

Old Business (OB1)

Lower Cape Fear Water & Sewer
Authority**AGENDA ITEM**

To: CHAIRMAN MILLIKEN AND BOARD MEMBERS

From: TIM HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 8, 2020

Re: Public Hearing Prior to Approval of Fiscal Year 2020 – 2021 Budget and Budget Ordinance

Please find enclosed for consideration of approval, appropriations for the listed funds for operation of the Authority for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021.

Public Hearing: In accordance with North Carolina General Statute Section 159-12 (b), prior to adopting the budget ordinance, the Board shall hold a public hearing at which time any persons who wish to be heard on the budget may appear. A legal notice of the public hearing on the budget was published on May 17, 2020 in Star-News and on the Authority's web page.

Written public comment regarding the Fiscal Year 2020-2021 Budget may be submitted to Executive Director Holloman at THollomanLcfwasa@atmc.net until 9:30 a.m. on June 9th. At 11:00 a.m. the Board will convene and vote to approve or disapprove the Fiscal Year 2020-2021 Budget and Budget Ordinance as recommended inclusive of the following funds' appropriations.

- A. Operating Fund Appropriations in the Amount of \$5,536,395
- B. Operating General Fund Appropriations in the Amount of \$946,716
- C. Enterprise Fund/Capital Project Fund Appropriations in the Amount of \$690,634
- D. Renewal and Replacement Appropriations Fund in the Amount of \$218,965
- E. Right of Way Fund Appropriations in the Amount of \$281,000

Motions to Open Public Hearing

1. A motion is made by _____ to open a public hearing on the FY 2020-2021 Budget.
2. The motion is seconded by _____.

Motions to Close Public Hearing

1. A motion is made by _____ to close the public hearing.
2. The motion is seconded by _____.

With the recommended budget being fully reviewed at the May board meeting, Executive Director Holloman will briefly review the recommended budget.

Action Requested: No action is required at this time. The Budget is being presented for consideration of approval/disapproval on June 9, 2020 at 11:00 a.m.

ANNUAL BUDGET

Fiscal Year 2020 - 2021



LOWER CAPE FEAR WATER & SEWER AUTHORITY
1107 NEW POINTE BLVD., SUITE 17
LELAND, NORTH CAROLINA 28451

AUTHORITY BOARD OF DIRECTORS

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COLUMBUS COUNTY
CITY OF WILMINGTON
PENDER COUNTY
BLADEN COUNTY
BLADEN COUNTY
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CITY OF WILMINGTON
NEW HANOVER COUNTY
BRUNSWICK COUNTY
BRUNSWICK COUNTY

TIM HOLLOMAN, EXECUTIVE DIRECTOR
AMY SCRUGGS, ADMINISTRATIVE ASSISTANT

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June 8th, 2020

Chairman Milliken and Board Members:

I am pleased to present the FY 2020-2021 Budget for the Lower Cape Fear Water and Sewer Authority for your review and consideration. The enclosed FY 20-21 Budget has been prepared in accordance with the North Carolina General Statute 159 Article 3 entitled "*The Local Government Budget and Fiscal Control Act.*"

The Public Hearing on the annual budget will be held during the regularly scheduled monthly meeting of the Authority Board at 9:00 AM on Monday June 8, 2020 in the conference room of the Authority's offices located 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina.

A legal notice of the public hearing on the budget was published on May 17, 2020 in accordance with the General Statutes.

The Authority's annual budget outlines the revenues that the Authority expects to receive during the fiscal year and also outlines the expenditures that are expected to be made during the fiscal year. The core business of the Authority is providing raw water from the Cape Fear River to the Authority's customers. The Authority also continues to work with Smithfield Foods in the operation of the Bladen Bluffs Regional Water Treatment Plant.

The region served by the Authority continues to be one of the fastest growing regions in the nation. The counties served by the Authority have increased in population from 363,767 in 2010 to an estimated population of 441,054 in 2019. This represents a 21.2% increase in population served by the Authority's customers.

FY 19-20 ACCOMPLISHMENTS

54" PARALLEL RAW WATER TRANSMISSION MAIN

Based upon a Memorandum of Understanding (MOU) executed by the Authority, Brunswick County and Cape Fear Public Utility Authority (CFPUA), the design of a new 54" parallel raw water main from the Kings Bluff Pump Station to the Authority's raw water storage tank located near Brunswick County's Northwest Water Treatment Plant was completed. The project to construct the new 54" main was bid and the project was awarded to Garney Construction Company with a low

bid of \$37,203,838. The cost of the project is being funded by Brunswick County and CFPUA based upon the requirements contained in the MOU. Construction began in FY 19-20 and the pipeline is currently scheduled to be in service before the end of FY 20-21. When completed, the project will increase the available capacity in the Kings Bluff Raw Water Transmission System from 45 million gallons per day (mgd) to 62 mgd without any improvements to the Kings Bluff Pump Station.

U. S. 421 RAW WATER MAIN RELOCATION PROJECT

As a result of damage from Hurricane Florence, NC DOT needed to repair a damaged section of US 421 near the New Hanover – Pender County line. The NC DOT elected to construct a bridge instead of replacing the drainage pipe system that was damaged in the hurricane. As a result of the bridge construction, the existing 48” raw water transmission main would have been too close to the new bridge to meet NC DOT requirements. The NC DOT required that the raw water transmission main be relocated to a location outside of the bridge construction zone. In FY 19-20, the project was bid and Ruby-Collins was the lowest responsive, responsible bidder with a bid of \$1,542,275. The project was completed in February and the final project cost was \$1,669,691.

BLADEN BLUFFS CAPE FEAR RIVER BANK REPAIR PROJECT

In FY 19-20, FEMA awarded the Authority \$502,770 for the repair of damage to the bank of the Cape Fear River near the intake structures for the Bladen Bluffs Regional Water Treatment Plant. The Authority contracted with McKim and Creed for the design of the repairs to the bank. The project was bid in December 2019 and Wells Brothers Construction was the lowest responsive, responsible bidder with a bid of \$221,780. A Notice to Proceed was issued in February to the contractor and all work is expected to be completed by the end of FY 19-20.

