



**Regular Meeting of the Board of Directors of the  
Eastern Shore Broadband Authority  
December 2<sup>nd</sup>, 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**
  - b. Consider Shore Wide Expansion Plans**
- 7. New Business**
  - a. ESVBA 2022 Board Meeting Schedule**
- 8. Treasurers Report**
- 9. Board Comments**
- 10. Closed Session**
  - a. Personnel Discussion** (Section 2.2-3711 Paragraph 1) <sup>(1)</sup>
  - b. Contracted Revenue** (Section 2.2-3711 Paragraph 33) <sup>(2)</sup>
- 11. Adjournment**

*Next Board Regular Meeting: January 20<sup>th</sup>, 2022*

**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**

**September 23, 2021**

Board members in attendance were: John Reiter, Mike Mason, Charles Kolakowski, 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: Larry Breech, Sue Mastyl

Mr. 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**

Larry Breech asked for some clarification on the Micro Community process and also for an update on when he will receive service.

Sue Mastyl expressed her concerns about the lack of communication with a recent outage and issues with the portal.

### **REVIEW OF MINUTES**

*Ms. Meil moved to approve the Regular Board Meeting Minutes from July. Mr. Mason seconded. Mr. Kolakowski abstained. Motion passed unopposed.*

### **SYSTEM STATUS & BUILD REPORT**

1. WiFi Hotspots- There are currently 26 hotspots in service. The Cheapside and Onancock Gazebo hotspots are currently down but being repaired.
2. Residential Broadband- Mr. Bridgham reported that the Authority has 1752 active residential customers. He stated that

there are 52 customers in service in Harborton, 21 in Bobtown, 71 in Church Neck, 66 in Sanford, 32 on Cheapside, 4 on Cobbs Station, 83 in Accomac, 6 in Townsend, 99 in Greenbackville, 60 in Atlantic, 57 in Wattsville/Horntown, 60 in Oak Hall, 75 in Hallwood, 49 in Painter/Quinby, 54 in Eastville, 43 in Nassawadox, 8 in Oyster, 178 in Exmore, 51 in Belle Haven, 47 in Cheriton, 34 in Wachapreague, 258 in Onancock, 204 in Cape Charles, 98 in Parksley, 5 in Nocks Landing, 33 in Saxis, and 4 on Chincoteague.

Mr. Kolakowski asked why some of the areas having low take rates.

Mr. Bridgham replied that the Authority has been doing more advertising in hopes of increasing the take rate but some areas have other internet options available.

Mr. Mason asked for an update on Tangier service.

Mr. Bridgham explained that there have been a few issues with one of the radio links so some customers do have service but are not being billed until testing is complete.

3. WISP EVPL Program- Mr. Bridgham informed the BOD that 58 sites are in service, 2 new sites on-order and underway.
4. Microcommunity Program- There are 15 communities that are in service and 9 others that are in various stages of progress.
5. EBB Program- The program had 45 subscribers in the month of September.
6. 2021 CARES projects in Accomack and Northampton- Mr. Bridgham reported that materials have been ordered and engineering has been completed for 37 of the 56 miles and the engineering for Captains Cove has been completed. Several areas are already constructed and others are in the process of being constructed.

Mr. Reiter asked about the plan for the areas that are “rejected currently served”.

Mr. Bridgham explained that they notify the counties of the areas that are currently served and the counties provide feedback.

Mr. Mason asked when the Authority will start to bill the counties for the projects.

Mr. Bridgham replied that the counties will be billed when the segments are complete which should be within the next month or two.

Mr. Bridgham reported that the Seaside Extension is underway and

should be complete within the next few weeks. Belle Haven and Cheriton are waiting on the Underground construction to be completed.

### **OLD BUSINESS.**

#### **a. VATI Application -**

Mr. Bridgham reported that the application was completed on time and the Authority is asking for about \$12M from the State and \$3M in matched funds from the Counties and ESVBA. The funds would cover about 260 miles of expansion. The announcement should be in December.

### **NEW BUSINESS.**

- a. **Consider Shore Wide Expansion Plans**– Mr. Bridgham explained that if the Authority receives funds from the grant, the project could take up to 24 months to build. The remaining 300 miles that would be unserved would take another 24 months to build.

Mr. Kolakowski asked when the current projects will be complete.

Mr. Bridgham replied that the Cares Act projects should be complete by the end of 2021.

Mr. Kolakowski asked what is the plan if the Authority does not receive funds from the grants.

Mr. Bridgham replied that ARPA funds are a possibility or the Authority could look into getting a second bond.

- b. **Public Comment Rules**- Mr. Bridgham presented the Public Comment Policy.

Mr. Mason questioned if item F is necessary.

*Mr. Mason motioned to adopt the Public Comment Rules with the removal of item F. Mr. Kolakowski seconded. After discussion, Mr. Mason motioned to adopt the Public Comment rules with the removal of item D and F. Motion passed unopposed.*

### **TREASURER'S REPORT**

Mr. Mason presented the Treasurer's Report.

Ms. Meil asked if the Audit has been completed.

Mr. Bridgham explained that the Inventory Audit was completed

but the main audit has not been scheduled yet.

### **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. Mason. The following board members were present: Mr. Mason, Mr. Reiter, Mr. Kolakowski, and Ms. Meil and voted affirmative.

After closed session, the Chair reconvened the meeting. Motion was made by Ms. Meil, seconded by Mr. Mason 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. Kolakowski, and Ms. Meil and voted affirmative.

Ms. Meil motioned to approve the Executive Director's bonus as stated in Closed Session. Mr. Mason seconded. Motion passed unopposed.

**ADJOURNMENT**

The meeting was adjourned at 3:26pm.

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

\_\_\_\_\_  
Presiding Officer

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Leah Hoopes, Secretary

# MINUTES

## Work Session Meeting of the Board of Directors of the Eastern Shore of Virginia Broadband Authority

October 28, 2021

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

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

Members of the public attending were: Larry Breech

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

### **AGENDA ADOPTION**

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

### **PUBLIC COMMENT:**

Larry Breech stated that he is pleased with the work being done for the Micro Communities and is in favor of the changes to the rates.

