

**AGENDA**  
**Lower Cape Fear Water & Sewer Authority**  
**1107 New Pointe Boulevard, Suite # 17, Leland, North Carolina**  
**9:00 a.m. – Regular Monthly Board Meeting**  
**August 11, 2025**

**MEETING CALL TO ORDER:** Chairman DeVane

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF CONSENT AGENDA**

- C1** – Minutes of July 14, 2025, Regular Board Meeting
- C2** – Kings Bluff Monthly Operations and Maintenance Report
- C3** – Bladen Bluffs Monthly Operations and Maintenance Reports
- C4** – Line-Item Adjustment for June 30, 2025

**NEW BUSINESS**

- NB1** – Replacement Truck for Kings Bluff Raw Water Plant

**ENGINEER'S COMMENTS**

**ATTORNEY COMMENTS**

**EXECUTIVE DIRECTOR REPORT**

- EDR1** – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending July 31, 2025
- EDR2** – Operating Budget Status, Ending June 30, 2025
- EDR3** – Summary of Activities

**DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS**

**PUBLIC COMMENT**

**CLOSED SESSION**

- CS1** – Closed Session in accordance with N.C.G.S. §143-318.11(a)(5)(i) (real property)

**ADJOURNMENT**

*The next board meeting of the Lower Cape Fear Water & Sewer Authority is scheduled for Monday, September 8<sup>th</sup> at 9:00 a.m. in the Authority's office located at 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina.*

## **AGENDA ITEM**

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: August 11, 2025

Re: Consent Agenda

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

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Please find enclosed the 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 on individually, if so desired.

- C1** – Minutes of July 14, 2025, Regular Board Meeting
- C2** – Kings Bluff Monthly Operations and Maintenance Report
- C3** – Bladen Bluffs Monthly Operations and Maintenance Report
- C4** – Line-Item Adjustment for June 30, 2025

**Action Requested:** Motion to approve/disapprove Consent Agenda.

Lower Cape Fear Water & Sewer Authority  
Regular Board Meeting Minutes  
July 14<sup>th</sup>, 2025

Chairman DeVane called to order the Authority meeting scheduled on July 14<sup>th</sup>, 2025, 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 Phillips gave the invocation.

**Roll Call by Chairman DeVane:**

**Present:** Damien Buchanan, Patrick DeVane, Wayne Edge, Jerry Groves, Harry Knight, Scott Phillips, Chris Smith, Bill Sue, and Phil Tripp

**Present by Virtual Attendance:** Al Leonard, Charlie Rivenbark, Bill Saffo, Frank Williams, and Rob Zapple

**Absent:** None

**Staff:** Tim H. Holloman, Executive Director; Matthew Nichols, General Counsel; Sam Boswell, COG; Jess Powell, P.E., McKim & Creed; and Danielle Hertzog, Financial Administration Assistant

**Guests Present:** Jorgen Holmberg, Computer Warriors; Mark Garland, Computer Warriors; Benjamin Kearns, Cape Fear Public Utility Authority Water Resources Manager Water Treatment; Kevin Morris, Cape Fear Public Utility Authority Deputy Director; Jeff Gramm, Cape Fear Public Utility Authority Treatment/Engineering Services Administration, Engineering Manager; Sean Kenyon, McKim & Creed Senior Project Engineer; David Carson, Brunswick County Kings Bluff Water Resource Supervisor; Glenn Walker, Brunswick County Water Resources Manager; David Fournier, HDR Construction Services; Christopher "CJ" Cahoy, Garney Construction; Anthony Colon, Pender County Utilities Director; James Proctor, Pender County Utilities Deputy Director;

**Guests Virtual Attendance:** Ken Waldroup, Cape Fear Public Utility Authority Executive Director; John Nichols, Brunswick County Public Utilities Director; Heidi Cox, NC DEQ Regional Engineering Supervisor, Division of Water Infrastructure; Aaron Smith, Brunswick County Director of Fiscal Operations; Eileen Callori, Brunswick County Deputy Finance Officer; Brian Terry, Pender County Utilities Chief Operating Officer

**PLEDGE OF ALLEGIANCE:** Chairman DeVane led the Pledge of Allegiance.

**APPROVAL OF CONSENT AGENDA**

**C1 – Minutes of June 16, 2025, Regular Board Meeting**

**C2 – Kings Bluff Monthly Operations and Maintenance Report**

**C3 – Bladen Bluffs Monthly Operations and Maintenance Reports**

**C4 – Line-Item Adjustment for May 31, 2025**

**Motion:** Director Phillips **MOVED**; seconded by Director Groves, approval of the Consent Agenda Items C1-C4. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

**OLD BUSINESS**

**OB1- Final Master Planning Document (25-Year Planning Period FY 2025-2050)**

Executive Tim Holloman advised that the only two changes to the Final Master Planning Document are under the Bladen Bluff section. BB6 was added to upgrade the PLC with a cost of \$300,000. BBE1, BBE2, and BBE3 have been reformatted into a separate section, as these are only needed if the Bladen Bluffs Regional Surface Water Facility is expanded. Currently, no expansion is planned.

**Motion:** Director Knight **MOVED**; seconded by Director Phillips, approval of the Final Master Planning Document (25-Year Planning Period FY 2025-2050). Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

**NEW BUSINESS**

**NB1- Resolution Adopting Internal Control Policy Related to the Expenditure of American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds by North Carolina Local Governments**

Executive Tim Holloman advised that this resolution is needed for the American Rescue Plan, and this does not change any current process or instruction LCFWASA staff is carrying out.

**Motion:** Director Edge **MOVED**; seconded by Director Phillips, approval of the Resolution Adopting Internal Control Policy Related to the Expenditure of American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds by North Carolina Local Governments. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

**NB2- Resolution Approving Proposal for Real Estate Services Professional for Lower Cape Fear Water and Sewer Authority**

Director Knight recused himself from voting on Resolution Approving Proposal for Real Estate Services Professional for Lower Cape Fear Water and Sewer Authority. Executive Tim Holloman recommends that LCFWASA select Cape Fear Commercial.

**Motion:** Director Phillips **MOVED**; seconded by Director Groves, approval of the Resolution Approving Proposal for Real Estate Services Professional for Lower Cape Fear Water and Sewer Authority. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

**NB3- Purchase of Programmable Logic Controllers for the Generators at Kings Bluff**

Executive Tim Holloman's recommendation for the Programmable Logic Controllers purchase is with vendor Pacific Power Group/ MSHS, as they are the lowest responsible bidder.

**Motion:** Director Knight **MOVED**; seconded by Director Edge, approval of the Purchase of Programmable Logic Controllers for the Generators at Kings Bluff. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

**PRESENTATION: Raw Water Main Update by Christopher "CJ" Cahoy with Garney Construction**

A copy of the presentation will be attached with the minutes.

**ENGINEER'S COMMENTS**

No comments

**ATTORNEY COMMENTS**

No comments

**EXECUTIVE DIRECTOR REPORT**

**EDR1 – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending June 30, 2025**

Executive Director Holloman reported that during June, Brunswick County and CFPWA exceeded projections.

**DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS**

No comments.

**PUBLIC COMMENT**

No comments.