FEMA also awarded a separate grant of \$30,000 for the administration of the project.

EXECUTIVE DIRECTOR RETIREMENT AND NEW EXECUTIVE RECRUITMENT

The longtime Executive Director Don Betz retired effective December 1, 2019. An Interim Executive Director was hired to assist in the recruitment of a new long term Executive Director and to lead the Authority during the recruitment process.

After a five month recruitment process, a new Executive Director was hired. In April, Tim Holloman was hired as the new Executive Director.

NEW ADMINISTRATIVE POLICIES ADOPTED OR AMENDED

In FY 19-20, three administrative policies were adopted or amended. A new Purchasing Policy was adopted that outlines the requirements for purchases made by the Authority's staff. The policy put in a written form the methods that were already being used by the Authority's staff. By having written policy, the Authority will be able to meet the requirements for future state and federal assistance.

A Cash Management Policy was adopted to provide guidance to the Authority's staff on how to allocate revenues received among the Authority's five funds. This will maximize the revenue earned on the Authority's investments while making sure that funds are available to meet the Authority's obligations.

The Personnel and Travel Policy was amended to change the method that annual leave accrues by the Authority's employees. Based upon the change, annual leave is accrued monthly.

US ARMY CORPS OF ENGINEERS CAPE FEAR LOCK AND DAM DISPOSITION STUDY

In January 2020, the U. S. Army Corps of Engineers completed their study of the Cape Fear River Locks and Dams and determined that they were no longer needed for commercial navigation which was their federally mandated purpose. As a part of their study, the Corps of Engineers developed three options for the future of the Cape Fear River Locks and Dams. These options are; Corps of Engineers to retain ownership but perform no maintenance; transfer ownership to an interested third party or transfer ownership to a responsible state agency. The Authority relies on Lock and Dam No. 1 to create a pool of water that results in a safe yield of 106 mgd for potable water usage. Negotiations among the utilities and the NC DEQ continue as to which entity would be the best option for ownership of the Cape Fear River Locks and Dams.

FISCAL YEAR 2020-2021 FUND DESCRIPTION

The Authority maintains five funds. The funds and their purposes are as follows:

BLADEN BLUFFS OPERATING FUND

While the Authority owns the Bladen Bluffs Regional Water Treatment Plant and is responsible for the debt associated with the construction of the plant, Smithfield Foods operates the facilities and pays all costs associated with the operation of the facility including the debt service. The Authority receives the bills associated with operation of the facility, pays the vendors, then submits a consolidated bill to Smithfield Foods on a monthly basis per the December 19, 2009 Agreement with Smithfield Foods.

The debt service principal for the Bladen Bluffs Regional Water Treatment Plant for FY 20-21 is \$790,000 to be paid December, 2020. The interest rate on the remaining principal is variable and it is estimated that \$275,000 in interest will be paid based upon current interest rates.

In FY 20-21, expenditures by Smithfield on the operation of the Bladen Bluffs Regional Water Treatment Plant are expected to be \$1,257,430. This is slightly higher than the amount budgeted in FY 19-20 and the increase is due in part to the rising cost of chemicals and mechanical parts used at the plant.

A new methodology has been developed to calculate the administrative costs charged to Smithfield by the Authority. The Authority charges a portion of some of the personnel costs and direct costs to Smithfield in recognition of personnel's work performed on Bladen Bluffs Regional Water Treatment Plant related issues such accounts payable, accounting of expenditures, and management of capital projects. On other direct costs such as insurance and audits, Smithfield pays their proportionate share of the costs.

KINGS BLUFF OPERATING FUND

REVENUES

In FY 20-21, the projected water revenues reflect an increase in the demand over the FY 19-20 projections. The projected water demand for FY 20-21 is 9.598 billion gallons or 26.224 million gallons per day (mgd). By Board approval, the raw water rate remains the same as FY 19-20 at \$0.2717 per 1,000 gallons. This rate and the projected flow will generate \$2,715,403 in operating revenue.

In FY 20-21, new revenue line items have been included. Based upon the Cash Management Policy, the Authority is expected to earn \$25,000 in interest in the Operating Money Market and Right of Way Money Market Accounts. The

reimbursement of the administrative costs associated with Bladen Bluffs facility are now included in the line item budget. Due to capital purchases for the replacement of equipment at the Kings Bluff facility, an appropriation from the Renewal and Replacement Fund is now included in the budget. Finally, the costs associated with the administration of a FEMA project will be reimbursed by FEMA. The funds expected to be received from FEMA in FY 20-21 have been included in the line item Budget.

EXPENDITURES

The Authority owns the Kings Bluff Raw Water Pump Station and associated transmission system. While the Authority contracts with Brunswick County for the daily operation of the station, the Authority is responsible for paying for a number of direct costs associated with station operation such as electric charges from Duke Energy, fuel costs associated with the main generators, debt service on capital improvements, and major capital expenditures for repairs of station equipment.

In FY 20-21 costs associated with the administration of the Authority is recommended to increase from \$534,980 to \$579,983. The increase is due in part to an increase in the on-call engineering fees. The on-call engineering fees were originally budget for \$25,000 in the current fiscal year, but the line item was amended to \$57,800 during the fiscal year. It is anticipated that testing of the 54" pipeline will occur during FY 20-21 and funds will be needed to have the on-call engineer develop a plan of the types and duration of the tests to be performed.

In FY 20-21, the cost for operating the Kings Bluff Pump Station and the debt service on the improvements that have been constructed at the facility are expected to decrease slightly from \$2,615,456 to \$2,577,982. Duke Energy has requested a rate hike from the NC Utilities Commission so we are anticipating an increase in electrical costs. A new security system for the facility is included in the Brunswick County Operation and Maintenance Budget.

The Combined Enterprise Fund Series 2010 Bonds were paid off in FY 19-20 and a debt service payment to New Hanover County begins in FY 20-21. The last payment on the 2010 Bonds was \$381,895.37 and the initial payment to New Hanover County is \$390,000, so the total debt service payments increased slightly.