### **WORK SESSION**

*Rate Hearing: Ms. Meil moved to adopt the new rates presented to the Board. Mr. Kolakowski seconded. Motion passed unopposed.*

### **ADJOURNMENT**

The meeting was adjourned at 2:03 pm.

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

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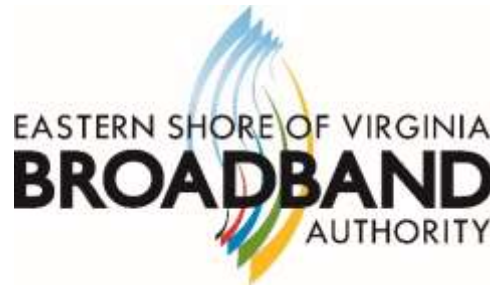
Presiding Officer

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Leah Hoopes, Secretary





## Status Report

December 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

- 27 WiFi Hotspots online and the report is attached.

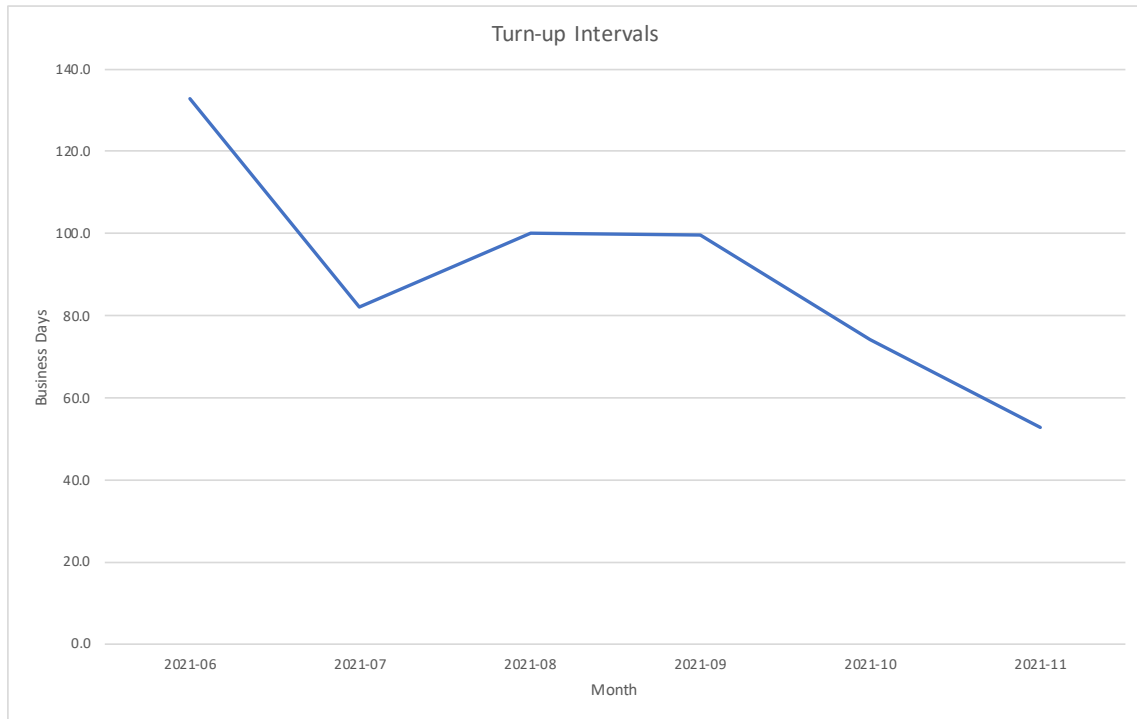
## Residential Broadband

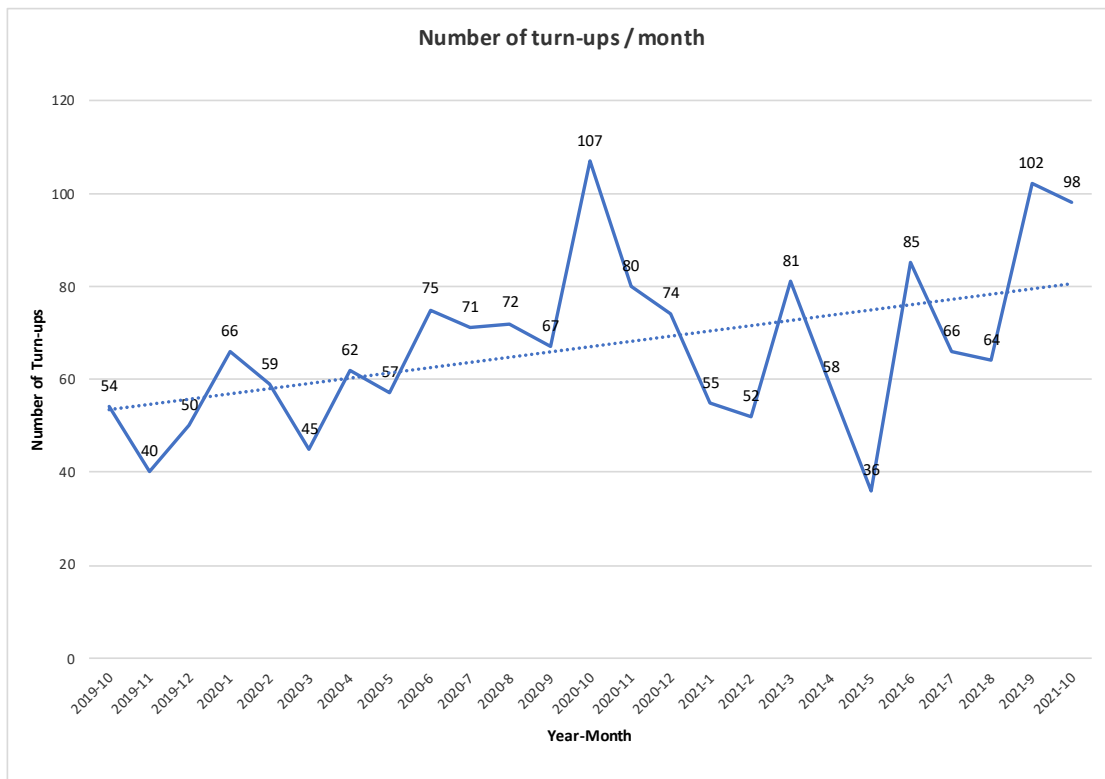
- We have updated all of our residential services to the new bandwidth plans approved at our October meeting as well as our website and new contracts.