**ADJOURNMENT**

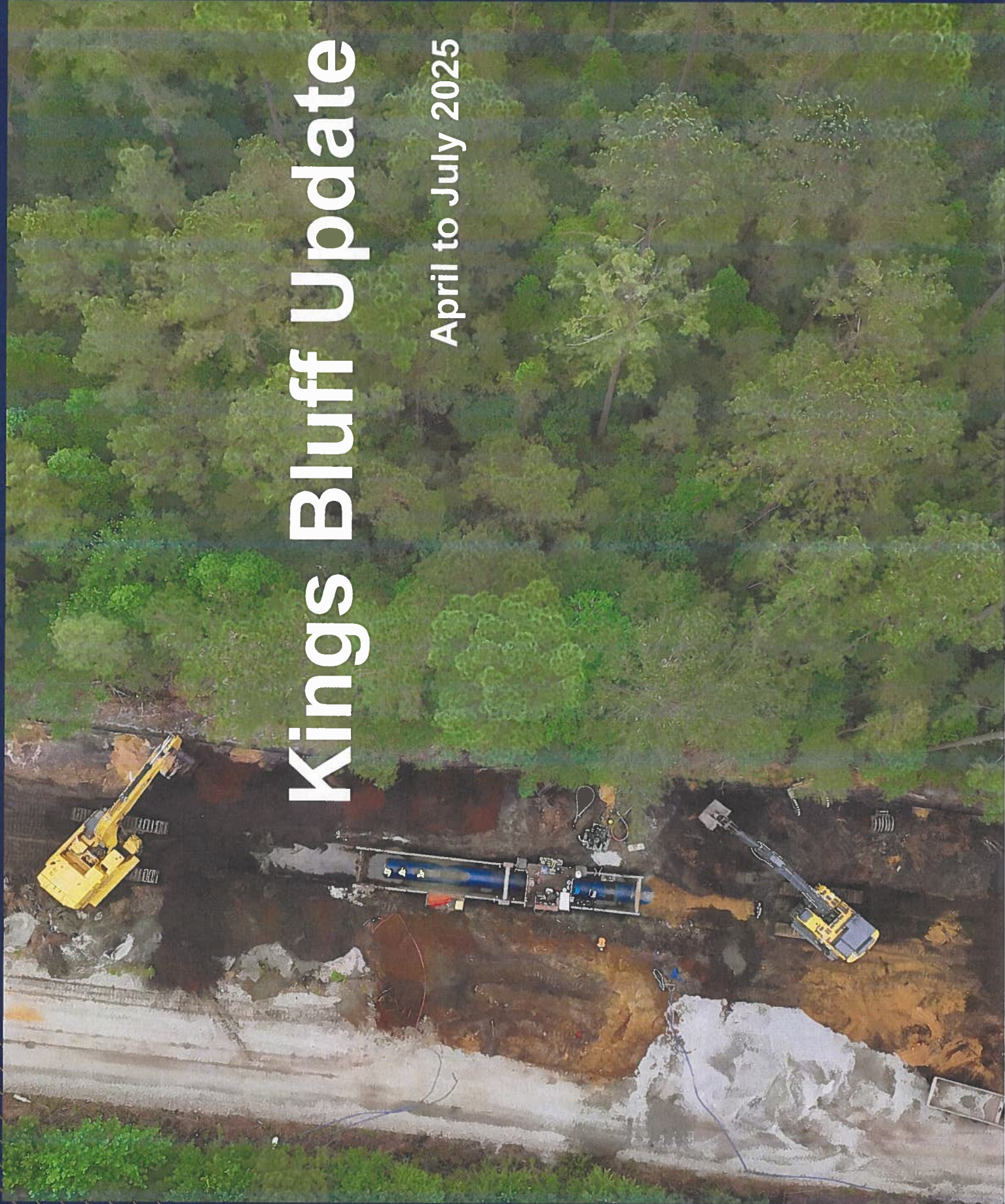
There being no further business, Chairman DeVane adjourned the meeting at 9:38 a.m.

Respectfully Submitted:

\_\_\_\_\_  
Al Leonard, Secretary

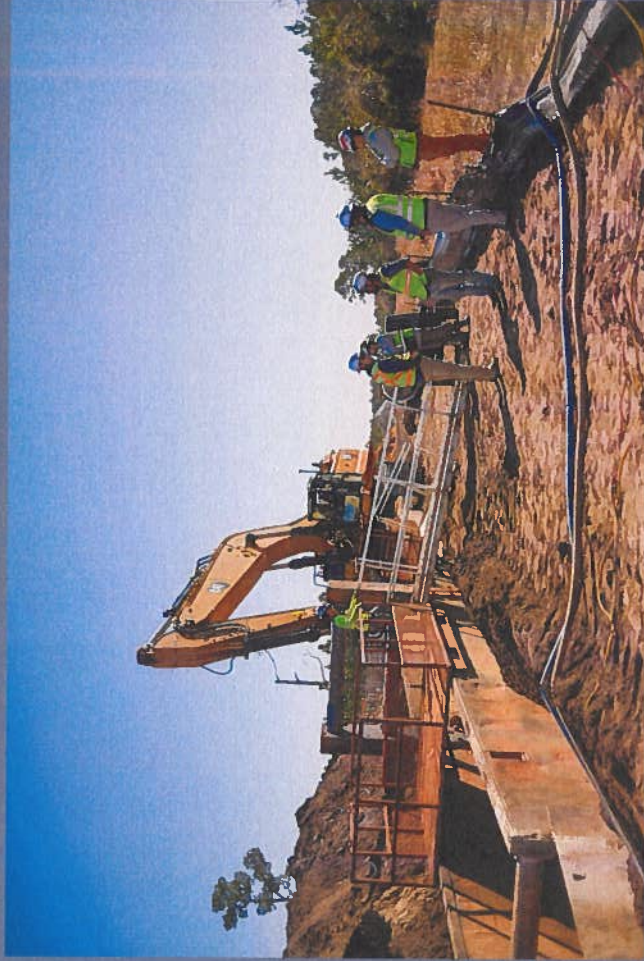
# Kings Bluff Update

April to July 2025



# TO DATE -- APRIL

- Phase A -- Prep (100%)
  - Pipe delivery (100%)
  - Installation (100%)
  - Welding (70%)
  - Graded/Ready for seed (78%)
  - Seeded (55%)



Phase 2 B -- Clearing (15%)



# To Date -- July

• Phase A 10,900'

• Install complete

• Finish testing

• Phase B (22,800')

• Install 11,800' (50%)

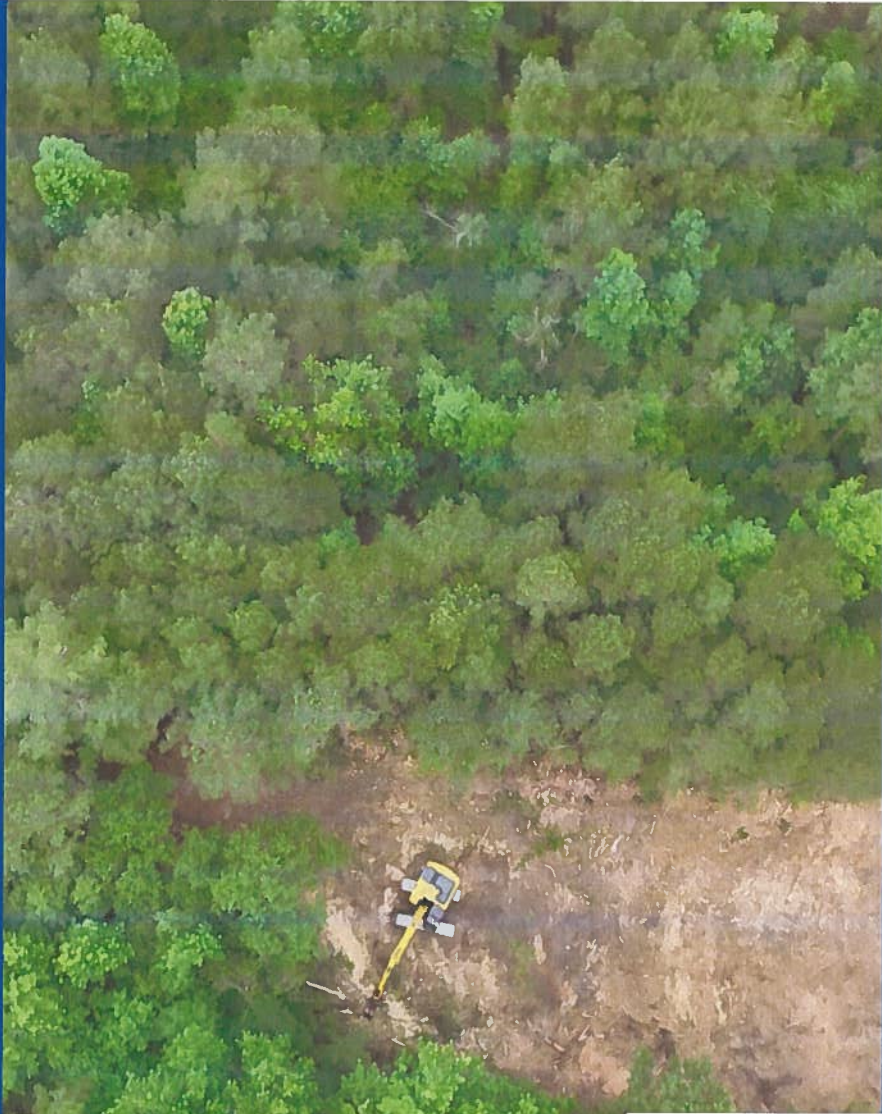
• Deliveries (60%)

