

AGENDA
Lower Cape Fear Water & Sewer Authority
1107 New Pointe Boulevard, Suite # 17, Leland, North Carolina
8:30 a.m. – Personnel Committee Meeting
June 6, 2022

MEETING CALL TO ORDER: Chairman Rivenbark

PRESENTATION: Discuss 2022 Personnel Meeting Calendar and 2023 Personnel Meeting Calendar

DISCUSSION:

1. Calendar for 2022-2023

September 2022

December 2022

March 2023

June 2023

ACTION/DIRECTION: Discussion and direct staff

ADJOURNMENT



AGENDA

**Lower Cape Fear Water & Sewer Authority
1107 New Pointe Boulevard, Suite # 17, Leland, North Carolina
9:00 a.m. – Regular Monthly Board Meeting
June 6, 2022**

MEETING CALL TO ORDER: Chairman Rivenbark

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF CONSENT AGENDA

- C1** - Minutes of May 9, 2022, Regular Board Meeting
- C2** - Minutes of May 9, 2022, Finance Committee Meeting
- C3** - Kings Bluff Monthly Operations and Maintenance Report
- C4** - Bladen Bluffs Monthly Operations and Maintenance Reports
- C5** - Line-Item Adjustments for April 30, 2022
- C6** - Budget Amendment #3
- C7 A** - Resolution of Lower Cape Fear Water & Sewer Authority Exempting Lower Cape Fear Water & Sewer Authority from The Provisions of N.C.G.S. §143-64.31 for C7 B
- C7 B** - Retainer for Engineering Services Agreement: McKim & Creed in the amount of \$21,000 for Fiscal Year 2022-2023

OLD BUSINESS

- OB1**- Finance Committee Recommended Budget for Fiscal Year 2022-2023

ENGINEER'S COMMENTS

ATTORNEY COMMENTS

EXECUTIVE DIRECTOR REPORT

- EDR1**–Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending May 30, 2022
- EDR2**–Operating Budget Status, Ending April 30, 2022
- EDR3**–Summary of Activities

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, July 11th 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 RIVENBARK AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 6, 2022

Re: Consent Agenda

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

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 May 9th, 2022, Regular Board Meeting

C2- Minutes of May 9th, 2022, Finance Committee Meeting

C3- Kings Bluff Monthly Operations and Maintenance Report

C4- Bladen Bluffs Monthly Operations and Maintenance Report

C5- Line-Item Adjustment for April 30th, 2022

C6- Budget Amendment #3

C7 A- Resolution of Lower Cape Fear Water & Sewer Authority Exempting Lower Cape Fear Water & Sewer Authority from The Provisions of N.C.G.S. §143-64.31 for C7 B

C7 B- Retainer for Engineering Services Agreement: McKim & Creed in the amount of \$21,000 for Fiscal Year 2022-2023

Action Requested: Motion to approve/disapprove Consent Agenda.

Lower Cape Fear Water & Sewer Authority
Regular Board Meeting Minutes
May 9th, 2022

Chairman Rivenbark called to order the Authority meeting scheduled on May 9th, 2022, 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 Edge gave the invocation.

Roll Call by Chairman Rivenbark:

Present: Norwood Blanchard, Patrick DeVane, Wayne Edge, Harry Knight, Al Leonard, Jackie Newton, Scott Phillips, Charlie Rivenbark, Bill Sue, Frank Williams, and Rob Zapple

Present by Virtual Attendance: Phil Norris, Bill Saffo, and Chris Smith

Absent: Frank Williams

Staff: Tim H. Holloman, Executive Director; Matthew Nichols, General Counsel; Tony Boahn P.E., McKim & Creed, Patrick Flanagan, COG; and Danielle Hertzog, Financial Administration Assistant

