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Dependable Reliable Cost-Effective Regional

AGENDA
Lower Cape Fear Water & Sewer Authority
1107 New Pointe Boulevard, Suite # 17, Leland, North Carolina
9:00 a.m. – Regular Monthly Board Meeting
March 8, 2021

MEETING CALL TO ORDER: Chairman Leonard

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF CONSENT AGENDA

- C1 - Minutes of Regular Board Meeting February 8, 2021
- C2 - Kings Bluff Monthly Operations and Maintenance Report
- C3 - Bladen Bluffs Monthly Operations and Maintenance Reports

PRESENTATION: FINANCIAL MANAGEMENT WILLIAM RIVENBARK, PROFESSOR UNC SCHOOL OF GOVERNMENT

NEW BUSINESS

- NB1 - Resolution Awarding Annual Audit Contract for Fiscal year ending June 30, 2021 to Thompson, Price, Scott, Adams & Co. in the amount of \$8,000.00
- NB2 – Change of Regular Meeting Date

ENGINEER'S COMMENTS

ATTORNEY COMMENTS

EXECUTIVE DIRECTOR REPORT

- EDR1 – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending February 28, 2021

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

PUBLIC COMMENT

ADJOURNMENT

The next board meeting of the Lower Cape Fear Water & Sewer Authority is scheduled for Monday, April 12th at 9:00 a.m. in the Authority's office located at 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina.

Lower Cape Fear Water & Sewer Authority

1107 New Pointe Blvd, Suite 17
Leland, North Carolina 28451



phn 910.383.1919 fax 910.383.1949
www.lcfwasa.org

Water is Our Business

AGENDA ITEM

To: CHAIRMAN LEONARD AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: March 8, 2021

Re: Consent Agenda

Reviewed and Approved as to form: MATTHEW A. NICHOLS, AUTHORITY ATTORNEY

Please find enclosed, items of a routine nature for consideration and approval by the Board of Directors with one motion. However, that does not preclude a board member from selecting an item to be voted upon individually, if so desired.

C1 - Minutes of Regular Board Meeting February 8th, 2020

C2 - Kings Bluff Monthly Operations and Maintenance Report

C3 - Bladen Bluffs Monthly Operations and Maintenance Reports

Action Requested: Motion to approve/disapprove Consent Agenda

Lower Cape Fear Water & Sewer Authority
 Regular Board Meeting Minutes

February 8, 2021

Vice-Chairman Rivenbark called to order the Authority meeting scheduled on February 8, 2021 at 9:00 a.m. and welcomed everyone present. The meeting was held at the Authority’s office located at 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina. Director Milliken gave the invocation.

Roll Call by Chairman Leonard:

Present: Norwood Blanchard, Patrick DeVane, Wayne Edge, Harry Knight, William Milliken, Charlie Rivenbark, William Sue, and Frank Williams

Present by Internet or Telephone: Al Leonard, Jackie Newton, Phil Norris, Bill Saffo, and Rob Zapple

Absent: Chris Smith

Staff: Tim H. Holloman, Executive Director; Matthew Nichols, General Counsel; Tony Boahn P.E., McKim & Creed, and Allison Covington, Financial Administration Assistant

Guests Present: John Malone, John Nichols, Glenn Walker, Elizabeth Meyer, Anthony Colon, and Heidi Cox.

PLEDGE OF ALLEGIANCE: Vice-Chairman Rivenbark led the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA

C1 - Minutes of Regular Board Meeting January 11th, 2021

C2 - Kings Bluff Monthly Operations and Maintenance Report

C3 - Bladen Bluffs Monthly Operations and Maintenance Reports

C4- Budget Amendment #4

Motion: Director DeVane MOVED; seconded by Director Knight, approval of the Consent Agenda Items as presented. Upon roll call vote, the **MOTION CARRIED.**

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Wayne Edge	X			
Patrick DeVane	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris	X			
Al Milliken	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith				X
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	13	0	0	1

NEW BUSINESS**NB1- Discussion of Take or Pay**

For information purposes, Executive Director Holloman explained that under the Take or Pay contract, if our customers projected a certain amount of usage for the year and they fall below the projection, they would have to make up the difference at the end of the year. The floor was opened for discussion. Director Blanchard questioned the idea of the Take or Pay. He felt that if any customer fell under projected usage severely that it would be due to a natural disaster and, they shouldn't be penalized for that. Executive Director Holloman stated that those kinds of situations can be added to the contract as exceptions. Director Williams stated that he is not convinced that there is a current need, but he is also not convinced that there will not be a future need. He also feels that now is the time to research it because there is currently not a need for it.