• Clearing (60%)

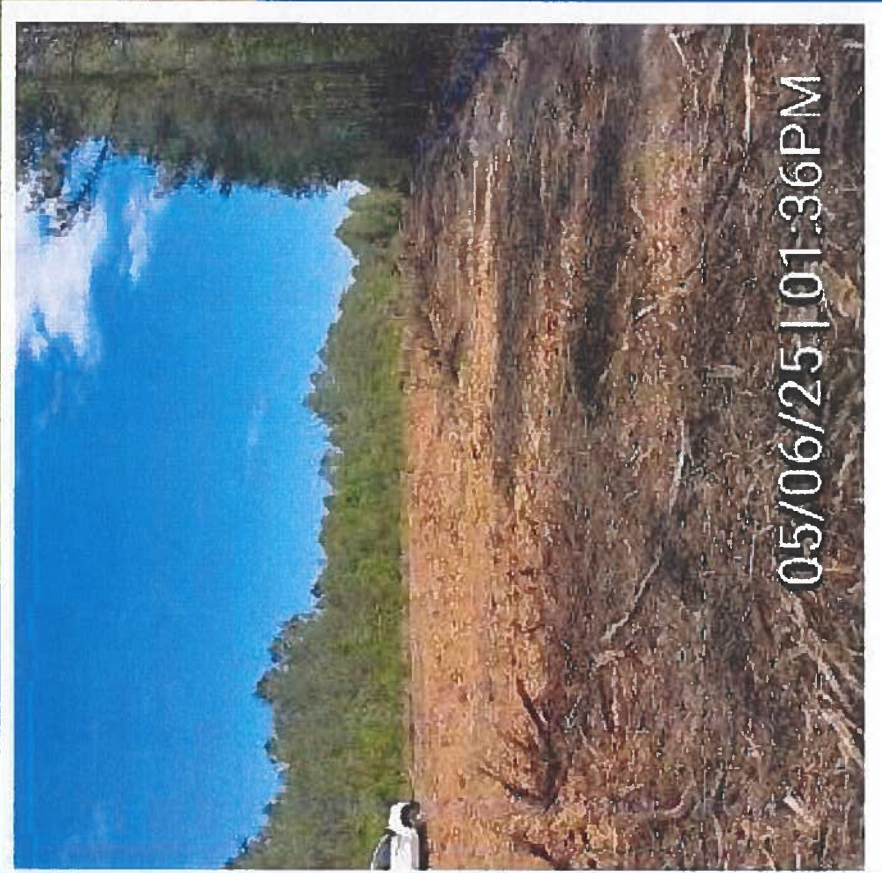
• Clean up (25%)

• Welding (35%)