RENEWAL AND REPLACEMENT FUND

The purpose of this fund is to pay the cost of equipment that needs to be replaced at the Kings Bluff Pump Station. In FY 20-21 appropriations are budgeted in the Renewal and Replacement Fund for the following items: a new truck to replace a 2005 model; a new trailer to haul the existing 900-gallon fuel tank; and replacement variable frequency drive (vfd) components. Additionally included in the line item budget is \$17,911 for routine renewal and replacement appropriations. The total amount allocated from the Renewal and Replacement Fund is \$196,201.

ENTERPRISE FUND

The Enterprise Fund is the main source of funds for capital projects and major repairs. The Bladen Bluffs Regional Water Treatment Plant Cape Fear Bank Restoration Project is the only active project being funded by the Enterprise Fund. Although the project is being reimbursed by FEMA, the initial payment is made from this fund. There are no additional projects that are budgeted for this fund in FY 20-21. A Capital Project Ordinance would be approved if the need for an additional project arises in FY 20-21.

RIGHT OF WAY FUND

The Right of Way Maintenance Fund was funded by a developer and will be used to repair the roadway constructed with the Authority's easement in Brunswick County. We do not anticipate any expenditures from this fund in FY 20-21.

CONCLUSION

Also, I would like to thank the Finance Committee and the Board for their support and recognition of what resources are needed to keep the Authority moving forward. Furthermore, planning to accommodate future growth and promote business retention and recruitment to the Cape Fear Region is of top concern for the Board. Jerry Pierce, Interim Executive Director, and Amy Scruggs, Finance and Administrative Assistant, were invaluable in the completion and submission of the FY 20-21 Budget.

Respectfully Submitted,

Tim H. Holloman
Executive Director



BUDGET ORDINANCE

FY 2020-2021

Lower Cape Fear Water & Sewer Authority

BE IT ORDAINED by the Governing Board of the Lower Cape Fear Water & Sewer Authority:

Section 1: The following amounts are hereby appropriated in the **Operating Fund** for the operation of the Authority and its activities for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

APPROPRIATIONS

Administration	\$ 579,983
Operating	
Sales Tax Expense	56,000
Bladen Bluffs Expense	1,257,430
Utilities/Energy – Kings Bluff Pump Station	925,000
O&M Expense – Kings Bluff	453,609
Series 2012 Revenue Bond-Principal Expense (ST)	589,940
Series 2012 Revenue Bond-Interest Expense (ST)	23,232
Series 2010 Revenue Bond-Principal Expense (BB)	790,000
Series 2010 Revenue Bond-Interest Expense (BB)	275,000
Transfer to R&R - Kings Bluff R&R Expense	196,201
421 Relocation New Hanover County Loan Principal	390,000
TOTAL APPROPRIATIONS	\$ 5,536,395

Section 2: It is estimated the following revenues will be available in the **Operating Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

REVENUES

Operating Revenues	
Brunswick County	\$ 1,303,072
Cape Fear Public Utility Authority	1,162,726
Pender County	175,975
Hwy 421	70,642
Praxair	2,989
Bladen Bluffs Revenue	2,454,409
Bladen Bluffs Admin Reimbursement	81,972
Sales Tax Refund	56,000
Non-Operating Revenues	0
Interest	25,320
Other Revenue (Insurance Proceeds/FEMA)	25,000
Renewal and Replacement Fund Appropriated	178,290
TOTAL REVENUES	\$ 5,536,395

Section 3: The Board of Directors of the Lower Cape Fear Water & Sewer Authority hereby establishes a raw water rate of \$0.2717 per 1,000 gallons as of July 1, 2020 for raising the necessary revenue to balance the appropriations noted in Section 1.

Section 4: The following amount is hereby appropriated in the **Operating General Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

APPROPRIATIONS

Operating General Fund - Appropriated For Future Expenditures	\$ 946,716
TOTAL APPROPRIATIONS	\$ 946,716

Section 5: It is estimated the following revenue will be available in the **Operating General Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

REVENUES

Operating General Fund - Fund Balance Reserve	\$ 946,716
TOTAL ESTIMATED REVENUES	\$ 946,716

Section 6: The following amount is hereby appropriated in the **Enterprise Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

APPROPRIATIONS

Enterprise Fund - Appropriated For Future Expenditures	\$ 276,906
Other Revenue (FEMA Proceeds)	413,728
TOTAL APPROPRIATIONS	\$690,634

Section 7: It is estimated the following revenue will be available in the **Enterprise Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

REVENUES

Enterprise Fund - Fund Balance Reserve	\$ 690,634
TOTAL ESTIMATED REVENUES	\$ 690,634

Section 8: The following amounts are hereby appropriated in the **Renewal and Replacement Fund (R&R)** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

APPROPRIATIONS

R&R - Appropriated For Future Expenditures	\$ 40,675
R&R - Kings Bluff R&R Expense	178,290
TOTAL APPROPRIATIONS	\$ 218,965

Section 9: It is estimated the following revenues will be available in the **Renewal and Replacement Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

REVENUES

R&R - Fund Balance Reserve	\$ 40,675
Transfer In From Operating Fund	178,290
TOTAL ESTIMATED REVENUES	\$ 218,965

Section 10: The following amount is hereby appropriated in the **Right of Way Maintenance Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

APPROPRIATIONS

Right of Way Fund - Appropriated For Future Expenditures	\$ 281,000
TOTAL APPROPRIATIONS	\$ 281,000

Section 11: It is estimated the following revenue will be available in the **Right of Way Maintenance Fund (ROW)** for the fiscal year beginning July 1, 2019, and ending June 30, 2020:

REVENUES

ROW - Fund Balance Reserve	281,000
TOTAL ESTIMATED REVENUES	\$ 281,000

Section 12: Copies of this Budget Ordinance shall be furnished to the Finance Officer to be kept on file for direction in the disbursement of funds.