ENGINEER'S COMMENTS

None.

ATTORNEY COMMENTS

None.

EXECUTIVE DIRECTOR REPORT**EDR1 – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending January 31, 2021**

Executive Director Holloman reported that during the Month of January 2021, Brunswick slightly below projections, while Pender County and CFPUA were above projections, but we are overall only \$938 below projections for this time of year.

EDR2 – Operating Budget Status, Second Quarter Ending December 31, 2020

Executive Director Holloman reported that the operating expenditures and revenues are on track for the year averaging 48-53% usage for the year.

EDR3 – Kings Bluff Raw Water Pump Station Local Water Supply Plan for Calendar Year 2020, submitted January 19, 2021

Executive Director Holloman reported that the Kings Bluff report has been submitted and the Bladens Bluff report is scheduled to be submitted next month.

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

Executive Director Holloman announced that next month there will be a Finance Committee meeting at 8:00 and the regular meeting at 9:00. During the regular meeting, William Rivenbark from the School of Government will be giving a presentation on the general financial information as it pertains to Lower Cape Fear Water Authority. There will also be a Long Range Planning committee meeting after the regular meeting. He also informed the Board that the mileage reimbursement rate has been decreased from .575 cent per mile to .56 per mile.

PUBLIC COMMENT

None

ADJOURNMENT

There being no further business, Director Rivenbark adjourned the meeting at 9:35 a.m.

Respectfully Submitted:

Norwood Blanchard, Secretary

COUNTY OF BRUNSWICK
PUBLIC UTILITIES DEPARTMENT
Kings Bluff Pump Station



246 Private Road
Riegelwood, NC 28456
(910) 655-4799 Office
(910) 655-4798 FAX

TO: Tim Holloman

FROM: Jack Hogan

DATE: 3/1/2021

SUBJECT: Monthly maintenance report for February 2021

Mr. Holloman,

The Maintenance and Operations of the king's bluff facility for the month of February was performed as prescribed in the station SOP'S and other items are as follows.

The diesel drive booster pumps along with the standby SCADA generator located at the raw tank and the SCADA generator located at INVISTA / CFPVA vaults off HWY 421 were ran and tested weekly and verified standby ready.

KB personnel completed all locates issued by the 811 system.

KB personnel along with Underwood personnel worked on trying to find issue with the # 5 Val Matic tilted disc actuator valve slamming shut during pump normal shutdown operation. It was later determined that one of the pivot arms that holds the disc in place has excessive wear and disc inside is not properly lining up to close properly during low flow shutdown.

Prior to the actuator valve failure KBPS sent the spare actuator valve back to Underwood to be checked out and any necessary repairs to be done and returned to KBPS.

Underwood inspected and tested the valve and has determined it to be ready for operation and it will be used in the # 5 slot as the replacement.

KB personnel replaced the rain caps on the exhaust systems of the diesel drive booster pumps 1,2 & 3 located at the raw tank.

KB personnel service all batteries and DC electrical systems on the diesel drive booster pump motors and replaced the battery charger on # 3 motor.

Contractors:

NEWCOMB completed replacement of the # 2 compressor motor on # 3 HVAC unit located at the VFD building. The old compressor was found not to be running at full capacity during prior PM checks.

McDuffie Pest Control has completed spraying of KBPS, offices and generator buildings.

Thank you,
Jack Hogan
Kings Bluff Pump Station

Smithfield®

To: Tim Holloman - LCFWASA

From: James Kern – Bladen Bluffs SWTP ORC

Date: 3/1/21

Subject: February 2021 Operations

During the month of February, Bladen Bluffs SWTP operated a total of 20 days, treating 49.771 million gallons of water.