### Residential Report as of 11/23/2021

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	54	38.03%	0	0.00%	38.03%	1	0.70%
Bobtown/Pungoteague/Keller	Mar-17	513	21	4.09%	3	0.58%	4.68%	0	0.00%
Church Neck	Mar-17	157	73	46.50%	3	1.91%	48.41%	0	0.00%
Sanford	Dec-17	306	72	23.53%	3	0.98%	24.51%	1	0.33%
Cheapside	Dec-17	197	42	21.32%	0	0.00%	21.32%	0	0.00%
Cobbs Station	Dec-17	105	4	3.81%	0	0.00%	3.81%	0	0.00%
Accomac	Dec-17	648	89	13.73%	3	0.46%	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	109	37.07%	7	2.38%	39.46%	1	0.34%
Atlantic	Mar-18	219	60	27.40%	3	1.37%	28.77%	0	0.00%
Wattsville-Horntown	Mar-18	262	65	24.81%	8	3.05%	27.86%	0	0.00%
Oak Hall	May-18	218	63	28.90%	1	0.46%	29.36%	1	0.46%
Hallwood	May-18	740	79	10.68%	2	0.27%	10.95%	0	0.00%
Quinby/Painter	Jun-18	354	58	16.38%	7	1.98%	18.36%	1	0.28%
Eastville	Jun-18	436	54	12.39%	1	0.23%	12.61%	1	0.23%
Nassawadox	Aug-18	455	49	10.77%	23	5.05%	15.82%	1	0.22%
Oyster	Aug-18	87	8	9.20%	0	0.00%	9.20%	0	0.00%
Exmore	Sep-18	740	220	29.73%	13	1.76%	31.49%	8	1.08%
Belle Haven	Sep-18	478	50	10.46%	15	3.14%	13.60%	1	0.21%
Cheriton	Oct-18	236	44	18.64%	0	0.00%	18.64%	0	0.00%
Wachapreague	Oct-18	300	32	10.67%	0	0.00%	10.67%	1	0.33%
Onancock	Nov-18	1907	271	14.21%	37	1.94%	16.15%	5	0.26%
Cape Charles	Nov-18	910	211	23.19%	5	0.55%	23.74%	4	0.44%
Parksley	Jan-19	896	126	14.06%	7	0.78%	14.84%	2	0.22%
Nocks Landing	Jan-19	88	5	5.68%	0	0.00%	5.68%	0	0.00%
Chincoteague	Jan-19	1345	7	0.52%	0	0.00%	0.52%	0	0.00%
Saxis	May-20	248	35	14.11%	1	0.40%	14.52%	0	0.00%
Tangier	May-21	342	47	13.74%	22	6.43%	20.18%	1	0.29%

Totals: 12,703      1,954      164      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.

### **Microcommunity Program**

- There now 26 microcommunities in-service and operational, two that are partially in-service awaiting the remaining few turn-ups, 5 additionally being constructed currently.

### **EBB Program**

- As of November 1, 2021, we have 68 residents enrolled in the EBB program and have claimed and saved \$2,376 for those 68 people.

### **2021 CARES projects in Accomack & Northampton**

### 2020-21 Cares Act Buildout Summary

County	Name	Total Length (miles)	Extensions				
			Miles Engineered	% engineered	Date Eng Complete	Miles Built	% Built
ACK	Bayside Deep Creek to Lee Mont	3.83	3.85	100%	8/29/21	0.00	0%
ACK	Matthews Rd	3.93	5.04	100%	8/19/21	4.40	87%
ACK	Nandua Rd	1.26	1.64	100%	4/29/21	1.40	85%
ACK	North Metompkin	3.44	4.59	100%	5/4/21	4.59	100%
ACK	Red Hill/Seaside	6.00	4.45	100%	6/8/21	4.45	100%
ACK	Upshurs Neck	2.67	2.64	100%	7/22/21	2.00	76%
ACK	Wisharts Point	1.40	1.73	100%	8/19/21	1.73	100%
ACK	Shell Bridge Rd	2.13	2.39	100%	9/1/21	1.60	67%
ACK	McComas Park	1.71	1.71	100%	3/16/21	1.71	100%
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	1.50	96%
ACK	Stump Town Rd	2.56	2.96	100%	11/5/21	0.00	0%
ACK	Justiceville Rd	2.85	2.39	100%	11/5/21	0.00	0%
ACK	Parks Rd	0.88	0.80	100%	11/5/21	0.00	0%
ACK	Horntown Rd	4.06	4.11	100%	11/5/21	0.00	0%
ACK	Bloxom Rd	1.34	1.57	100%	11/6/21	0.00	0%
ACK	Holland Rd	3.09	3.05	100%	11/11/21	0.00	0%
ACK	Captains Cove	18.29	18.29	100%	6/15/21	0.00	0%
NHC	Cherrystone Inlet	2.37	2.07	100%	4/27/21	2.07	100%
NHC	Hungars Beach	2.82	2.37	100%	4/23/21	2.37	100%
NHC	Pine Meadows Way				Rejected, currently served		
NHC	TB Road	1.32	1.37	100%	4/23/21	1.37	100%
NHC	Wellington Neck	3.01	3.91	100%	4/27/21	3.91	100%
NHC	Brickhouse				Rejected, currently served		
NHC	Battle Point				Rejected, currently served		
NHC	Trehernville				Rejected, currently served		
NHC	Heron Drive Proposed	1.39			Awaiting county approval		

