.20%	0	0.00%
Townsend/Latimer Siding	Jan-18	80	6	7.50%	0	0.00%	7.50%	0	0.00%
Greenbackville	Jan-18	294	99	33.67%	13	4.42%	38.10%	2	0.68%
Atlantic	Mar-18	219	60	27.40%	4	1.83%	29.22%	0	0.00%
Wattsville-Horntown	Mar-18	262	57	21.76%	10	3.82%	25.57%	1	0.38%
Oak Hall	May-18	218	60	27.52%	5	2.29%	29.82%	1	0.46%
Hallwood	May-18	740	75	10.14%	3	0.41%	10.54%	0	0.00%
Quinby/Painter	Jun-18	354	49	13.84%	8	2.26%	16.10%	1	0.28%
Eastville	Jun-18	436	54	12.39%	1	0.23%	12.61%	1	0.23%
Nassawadox	Aug-18	455	43	9.45%	17	3.74%	13.19%	1	0.22%
Oyster	Aug-18	87	8	9.20%	0	0.00%	9.20%	0	0.00%
Exmore	Sep-18	740	178	24.05%	41	5.54%	29.59%	8	1.08%
Belle Haven	Sep-18	478	51	10.67%	1	0.21%	10.88%	2	0.42%
Cheriton	Oct-18	236	47	19.92%	0	0.00%	19.92%	0	0.00%
Wachapreague	Oct-18	300	34	11.33%	1	0.33%	11.67%	1	0.33%
Onancock	Nov-18	1907	258	13.53%	13	0.68%	14.21%	2	0.10%
Cape Charles	Nov-18	910	204	22.42%	18	1.98%	24.40%	3	0.33%
Parksley	Jan-19	896	98	10.94%	43	4.80%	15.74%	1	0.11%
Nocks Landing	Jan-19	88	5	5.68%	0	0.00%	5.68%	0	0.00%
Chincoteague	Jan-19	1345	4	0.30%	1	0.07%	0.37%	0	0.00%
Saxis	May-20	248	33	13.31%	3	1.21%	14.52%	0	0.00%
Tangier	May-21	342	0	0.00%	61	17.84%	17.84%	1	0.29%

Totals: 12,703 1,752 266 29

WISP EVPL Program

- Fifty-six (58) sites in service, two (2) new sites on-order and underway (one has been on hold for quite some time).
- Bandwidth upgrades have been provisioned for several towers and sites continue to be added.
- We are also still processing several migrations from the WISPs on the Eastern Shore

Microcommunity Program

- There now 15 microcommunities in-service and operational, 4 that are partially in-service awaiting the remaining few turn-ups, 5 additionally being constructed currently.
- We have 7 approved microcommunities representing 36-homes that have been approved and are in-progress of being constructed.

EBB Program

- As of September 1, 2021, we have 45 residents enrolled in the EBB program and have claimed and saved \$1,607.71 for those 45 people.

2021 CARES projects in Accomack & Northampton

The ESVBA has worked with both Accomack & Northampton to prepare MOUs for construction of projects in both Counties. The MOUs for both counties are complete. We have verified routes that are not currently 100% covered and notified counties for those areas that are no longer eligible as well as working on additional areas to reuse the funding. Materials have been ordered to prepare for the builds and engineering is complete for 36.68miles of extensions of the 56.13 currently planned. The Captains Cove community has been fully engineered and is ready for construction as funding becomes available. Several areas are constructed and construction is underway on others (see below).

2020-21 Cares Act Buildout Summary

County	Name	Extensions						Date Const Complete
		Total Length (miles)	Miles Engineered	% engineered	Date Eng Complete	Miles Built	% Built	
ACK	Bayside Deep Creek to Lee Mont	3.83	3.85	100%	8/29/21			
ACK	Matthews Rd	3.93	5.04	100%	8/19/21			
ACK	Nandua Rd	1.26	1.64	100%	4/29/21		0%	
ACK	North Metompkin	3.44	4.59	100%	5/4/21	4.59	100%	9/1/21
ACK	Red Hill/Seaside	6.00	4.45	100%	6/8/21			
ACK	Upshurs Neck	2.67	2.64	100%	7/22/21			
ACK	Wisharts Point	1.40	1.73	100%	8/19/21			
ACK	Shell Bridge Rd	2.13	2.39	100%	9/1/21			
ACK	McComas Park	1.71	1.71	100%	3/16/21	1.10	64%	
ACK	Chincoteague Rd	Rejected, currently served						
ACK	Coal Kiln rd	Rejected, currently served						
ACK	Daugherty Rd	Rejected, currently served						
ACK	Dogwood Dr	Rejected, currently served						
ACK	Greta Rd	Rejected, currently served						
ACK	Hacksneck Rd	Rejected, currently served						
ACK	Nelsonia Rd	Rejected, currently served						
ACK	Redbank	1.57	1.57	100%	8/21/21			
ACK	Captains Cove	18.29	18.29	100%	6/15/21			
NHC	Cherrystone Inlet	2.37	2.07	100%	4/27/21	2.07	100%	6/15/21
NHC	Hungars Beach	2.82	2.37	100%	4/23/21	1.70	72%	
NHC	Pine Meadows Way	0.56	0.71	100%	4/28/21	0.00	0%	
NHC	TB Road	1.32	1.37	100%	4/23/21	1.37	100%	8/15/21
NHC	Wellington Neck	3.01	3.91	100%	4/27/21	2.30	59%	
NHC	Brickhouse	Rejected, currently served						
NHC	Battle Point	Rejected, currently served						
NHC	Treherneville	Rejected, currently served						
NHC	Heron Drive Proposed	1.39	Awaiting county approval					