We used:

42,327 lbs. of aluminum sulfate (Alum)

10,188 lbs. of sodium hydroxide (Caustic)

956 lbs. of sodium hypochlorite (1,920 gallons of 6% Chlorine Bleach)

James Kern
Water Treatment Plant
Supervisor

(910) 862-3114
(910) 862-3146
(719) 761-0026 mobile
jkern@smithfield.com

Smithfield
Good food. Responsibly.®

Bladen Bluffs Surface Water Treatment
Plant
17014 Highway 87 West
Tar Heel, NC 28392
www.smithfieldfoods.com

Bladen Bluffs SWTP Maintenance Report

Date: 3/1/2021

ISSUE:

PLAN OF ACTION:

Air on finished water line (from GAC)	Replacing air relief valves on eff. line
Running spare cl2 lines to settled/finished	Getting quote – Carolina Civil Works
Fire system supply change to county water	IN PROGRESS
Chemical Pump PM due	Rescheduled for March 10
River bank eroding	Informed Tom
Sump pump check valve needs replacement	Scheduled repair
Dig ditch to drain properly	COMPLETE
Algae/Trash from lagoon needs pumping	COMPLETE
Electric to lagoon lights needs repaired	Scheduled
Road at clear wells needs maintenance	COMPLETE

Monthly Operating Reports (MORs) Summary

(No user data entry – all values are auto-populated.)

Year: <u>2021</u>	PWS Name: <u>Bladen Bluffs Water System</u>	PWSID# : <u>NC5009012</u>
Month: <u>February</u>	Facility Name: <u>Bladen Bluff</u>	

Combined Filter Effluent (CFE) Turbidity

Samples exceeding 1 NTU (count): <u>0</u>	Number of samples required: <u>106</u>
Samples exceeding .3 NTU (count): <u>0</u>	Number of samples taken: <u>106</u>
Samples exceeding .3 NTU (pct): <u>0.0%</u>	Highest single turbidity reading NTU: <u>0.086</u>
	Monthly average turbidity NTU: <u>0.047</u>

Individual Filter Effluent (IFE) Turbidity

1) Was each filter <u>continuously</u> monitored for turbidity?	Yes	<u>X</u>	No	
2) Was each filter's monitoring results <u>recorded every 15 minutes</u> ?	Yes	<u>X</u>	No	
3) Was there a failure of the continuous turbidity monitoring equipment?	Yes		No	<u>X</u>
4) Was any individual filter turbidity level > 1.0 NTU in two consecutive measurements ?	Yes		No	<u>X</u>
5) Was any individual filter turbidity level > 0.5 NTU in two consecutive measurements at the end of 4 hours of operation after the filter has been backwashed or otherwise taken offline ?	Yes		No	<u>X</u>
6) Was any individual filter turbidity level > 1.0 NTU in two consecutive measurements in each 3 consecutive months ?	Yes		No	<u>X</u>
7) Was any individual filter turbidity level > 2.0 NTU in two consecutive measurements in 2 consecutive months ?	Yes		No	<u>X</u>

Entry Point Residual Disinfectant Concentration (EPRD)

Disinfectant Used <u>Chlorine</u>	Number of samples required <u>106</u>
Minimum EPRD concentration <u>0.8300</u>	Number of samples taken <u>106</u>

Distribution Residual Disinfectant Concentration

Number of samples under 0.010 mg/L (without any detectable) excluding where HPC is ≤ 500/mL	<u>0</u>
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Contact Time (CT) Ratio

Lowest CT ratio reading <u>10.97</u>	Number of CT ratios required <u>20</u>
Number of CT ratios below 1.0 <u>0</u>	Number of CT ratios calculated <u>20</u>

Remarks From General Info Worksheet

By checking this box, the ORC certifies that the requirements of 15A NCAC 18C .1301 "General Requirements", .1302 "Tests, Forms, and Reporting", and .1303 "Facility Oversight" have been met for the month of February, 2021 and that records documenting compliance with this rule are maintained on the premises and available for inspection upon request.

NCDENR/DEH
PWSS
Version: V02.10-00

COMPLETED BY:	James Kern
CERTIFICATE GRADE:	A - Surface
CERTIFICATE NUMBER:	120147

NEW BUSINESS (NB-1)

**Lower Cape Fear Water & Sewer
Authority**

AGENDA ITEM

To: CHAIRMAN LEONARD AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: March 8, 2021

Re: Resolution Awarding Annual Audit Contract for Fiscal Year Ending June 30, 2021 to Thompson, Price, Scott, Adams & Company P.A.