### 2020-21 Cares Act Buildout Summary

MicroCommunities								
County	Name	Total Length (miles)	Miles Engineered	% engineered	Date Eng Complete	Miles Built	% Built	Date Const Complete
ACK	Big Rd	Part of Matthews Rd Build						
ACK	Bogues Bay	0.64	0.64	100%	7/26/21	0.50	78%	11/19/21
ACK	Creek Bluff							
ACK	Dix Farm	0.58	0.58	100%	9/3/21	0.58	100%	10/21/21
ACK	Doe Crossing	1.67	1.67	100%	11/4/21	0.30	18%	
ACK	Evergreen Ln	0.30	0.30	100%	10/27/21	0.30	100%	11/18/21
ACK	Locust Grove							
ACK	Ox Hearth-Bethel Church							
ACK	Metompinview	2.43	2.43	100%	9/8/21	2.43	100%	11/8/21
ACK	Hillsborough	Rejected, currently served						
NHC	Holly Dale							
NHC	Johnson Point	1.06	1.06	100%	8/16/21	1.06	100%	10/30/21
NHC	Kiptopeke Condos							
NHC	Locust Lawn	0.75	0.75	100%	10/21/21	0.75	100%	11/11/21
NHC	Saltworks *	2.26	2.26	100%	4/23/21	2.26	100%	10/25/21
NHC	Sunset Way	0.69	0.69	100%	11/18/21	0.00		
NHC	Yarmouth	0.52	0.52	100%	7/20/21	0.52	100%	11/23/21
NHC	Butlers Bluff	Rejected, currently served						
NHC	Occohannock Blvd	Rejected, currently served						

## 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	18.39	105%	11/15/21
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	2.66	149%	11/19/21

## 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

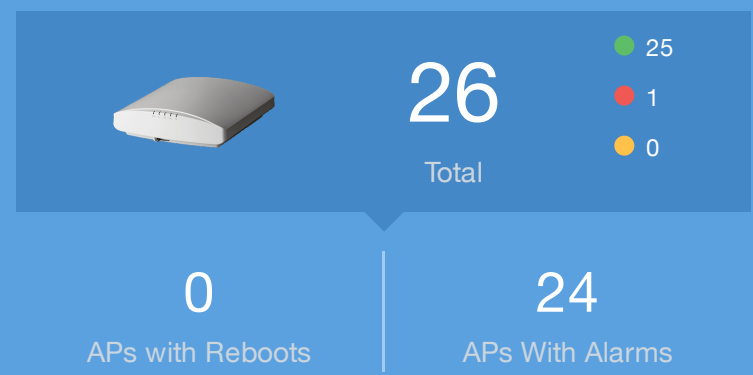


## Statistics

Total Miles Planed in AC:	<u>143.45</u>
Total Miles Engineered in AC:	<u>139.98</u>
Total Miles Built in AC:	<u>130.36</u>

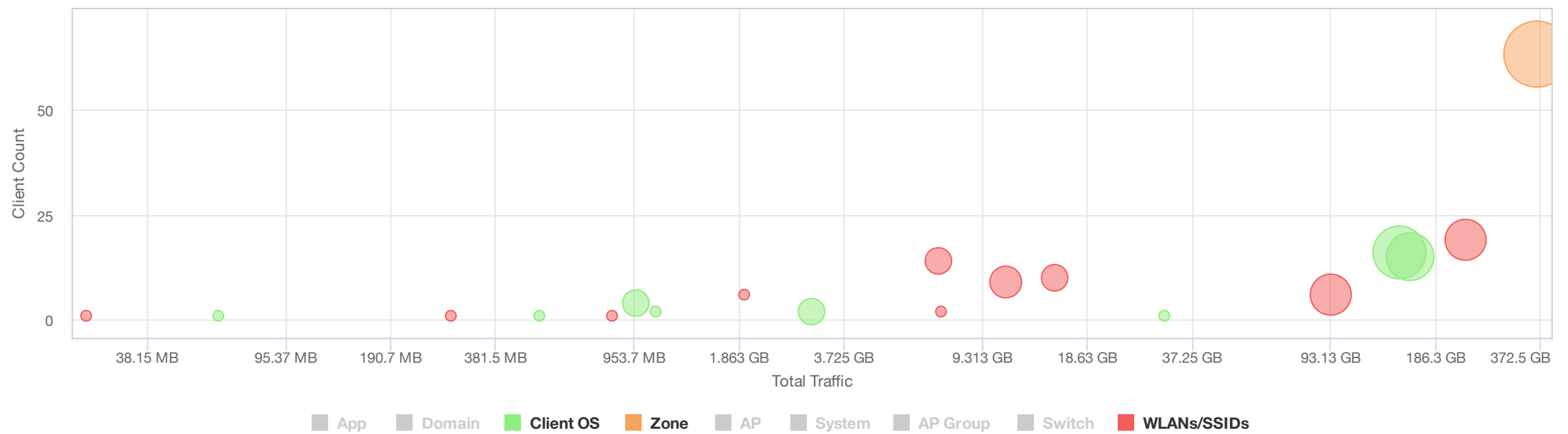
Total Miles Planed in NHC:	<u>60.56</u>
Total Miles Engineered in NHC:	<u>62.16</u>
Total Miles Built in NHC:	<u>65.56</u>

Total Miles Planed:	<u>204.01</u>
Total Miles Engineered:	<u>202.14</u>
Total Miles Built:	<u>195.92</u>



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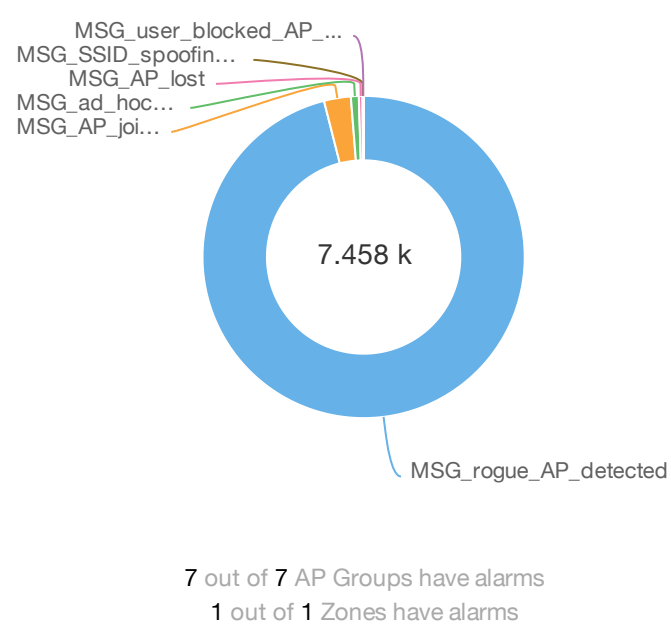
## Network Usage Overview