April/May



**May**



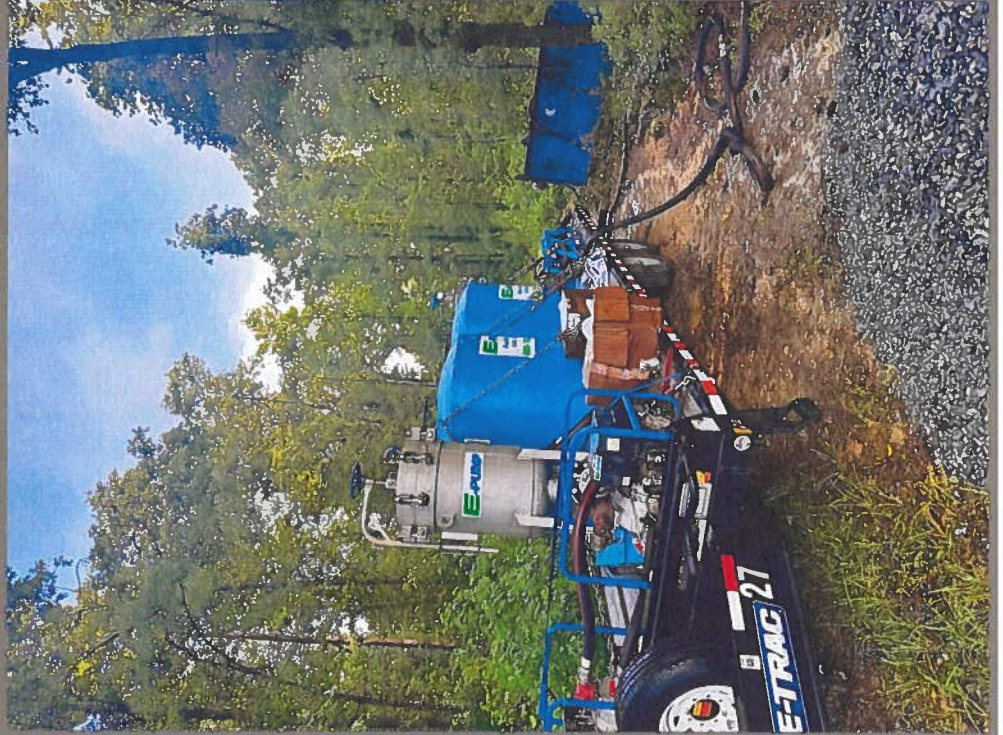


June

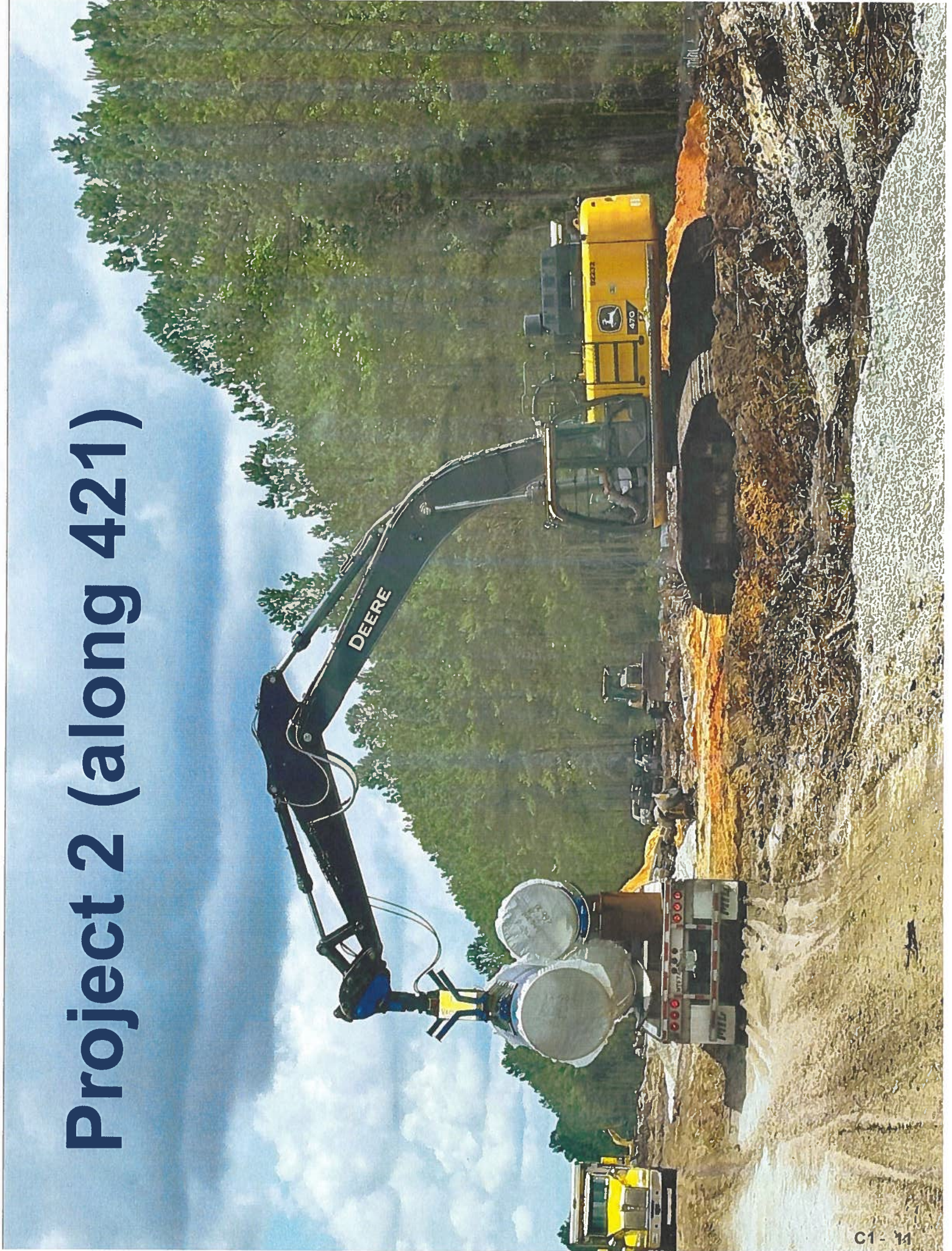
# Rain set in



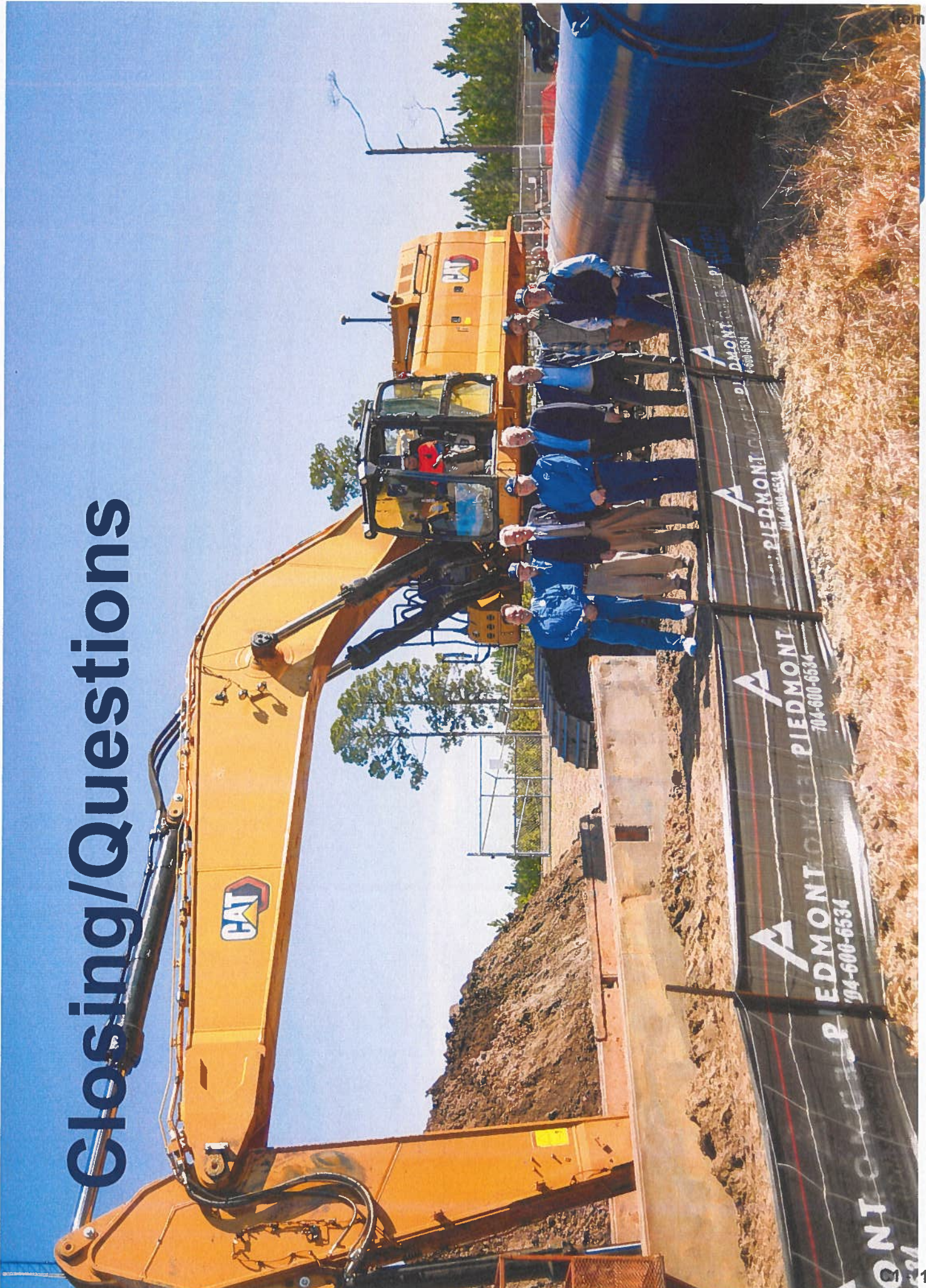
# Upcoming Items--Future



# Project 2 (along 421)



# Closing/Questions



# BRUNSWICK COUNTY PUBLIC UTILITIES

Kings Bluff Pump Station/LCFWASA

246 Private Rd. 703  
Riegelwood, NORTH CAROLINA 28456

MAILING ADDRESS  
P. O. Box 249  
BOLIVIA, NORTH CAROLINA 28422

TELEPHONE (910) 655-4799  
FAX (910) 655-4798

**TO: Tim Holloman**

**FROM: David Carson, Water Resource Supervisor**

**DATE: 8/1/2025**

**SUBJECT: Monthly Maintenance Report for July 2025**

**Mr. Holloman,**

The Maintenance and Operations of the King's Bluff facility (KB) for the month of July were performed as prescribed in the station SOP'S and other items are as follows. The diesel drive booster pumps along with the standby System Computer and Data Acquisition (SCADA) generator located at the raw tank and the SCADA generator located at INVISTA / CFPUA vaults off HWY 421 were run and tested weekly and verified standby ready.

## **Items Highlighted in yellow were on Annual Inspection**

KB personnel completed all locates issued by the Boss 811 system.

KB personnel assisted Power Generation with quarterly preventative maintenance.

KB personnel replaced all hose bibs on pumps 1,4, & 5.

KB personnel

KB personnel flushed Rosemont pressure transmitter in vault at Kings Bluff.

KB personnel power washed and vacuumed vault at Kings Bluff and replaced sump pump.

KB personnel changed fuses at disconnect for HVAC units to a more appropriate current limiting fuse.

KB personnel replaced the belt painted fan cover in pump room #1.

KB personnel flushed and cleaned cooling coils on all three (3) pumps.

KB personnel continued inspecting the work being performed at Dax by Garney.

KB personnel power washed Kings Bluff including generator build and all pumps' rooms as well as their galleries.

KB personnel pumped out water that had accumulated in Invista's vault.

KB personnel assisted Underwood Pump with issue concerning pump #5 and ordered new ARV's (air release valves) for all three pumps.

KB personnel installed new air release valves (ARV) on pumps at Raw Tank.

**KB personnel pumped water out in the overflow section in Diesel storage tanks#2, this is an ongoing project because of the calcium buildup this is a slow process.**

**KB personnel successfully completed Duke Energy power curtailment (DRA) Demand Response Automation, the generators used 650 gallons of fuel.**

**Contractors:**

**Power Generation came to finish an annual inspection (to replace one of the many oil filters that was backordered) and completed our quarterly inspection.**

**HDA Insulation finished spraying foam insulation in the generator building.**

**Pridgen Brother inspected HVAC unit in office and replaced stage 2 compressor that was a warranty replacement**

**LJ's land management cut grass at Kings Bluff and Authority property.**

**Underwood pump.**

**David Carson**

# Smithfield.

To: Tim Holloman - LCFWASA

From: James Kern – Bladen Bluffs SWTP ORC

Date: 8/5/25

Subject: July 2025 Operations

During the month of July, Bladen Bluffs SWTP operated a total of 19 days, treating 54.44 million gallons of water.