Reviewed and Approved as to form: MATTHEW A. NICHOLS, AUTHORITY ATTORNEY

Background: Please find the annual audit contract for the preparation of the Authority's audit and financial statements for fiscal year ending June 30, 2020

Action Requested: Motion to approve/disapprove:



Thompson, Price, Scott, Adams & Co., P.A.
 4024 Oleander Drive Suite 3
 Wilmington, North Carolina 28403
 Telephone (910) 791-4872
 Fax (910) 395-4872

January 1, 2021

Lower Cape Fear Water & Sewer Authority
 1117 New Pointe Blvd. #17
 Leland, NC 28451

We are pleased to confirm our understanding of the services we are to provide Lower Cape Fear Water & Sewer Authority for the year ended June 30, 2021. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Lower Cape Fear Water & Sewer Authority as of and for the year ended June 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Lower Cape Fear Water & Sewer Authority's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Lower Cape Fear Water & Sewer Authority's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Net Pension Asset/Liability RSI
- 3) OPEB

We have also been engaged to report on supplementary information other than RSI that accompanies Lower Cape Fear Water & Sewer Authority's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and Governmental Auditing Standards, 2018 Revision (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern.

30. Applicable to charter school contracts only: No indebtedness of any kind incurred or created by the charter school shall constitute an indebtedness of the State or its political subdivisions, and no indebtedness of the charter school shall involve or be secured by the faith, credit, or taxing power of the State or its political subdivisions.

31. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 16 for clarification).

32. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>

33. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

34. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Governmental Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: Auditor Governmental Unit Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	Title and Unit / Company:	Email Address:
<input type="text"/>	<input type="text"/>	<input type="text"/>

OR Not Applicable (Identification of SKE Individual not applicable for GAAS-only audit or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the billings for the last annual audit of the unit submitted to the Secretary of the LGC. Should the 75% cap provided below conflict with the cap calculated by LGC Staff based on the billings on file with the LGC, the LGC calculation prevails. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

PRIMARY GOVERNMENT FEES

Primary Government Unit	Lower Cape Fear Water & Sewer
Audit Fee	\$ 7000.00
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$ 1000.00
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval (not applicable to hospital contracts)	\$

DPCU FEES (if applicable)

Discretely Presented Component Unit	NA
Audit Fee	\$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval (not applicable to hospital contracts)	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm*	
Thompson, Price, Scott, Adams, & Co., PA	
Authorized Firm Representative (typed or printed)*	Signature*
Gregory S. Adams, CPA	
Date*	Email Address*
	gadams@tpsacpas.com

GOVERNMENTAL UNIT

Governmental Unit*	
Lower Cape Fear Water & Sewer	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S. 159-34(a) or G.S. 115C-447(a))	
Mayor/Chairperson (typed or printed)*	Signature*
Al Leonard, Chairman	
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* (typed or printed)	Signature*
Tim Holloman , Executive Director	
Date of Pre-Audit Certificate*	Email Address*
	ThollomanLcfwasa@atmc.net

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU*	
NA	
Date DPCU Governing Board Approved Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

PRINT

**Resolution Awarding Annual Audit Contract for
Fiscal Year Ending June 30, 2021 to Thompson•Price•Scott•Adams & Co. P.A.
In the Not to Exceed Amount of \$8,000.00**

Whereas, each unit of local government shall have its accounts audited as soon as possible after the close of each fiscal year by a Certified Public Accountant;

Now Therefore Be It Resolved, that the Board of Directors for the Lower Cape Fear Water & Sewer Authority awards the annual auditing contract to the firm Thompson•Price•Scott•Adams & Co. P.A. in the amount of \$8,000.00 to audit the accounts of the Authority and to prepare the financial statements for the fiscal year ending June 30, 2021.

Furthermore, the Board designates that the Chairman and the Executive Director for the Authority are duly authorized to execute the contract on behalf of the Authority.

Adopted this 8th day of March, 2021

Al Leonard, Chairman

ATTEST:

Norwood Blanchard, Secretary

AGENDA ITEM

To: CHAIRMAN LEONARD AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: March 8, 2021

Re: Change of Regular June Meeting Date

Reviewed and Approved as to form: MATTHEW A. NICHOLS, AUTHORITY ATTORNEY

Some of the Directors and the Executive Director will be attending the AWWA conference and it conflicts with the regular meeting of June 14th. The suggestion would be June 7th or June 21st for the rescheduled meeting.