Guests Present: Glenn Walker, Brunswick County Water Resources Manager

Guests Virtual Attendance: Ken Waldroup, Cape Fear Public Utility Authority Executive Director; Matt Hourihan, Cape Fear Public Utility Authority Assistant Operations Director; Heidi Cox, NC DEQ Regional Engineering Supervisor, Division of Water Infrastructure; Tom Hendrick, Pender County Utilities; James Proctor, Pender County Water & Sewer Superintendent; John Malone, Cape Fear Public Utility Authority Water Resources Manager; and Jordan Clark, Computer Warriors

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

APPROVAL OF CONSENT AGENDA

C1 - Minutes of April 11, 2022, Regular Board Meeting

C2 - Kings Bluff Monthly Operations and Maintenance Report

C3 - Bladen Bluffs Monthly Operations and Maintenance Reports

C5 – Retainer for General Counsel Services Agreement: Matthew Nichols, Attorney at Law in the amount of \$195 per hour for FY 2022-23

C6 - Line-Item Adjustment for March 31, 2022

Motion: Director Newton **MOVED**; seconded by Director DeVane, approval of the Consent Agenda Items C1-C3, C5, and C6 as presented. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

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

Motion: Director Newton **MOVED**; seconded by Director Blanchard approval of excusing Director Williams from the May 9th, 2022, Board Meeting. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

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

PUBLIC HEARING: PRESENTED DRAFT BUDGET FOR THE FISCAL YEAR 2022-2023 BUDGET AND BUDGET ORDINANCE:

Motion to open Public Hearing per North Carolina General Statute Section 159-12

Motion: Director Blanchard **MOVED**; seconded by Director Edge, to open Public Hearing. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<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			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams				X
Rob Zapple	X			
	13	0	0	1

Review of the Fiscal Year 2022-2023 Budget and Budget Ordinance for Consideration of Approval On June 6th, 2022.

Executive Director Holloman reviewed essential cost items for the FY 2022-2023 draft budget. Our customers have projected to use 9,382,106 gallons of water for an estimated revenue of 3.2 million. Health insurance will be increasing by 5%. The property and liability insurance expense will increase by 8%. The state retirement will increase from 11.35% to 12.1. LCFWASA will be financing a forklift for Kings Bluff Plant for sixty thousand (over two years). We have a VFD replacement budgeted as a capital expense this year. VTR Pump rehabilitation and equipment are also needed at Kings Bluff Plant. We will move \$150,000 to Renewal and Replacement Fund and \$100,000 to Enterprise Fund to build up the funds. No increase in engineering cost for this year for the annual inspection report. The raw water rate will increase to \$0.36 per 1,000 gallons. The final recommendations on a resolution for the November leak are still being worked out.

The FY 22-23 budget is a 4% increase from the FY21-22 budget due primarily to operating capital expenses and building the R & R Fund. Director Blanchard wanted to confirm our customers are on board for the increase. Executive Director Holloman said yes because we use the funds to work on the pipeline. Director Newton would like the public comments to be left open until the June 6th, 2022, board meeting. Director Norris wanted to confirm the rate increase for the Fiscal Year 2022-2023 is not due to the future expansion for the additional ten miles. Executive Director Holloman advised no; we hope to receive funds from the State appropriation to complete that project. Director Zapple wanted to know if LCFWASA plans to use the R&R Funds in the Fiscal Year 2022-2023. Executive Director Holloman does not intend to use those funds and would like to build those funds to a better standing. Director Zapple and Newton would like Bladen Bluff to supply an annual budget report to LCFWASA in April of each year.

Ken Waldroup with CPFUA agrees with the need for the proposed rate increase. CPFUA understands the need to invest in infrastructure and the inflation drivers this year.

No public written comments were received with concern for the Fiscal year 2022-2023 budget.

Motion to close Public Hearing per North Carolina General Statute Section 159-12

Motion: Director Leonard **MOVED**; seconded by Director Knight, to close Public Hearing. Upon vote, the **MOTION CARRIED UNANIMOUSLY.**

	<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			
Scott Phillips	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 – Finance Committee Comments and Review of Draft Recommended Budget for the Fiscal Year 2022-2023 (Finance Committee Chairman Charlie Rivenbark)

Chairman Rivenbark advised the Finance Committee reviewed the budget and recommend the draft budget to be voted on at the June 9th, 2022, Board Meeting.