We used:

45,174 lbs. of aluminum sulfate (Alum)

12,949 lbs. of sodium hydroxide (Caustic)

1,887 lbs. of sodium hypochlorite (3,789 gallons of 6% Chlorine Bleach)

**James Kern**  
**Water Treatment Plant**  
**Supervisor**

(910) 862-3114  
(910) 862-3146  
(910) 733-0016 mobile  
[jkern@smithfield.com](mailto:jkern@smithfield.com)

**Smithfield.**  
*Good food. Responsibly.®*

Bladen Bluffs Surface Water Treatment  
Plant  
17014 Highway 87 West  
Tar Heel, NC 28392  
[www.smithfieldfoods.com](http://www.smithfieldfoods.com)

## Bladen Bluffs SWTP Maintenance Report

Date: 8/5/2025

### ISSUE:

### PLAN OF ACTION:

All PLC need updated	Quote received – In Discussion
Vault intrusion electrical needs replaced	Parts arrived – scheduling install when SEC here for large electrical repair
Corrosion on column in chemical building	FIXED
Electrical Issue in Pipe Gallery	Scheduled to begin work in August
Wooden walkway to river needs replacement	Planning with LCF
Transfer pump #2 NA	Bad wire – temp fix. Scheduling for when SEC here for large electrical repair
Need screens on alum outdoor overflow pipe	FIXED
Seem like chlorine feed line partially clogged	FIXED
Settle basins need cleaning	COMPLETE
Caustic pump #3 not working	Had pump FIXED, making plumbing repair
Transfer pump #1 NA – electrical board	Had spare part, FIXED

Highlighted items are items noted on annual engineer inspection.

## Monthly Operating Reports (MORs) Summary

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

Year: <u>2025</u>	PWS Name: <u>Bladen Bluffs Water System</u>	PWSID# : <u>NC5009012</u>
Month: <u>July</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>101</u>
Samples exceeding .3 NTU (count): <u>0</u>	Number of samples taken: <u>102</u>
Samples exceeding .3 NTU (pct): <u>0.0%</u>	Highest single turbidity reading NTU: <u>0.154</u>
	Monthly average turbidity NTU: <u>0.060</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>101</u>
Minimum EPRD concentration <u>0.2900</u>	Number of samples taken <u>102</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>16.40</u>	Number of CT ratios required <u>19</u>
Number of CT ratios below 1.0 <u>0</u>	Number of CT ratios calculated <u>19</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 July, 2025 and that records documenting compliance with this rule are maintained on the premises and available for inspection upon request.

**CONSENT AGENDA (C4)**

**Lower Cape Fear Water & Sewer Authority**

**CONSENT ITEM-** Background: Line-Item adjustments are made to align revenues and expenditures more closely to actuals without exceeding or decreasing the approved or amended budget.

**LINE-ITEM ADJUSTMENTS FOR 06/30/2025**

<b>Operating Fund:</b>	<b>Line-Item Budget Amount prior to Adjustment</b>	<b>Decrease</b>	<b>Increase</b>	<b>Budget Amount as of 06/30/2025</b>
<b>Expenses</b>				
4501-01 Sales Tax Expense	\$293,000		\$20,324	\$313,324
4520-01 Utilities/Energy Kings Bluff	\$775,363	\$(10,000)		\$765,363
4048-01 Engineer	\$86,730	\$(10,324)		\$76,406
<b>Total</b>	<b>\$1,155,093</b>	<b>\$(20,324)</b>	<b>\$20,324</b>	<b>\$1,155,093</b>

**NEW BUSINESS (NB1)**

**Lower Cape Fear Water & Sewer  
Authority**

## **AGENDA ITEM**

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: August 11, 2025

Re: Replacement Work Truck

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

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**Background:** The 2012 Work Truck was recently sold, and a replacement has been included in the FY 2025–26 budget. Procuring a new vehicle at this time will help maintain a reliable fleet for years to come before future replacements are necessary. Staff recommends the purchase of the 2025 GMC Sierra 3500 from Bob King.

**Action Requested:** Motion to approve

3115 NEWCENTRE DRIVE  
 WILMINGTON, NC 28403  
 (910) 799-3520  
 TOLL FREE (800) BOB-KING  
 www.bobking.com

# BOB KING

Item NB1  
 STOCK # T7395  
 DEAL # 387565  
 CUSTOMER # 303454  
 DATE 07/16/2025

SOURCE	SALESPERSON #1 JAMES BOLTICH	SALESPERSON #2	MANAGER
BUYER LOWER CAPE FEAR WATER & SEWER AUTH	CO-BUYER		
STREET ADDRESS 1107 NEW POINTE BLVD STE 17		CITY LELAND	COUNTY BRUNSWICK
E-MAIL david.carson@brunswickcountync.gov		STATE NC	ZIP 28451
RES. PHONE		BUS. PHONE	CELL PHONE (472) 220-8706

**PLEASE ENTER MY ORDER FOR THE DESCRIBED VEHICLE**

<input checked="" type="checkbox"/> NEW	<input type="checkbox"/> USED	<input type="checkbox"/> DEMO	<input type="checkbox"/> CAR	<input checked="" type="checkbox"/> TRUCK	Selling Price or (MSRP)	\$58,770.00
YEAR 2025	MAKE GMC	MODEL SIERRA 3500	BODY CREW CAB 4WD 167WB		Additional Accessories	
COLOR SUMMIT WHITE		TRIM JET BLK VINYL	ODOMETER 5		Total Selling Price	\$58,770.00
VEHICLE IDENTIFICATION # 1GT4USE73SF281802			NO. CYL. 8		Discount	\$5,435.00

**DEALER INSTALLED OPTIONS NOT COVERED BY FACTORY WARRANTY**

	<b>Net Selling Price</b>	<b>\$53,335.00</b>
	<b>TRADE-IN ALLOWANCE</b>	<b>\$0.00</b>
	<b>DIFFERENCE</b>	<b>\$53,335.00</b>
	N.C. Highway Use Tax 0%	\$0.00
	<b>TOTAL OF INSTALLED OPTIONS</b>	

**COMMENTS**

	<b>Balance Owed On Trade-In</b>	<b>\$0.00</b>
	Administrative Services	\$799.00
	License and Registration	\$1.00

**VEHICLE TRADE-IN ONE**

STOCK #	LIC PLATE #	EXP	TRANSFER	<input type="checkbox"/> YES <input type="checkbox"/> NO	
YEAR	MAKE	MODEL	BODY		Sub-Total
COLOR		ODOMETER			\$54,135.00
VEHICLE IDENTIFICATION #					Less DOWN PAYMENT
					\$0.00
					<b>Unpaid Balance</b>
					<b>\$54,135.00</b>

**VEHICLE TRADE-IN TWO**

STOCK #	LIC PLATE #	EXP	TRANSFER	<input type="checkbox"/> YES <input type="checkbox"/> NO	
YEAR	MAKE	MODEL	BODY		
COLOR		ODOMETER			
VEHICLE IDENTIFICATION #					

**OUTSIDE LIEN INFORMATION**

THE PAYOFF BALANCE(S) OF ANY EXISTING LIEN(S) AND LICENSE FEES ARE ESTIMATED. IF THE ACTUAL PAYOFF OR LICENSE FEES ARE MORE THAN THE ESTIMATE THEN THE CUSTOMER AGREES TO PAY THE DIFFERENCE. CUSTOMER GUARANTEES UNENCUMBERED TITLE TO TRADE-IN. CUSTOMER GUARANTEES TRADE-IN DOES NOT HAVE A RESTORED SALVAGE TITLE AND TO MY KNOWLEDGE HAS NEVER HAD A RESTORED SALVAGE TITLE.			Lienholder
X _____ CUSTOMER INITIALS			Address
			City _____ State _____ Zip _____
It's the dealership's responsibility to disclose that the dealer may receive a fee, commission, or other compensation for providing, procuring, or arranging financing for the retail purchase or lease of a motor vehicle for which the customer may be responsible.			