2020-21 Cares Act Buildout Summary

County	Name	MicroCommunities						
		Total Length (miles)	Miles Engineered	% engineered	Date Eng Complete	Miles Built	% Built	Date Const Complete
ACK	Big Rd							
ACK	Bogues Bay *							
ACK	Creek Bluff							
ACK	Dix Farm *							
ACK	Doe Crossing							
ACK	Evergreen Ln							
ACK	Locust Grove							
ACK	Ox Hearth-Bethel Church							
ACK	Metompinkinview *							
ACK	Hillsborough	Rejected, currently served						
NHC	Holly Dale							
NHC	Johnson Point							
NHC	Kiptopeke Condos							
NHC	Locust Lawn							
NHC	Saltworks *	2.26	2.26	100%	4/23/21	2.26	100%	
NHC	Sunset Way							
NHC	Yarmouth							
NHC	Butlers Bluff	Rejected, currently served						
NHC	Ocohanock Blvd	Rejected, currently served						

Overview



Total APs

20

Total Traffic

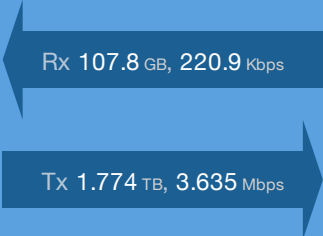
1.88 TB

Avg Rate

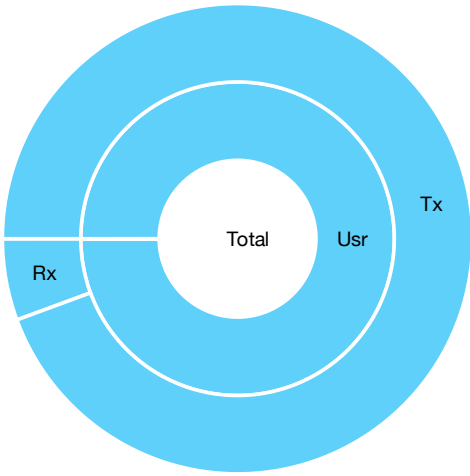
3.85 Mbps

Total Clients

117



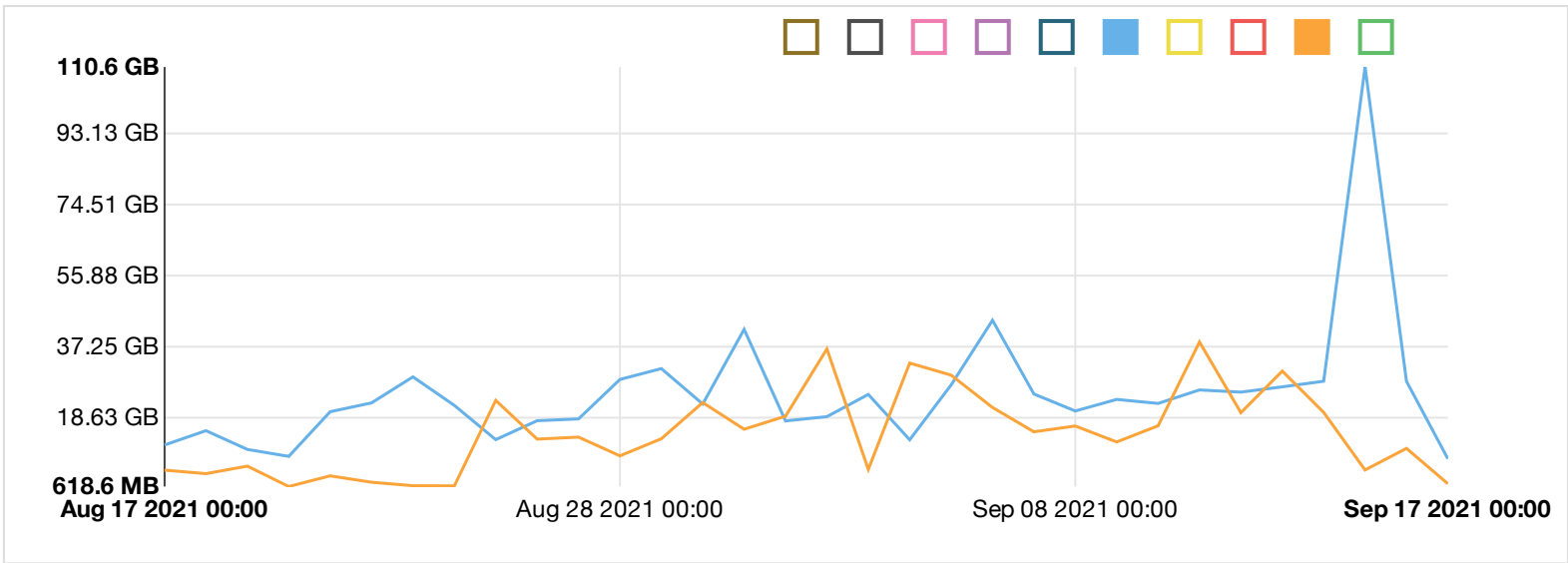
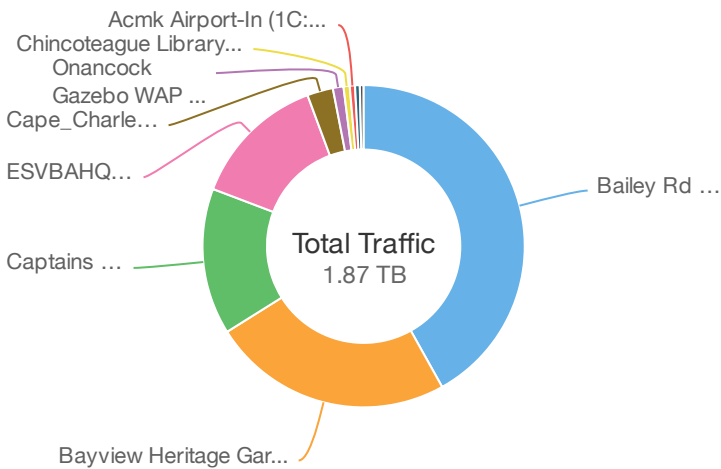
Traffic Distribution