NB2 – No Cost Solutions Audit Proposal regarding Electric Utilities for LCFWASA

Executive Director Holloman advised No Cost Solutions would perform an audit of our electrical usage to confirm we are not missing any discounts or being charged for a service we are not using. If we get a refund, they receive half of the savings they found for three years. If they do not see any savings or issues, we do not have to pay them. Director Leonard recommended we review the item in June once Executive Director Holloman finds out if we must implement their findings.

Motion: Director Leonard **MOVED**; seconded by Director Blanchard, to move this item to June 6th, 2022, to verify additional information. Upon vote, the **MOTION CARRIED UNANIMOUSLY.**

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

ENGINEER'S COMMENTS

Tony Boahn gave an update on the 54-inch parallel raw water main. The project is deemed substantially complete. Mr. Boahn received preliminary data stating that one pump was at 47.5 MGD, two pumps at 80.0 MGD, and three at 91.0 MGD. Mr. Boahn did advise a leak was discovered on the older 48-inch on the PCCP line. They will be able to take the 48-inch pipeline down in the section and repair the leak.

ATTORNEY COMMENTS

No comments

EXECUTIVE DIRECTOR REPORT

EDR1 – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending April 30, 2022

Executive Director Holloman reported that during the month of April 2022, Brunswick County, CFPUA, and Pender County were above projections. Monthly revenue was up last month.

Closed Session

At the request of Chairman Rivenbark to go into closed session to discuss Attorney-Client Privilege and for Personnel Matters respectively, Chairman Rivenbark requested a motion.

Motion: Director Leonard **MOVED**; seconded by Director Blanchard, to go into closed session in accordance with N.C.G.S. §143-318.11(a)(3) and (6) to preserve Authority's Attorney-Client Privilege and for Personnel Matters respectively. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

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

At 9:52 a.m., the board went into closed session. At 10:16 a.m., the board returned to open session. Discussion only; no action required.

Chairman Rivenbark advised in the closed session. They discussed Executive Director Holloman's salary increase. He recommended the 7.5% cola and merit of 2.5% for a total increase of 10%.

Motion: Director Newton MOVED; seconded by Director Knight, to approve 7.5% cola and merit of 2.5% Executive Director Holloman for the Fiscal year 2022-2023. Upon vote, the **MOTION CARRIED UNANIMOUSLY.**

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris				X
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams				X
Rob Zapple	X			
	12	0	0	2

Motion: Director Leonard MOVED; seconded by Director Sue, to approve 7.5% cola and merit of 2.5% Administration Assistant Danielle Hertzog for the Fiscal year 2022-2023. Upon vote, the **MOTION CARRIED UNANIMOUSLY.**

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris				X
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams				X
Rob Zapple	X			
	12	0	0	2

Motion: Director Leonard MOVED; seconded by Director Newton, for all expenses to be budgeted to cover the cost for Administration Assistant to receive training towards certification. Upon vote, the **MOTION CARRIED UNANIMOUSLY.**

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris				X
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams				X
Rob Zapple	X			
	12	0	0	2

Motion: Director Leonard **MOVED**; seconded by Director Blanchard, for Executive Director to be paid the IRS rate of mileage whenever he travels outside of the five counties in the region. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris				X
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams				X
Rob Zapple	X			
	12	0	0	2

Motion: Director Blanchard **MOVED**; seconded by Director Sue, to make the meeting on May 20th, 2022, an official Board Meeting. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris				X
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams				X
Rob Zapple	X			
	12	0	0	2

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

No comments

PUBLIC COMMENT

No comments

ADJOURNMENT

There being no further business, Chairman Rivenbark adjourned the meeting at 10:26 a.m.