**INSURANCE INFORMATION:**

AGENT NAME	PHONE	POLICY #	COMPREHENSIVE DEDUCTIBLE	COLLISION DEDUCTIBLE
AGENT ADDRESS	INS COMPANY NAME		SPOKE TO	
EFFECTIVE DATE	EXPIRATION DATE			

<b>BUYER</b>	<b>DATE</b>	<b>CO-BUYER</b>	<b>DATE</b>
<b>NOTICE TO BUYER:</b>	This order is not binding until accepted by Dealer or designated representative		<b>BY:</b>
			<b>DATE</b>



Locations to better serve you

4222 OLEANDER DRIVE • WILMINGTON, NC 28403  
 910-799-4060  
 5406 MARKET STREET • WILMINGTON, NC 28405  
 910-313-3200

Item NB1

PURCHASER'S FULL NAME

Lower Cape Fear Water & Sewer Authority

CO-PURCHASER'S FULL NAME

FIRST MIDDLE LAST

DATE	07/22/2025
CUSTOMER NO.	STOCK #
SOCIAL SECURITY NO.	DOB
SOCIAL SECURITY NO.	DOB

STREET	CITY	STATE	ZIP	COUNTY
RES PHONE	BUS PHONE	EMAIL	<input type="checkbox"/> NEW <input type="checkbox"/> USED <input type="checkbox"/> DEMONSTRATION	
YEAR 2025	MAKE Ford	MODEL F-350	BODY TYPE	COLOR
SERIAL NO 1FT8W3BA5SEE06497	MILEAGE	DRIVERS LICENSE #	CO-LICENSE #	

TRADE-IN INFORMATION		
YEAR:	MAKE:	MODEL:
VIN #:		
MILEAGE:	COLOR:	
TAG#:	ST:	EXPIRES:

TRADE-IN INFORMATION		
YEAR:	MAKE:	MODEL:
VIN #:		
MILEAGE:	COLOR:	
TAG#:	ST:	EXPIRES:

Notice provided in accordance with NCGS 20-101.2... Dealer may receive a fee, commission, or other compensation for providing, procuring or arranging financing for the retail purchase or lease of a motor vehicle, for which the customer may be responsible.

TOTAL BEFORE DISCOUNTS		\$59,275.00
DISCOUNT PKG.	-	\$1,312.00
EQUIPMENT ADDED	+	\$0.00
3M PROTECTION		
VEHICLE SERVICE CONTRACT / GAP / MAINTENANCE PLAN	+	\$0.00
TOTAL	=	\$57,963.00
TRADE ALLOWANCE	-	\$0.00
DIFFERENCE		\$57,963.00
STATE & LOCAL TAXES	+	\$1,744.86
TITLE TAGS & REGISTRATION	+	\$226.75
ADMINISTRATION FEES	+	\$199.00
SUB-TOTAL	=	\$60,133.61
CUSTOMER'S PAYOFF	+	\$0.00
TOTAL CASH PRICE	=	\$60,133.61
CUSTOMER CASH	-	
REBATE #1		\$1,500.00
#2	#3	\$1,500.00
TOTAL CASH DOWN	=	\$1,500.00
CASH AMOUNT DUE AT DELIVERY		\$58,633.61
AMOUNT TO BE FINANCED		\$58,633.61

INSURANCE INFORMATION		
COMPANY:		
AGENT:		
ADDRESS:		
CITY:	ST:	ZIP:
PHONE #:		
POLICY #:		
EFFECTIVE FROM:	UNTIL:	
COMP DED:\$	COLL DED:\$	
VERIFIED COVERAGE WITH:		

This vehicle is being sold by the Dealer:  
 AS IS-NO WARRANTY. You will pay all costs for any repairs. The Dealer assumes no responsibility for any repairs and expressly disclaims all warranties, including implied warranty of merchantability or fitness for a particular purpose.  
 LIMITED WARRANTY. The Dealer's Limited Warranty is contained in the USED VEHICLE LIMITED WARRANTY delivered to you as part of this order form and agreement.

Purchaser agrees that this Order includes all of the terms and conditions on both the face and reverse hereof, that this Order cancels and supercedes any prior agreement and as of the date hereof composes the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby, and that THIS ORDER SHALL NOT BE BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE. Purchaser by his execution of the Order acknowledges that he has read its terms and conditions and has received a true copy of this Order.

SIGNED \_\_\_\_\_ BUYER Lower Cape Fear Water & Sewer Authority DATE 07/22/2025  
 YOU ARE AUTHORIZED TO INVESTIGATE MY CREDIT HISTORY  
 SIGNED \_\_\_\_\_ CO-BUYER \_\_\_\_\_ SALESMAN APPROVED \_\_\_\_\_  
 YOU ARE AUTHORIZED TO INVESTIGATE MY CREDIT HISTORY  
 DEALER AUTHORIZED REPRESENTATIVE NB1-2



Date: 7/23/2025  
 Salesperson: Sara Mazur  
 Manager: Dee Reynolds

**FOR INTERNAL USE ONLY**

**BUSINESS NAME** Lower Cape Fear Water & sewer Authority Home Phone :  
**CONTACT** David Carson  
 Address : 1107 new pointe blvd ste 17 Work Phone :  
 Leland, NC 28451 BRUNSWICK  
 E-Mail : kbsupervisor@cfwasa.gov Cell Phone : (472) 220-8706

**VEHICLE**

Stock # : DCS55272 New / Used : New VIN : SG555272 Mileage:  
 Vehicle : 2025 Ram 3500 Color :  
 Type :  
 Body Size : Style : Weight : 0 Unit Class :

Loan Payments		Estimated	
Cash Down	3,000	2,000	1,000
60 Months	1159	1180	1200
48 Months	1392	1416	1441
36 Months	1781	1813	1844
* A.P.R. Subject to equity and credit requirements.			

Market Value Selling Price	58,610.00
Discount	1,100.00
rebates	1,000.00
UPFIT	500.00
Adjusted Price	56,010.00
TRANSFER	399.00
Total Purchase	56,409.00
Dealer Administrative Charge	799.00
Tax	1,761.24
NC Title	66.75
NC License	283.00
Balance	59,318.99

\*This offer is based on incentives, rates and other conditions that may expire at any time without notice. All offers are subject to vehicle availability, lender's credit approval and lender's other requirements.\*

## **AGENDA ITEM**

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: August 11, 2025

Re: Executive Director's Report

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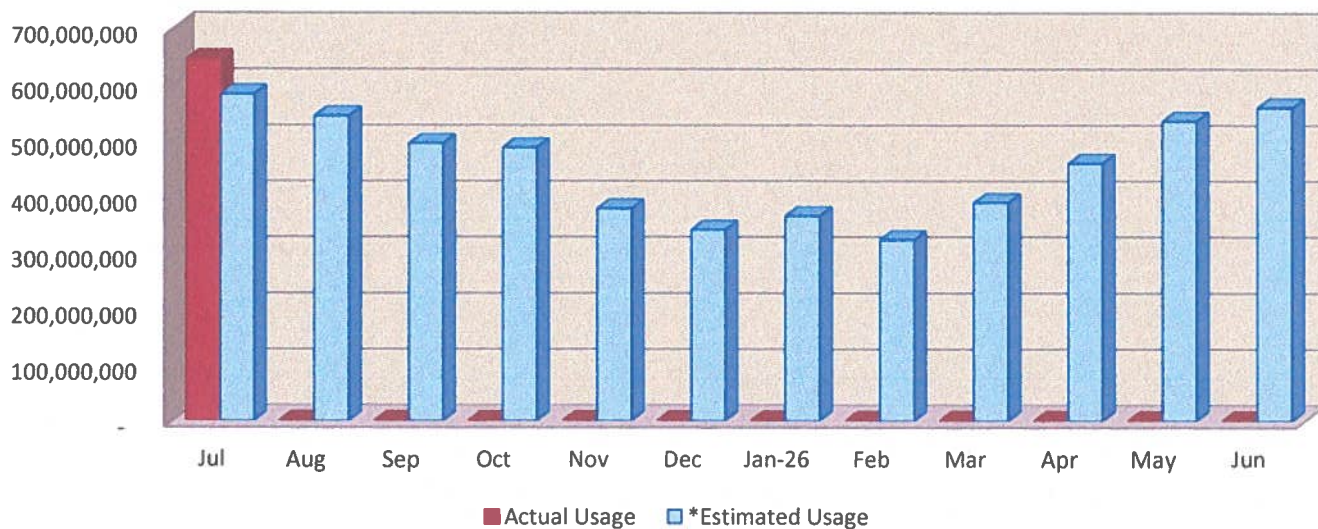
**EDR1** - Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending July 31, 2025