Top APs by Traffic

Total Traffic

1 day



Top APs by Traffic

These APs consume 99.47 % (1.87 TB) of the total traffic (1.88 TB).

Top 10 APs

Index	AP Name	AP IP Address	Rx	Tx	Total Traffic	Clients
1	Bailey Rd Apartments	10.32.18.46	20.97 GB	781.3 GB	802.2 GB	10
2	Bayview Heritage Gar...	10.32.18.66	10.74 GB	452.4 GB	463.1 GB	16
3	Captains Cove Marina ...	10.32.18.28	14.59 GB	266.5 GB	281.1 GB	6
4	ESVBAHQ Main Off	10.32.18.50	19.31 GB	240.4 GB	259.7 GB	21
5	Cape_Charles_Museum	10.32.18.69	34.24 GB	15.36 GB	49.61 GB	3
6	Onancock Gazebo WAP	10.32.18.100	1019 MB	19.36 GB	20.36 GB	2
7	Chincoteague Library ...	10.32.18.25	218.3 MB	11.91 GB	12.12 GB	5
8	Acmk Airport-In	10.32.18.17	2.886 GB	6.923 GB	9.808 GB	21
9	Pine St Apartments	10.32.18.101	1.67 GB	7.677 GB	9.346 GB	5
10	BloxomTowerAP01	10.32.18.35	855.2 MB	6.182 GB	7.017 GB	1

ESVBA Sites

PRODUCT
IBR900

NCOS VERSION
71.30

ACCOUNT
Accomack County School Dist, VA

Home

GeoView

Routers

Data Usage

Health

Settings

Summary

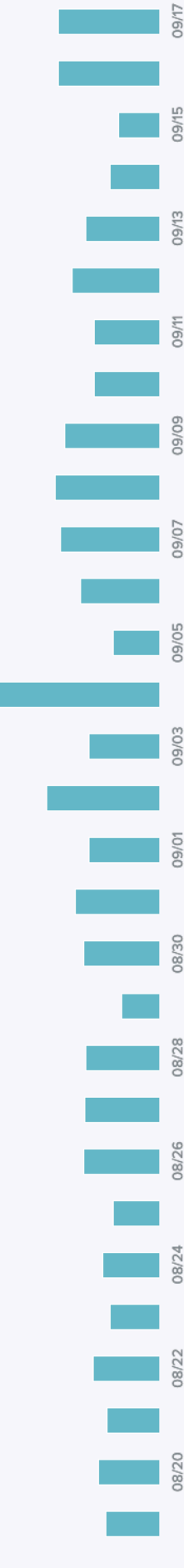
WAN

Client

37.3 GB

18.6 GB

0.0 B



Name	Total Data ↓	Ethernet	Wifi as WAN	Modems
ESVBA Johnson CT	361.9 GB	361.9 GB	0.0 B	0.0 B
ESVBA Dreamland 2	116.1 GB	116.1 GB	0.0 B	0.0 B
ESVBA Seaside Trailer Park	73.3 GB	73.3 GB	0.0 B	0.0 B
ESVBA Pettit Trailer Park Mappsville	140.2 MB	140.2 MB	0.0 B	0.0 B

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Tangier	May-21	342	0	0.00%	61	17.84%	17.84%	1	0.29%

Totals: 12,703 1,752

266

29

Buildout Summary

Extensions							
Name	Total Length (miles)	Miles Engineered	% engineered	Date Eng Complete	Miles Built	% Built	Date Const Complete
Accomac to Centerville	2.11	2.14	101%	11/7/19	2.14	102%	6/10/20
Craddockville	3.69	0.61	16%	9/18/19	0.61	17%	4/18/20
Craddockville to Boston	7.12	11.84	166%	9/4/19	11.84	166%	4/18/20
Boston							
Boston to Pungoteague							
Bobtown Rd to Savageville Rd	2.79	2.86	103%	8/16/19	2.86	102%	6/15/20
Capeville	8.23	8.43	102%	8/1/19	8.23	100%	10/1/20
Capeville pt2							
Seaview to Capeville							
Seaview							
Assawoman	2.83	3.00	106%	11/7/19	2.83	100%	3/5/21
Cats Bridge	1.57	2.25	144%	10/29/19	2.25	144%	4/21/20
Birdsnest	1.72	1.83	107%	6/21/19	1.83	100%	4/1/20
Centerville to Gargatha	4.08	2.68	66%	9/11/19	2.68	66%	6/21/20
Nelsonia to Gargatha							
Deep Creek	12.17	12.54	103%	9/24/19	12.17	100%	10/23/20
Plantation							
Chesconessex North							
New Branch to Deep Creek							
Silver Beach	10.30	11.18	109%	6/20/19	11.18	109%	10/19/20
Silver Beach Tower Site	0.88	1.51	172%	9/10/19	1.51	172%	10/19/20
Big Pine Rd	2.00	3.09	154%	8/15/19	3.09	154%	5/1/20
Cashville	4.80	4.10	85%	8/16/19	4.78	117%	9/20/19
Nassawadox to Hare Valley	1.37	0.87	63%	2/26/19	0.87	100%	3/15/19
Smith Beach	4.39	4.39	100%	6/3/19	4.39	100%	3/20/20
Smith Beach pt2							
Cheriton Exmore	17.48	18.39	105%	5/1/20	16.50	94%	
Hopkins to Parksley	3.65	5.00	137%	8/16/19	5.00	137%	2/15/20
Pungoteague Rd	2.61	2.76	105%	9/11/19	2.76	106%	7/29/20
Bloxom East	4.07	3.94	97%	6/27/19	3.94	97%	3/15/20
Bloxom to Guilford							
Franktown	0.99	1.18	119%	4/26/19	1.80	153%	5/30/19
Wilsonia Neck	3.41	4.54	133%	4/26/19	5.46	120%	7/1/19
Mill Dam Rd	0.63	0.91	146%	11/5/19	0.91	146%	6/29/20
Saxis	4.92	4.92	100%	5/15/19	4.92	100%	5/16/20
Country Club Rd	1.78	2.66	149%	12/11/19	2.46	138%	