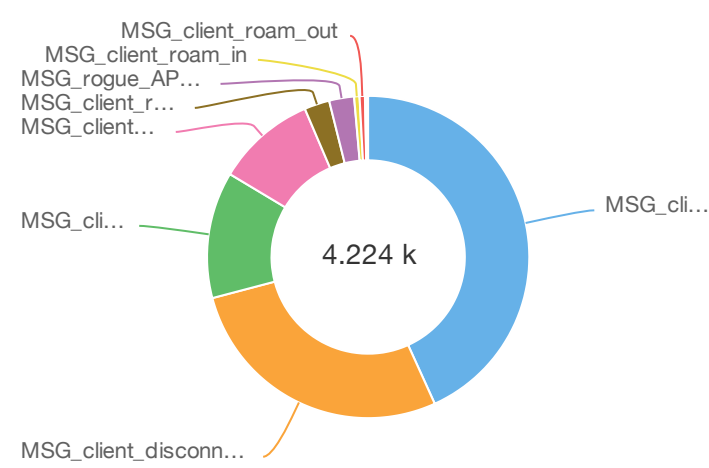
## Ruckus SmartAnalytics

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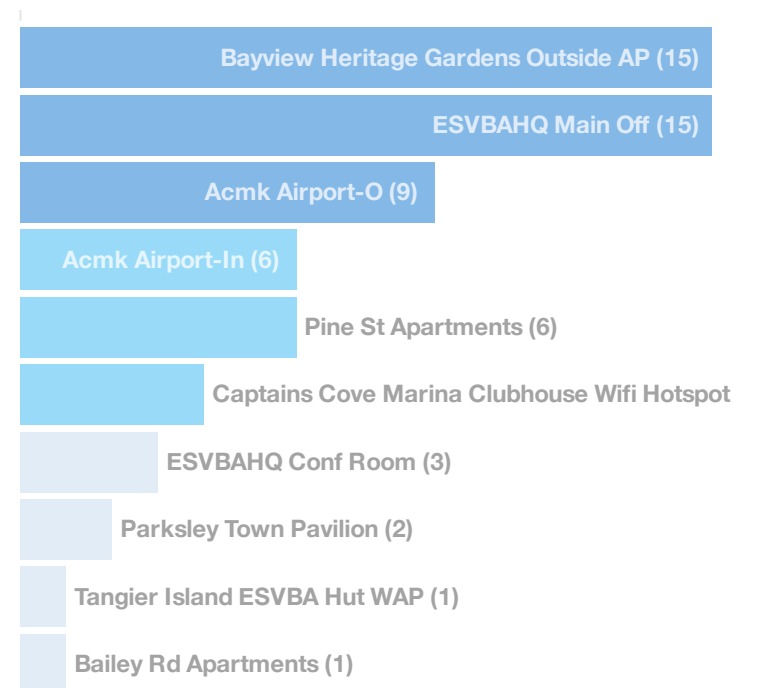
## Alarms