Adopted this 8th day of June, 2020

Al Milliken, Chairman

ATTEST:

Charlie Rivenbark, Secretary

LOWER CAPE FEAR WATER AND SEWER AUTHORITY
FISCAL YEAR 2020-2021 BUDGET

ACCOUNT NO.	REVENUES	FY 18-19 AMENDED BUDGET	FY 18-19 ACTUALS	FY 19-20 AMENDED BUDGET	FY 19-20 ACTUAL @ 5/31/2020	PROPOSED FY 20-21 BUDGET		FY 20-21 TOTAL COMBINED BUDGET
						KINGS BLUFFS	BLADEN BLUFFS	
	OPERATING							
3001-01	Brunswick County	\$ 1,199,249	\$ 1,401,159	\$ 1,290,309	\$ 743,032	\$ 1,303,072		\$ 1,303,072
3002-01	Cape Fear Public Utility Authority	\$ 1,099,243	\$ 1,250,243	\$ 1,102,127	\$ 454,382	\$ 1,162,726		\$ 1,162,726
3003-03	Pender County	\$ 140,933	\$ 154,923	\$ 141,838	\$ 82,410	\$ 175,975		\$ 175,975
3004-01	421 Industries	\$ 29,751	\$ 78,236	\$ 69,432	\$ 32,752	\$ 70,642		\$ 70,642
3005-01	Praxair, Inc	\$ 2,975	\$ 2,903	\$ 2,975	\$ 980	\$ 2,989		\$ 2,989
3006-01	Bladen Bluffs Reimbursement for Plant Operation Costs	\$ 2,377,259	\$ 2,429,630	\$ 2,390,689	\$ 1,705,825	\$ 2,454,409		\$ 2,454,409
3006-02	Bladen Bluffs Administrative Reimbursement					\$ 81,972		\$ 81,972
3007-01	Sales Tax Refund	\$ 37,000	\$ 39,973	\$ 37,000	\$ 42,658		\$ 56,000	\$ 56,000
	Subtotal	\$ 4,886,410	\$ 5,357,067	\$ 5,034,370	\$ 3,062,039	\$ 2,797,375	\$ 2,510,409	\$ 5,307,784
	Non-Operating							
3105-01	Interest				\$ 235	\$ 25,321		\$ 25,321
3120-01	Other Revenue (Insurance Proceeds/FEMA)	\$ 52,066	\$ 54,322	\$ 71,372	\$ 86,202	\$ 25,000		\$ 25,000
3125-01	Federal Tax Subsidy	\$ 18,532	\$ 17,346	\$ 8,775	\$ 4,406			
3170-01	Transfer In							
3900-01	Renewal and Replacement Fund Appropriated	\$ 399,509	\$ 399,509	\$ 160,423		\$ 178,290		\$ 178,290
2900-00	Fund Balance Appropriated	\$ 470,107	\$ 471,177	\$ 240,570	\$ 90,843	\$ 228,611		\$ 228,611
	Subtotal	\$ 869,616	\$ 870,686	\$ 401,000	\$ 181,646	\$ 178,290	\$ -	\$ 178,290
	TOTAL REVENUES	\$ 5,356,517	\$ 5,828,244	\$ 5,274,940	\$ 3,152,882	\$ 3,025,986	\$ 2,510,409	\$ 5,536,395

LOWER CAPE FEAR WATER AND SEWER AUTHORITY
FISCAL YEAR 2020-2021 BUDGET

ACCOUNT NO.	EXPENDITURES	FY 18-19 AMENDED BUDGET	FY 18-19 ACTUALS	FY 19-20 AMENDED BUDGET	FY 19-20 ACTUAL @ 5/31/2020	PROPOSED FY 20-21 BUDGET		FY 20-21 TOTAL COMBINED BUDGET
						KINGS BLUFFS	BLADEN BLUFFS	
	Administration							
4001-01	Salaries	\$ 160,600	\$ 160,703	\$ 163,169	\$ 99,408	\$ 114,001	\$ 49,206	\$ 163,206
4010-01	Per Diem and Mileage Board Members	\$ 49,600	\$ 50,872	\$ 62,500	\$ 32,478	\$ 41,020	\$ 17,580	\$ 58,600
4012-01	Vehicle Allowance			\$ 1,000		\$ 3,640	\$ 1,560	\$ 5,200
4019-01 & 4024-01	FICA Taxes					\$ 11,183	\$ 4,819	\$ 16,002
4029-01	Retirement	\$ 15,600	\$ 15,701	\$ 16,823	\$ 11,527	\$ 12,426	\$ 5,364	\$ 17,790
4035-01	401K Plan	\$ 4,820	\$ 4,817	\$ 3,626	\$ 2,436	\$ 3,443	\$ 1,482	\$ 4,925
4036-01	Miscellaneous Payroll Expenses	\$ 2,145	\$ 2,259	\$ 2,250	\$ 1,410	\$ 2,900		\$ 2,900
4038-01	Group Insurance	\$ 31,170	\$ 31,159	\$ 40,039	\$ 20,152	\$ 25,382	\$ 10,878	\$ 36,260
4039-01	Property and Liability Insurance	\$ 105,157	\$ 106,845	\$ 112,982	\$ 83,315	\$ 87,960	\$ 32,040	\$ 120,000
4046-01	Attorney	\$ 38,000	\$ 40,574	\$ 30,000	\$ 17,266	\$ 38,750	\$ 1,250	\$ 40,000
4047-01	Auditor	\$ 9,500	\$ 7,700	\$ 12,000	\$ 4,000	\$ 4,200	\$ 2,800	\$ 7,000
4048-01	Engineer	\$ 57,800	\$ 55,705	\$ 58,156	\$ 30,572	\$ 45,000	\$ 5,000	\$ 50,000
4055-01	Office Maintenance/Repair/Common Charge	\$ 11,060	\$ 8,530		\$ 13,063	\$ 14,000		\$ 14,000
4058-01	Office Utilities	\$ 2,700	\$ 2,623	\$ 31,400	\$ 1,484	\$ 3,000		\$ 3,000
4059-01	Office Expenses (telephone, Printing, Adv)	\$ 8,661	\$ 9,054		\$ 6,739	\$ 9,100		\$ 9,100
4070-01	Travel and Training	\$ 9,500	\$ 2,102	\$ 8,072	\$ 2,557	\$ 15,000		\$ 15,000
4075-01	Vehicle Expense	\$ 5,000	\$ 3,887					\$ -
4080-01	Miscellaneous Expense	\$ 6,500	\$ 7,047	\$ 7,000	\$ 3,991	\$ 17,000		\$ 17,000
	Subtotal	\$ 531,513	\$ 522,922	\$ 561,680	\$ 338,575	\$ 448,005	\$ 131,979	\$ 579,983
	Operating							
4501-01	Sales Tax Expense	\$ 37,000	\$ 43,164	\$ 37,000	\$ 30,998		\$ 56,000	\$ 56,000
4510-01	Bladen Bluffs O & M	\$ 1,256,069	\$ 1,252,922	\$ 1,200,000	\$ 814,585		\$ 1,257,430	\$ 1,257,430
4515-01	Bladen Bluffs Hurricane Florence	\$ 44,928	\$ 44,928			\$ -		\$ -
4520-01	Utilities/Energy Kings Bluff	\$ 925,107	\$ 920,762	\$ 768,319	\$ 342,498	\$ 925,000		\$ 925,000
4530-01	Contract O & M Kings Bluff	\$ 441,138	\$ 363,958	\$ 612,436	\$ 120,836	\$ 453,609		\$ 453,609
4537-01	O&M Kings Booster Pump Bluff Pump Station	\$ 26,000	\$ 28,000					
4541-01	Combined Enterprise Funded Series 2010 Principal	\$ 361,305	\$ 361,305	\$ 371,457		\$ -		\$ -
4542-01	Combined Enterprise Funded Series 2010 Interest	\$ 41,182	\$ 41,182	\$ 20,876	\$ 10,438	\$ -		\$ -
4543-01	Combined Enterprise System Ref Series 2012 Principal	\$ 567,589	\$ 567,589	\$ 578,656		\$ 589,940		\$ 589,940
4544-01	Combined Enterprise System Ref Series 2012 Interest	\$ 45,584	\$ 45,584	\$ 34,516	\$ 17,258	\$ 23,232		\$ 23,232
4545-01	Bladen Bluffs Debt Service Principal	\$ 695,000	\$ 695,000	\$ 740,000	\$ 740,000	\$ 790,000		\$ 790,000
4546-01	Bladen Bluffs Debt Service Interest	\$ 350,000	\$ 331,016	\$ 350,000	\$ 139,847	\$ 275,000		\$ 275,000
4998-05	Transfer to R&R - Kings Bluff R&R Expense			\$ -		\$ 196,201		\$ 196,201
2041-01	421 Relocation New Hanover County Loan Principal					\$ 390,000		\$ 390,000
	Subtotal	\$ 4,790,902	\$ 4,695,410	\$ 4,713,260	\$ 2,216,459	\$ 2,577,982	\$ 2,378,430	\$ 4,956,412
	TOTAL EXPENDITURES	\$ 5,322,415	\$ 5,218,332	\$ 5,274,940	\$ 2,555,034	\$ 3,025,986	\$ 2,510,409	\$ 5,536,395