Buildout Summary

Towns							
Name	Total Length (miles)	Miles Engineered	% engineered	Date Eng Complete	Miles Built	% Built	Date Const Complete
Belle Haven	1.23	1.06	87%	10/24/19	1.00	82%	
Cape Charles	4.51	4.51	100%	6/5/19	6.23	138%	8/30/19
Cheriton	3.64	3.87	106%	12/4/20	3.60	93%	
Eastville	3.10	3.42	110%	7/10/19	4.69	137%	9/10/19
Exmore	7.14	6.47	91%	10/10/19	6.47	91%	9/25/20
Nasswadox	2.03	1.65	81%	5/2/19	1.65	100%	4/1/20
Accomac	1.67	1.09	65%	8/22/19	1.09	100%	2/1/20
Bloxom	5.09	4.92	97%	6/27/19	4.92	100%	3/12/21
Hallwood	1.15	1.39	121%	6/3/19	1.39	100%	2/1/20
Keller	1.80	1.77	98%	5/21/19	1.85	105%	7/22/19
Onancock	7.48	6.76	90%	7/10/19	9.26	137%	12/1/19
Onley	2.57	2.81	109%	5/23/19	4.78	170%	7/31/19
Painter	2.87	3.99	139%	5/16/19	3.95	99%	5/13/20
Saxis	1.91	1.69	88%	5/15/19	1.69	100%	5/16/20
Tangier	2.06	2.42	118%	9/25/19	2.42	117%	7/18/21
Wachapreague	3.34	2.21	66%	6/14/19	3.01	136%	7/15/19
Melfa	3.37	4.10	121%	7/2/19	4.10	100%	5/13/20
Parksley	7.43	5.52	74%	10/11/19	5.52	100%	12/15/19
Chincoteague	32.03	24.88	78%	1/7/20	9.20	29%	6/15/21