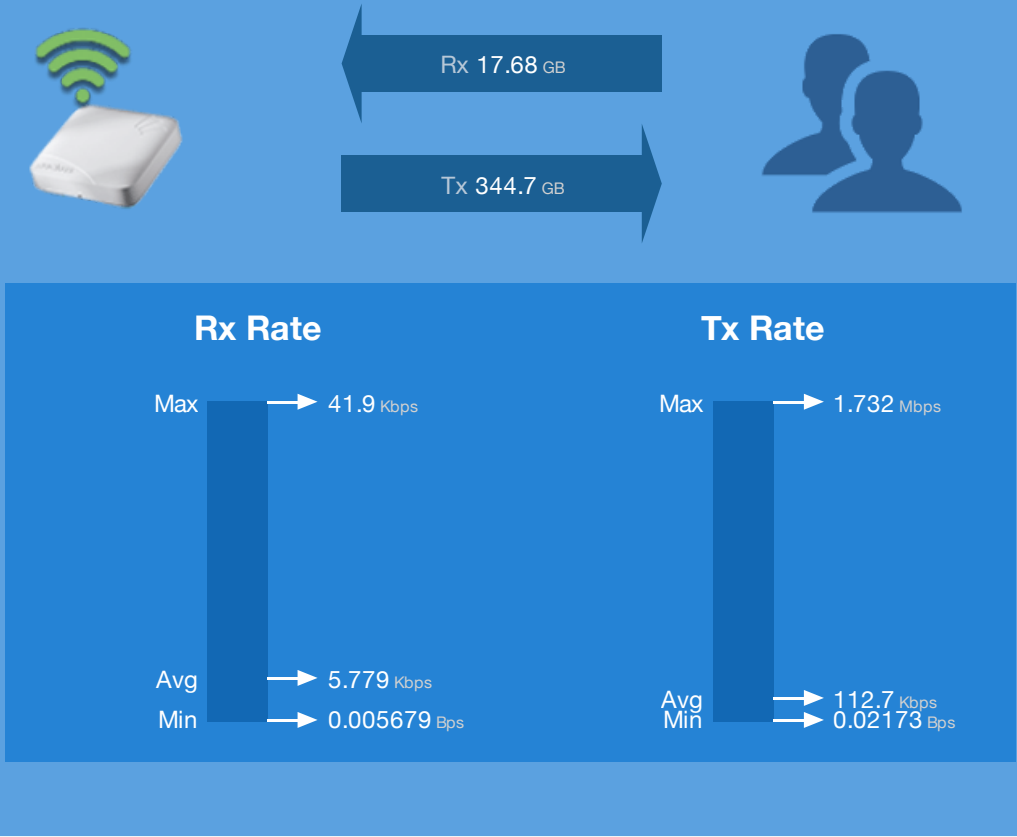
## Events



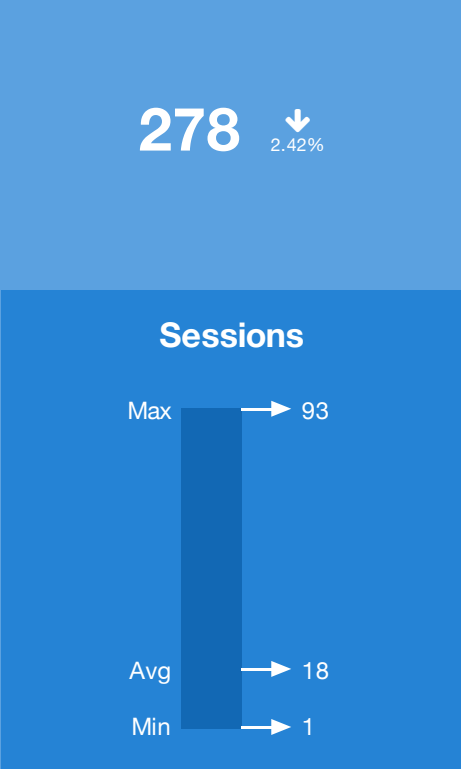
### Top APs by Client Count



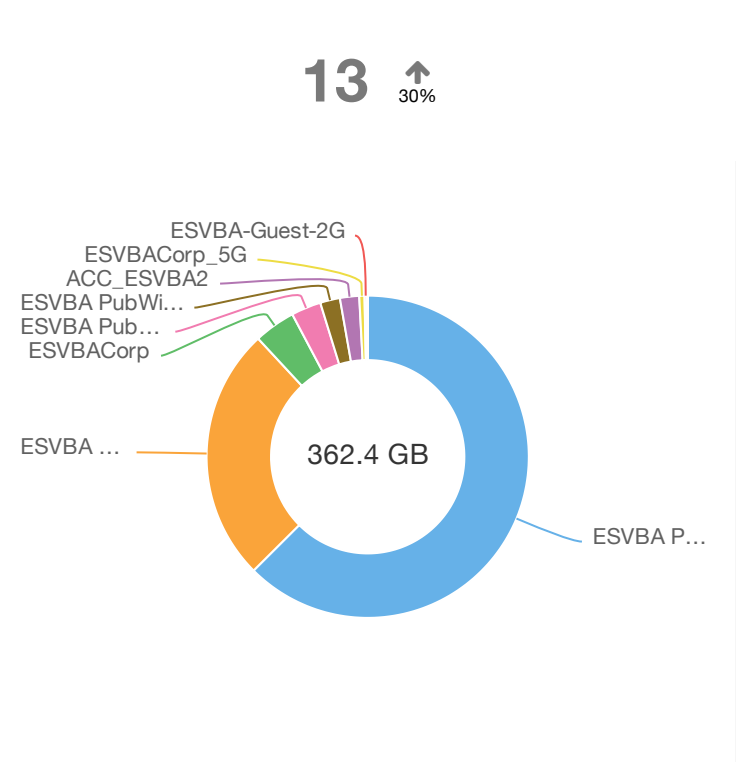
Total Wireless Traffic



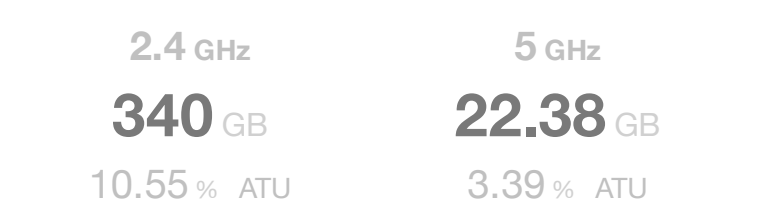
Unique Wireless Sessions



WLANs



Radios



Applications (Wireless)

There is no data to display.

Did you know?

- Busiest WLAN in terms of users last week was **ESVBA PubWifiS2G**, accounting for **27%** of total users
- Most trafficked WLAN (user traffic) last week was **ESVBA PubWifiS2G**, accounting for **61%** of user traffic

**Eastern Shore of Virginia Broadband Authority**  
**Board Balance Sheet**  
**End of Oct 2021**

Financial Row	Amount
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank</b>	
10010 - General Operating Account - BB&T (0720)	\$325,095.36
10020 - Capital Expansion Account - BB&T (0747)	\$629,871.97
10030 - Equipment Accrual - BB&T (0739)	\$715,280.69
10160 - Annual Accrual - BB&T (7622) Savings Acct	\$1,234,063.49
10165 - Expansion Proceeds BB&T Savings Acct (0070)	\$775,749.53
10180 - Merchant Services - BB&T (8016)	\$86,434.52
10990 - Petty Cash	\$150.00
<b>Total Bank</b>	<b>\$3,766,645.56</b>
<b>Accounts Receivable</b>	
11000 - Accounts Receivable	\$242,293.00
11010 - Reserve for Bad Debt	(\$123,224.63)
<b>Total Accounts Receivable</b>	<b>\$119,068.37</b>
<b>Other Current Asset</b>	
11900 - Undeposited Funds	\$2,287.31
13100 - Inventory Asset	\$1,343,823.18
15000 - Plant in Service	\$17,328.56
<b>Total Other Current Asset</b>	<b>\$1,363,439.05</b>
<b>Total Current Assets</b>	<b>\$5,249,152.98</b>
<b>Fixed Assets</b>	
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	\$19,476,958.20
15020 - Physical Plant Electronics	\$4,255,744.13
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	\$31,008.62
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	\$761,762.67
15299 - Accumulated Depreciation - Vehicles	(\$308,330.68)
16000 - Railway Easement	\$250,000.00
17000 - Land	\$10,000.00
<b>Total Fixed Assets</b>	<b>\$17,992,536.46</b>
<b>Total ASSETS</b>	<b>\$23,241,689.44</b>
<b>Liabilities &amp; Equity</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 - Accounts Payable	(\$25,972.35)
20050 - Accrued Interest Payable	\$33,995.67
<b>Total Accounts Payable</b>	<b>\$8,023.32</b>
<b>Credit Card</b>	
21010 - BB&T Visa 5701 LH	\$3,862.15
21030 - BB&T Visa 5340 RB	\$1,488.82
21040 - BB&T Visa 7215 TE	\$3,366.19
21060 - BB&T Visa 5625 KB	\$170.30
<b>Total Credit Card</b>	<b>\$8,887.46</b>
<b>Other Current Liability</b>	