**EDR2** - Operating Budget Status, Ending June 30, 2025

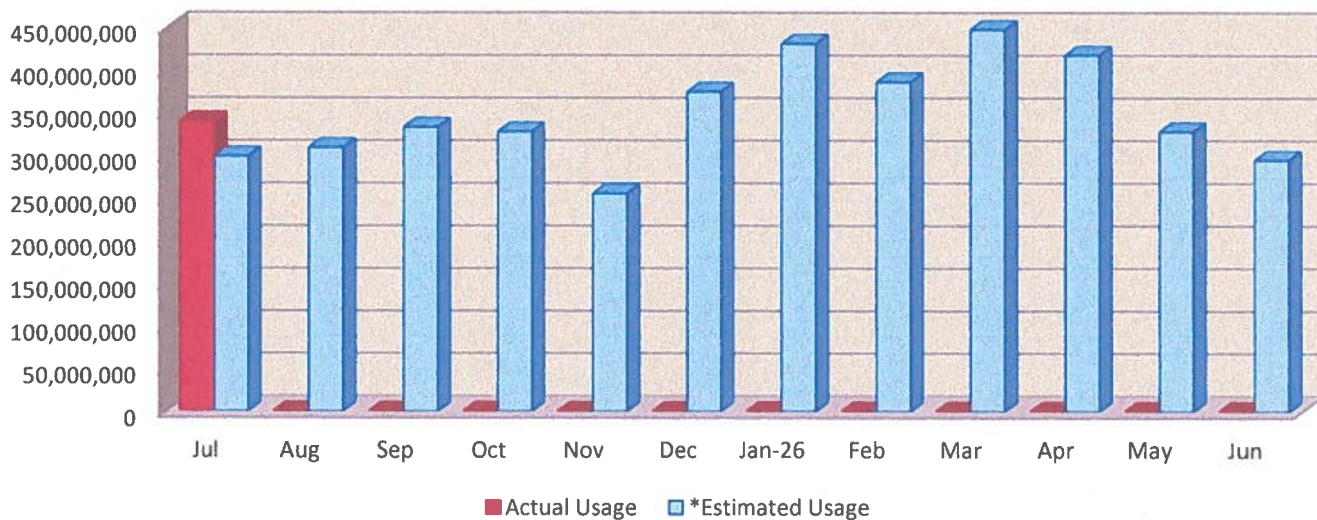
**EDR3** - Summary of Activities

**Action Requested:** For information purposes.

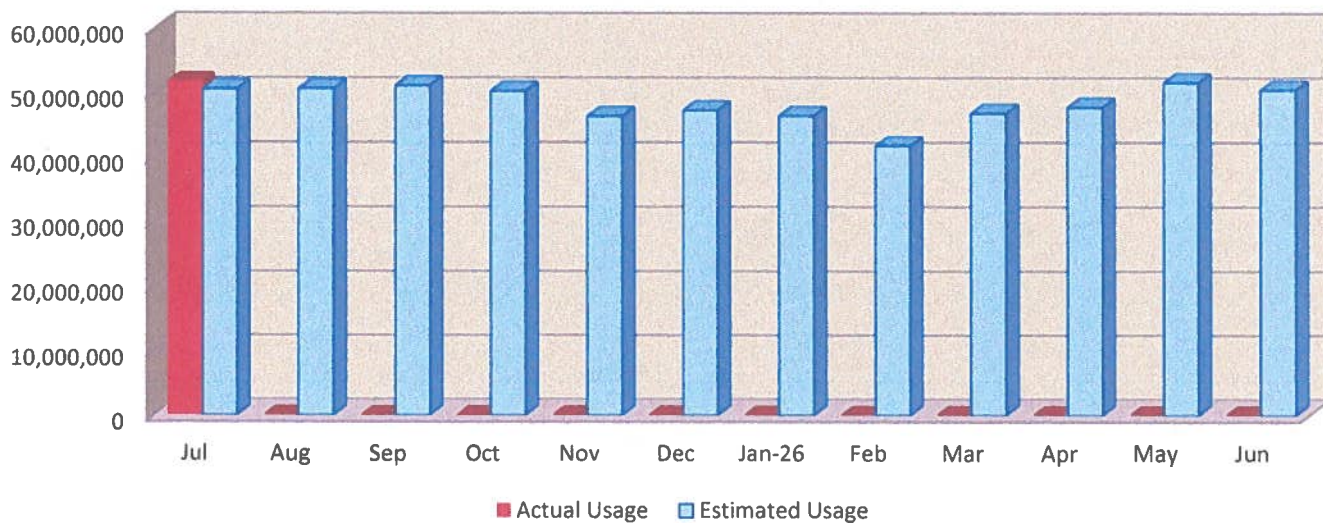
### Brunswick County Water Usage FY 24-25



### CFPUA Water Usage FY 24-25



### Pender County Water Usage FY 24-25



LOWER CAPE FEAR WATER AND SEWER AUTHORITY  
FISCAL YEAR 2024-2025 BUDGET

ACCOUNT NO.	REVENUES	FY 2024-2025 APPROVED BUDGET	FY 2024-2025 AMENDED BUDGET	July 1 - June 30, 2025 ACTUAL		FY 24-25 TOTAL COMBINED BUDGET	% of Amended Budget As of 06/30/2025
				KINGS BLUFF	BLADEN BLUFFS		
<b>OPERATING</b>							
3001-01	Brunswick County	\$ 2,522,662	\$ 2,522,662	\$ 2,418,355	\$ -	\$ 2,418,355	96%
3002-01	Cape Fear Public Utility Authority	\$ 1,835,996	\$ 1,835,996	\$ 1,853,011	\$ -	\$ 1,853,011	101%
3003-03	Pender County	\$ 256,344	\$ 256,344	\$ 246,669	\$ -	\$ 246,669	96%
3004-01	Stepan/Invista	\$ 176,000	\$ 176,000	\$ 179,482	\$ -	\$ 179,482	102%
3005-01	Praxair, Inc	\$ 35,200	\$ 35,200	\$ 24,066	\$ -	\$ 24,066	68%
3006-01	Bladen Bluffs Reimbursement for Plant Operation Costs	\$ 5,570,183	\$ 5,570,183	\$ -	\$ 4,358,121	\$ 4,358,121	78%
3006-02	Bladen Bluffs Administrative Reimbursement	\$ 119,988	\$ 119,988	\$ -	\$ 167,188	\$ 167,188	139%
3007-01	Sales Tax Refund	\$ 115,234	\$ 115,234	\$ -	\$ 116,124	\$ 116,124	101%
	<b>Subtotal</b>	<b>\$ 10,631,607</b>	<b>\$ 10,631,607</b>	<b>\$ 4,721,583</b>	<b>\$ 4,641,433</b>	<b>\$ 9,363,016</b>	<b>88%</b>
<b>Non-Operating</b>							
3105-01	Interest	\$ 78,878	\$ 154,188	\$ 247,430	\$ -	\$ 247,430	160%
3120-01	Other Revenue (Insurance Proceeds/Refunds/FEMA)	\$ -	\$ -	\$ 9,311	\$ -	\$ 9,311	0%
3125-01	Federal Tax Subsidy	\$ -	\$ -	\$ -	\$ -	\$ -	0%
3156-00	Rental House Income	\$ -	\$ -	\$ -	\$ -	\$ -	0%
3170-01	Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	0%
3900-01	Renewal and Replacement Fund Appropriated	\$ 104,534	\$ 104,534	\$ -	\$ -	\$ -	0%
3900-02	SRF/ARPA	\$ 20,000,000	\$ 20,000,000	\$ 15,309,907	\$ -	\$ 15,309,907	77%
2900-00	Fund Balance Appropriated	\$ -	\$ -	\$ -	\$ -	\$ -	0%
	<b>Subtotal</b>	<b>\$ 20,183,412</b>	<b>\$ 20,258,722</b>	<b>\$ 15,566,648</b>	<b>\$ -</b>	<b>\$ 15,566,648</b>	<b>77%</b>
	<b>TOTAL REVENUES</b>	<b>\$ 30,815,019</b>	<b>\$ 30,890,329</b>	<b>\$ 20,288,231</b>	<b>\$ 4,641,433</b>	<b>\$ 24,929,665</b>	<b>81%</b>