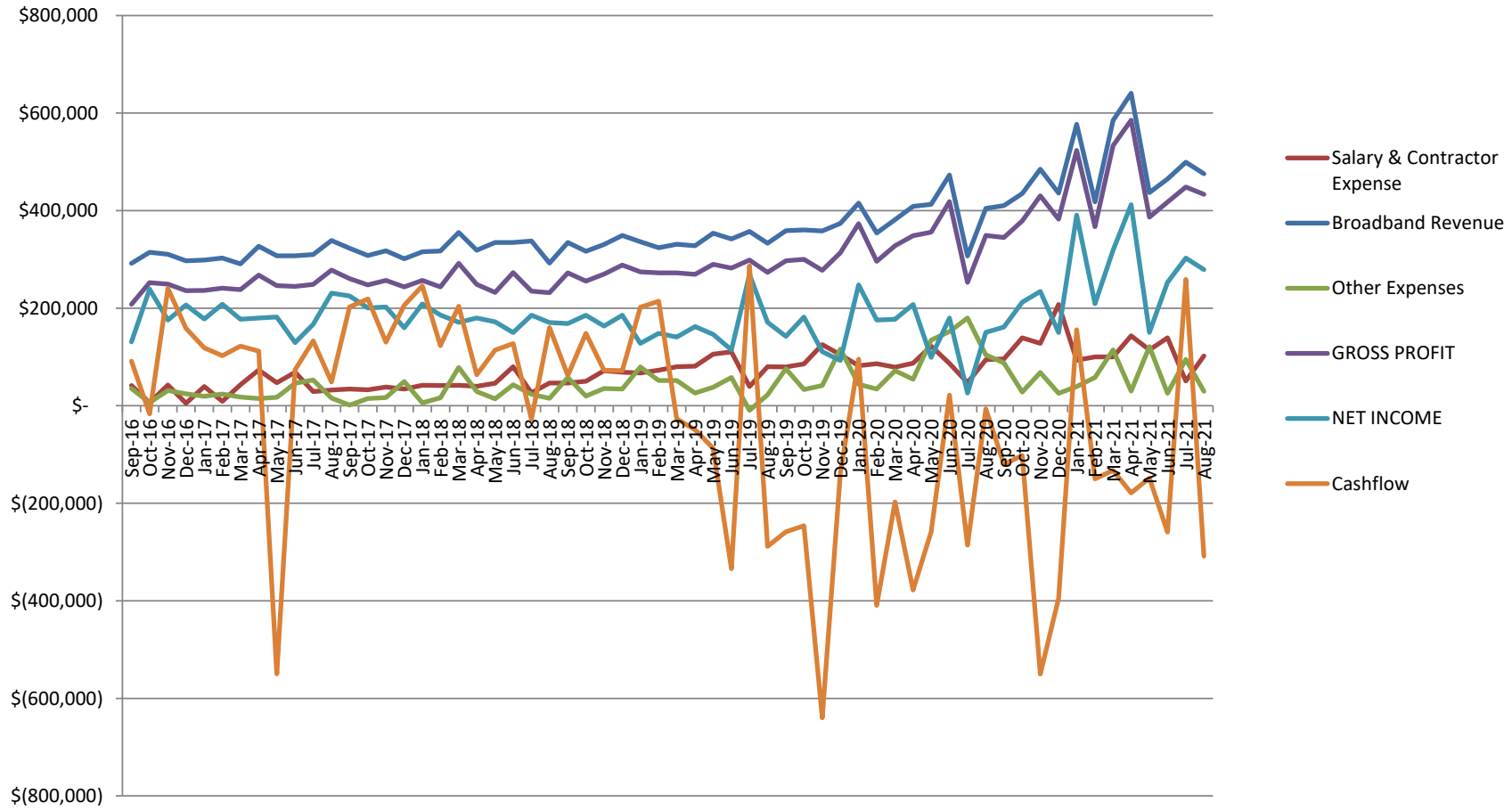
Statistics

Total Miles Planed in AC:	<u>143.45</u>
Total Miles Engineered in AC:	<u>139.98</u>
Total Miles Built in AC:	<u>128.27</u>

Total Miles Planed in NHC:	<u>60.56</u>
Total Miles Engineered in NHC:	<u>62.16</u>
Total Miles Built in NHC:	<u>65.56</u>

Total Miles Planed:	<u>204.01</u>
Total Miles Engineered:	<u>202.14</u>
Total Miles Built:	<u>193.83</u>