20010 - Accrued Purchases	\$22,363.91
24010 - Direct Deposit Liabilities:USAC Reimbursements Deposits	(\$4,019.47)
25000 - ESVBA Installation Assistance Program	(\$9,400.00)
26100 - USAC Tax Payable	\$17,813.03
26200 - Va Communications Tax	\$1,231.30
26300 - VA Sales & Use Tax	(\$18.42)
<b>Total Other Current Liability</b>	<b>\$27,970.35</b>
<b>Total Current Liabilities</b>	<b>\$44,881.13</b>
<b>Long Term Liabilities</b>	
27500 - BB&T Loan for Expansion	\$4,594,000.00
28000 - Deferred Income	\$189,136.80
<b>Total Long Term Liabilities</b>	<b>\$4,783,136.80</b>
<b>Equity</b>	
Retained Earnings	\$17,160,206.79
Net Income	\$1,253,464.72
<b>Total Equity</b>	<b>\$18,413,671.51</b>
<b>Total Liabilities &amp; Equity</b>	<b>\$23,241,689.44</b>

**Eastern Shore of Virginia Broadband Authority**  
**Board Income Statement**  
**Sep 2021, Oct 2021**

Financial Row	Sep 2021 Amount	Oct 2021 Amount	Total Amount
<b>Income</b>			
<b>40000 - Broadband Income</b>			
Education Income	\$37,763	\$37,763	\$75,526
Enterprise Income	\$38,065	\$37,680	\$75,744
Government Income	\$9,434	\$9,434	\$18,867
Medical Income	\$10,204	\$7,621	\$17,825
Other Income	\$92,809	\$800	\$93,609
Residential Income	\$135,060	\$141,053	\$276,113
Wholesale Income	\$173,330	\$193,727	\$367,057
<b>Total - 40000 - Broadband Income</b>	<b>\$496,664</b>	<b>\$428,078</b>	<b>\$924,742</b>
<b>40900 - Installation Income</b>			
Enterprise Income	\$1,075	\$250	\$1,325
Installation Income	-\$300	-\$400	-\$700
Medical Income	\$0	\$500	\$500
Residential Income	\$40,175	\$23,300	\$63,475
Wholesale Income	\$1,051	\$1,920	\$2,971
<b>Total - 40900 - Installation Income</b>	<b>\$42,001</b>	<b>\$25,570</b>	<b>\$67,571</b>
<b>46400 - Other Income</b>			
Wholesale Income	\$150	\$150	\$300
<b>Total - 46400 - Other Income</b>	<b>\$150</b>	<b>\$150</b>	<b>\$300</b>
<b>46460 - Interest Income</b>			
Other Income	\$137	\$137	\$274
<b>Total - 46460 - Interest Income</b>	<b>\$137</b>	<b>\$137</b>	<b>\$274</b>
<b>Total - Income</b>	<b>\$538,952</b>	<b>\$453,934</b>	<b>\$992,887</b>
<b>Cost Of Sales</b>			
50100 - Cost of Goods Sold:Internet Access	\$8,907	\$6,678	\$15,585
50300 - Cost of Goods Sold:3rd Party Dark service	\$27,270	\$27,270	\$54,540
50400 - Cost of Goods Sold:Utility Locates	\$169	\$207	\$376
50500 - Cost of Goods Sold:Pole Attachments	\$500	\$0	\$500
50600 - Cost of Goods Sold:3rd Party Transport	\$12,399	\$19,629	\$32,028
51010 - Cost of Goods Sold:Collocation/Hut Expense:Utilities	\$3,139	\$3,641	\$6,780
51020 - Cost of Goods Sold:Collocation/Hut Expense:Phone, Communic.	\$142	\$142	\$283
51030 - Cost of Goods Sold:Collocation/Hut Expense:Fuel	\$775	\$28	\$803
51090 - Cost of Goods Sold:Collocation/Hut Expense:Maintenance	\$480	\$4,350	\$4,830
<b>Total - Cost Of Sales</b>	<b>\$53,781</b>	<b>\$61,944</b>	<b>\$115,725</b>
<b>Gross Profit</b>	<b>\$485,172</b>	<b>\$391,990</b>	<b>\$877,162</b>
<b>Expense</b>			
61200 - Payroll Expenses:Wages & Benefits	\$110,290	\$162,202	\$272,492
62200 - Sales and Marketing:Marketing and Promotions	\$99	\$0	\$99
62300 - Sales and Marketing:Marketing Materials	\$0	\$537	\$537
63200 - Travel and Meetings:Mileage/Tolls Reimbursement	\$96	\$92	\$188
63400 - Travel and Meetings:Meals & Entertainment	\$94	\$1,000	\$1,094
63500 - Travel and Meetings:Other Travel	\$0	\$699	\$699
64200 - Bank Charges & Fees	\$2,497	\$217	\$2,714
64320 - Dumpster/Trash Removal	\$188	\$186	\$374
64350 - Interest Expense	\$396	\$447	\$844
64370 - Janitorial Services	\$640	\$675	\$1,315
64400 - Office Supplies & Expense	\$628	\$1,207	\$1,834
64420 - Printing and Copying	\$909	\$68	\$977
64450 - Postage, Mailing & Shipping	\$406	\$260	\$666
64460 - Office IT Hardware/Software	\$9,252	\$3,965	\$13,217
64470 - Office Maintenance & Repair	\$146	\$0	\$146
64480 - Rent or Lease Payments	\$2,550	\$2,550	\$5,100
64630 - Staff Development	\$440	\$319	\$759