BRUNSWICK COUNTY		
PROJECTED WATER USE		
FOR JULY 1, 2020 THROUGH JUNE 30, 2021		
Month	Projected Usage*	Cumulative Total
July 2020	557,534,000	557,534,000
August	486,009,333	1,043,543,333
September	442,176,167	1,485,719,500
October	409,425,667	1,895,145,167
November	302,958,333	2,198,103,500
December	285,695,667	2,483,799,167
January 2021	293,726,000	2,777,525,167
February	274,503,000	3,052,028,167
March	330,561,333	3,382,589,500
April	378,000,000	3,760,589,500
May	412,000,000	4,172,589,500
June	478,620,000	4,651,209,500
TOTAL	4,651,209,500	
Annual Daily Average:		\$1,263,733.62
* These flows are an estimate of our predicted usage, it is not a guarantee. Brunswick County does have another water treatment plant that contributes to the overall water system demand and may effect month to month raw water purchases.		

WATER REVENUE ESTIMATES AND WATER RATE CALCULATION

Raw Water Customer	FLOWS			
	FY 18-19 Actual	FY 19-20 Projected	FY 19-20 Actual	FY 20-21 Projected
		(as of 12-31-2019)		
Brunswick County	5,106,757	4,749,000	2,716,801	4,651,210
CFPUA	4,600,486	4,056,000	1,664,859	4,028,121
Pender County	586,486	522,000	300,972	647,680
Invista	277,010	256,000	115,678	260,000
Praxair	11,000	11,000	4,000	11,000
	10,581,739	9,594,000	4,802,310	9,598,011

Raw Water Customer	REVENUES			
	FY 18-19 Actual	FY 19-20 Projected	FY 19-20 Actual	FY 20-21 Projected
		(as of 12-31-2019)		
RATE PER 1,000 GALLONS	\$ 0.2717	\$ 0.2717	\$ 0.2717	0.2717
Brunswick County	\$ 1,387,506	\$ 1,290,303	\$ 738,155	\$ 1,303,071
CFPUA	\$ 1,249,952	\$ 1,102,015	\$ 452,342	\$ 1,162,726
Pender County	\$ 159,348	\$ 141,827	\$ 81,774	\$ 175,975
Invista	\$ 75,264	\$ 69,555	\$ 31,430	\$ 70,642
Praxair	\$ 2,989	\$ 2,989	\$ 1,087	\$ 2,989
	\$ 2,875,058	\$ 2,606,690	\$ 1,304,788	\$ 2,715,402

KINGS BLUFF EXPENSES	
ADMINISTRATION	\$ 448,005
OPERATING INCLUDING DEBT SERVICE	\$ 2,577,982
TOTAL EXPENSES	\$ 3,025,986

KINGS BLUFF REVENUES	
WATER SALES BASED ON CURRENT RATE	\$ 2,715,403
OTHER REVENUES	\$ 310,583
TOTAL REVENUES	\$ 3,025,986

Bunswick County and CPFUA water revunes based on 93% of projected sales.