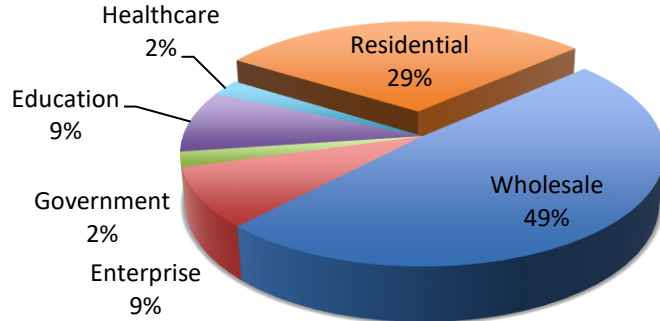
Sep '16 to Aug '21 Financials



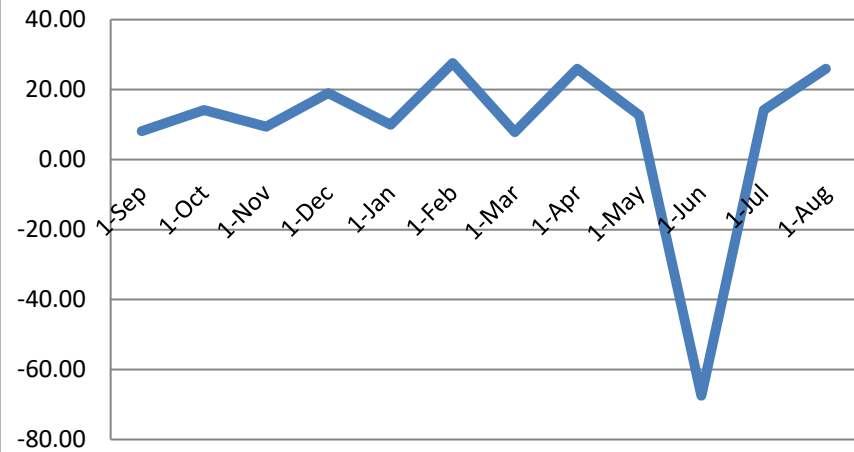
ESVBA Dashboard - September 2021

Financial Data

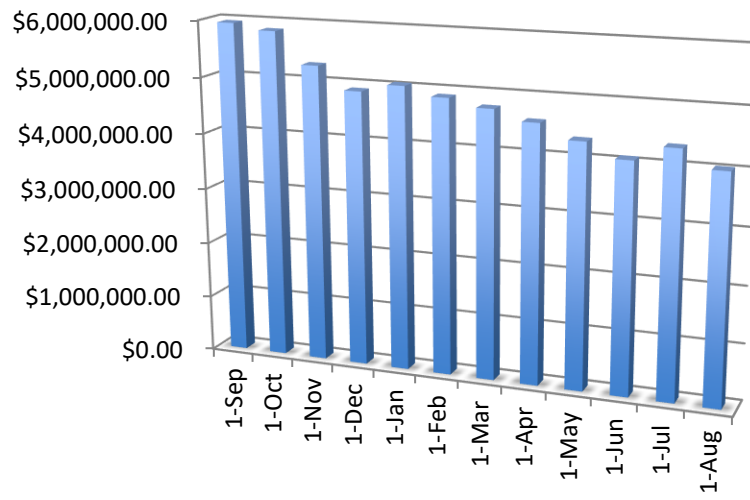
Revenue by Sector as of August 2021



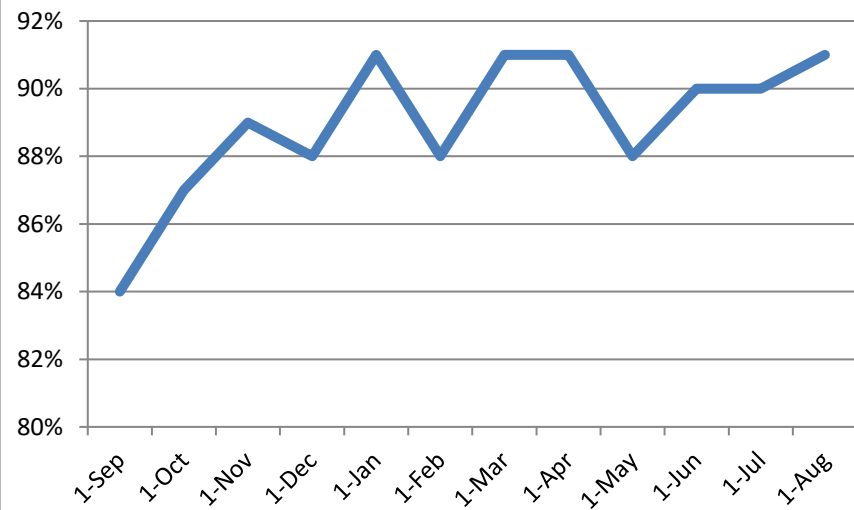
Quick Ratio



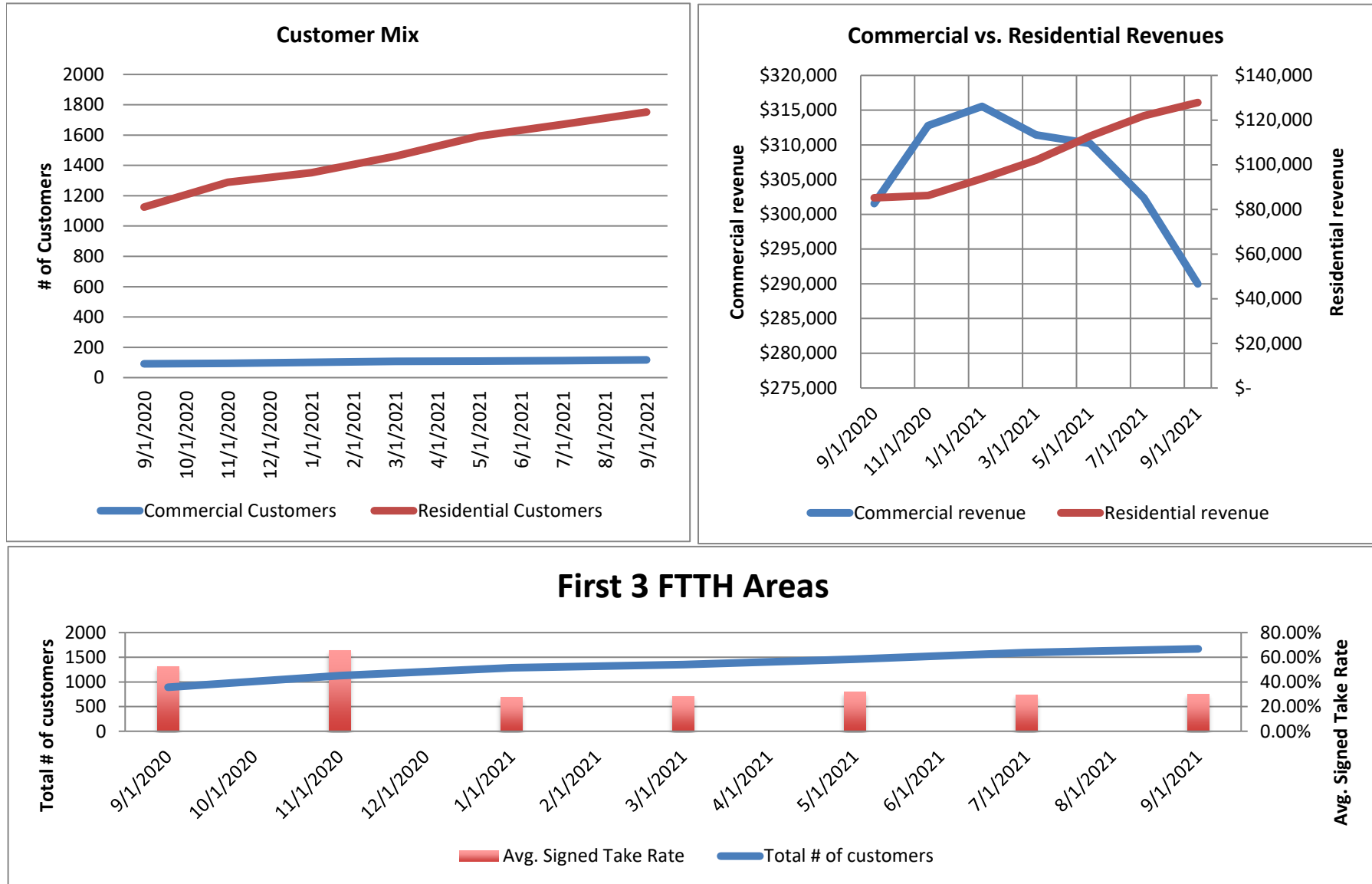
Cash & Cash Equivalents



GROSS PROFIT MARGIN



ESVBA Dashboard - September 2021



Eastern Shore of Virginia Broadband Authority

Board Balance Sheet

End of Aug 2021

Financial Row	Amount
ASSETS	
Current Assets	
Bank	
10010 - General Operating Account - BB&T (0720)	\$585,341.88
10020 - Capital Expansion Account - BB&T (0747)	\$619,845.35
10030 - Equipment Accrual - BB&T (0739)	\$699,251.70
10160 - Annual Accrual - BB&T (7622) Savings Acct	\$1,213,297.30
10165 - Expansion Proceeds BB&T Savings Acct (0070)	\$815,828.07
10180 - Merchant Services - BB&T (8016)	\$89,012.83
10990 - Petty Cash	\$150.00
Total Bank	\$4,022,727.13
Accounts Receivable	
11000 - Accounts Receivable	\$355,675.12
11010 - Reserve for Bad Debt	(\$123,224.63)
Total Accounts Receivable	\$232,450.49
Other Current Asset	
11900 - Undeposited Funds	\$2,503.29
13100 - Inventory Asset	\$1,238,704.63
15000 - Plant in Service	\$16,728.56
Total Other Current Asset	\$1,257,936.48
Total Current Assets	\$5,513,114.10
Fixed Assets	
14100 - General Furniture Fixtures	\$42,727.66
14199 - Accumulated Depreciation - Furniture	(\$18,932.85)
14200 - Equipment:Computers, Printers, Equip, Software	\$81,329.55
14299 - Accumulated Depreciation - Equipment	(\$102,899.60)
15010 - Physical Plant Structure	\$18,777,082.21
15020 - Physical Plant Electronics	\$4,212,543.88
15040 - Physical Plant Towers	\$178,840.58