64750 - Telephone & Telecommunications	\$567	\$571	\$1,139
64760 - Mobile Phones	\$180	\$80	\$260
67300 - Vehicle Fuel	\$3,331	\$2,972	\$6,303
67400 - Vehicle & Equip Maintenance & Repair Expenses	\$1,318	\$995	\$2,314
68100 - Physical Plant Maintenance/Agreements/Warranties/Software	\$0	\$7,386	\$7,386
68200 - Physical Plant Permits & Fees	\$640	\$1,259	\$1,899
68300 - Physical Plant Repairs	\$310	\$15,992	\$16,302
68330 - Physical Plant/Inventory Disposed Items	\$317	\$0	\$317
68400 - Physical Plant Tools & Safety Equipment	\$3,748	\$15,597	\$19,344
68500 - Physical Plant Shipping Freight & Delivery	\$11,899	\$271	\$12,170
<b>Total - Expense</b>	<b>\$150,941</b>	<b>\$219,546</b>	<b>\$370,487</b>
<b>Net Income</b>	<b>\$334,231</b>	<b>\$172,444</b>	<b>\$506,675</b>

**Eastern Shore of Virginia Broadband Authority**  
**Board Cash Flow Statement**  
**Sep 2021, Oct 2021**

Financial Row	Sep 2021 Amount	Oct 2021 Amount
<b>Operating Activities</b>		
Net Income	\$334,231.13	\$334,508.80
<b>Adjustments to Net Income</b>		
Accounts Receivable	(\$45,505.95)	\$95,446.40
Inventory Asset	(\$156,219.01)	\$49,784.63
Other Current Asset	\$0.00	(\$600.00)
Accounts Payable	\$289,213.93	(\$526,127.07)
Sales Tax Payable	\$4,974.11	\$4,916.18
Other Current Liabilities	\$9,593.89	\$37,544.63
<b>Total Adjustments to Net Income</b>	<b>\$102,056.97</b>	<b>(\$339,035.23)</b>
<b>Total Operating Activities</b>	<b>\$436,288.10</b>	<b>(\$4,526.43)</b>
<b>Investing Activities</b>		
Fixed Asset	(\$398,763.11)	(\$349,976.86)
<b>Total Investing Activities</b>	<b>(\$398,763.11)</b>	<b>(\$349,976.86)</b>
<b>Financing Activities</b>		
Long Term Liabilities	(\$1,050.76)	(\$1,050.76)
<b>Total Financing Activities</b>	<b>(\$1,050.76)</b>	<b>(\$1,050.76)</b>
<b>Net Change in Cash for Period</b>	<b>\$36,474.23</b>	<b>(\$355,554.05)</b>
<b>Cash at Beginning of Period</b>	<b>\$4,088,012.69</b>	<b>\$4,124,486.92</b>
<b>Cash at End of Period</b>	<b>\$4,124,486.92</b>	<b>\$3,768,932.87</b>



## VATI Application Notes

The ESVBA VATI application was made to the DHCD on 9/14/2021 which would extend the ESVBA's coverage to ~14,000 homes that previously did not have coverage. This build would add ~123 miles of network in Northampton County and ~128 miles of network in Accomack County.

On 10/28/2021, the ESVBA was notified that there were two challenges to the VATI application, one by NuBeam/Declaration Networks and the other by Charter/Spectrum.

When requested, DHCD provided a copy of NuBeam's challenge documents that included challenges in every area indicating they could support the community without any ESVBA expansion except Tangier. The ESVBA refuted NuBeam's claims and provided a substantive rebuttal to NuBeam's claims including their complete lack of capacity for 25/3 service as well as coverage area. We submitted our challenge rebuttal by 11/18 on time.

When requested, DHCD refused to provide a copy of Charter/Spectrum's challenge documents and granted Spectrum a FOIA exemption thereby not having to disclose any of the areas or details that would allow the ESVBA to mount any rebuttal. The ESVBA provided feedback as best we could against Spectrum's cover letter claiming coverage of the shore. We strongly disagreed with the stance DHCD took in permitting the FOIA exemption but proceeded with the limited information we had. We submitted our challenge rebuttal by 11/18 on time.

DHCD contacted the ESVBA to have a conference call regarding our usage of previously expended funds as match for our grant application. According to the VATI 2022 guidelines:

"Local Government expenditures incurred after June 17, 2020, one year prior to the application open date, are eligible to be included in the application as match funds. Incurred expenses must be related to the proposed VATI project and meet VATI criteria. DHCD staff reserves the right to make administrative determinations on the validity of matching funds and accept a proportion of the funds when necessary."

The ESVBA provided information about areas that the ESVBA had constructed since June 17, 2020 as match for our grant. DHCD decided to reject the use of Tangier and Chincoteague because the areas had already been built (even though we pointed out the language allows expenditures incurred meaning already spent). DHCD also argued that Tangier and Chincoteague did not fall within the overall project and the ESVBA pointed out that Tangier & Chincoteague are both parts of Accomack County and the ESVBA was applying to provide prolific universal coverage to both Accomack and Northampton Counties. Ultimately, the state invoked their right to "make administrative determinations on the validity of matching funds." Ultimately, the ESVBA had to request that Accomack county increase their direct funding by \$544,237 to continue to have the grant application move forward. Accomack County provided the additional commitment the same day and we provided updated documentation to DHCD to eliminate that roadblock.

## VATI Application Notes

This Friday, December 3<sup>rd</sup>, is when the ESVBA will be notified by the state if any or all challenges are rejected or accepted and whether there is a need to rescope our project area. The DHCD staff then will meet with challengers and applicants to decide what, if any, rescoping is necessary. Assuming our grant continues to be considered with or without rescoping, DHCD is supposed to provide VATI awards by late December.

# 2022


January-20						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

20 JAN: Normal BoD Meeting

February-20						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March-20						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

24 MAR: Normal BoD Meeting

 Proposed Board Meeting

April-20						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May-20						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

19 MAY: Normal & Annual BoD Meeting

June-20						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

 Proposed Board Meeting  
 Proposed Annual Meeting


July-20						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

28 JUL: Normal BoD Meeting

August-20						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September-20						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

29 SEP: Normal BoD Meeting

 Proposed Board Meeting

October-20						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November-20						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December-20						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

01 DEC: Normal BoD Meeting

 Proposed Board Meeting