CAPE FEAR WATER & SEWER AUTHORITY		
PROJECTED WATER USE		
FOR JULY 1, 2020 THROUGH JUNE 30, 2021		
Month	Estimated Usage	Cumulative Total
July 2020	376,499,915	376,499,915.00
August	441,507,275	818,007,190.00
September	368,599,715	1,186,606,905.00
October	382,017,515	1,568,624,420.00
November	301,718,670	1,870,343,090.00
December	290,017,805	2,160,360,895.00
January 2021	250,560,695	2,410,921,590.00
February	226,623,925	2,637,545,515.00
March	252,614,120	2,890,159,635.00
April	321,043,855	3,211,203,490.00
May	433,884,000	3,645,087,490.00
June	383,033,255	4,028,120,745.00
TOTAL	4,028,120,745.00	
Annual Daily Average:	11.04	MGD for 365 days

PENDER COUNTY			
PROJECTED WATER USE			
FOR JULY 1, 2020 THROUGH JUNE 30, 2021			
Month	Estimated Usage	Cumulative Total	
July 2020	64.68	64.68	64.68
August	57.97	122.65	122.65
September	57.09	179.74	179.74
October	55.44	235.18	235.18
November	48.40	283.58	283.58
December	46.86	330.44	330.44
January 2021	45.43	375.87	375.87
February	41.14	417.01	417.01
March	48.29	465.30	465.30
April	50.27	515.57	515.57
May	70.84	586.41	586.41
June	61.27	647.68	647.68
TOTAL	647.68		
Annual Daily Average:			
	1.77	MGD for 365 days	

Employee	PERSONNEL COST			Notes
	Adopted FY 19-20	Salary	Proposed FY 20-21	
Executive Director	\$	113,016.80	\$ 110,000.00	New Director's Salary Close to Previous Director
Administrative Assistant	\$	51,160.32	\$ 53,206.00	Cost of Living Raise COLA 1.6% / 2.4% merit
	\$	164,177.12	\$ 163,206.00	
Board Per Diem and Mileage	Board			
	\$	62,500.00	\$ 58,600.00	
Executive Director	\$	8,476.26	\$ 8,415.00	7.65 % of Salary
Administrative Assistant	\$	3,837.02	\$ 4,070.26	7.65 % of Salary
Board Members	\$	5,895.00	\$ 3,515.85	7.65 % of Salary
	\$	15,600.00	\$ 16,001.11	
Executive Director	\$	10,781.80	\$ 11,990.00	Percentage increase to 10.9%
Administrative Assistant	\$	4,880.69	\$ 5,799.45	Percentage increase to 10.9%
	\$	15,662.50	\$ 17,789.45	
Executive Director	\$	23,539.00	\$ 18,130.00	Assumes Coverage of Employee
Administrative Assistant	\$	16,500.00	\$ 18,130.00	Assumes Coverage of Employee
	\$	40,039.00	\$ 36,260.00	
Executive Director	\$	3,390.50	\$ 3,300.00	3.0% of the salary
Administrative Assistant	\$	1,534.81	\$ 1,596.18	3.0% of the salary
	\$	4,925.31	\$ 4,896.18	

BOARD MEMBER COST

Board Member Salaries and Mileage Reimbursement

Salary for Board Member per meeting	\$	300
Salary for Chairman Per Board Meeting	\$	330
Total Salary Costs	\$	50,760.00 Based upon 12 meetings per year
Current Board Total Mileage		875
Current IRS Mileage Rate	\$	0.575 per mile
Total Mileage Cost Per Year	\$	6,037.50
Total for Budget	\$	56,797.5

Round to \$50,000 increase of committee meetings outside of normal meetings

Social Security	\$	3,883
Breakfast	\$ 174.65 per month	\$ 2,095.80

BLADEN BLUFFS ADMINISTRATIVE COST CALCULATION

Employee	Allocation Percentage	SALARY	BLADEN BLUFFS ALLOCATION
Executive Director		\$ 110,000.00	
Administrative Assistant	≈ 30%	\$ 53,206.00	49,206
		\$ 163,206.00	
Board Per Diem and Mileage	≈ 30%	\$ 58,600.00	17,580
Executive Director	≈ 30%	Vehicle Allowance \$ 5,200.00	1,560
Executive Director		FICA \$ 8,415.00	
Administrative Assistant		\$ 4,070.26	
Board Members	≈ 30%	\$ 3,580.20	4,819
		\$ 16,065.46	
Executive Director		RETIREMENT \$ 11,990.00	
Administrative Assistant	≈ 30%	\$ 5,799.45	5,364
		\$ 17,789.45	
Executive Director		HEALTH INSURANCE \$ 18,130.00	
Administrative Assistant	≈ 30%	\$ 18,130.00	10,878
		\$ 36,260.00	
Executive Director		401 K \$ 3,300.00	
Administrative Assistant	≈ 30%	\$ 1,596.18	1,482
		\$ 4,896.18	

BLADEN BLUFFS ADMINISTRATIVE COST CALCULATION

Estimated Annual Costs for:		
ATTORNEY	\$	1,250
ENGINEER	\$	2,800
AUDITOR	\$	5,000
INSURANCE PROPERTY & LIABILITY		
Total cost of Property and Liability Insurance is \$120,000.		
Bladen Bluffs share is based upon percent of		
total cost allocated to that facility:		
	\$	<u>32,040</u>
Total Annual Admin Cost	\$	131,979

RENEWAL AND REPLACEMENT FUND	
EQUIPMENT TO BE REPLACED	REPLACEMENT COST
2012 DODGE TRUCK	\$ 50,000
VFD COMPONENT REPLACEMENT	\$ 111,168
TRAILER TO HAUL FUEL TANK	\$ 5,000
SMALL EQUIPMENT	\$ 12,122
MISCELLANEOUS	<u>\$ 17,911</u>
TOTAL	\$ 196,201

COUNTY OF BRUNSWICK
Fiscal Year 2020-2021 Budget

Department Name: LCFWSA - Reimbursable
Department Code: 617150
Budget Manager: Director of Public Utilities