15050 - Physical Plant Mobile - (Mobile Carriers & Generators)	\$101,446.32
15060 - Physical Plant Huts	\$187,497.91
15070 - Physical Plant Tools & Equipment	\$22,918.39
15098 - Accumulated Depreciation - Plant In Service	(\$6,922,741.67)
15100 - Physical Plant Network & Software	\$21,885.09
15199 - Accumulated Depreciation - Software	(\$53,759.47)
15200 - Vehicles & Equipment	\$713,830.25
15299 - Accumulated Depreciation - Vehicles	(\$308,330.68)
16000 - Railway Easement	\$250,000.00
17000 - Land	\$10,000.00
Total Fixed Assets	\$17,193,437.57
Total ASSETS	\$22,706,551.67
Liabilities & Equity	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	\$84,787.53
20050 - Accrued Interest Payable	\$33,995.67
Total Accounts Payable	\$118,783.20
Credit Card	
21010 - BB&T Visa 5701 LH	\$3,281.32
21030 - BB&T Visa 5340 RB	\$1,224.55
21040 - BB&T Visa 7215 TE	\$243.13
21060 - BB&T Visa 5625 KB	\$469.00
Total Credit Card	\$5,218.00
Other Current Liability	

20010 - Accrued Purchases	\$45,154.03
24010 - Direct Deposit Liabilities:USAC Reimbursements Deposits	(\$3,075.68)
25000 - ESVBA Installation Assistance Program	(\$3,150.00)
26100 - USAC Tax Payable	\$9,150.86
26200 - Va Communications Tax	\$1,213.46
26300 - VA Sales & Use Tax	(\$18.42)
Total Other Current Liability	\$49,274.25
Total Current Liabilities	\$173,275.45
Long Term Liabilities	
27500 - BB&T Loan for Expansion	\$4,594,000.00
28000 - Deferred Income	\$191,238.32
Total Long Term Liabilities	\$4,785,238.32
Equity	
Retained Earnings	\$17,145,920.91
Net Income	\$602,116.99
Total Equity	\$17,748,037.90
Total Liabilities & Equity	\$22,706,551.67

Eastern Shore of Virginia Broadband Authority
Board Income Statement
Jul 2021, Aug 2021