LOWER CAPE FEAR WATER AND SEWER AUTHORITY  
FISCAL YEAR 2024-2025 BUDGET

ACCOUNT NO.	EXPENDITURES	FY 2024-2025 APPROVED BUDGET	FY 2024-2025 AMENDED BUDGET	July 1 - June 30, 2025 ACTUAL		FY 24-25 TOTAL COMBINED BUDGET	% of Amended Budget As of 06/30/2025
				KINGS BLUFF	BLADEN BLUFFS		
	Administration						
4001-01	Salaries	\$ 222,026	\$ 222,026	\$ 150,202	\$ 66,608	\$ 216,810	98%
4010-01	Per Diem and Mileage Board Members	\$ 64,476	\$ 64,476	\$ 33,817	\$ 19,343	\$ 53,159	82%
4012-01	Vehicle Allowance	\$ 5,200	\$ 5,200	\$ 3,640	\$ 1,560	\$ 5,200	100%
4019-01 & 4024-01	FICA Taxes	\$ 22,534	\$ 22,534	\$ 14,009	\$ 6,760	\$ 20,770	92%
4029-01	Retirement	\$ 30,196	\$ 30,196	\$ 20,825	\$ 9,059	\$ 29,883	99%
4035-01	401K Plan	\$ 12,422	\$ 12,422	\$ 8,542	\$ 3,726	\$ 12,268	99%
4036-01	Miscellaneous Payroll Processing Expenses	\$ 2,900	\$ 3,050	\$ 3,042	\$ -	\$ 3,042	100%
4038-01	Group Insurance	\$ 42,586	\$ 44,586	\$ 27,602	\$ 12,776	\$ 40,378	91%
4039-01	Property and Liability Insurance	\$ 156,000	\$ 156,000	\$ 80,400	\$ 46,800	\$ 127,200	82%
4046-00	Professional Services General	\$ 15,000	\$ 15,000	\$ 11,509	\$ -	\$ 11,509	77%
4046-01	Attorney	\$ 50,000	\$ 50,000	\$ 36,558	\$ -	\$ 36,558	73%
4047-01	Auditor	\$ 8,000	\$ 10,500	\$ 5,700	\$ 2,800	\$ 8,500	81%
4048-01	Engineer	\$ 175,000	\$ 76,406	\$ 33,482	\$ -	\$ 33,482	44%
4049-01	Information Technology	\$ 25,000	\$ 25,000	\$ 13,107	\$ -	\$ 13,107	52%
4050-01	Financial Advisor	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	0%
4055-01	Office Maintenance/Repair/Common Charge	\$ 40,000	\$ 40,000	\$ 30,385	\$ -	\$ 30,385	76%
4058-01	Office Utilities	\$ 3,500	\$ 3,500	\$ 3,107	\$ -	\$ 3,107	89%
4059-01	Office Expenses (Telephone, Printing, Actv)	\$ 15,000	\$ 15,000	\$ 7,703	\$ -	\$ 7,703	51%
4062-01	Office Equipment	\$ 35,000	\$ 40,000	\$ 35,700	\$ -	\$ 35,700	89%
4064-01	Printing and Advertising	\$ 8,000	\$ 14,500	\$ 12,116	\$ -	\$ 12,116	84%
4065-01	Telephone and Internet	\$ 3,500	\$ 7,000	\$ 5,720	\$ -	\$ 5,720	82%
4070-01	Travel and Training	\$ 29,000	\$ 40,500	\$ 38,424	\$ -	\$ 38,424	95%
4070-20	Phone Allowance	\$ 520	\$ 520	\$ 364	\$ 156	\$ 520	100%
4075-01	Vehicle Expense	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4080-01	Miscellaneous Expense	\$ 20,000	\$ 17,000	\$ 7,444	\$ -	\$ 7,444	44%
4081-01	Dues & Subscription	\$ -	\$ 15,120	\$ 15,117	\$ -	\$ 15,117	100%
	Subtotal	\$ 995,860	\$ 940,536	\$ 598,514	\$ 169,588	\$ 768,102	82%

LOWER CAPE FEAR WATER AND SEWER AUTHORITY  
FISCAL YEAR 2024-2025 BUDGET

ACCOUNT NO.	EXPENDITURES	FY 2024-2025 APPROVED BUDGET	FY 2024-2025 AMENDED BUDGET	July 1 - June 30, 2025 ACTUAL		FY 24-25 TOTAL COMBINED BUDGET	% of Amended Budget As of 06/30/2025
				KINGS BLUFF	BLADEN BLUFFS		
	Operating						
4501-01	Sales Tax Expense	\$ 105,000	\$ 313,324	\$ -	\$ 313,324	\$ 313,324	100%
4510-01	Bladen Bluffs O & M	\$ 3,821,385	\$ 3,678,385	\$ -	\$ 2,043,149	\$ 2,043,149	56%
4515-01	Bladen Bluffs Hurricane Florence	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4520-01	Utilities/Energy Kings Bluff	\$ 775,363	\$ 765,363	\$ 758,312	\$ -	\$ 758,312	99%
4530-01	Contract O & M Kings Bluff	\$ 736,811	\$ 736,811	\$ 599,214	\$ -	\$ 599,214	81%
4537-01	O&M Kings Booster Pump Bluff Pump Station	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4541-01	Combined Enterprise Funded Series 2010 Principal	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4542-01	Combined Enterprise Funded Series 2010 Interest	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4543-01	Combined Enterprise System Ref Series 2012 Principal	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4544-01	Combined Enterprise System Ref Series 2012 Interest	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4545-01	Bladen Bluffs Debt Service Principal	\$ 1,035,000	\$ 1,035,000	\$ 1,035,000	\$ -	\$ 1,035,000	100%
4546-01	Bladen Bluffs Debt Service Interest	\$ 500,000	\$ 500,000	\$ -	\$ 459,012	\$ 459,012	92%
	Operating Capital Expense	\$ 2,685,000	\$ 2,760,310	\$ -	\$ 745,391	\$ 745,391	27%
4998-05	Transfer to R&R - Kings Bluff R&R Expense,	\$ 160,600	\$ 160,600	\$ -	\$ -	\$ -	0%
	Transfer to R&R - Industrial	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4998-06	Transfer to Enterprise Fund	\$ -	\$ -	\$ -	\$ -	\$ -	0%
2041-01	421 Relocation New Hanover County Loan Principal	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5180-00	SRF 7 mile parallel line expenditures	\$ 20,000,000	\$ 20,000,000	\$ 18,811,153	\$ 3,560,877	\$ 18,811,153	94%
	Subtotal	\$ 29,819,159	\$ 29,949,793	\$ 21,203,678	\$ -	\$ 24,764,555	83%
	<b>TOTAL EXPENDITURES</b>	<b>\$ 30,815,019</b>	<b>\$ 30,890,329</b>	<b>\$ 21,802,193</b>	<b>\$ 3,730,464</b>	<b>\$ 25,532,657</b>	<b>83%</b>

Executive Director Highlighted Activities:

- Regular Monthly meetings with the Design Build Team and Owner's Advisor for the parallel line project.
- Participated in weekly update meetings on the 10-mile parallel line.
- Continuing work with the Legislative Delegation on the double project funding
- Continuing meetings with Electus, our Lobbyist
- Met with Real Estate Firm regarding next steps
- Met with Underwood Pump to discuss 4<sup>th</sup> Pump Status
- Took Damien Buchanan, Pender Director, on a tour of Kings Bluff
- Gathered Asbestos removal quotes for the former rental house at Kings Bluff
- Worked with Kings Bluff staff on new vehicle purchase
- Certify BB Monthly Report
- Met with the Regional Authority/Utility Director at a quarterly meeting
- Danielle continued compiling information for the Auditors.
- Danielle worked with KB staff to implement computer security protocols

## **AGENDA ITEM**

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: August 11, 2025

Re: Closed Session in Accordance with NCGS §143-318.11(a)(5)(i) (real property)

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

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A Closed Session is required in accordance with NCGS §143-318.11(a)(5)(i) (real property)

A motion is made by \_\_\_\_\_ to go into a closed session in accordance with North Carolina General Statute Section 143-318.11(a)(5)(i) to establish or to instruct LCFWASA staff or negotiating agents concerning the position to be taken by or on behalf of LCFWASA in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

The motion is seconded by \_\_\_\_\_.

### Closed Session

A motion is made by \_\_\_\_\_ to return to open session.

The motion is seconded by \_\_\_\_\_.