Dept. #	Item #	Description	Prior Years Actuals 2018	2019	2020 Amended Budget	2020 Original Budget @ 7/1/19	2020 Actual @ 12/31/2019	% Received/ Expended @ 12/31/2019	Input Column 2021 Department Requested
617150	332000	State Revenues - Restricted	216,000	-	-	-	-	0%	-
617150	383927	LCFWSA O and M Reimbursement	368,743	367,518	492,304	390,985	120,836	25%	442,652
		Add New Revenue Line Item In Space Below:							
617150								0%	-
617150								0%	-
		Total Revenues	584,743	367,518	492,304	390,985	120,836	25%	442,652
617150	412100	Salary & Wages - Regular	79,687	65,465	100,121	100,121	52,345	52%	103,258
617150	412200	Salaries & Wages - Overtime	5,787	19,200	4,000	4,000	3,032	76%	4,000
617150	412203	Salaries & Wages - Pager on Call	6,687	7,279	6,600	6,600	4,515	68%	9,078
617150	412204	Salary & Wages - Call Back	119	137	3,000	3,000	113	4%	3,000
617150	412400	Salary & Wages - Wage Adj	-	-	-	-	-	0%	-
617150	412600	Salaries & Wages - Temp / Part	-	-	10,500	27,000	-	0%	27,000
617150	412700	Salary & Wages - Longevity	2,155	1,542	1,282	1,282	-	0%	2,111
617150	412990	Salary and Wages Reimbursements	17,267	23,110	-	-	6,128	0%	-
617150	417100	Board Meeting Fees	-	-	-	-	-	0%	-
617150	418100	FICA	7,251	7,209	10,863	10,863	4,478	41%	11,356
617150	418200	Retirement	11,734	11,938	16,112	16,112	8,407	52%	18,472
617150	418300	Health Insurance	13,754	8,733	17,476	17,476	8,059	46%	16,290
617150	418301	Retired Emp Health under 65	-	-	-	-	-	0%	-
617150	418302	Medicare Suppnt & Pharmacy	-	-	-	-	-	0%	-
617150	418303	Workers Compensation Insurance	5,286	5,924	5,125	5,125	5,124	100%	5,125
617150	418304	Unemployment Insurance	-	-	-	-	-	0%	-
617150	418306	Life Insurance	129	74	200	200	47	24%	200
617150	418310	Dental Insurance	-	358	576	576	286	50%	696
617150	418400	Disability & Long - Term Ins	250	199	330	330	163	49%	341
617150	418900	Fringe Benefits Reimbursements	6,477	8,616	-	-	2,313	0%	-
617150	421200	Uniforms	161	445	900	900	-	0%	1,200

617150	425101	Fuel - Emergency Generator	-	-	500	-	500	0%	14,625
617150	426000	Supplies and Materials	-	418	500	62	500	12%	500
617150	426002	Departmental Supplies	1,545	932	2,000	1,431	2,000	72%	2,000
617150	426010	Computer Software	-	-	500	-	500	0%	500
617151	426200	Operating Equip \$500 - \$4,999	-	-	-	-	-	0%	-
617150	431100	Travel - Mileage	2,129	2,711	2,000	696	2,000	35%	2,000
617150	431200	Travel - Subsistence	-	-	250	-	250	0%	250
617150	431500	Travel - Registrations	-	-	5,500	5,200	300	95%	1,000
617150	432150	Cell Phone Reimbursement	975	713	1,000	650	1,000	65%	1,300
617150	432500	Postage	36	24	50	10	50	20%	50
617150	435100	Repair and Maint - Building	938	-	8,500	-	8,500	0%	8,500
617150	435102	Repair and Maint - Grounds	-	-	300	-	300	0%	300
617150	435200	Repair and Maint - Equipment	143,588	94,645	176,881	12,802	55,000	7%	63,000
617150	435203	Repair and Maint - Instrument	2,852	26,143	24,800	3,230	30,000	13%	30,000
617150	435208	Repair and Maint - Roadways	-	-	2,000	-	2,000	0%	2,000
617150	435217	R and M - Transmission Mains	216,000	-	-	-	-	0%	-
617150	439900	Contract Services	25,974	57,238	26,000	24,914	9,500	96%	9,500
617150	441400	Rent of Equipment	2,780	1,569	4,173	3,731	2,000	89%	2,000
617150	444000	Service and Maint Contracts	31,181	21,548	80,300	2,829	83,000	4%	83,000
617150	449913	CY FEMA Event 1	-	-	527	526	-	100%	-
617150	454000	Vehicles On Road	-	-	-	-	-	0%	-
617150	454500	Vehicles Off Road	-	-	-	-	-	0%	-
617150	455000	Equipment	-	-	-	-	-	0%	20,000
617150	458000	Buildings	-	-	-	-	-	0%	-
617150	459000	Improvements	-	1,349	-	-	-	0%	-
Add New Expenditure Line Item In Space Below:									
617150		Total Expenditures	584,743	367,518	512,866	390,985	151,091	29%	442,652
Revenues Over(Under) Expenditures									
			(0)	-	(20,562)	-	(30,255)	-	-

LOWER CAPE FEAR DEBT SERVICE SCHEDULE

KINGS BLUFFS RAW WATER PUMP STATION

	Date of Payment	Interest Rates	Old Balance	Principal Payment	Interest Payment	Total Series Payment	Total Bi-Annual Payment	Total Annual Payment
FY 19-20								
Series 2010 RZEDB PNC - KBII	11/1/2019	5.6200%	371,457.41	0.00	10,437.95			
Series 2012 SUNTRUST	11/1/2019	1.9500%	1,770,039.49	0.00	17,257.89		0.00	0.00
Series 2010 RZEDB PNC - KBII	5/1/2020	5.6200%	371,457.41	371,457.41	10,437.95			
Series 2012 SUNTRUST	5/1/2020	1.9500%	1,770,039.49	578,656.02	17,257.89		0.00	
FY 20-21								
Series 2012 SUNTRUST	11/1/2020	1.9500%	1,191,383.17	0.00	11,615.99	11,615.99	11,615.99	
Series 2012 SUNTRUST	5/1/2021	1.9500%	1,191,383.47	589,939.83	11,615.99	601,555.82	991,555.82	1,003,171.81
NHC CONTRACT 19-0343	5/1/2021	2.0000%	915,346.60	390,000.00	0.00	390,000.00		
FY 21-22								
Series 2012 SUNTRUST	11/1/2021	1.9500%	601,443.64	0.00	5,864.08	5,864.08	5,864.08	
Series 2012 SUNTRUST	5/1/2022	1.9500%	601,443.64	601,443.64	5,864.08	607,307.72	997,307.72	1,003,171.80
NHC CONTRACT 19-0343	5/1/2022	2.0000%	525,346.60	390,000.00	0.00	390,000.00		
FY 22-23								
NHC CONTRACT 19-0343	5/1/2023	2.0000%	135,346.60	135,346.00	38,712.68	174,058.68	174,058.68	174,058.68