Financial Row	Jul 2021 Amount	Aug 2021 Amount	Total Amount
Income			
40000 - Broadband Income			
Education Income	\$55,069	\$38,186	\$93,255
Enterprise Income	\$37,000	\$37,350	\$74,351
Government Income	\$9,362	\$9,362	\$18,725
Medical Income	\$10,204	\$10,204	\$20,408
Other Income	\$333	\$0	\$333
Residential Income	\$130,066	\$127,731	\$257,797
Wholesale Income	\$216,748	\$211,799	\$428,547
Total - 40000 - Broadband Income	\$458,782	\$434,633	\$893,415
40900 - Installation Income			
Enterprise Income	\$0	\$250	\$250
Government Income	\$29,665	\$0	\$29,665
Residential Income	\$9,375	\$39,750	\$49,125
Wholesale Income	\$1,701	\$1,051	\$2,752
Total - 40900 - Installation Income	\$40,741	\$41,051	\$81,791
46400 - Other Income			
Other Income	\$0	\$65	\$65
Wholesale Income	\$150	\$150	\$300
Total - 46400 - Other Income	\$150	\$215	\$365
46460 - Interest Income			
Other Income	\$142	\$142	\$284
Total - 46460 - Interest Income	\$142	\$142	\$284
Total - Income	\$499,814	\$476,041	\$975,855
Cost Of Sales			
50100 - Cost of Goods Sold:Internet Access	\$6,678	\$6,678	\$13,357
50300 - Cost of Goods Sold:3rd Party Dark service	\$27,270	\$27,270	\$54,540
50400 - Cost of Goods Sold:Utility Locates	\$233	\$186	\$419
50500 - Cost of Goods Sold:Pole Attachments	\$0	\$680	\$680
50600 - Cost of Goods Sold:3rd Party Transport	\$12,468	\$69	\$12,536
51010 - Cost of Goods Sold:Collocation/Hut Expense:Utilities	\$2,528	\$4,810	\$7,338
51020 - Cost of Goods Sold:Collocation/Hut Expense:Phone, Communic.	\$142	\$142	\$283
51030 - Cost of Goods Sold:Collocation/Hut Expense:Fuel	\$56	\$62	\$118
51090 - Cost of Goods Sold:Collocation/Hut Expense:Maintenance	\$1,651	\$2,425	\$4,076
Total - Cost Of Sales	\$51,025	\$42,321	\$93,347
Gross Profit	\$448,789	\$433,720	\$882,509
Expense			
61200 - Payroll Expenses:Wages & Benefits	\$50,809	\$102,282	\$153,091
62100 - Sales and Marketing:Sales Commissions	\$0	\$214	\$214
62200 - Sales and Marketing:Marketing and Promotions	\$99	\$0	\$99
63100 - Travel and Meetings:Conference, Convention, Meeting	\$0	\$2	\$2
63200 - Travel and Meetings:Mileage/Tolls Reimbursement	\$1,166	\$707	\$1,873
63400 - Travel and Meetings:Meals & Entertainment	\$258	\$158	\$416
63500 - Travel and Meetings:Other Travel	\$178	\$329	\$507
64100 - Advertising Expenses	\$0	\$51	\$51
64200 - Bank Charges & Fees	\$2,087	\$1,823	\$3,910
64300 - Dues, Subscriptions, Books	\$68	\$262	\$330
64320 - Dumpster/Trash Removal	\$188	\$186	\$374
64370 - Janitorial Services	\$695	\$640	\$1,335
64400 - Office Supplies & Expense	\$1,297	\$785	\$2,082
64420 - Printing and Copying	\$203	\$69	\$272
64450 - Postage, Mailing & Shipping	\$226	\$31	\$257
64460 - Office IT Hardware/Software	\$4,186	\$4,146	\$8,332
64470 - Office Maintenance & Repair	\$390	\$350	\$740
64480 - Rent or Lease Payments	\$64,950	\$2,550	\$67,500

64630 - Staff Development	\$451	\$1,060	\$1,511
64700 - Taxes	\$1,438	\$0	\$1,438
64750 - Telephone & Telecommunications	\$566	\$577	\$1,143
64760 - Mobile Phones	\$80	\$360	\$440
65200 - Professional Services:Legal Fees	\$3,079	\$560	\$3,639
67300 - Vehicle Fuel	\$2,913	\$2,973	\$5,886
67400 - Vehicle & Equip Maintenance & Repair Expenses	\$2,949	\$1,599	\$4,548
68100 - Physical Plant Maintenance/Agreements/Warranties/Software	\$307	\$0	\$307
68200 - Physical Plant Permits & Fees	\$1,251	\$1,848	\$3,099
68300 - Physical Plant Repairs	\$1,179	\$1,410	\$2,589
68400 - Physical Plant Tools & Safety Equipment	\$6,970	\$6,430	\$13,400
68500 - Physical Plant Shipping Freight & Delivery	\$496	\$508	\$1,004
Total - Expense	\$148,481	\$131,911	\$280,392
Net Income	\$300,308	\$301,809	\$602,117

Eastern Shore of Virginia Broadband Authority
Board Cash Flow Statement
Jul 2021, Aug 2021

Financial Row	Jul 2021 Amount	Aug 2021 Amount
Operating Activities		
Net Income	\$300,307.88	\$301,809.11
Adjustments to Net Income		
Accounts Receivable	\$101,133.31	(\$62,376.67)
Inventory Asset	\$3,634.59	\$45,927.94
Accounts Payable	\$157,237.51	(\$196,785.50)
Sales Tax Payable	\$5,274.42	\$5,068.29
Other Current Liabilities	\$24,195.73	\$23,136.33
Total Adjustments to Net Income	\$291,475.56	(\$185,029.61)
Total Operating Activities	\$591,783.44	\$116,779.50
Investing Activities		
Fixed Asset	(\$331,762.96)	(\$424,361.07)
Total Investing Activities	(\$331,762.96)	(\$424,361.07)
Financing Activities		
Long Term Liabilities	(\$1,050.76)	(\$1,050.76)
Total Financing Activities	(\$1,050.76)	(\$1,050.76)
Net Change in Cash for Period	\$258,969.72	(\$308,632.33)
Cash at Beginning of Period	\$4,074,893.03	\$4,333,862.75
Cash at End of Period	\$4,333,862.75	\$4,025,230.42

Agenda Item: Draft Board of Directors Public Comment Rules

Summary: During the ESVBA Board of Directors meetings, we want to make clear what the rules are regarding what should and should not be allowed during the public comment periods as well as what is acceptable and how much time each member of the public is permitted to speak

Proposed Rules:

- A. Public comments shall not address matters on the public hearing calendar for the day.
- B. No individual citizen shall be permitted to address the Board for more than four (4) minutes.
- C. The chairman shall allocate the time among the speakers in an equitable manner.
- D. Individuals who have previously spoken on a subject at a public hearing shall not be allowed to readdress the Board during the citizens comment period.
- E. Specific questions should be resolved prior to the meeting by contacting a Board member or the appropriate staff member.
- F. Anyone who would like to present a PowerPoint presentation for a public meeting has to present the presentation 24 hours in advance for review by staff for appropriateness.
- G. Questions shall be directed to the Chairman, who will, at his/her discretion, solicit the response from the appropriate person.

The Chair has the right and duty to maintain proper order in accordance with these rules.

Proposed Motion:

The ESVBA Board adopt the rules as outlined above as rules for public comment during any and all future ESVBA Board of Directors meetings.