Action Requested: Motion to approve/disapprove:

AGENDA ITEM

To: CHAIRMAN LEONARD AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

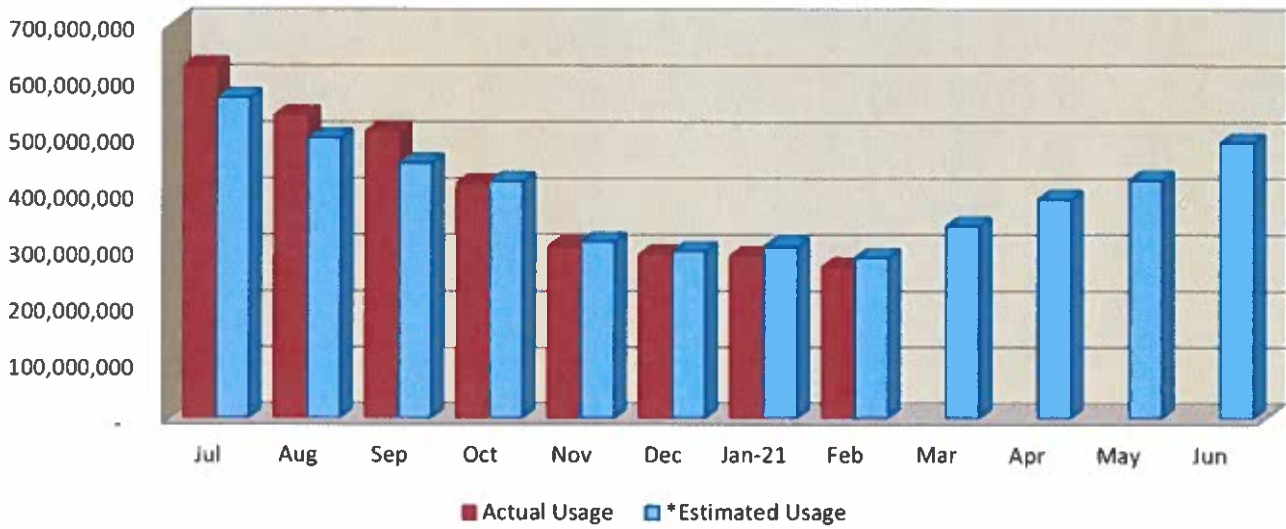
Date: March 8, 2021

Re: Executive Director's Report

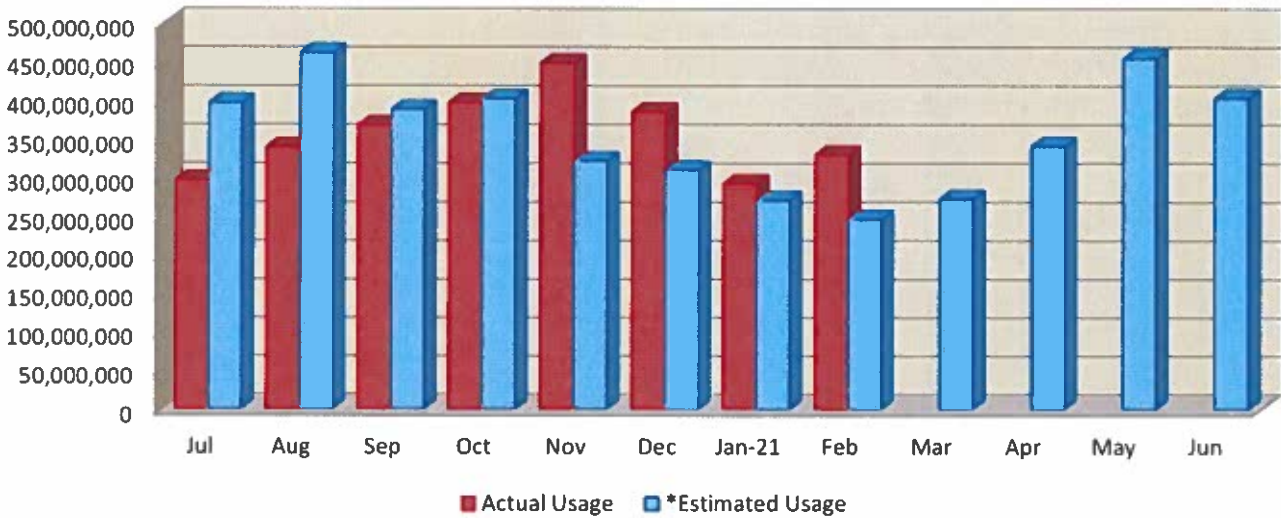
**EDR1 - Comments on Customers' Water Usage and Raw Water Revenue for
Month Ending February 28, 2021**