**BLADEN BLUFFS REGIONAL SURFACE WATER TREATMENT SYSTEM
VARIABLE RATE SPECIAL FACILITY REVENUE BONDS (BLADEN BLUFFS PROJECT SERIES 2010)**

Debt service principal and interest payments for the outstanding balance of \$19,940,000 Variable Rate Special Facility Revenue Bonds is made by Smithfield Farmland with the liability held in the name of the Authority. The December 1, 2021 bond principal payment will be \$850,000. Smithfield pays the interest and annual bond payments directly to the Trustee. Interest is calculated at a weekly rate and paid monthly.

**NEW HANOVER COUNTY HWY 421 WATER MAIN RELOCATION LOAN
REQUESTS FOR FUNDING FROM NEW HANOVER COUNTY**

DATE	AMOUNT
September 3, 2019	\$ 96,235.88
October 8, 2019	\$ 219,414.52
January 6, 2020	\$ 431,629.20
February 4, 2020	\$ 168,067.00
TOTAL REQUESTS	\$ 915,346.60

**LOAN REPAYMENTS
PRINCIPAL**

May 1, 2021	\$ 390,000.00
May 1, 2022	\$ 390,000.00
May 1, 2023	\$ 135,346.60
	\$ 915,346.60

INTEREST EARNED

2019	\$ 627.51	119 days on \$ 96,235.88
2019	\$ 1,009.91	84 days on \$ 219,414.52
2020	\$ 6,313.01	365 days on \$ 315,650.40
2020	\$ 8,490.68	359 days on \$ 431,629.20
2020	\$ 3,039.02	330 days on \$ 168,067
2021	\$ 10,506.92	365 days on \$ 525,346
2021	\$ 2,564.38	120 days on \$ 390,000
2022	\$ 2,706.92	365 days on \$ 135,346
2022	\$ 2,564.38	120 days on \$ 390,000
2023	\$ 889.95	120 days on \$ 135,346
	\$ 38,712.68	

INTEREST PAYMENTS ON LOAN

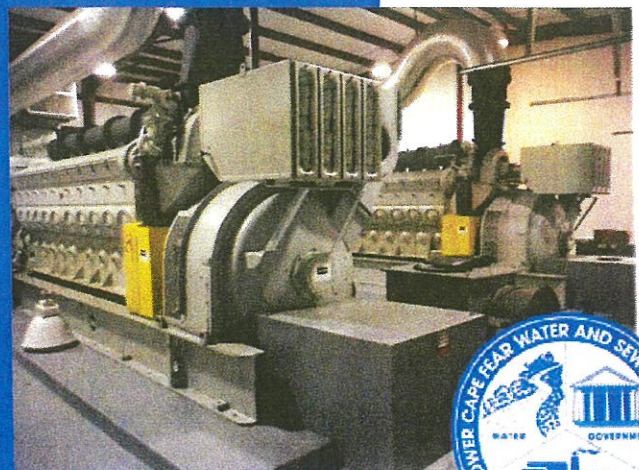
May 1, 2021	0
May 1, 2022	0
May 1, 2023	\$ 38,712.68



LOWER CAPE FEAR WATER AND SEWER AUTHORITY

FIVE YEAR CAPITAL IMPROVEMENT PLAN 2021 – 2025

Adopted: March 9, 2020



LOWER CAPE FEAR WATER AND SEWER AUTHORITY									
5 YEAR CAPITAL IMPROVEMENT PLAN									
	PRIOR TO FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	PROJECT TOTALS		
KINGS BLUFF CAPITAL IMPROVEMENT PLAN - PROJECTS									
INTERMEDIATE BOOSTER PUMP STATION SHELTER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000		
SCADA UPGRADE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000		
REBUILD EXISTING HIGH SERVICE PUMP MOTORS	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -		
REPLACE GENERATOR RADIATORS	\$ -	\$ -	\$ -	\$ 340,000	\$ -	\$ -	\$ -		
WALKWAY REPLACEMENT AND AIR BACKWASH BUILDING	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -		
TOTAL KINGS BLUFF SOURCES	\$ -	\$ 250,000	\$ 250,000	\$ 340,000	\$ 750,000	\$ 625,000	\$ 2,215,000		
KINGS BLUFF CAPITAL IMPROVEMENT PLAN - SOURCES									
	PRIOR TO FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	PROJECT TOTALS		
CAPITAL RESERVES	\$ -	\$ 250,000	\$ 250,000	\$ 340,000	\$ 750,000	\$ 625,000	\$ 2,215,000		
DEBT PROCEEDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
OTHER SOURCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL KINGS BLUFF SOURCES	\$ -	\$ 250,000	\$ 250,000	\$ 340,000	\$ 750,000	\$ 625,000	\$ 2,215,000		

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CAPITAL PROJECT REQUEST									
PROJECT TITLE	SCADA UPGRADE								
PROJECT TYPE	Pumping								
PROJECT JUSTIFICATION	Software and Hardware will be obsolete and no longer supported by the vendor.								
PROJECT ELEMENTS:									
	PRIOR TO FY 2021	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025		PROJECT TOTALS	
ADMINISTRATION						\$ 15,000	\$	15,000	
ENGINEERING									
CONSTRUCTION									
LAND/ROW									
EQUIPMENT						\$ 110,000	\$	110,000	
CONTINGENCY									
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$	125,000	
FUNDING SOURCES									
CAPITAL RESERVES						\$ 125,000	\$	125,000	
DEBT PROCEEDS									
GRANT									
OTHER SOURCE									
TOTAL FUNDING						\$ 125,000	\$	125,000	