Action Requested: For information purposes

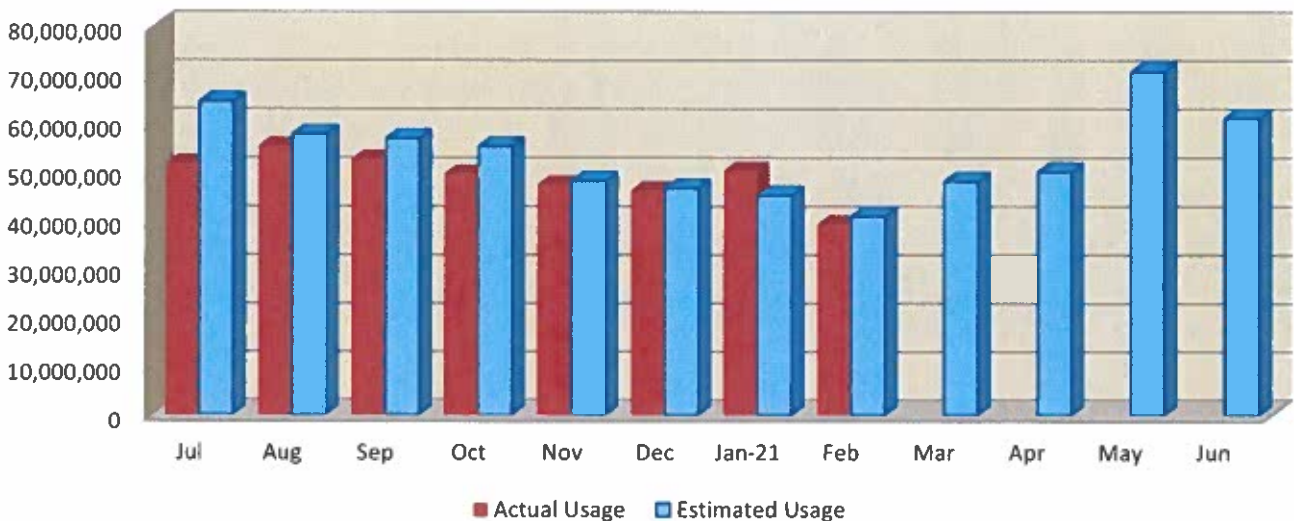
Brunswick County Water Usage FY 20-21



CFPUA Water Usage FY 20-21



Pender County Water Usage FY 20-21



ACTUAL MONTHLY REVENUE COMPARED TO PROJECTED REVENUE

Month	Monthly Projected Revenue	Monthly Actual Revenue	Over/Under Budget Per Month	Total to Date Over/Under Budget
Jul	\$ 286,455.18	\$ 267,576.45	(\$18,878.73)	\$13,448.59
Aug	\$ 282,861.32	\$ 256,231.05	(\$26,630.28)	
Sep	\$ 250,903.77	\$ 255,983.66	\$5,079.89	
Oct	\$ 245,202.77	\$ 237,938.65	(\$7,264.12)	
Nov	\$ 192,545.63	\$ 222,507.61	\$29,961.98	
Dec	\$ 184,257.82	\$ 200,105.87	\$15,848.04	
Jan	\$ 175,330.64	\$ 176,275.59	\$944.95	
Feb	\$ 162,438.53	\$ 176,825.38	\$14,386.85	
Mar	\$ 186,673.77	\$ -		
Apr	\$ 218,693.18	\$ -		
May	\$ 264,178.52	\$ -		
Jun	\$ 265,862.86	\$ -		
	\$ 2,715,404.00	\$ 1,793,444.26		