Respectfully Submitted:

 Harry Knight, Secretary

Lower Cape Fear Water & Sewer Authority
Finance Committee Meeting Minutes
May 9, 2022

Chairman Rivenbark called to order the Finance Committee Meeting on May 9, 2022, at 8:30 a.m. The meeting was held at the Authority's office located at 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina.

Present: Norwood Blanchard, Patrick DeVane, Al Leonard, and Charlie Rivenbark

Absent: Chris Smith

Present by Virtual Attendance: Phil Norris

Staff: Tim Holloman, Executive Director; Patrick Flanagan, COG; and Danielle Hertzog, Financial Administrative Assistant

Guests Present: Bill Sue

Guests Virtual Attendance: Jordan Clark, Computer Warriors

A) Preliminary Draft of the Fiscal Year 2022-2023 Budget

Executive Director Holloman reviewed essential cost items for the FY 2022-2023 draft budget. Our customers have projected to use 9,382,106 gallons of water for an estimated revenue of 3.2 million. Health insurance will be increasing by 5%. The property and liability insurance expense will increase by 8%. The state retirement will increase from 11.35% to 12.1. LCFWASA will be financing a forklift for Kings Bluff Plant for thirty thousand. We have VFD replacement budgeted as a capital expense this year. VTR Pump rehabilitation and anti-vortex equipment are also needed at Kings Bluff Plant. We will move \$150,000 to Renewal and Replacement Fund and \$100,000 to Enterprise Fund to build up the funds. No increase in engineering cost for this year for the annual inspection report. The raw water rate will increase to \$0.36 per 1,000 gallons. The final recommendations on a resolution for the November leak are still being worked out.

The FY 22-23 budget is a 4% increase from the FY21-22 budget due primarily to operating capital expenses and building the R & R Fund.

Motion: Director Blanchard **MOVED**; seconded by Director Leonard, to recommend the Fiscal Year 2022-2023 budget to the entire board. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Patrick DeVane	X			
Al Leonard	X			
Phil Norris	X			
Charlie Rivenbark	X			
Chris Smith				X
	5	0	0	1

ADJOURNMENT

There being no further business, Chairman Rivenbark adjourned the meeting at 8:37 a.m.

Respectfully Submitted,

 Tim Holloman, Executive Director

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: 6/1/2022

SUBJECT: Monthly maintenance report for May 2022

Mr. Holloman,

The Maintenance and Operations of the king's bluff facility for the month of April were 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 / CFPUA vaults off HWY 421 were run and tested weekly and verified standby ready.

KB personnel completed all locates issued by the 811 system.

KB personnel isolated, prepped the 48" line and opened blowoffs to get the line ready to be repaired.

KB personnel painted all entry doors on the new side of pump station.

KB personnel started stripping the old sheetrock and cleaning out the office on the old side of pump station.

KB personnel are preparing to install new sheetrock in the office located on the old side of pump station.

KB personnel installed shelving in the oil storage room to improve storage of tools and equipment needed for maintenance and operation.

KB personnel replaced air filters on # 1 EMD generator that were due on scheduled PM.

KB personnel worked with Brunswick Co. I&C dept. on PLC failure at the Generator switchgear building. Was corrected and put back online.

KB personnel worked with Brunswick Co. on communication failure between the raw tank and kings bluff pump station. Issue was corrected and system back in service.

KB personnel removed all the old batteries out of the generator building that were no longer being used and carried to a recycle center. Check was issued to the LCFWASA for batteries scrap value. Batteries had no reuse value being 6 to 8 years old at the time of removal.

KB personnel installed new batteries on the 24V Pre and Post lube pump motors on # 1 & # 2 EMD generators.

KB personnel worked with Brunswick Co. Distribution dept. in the excavation of the 48" line leak area located off Black Rock Road.

KB personnel replaced the factory bumper on 2021 GMC 3500 with the heavy-duty aftermarket bumper made for the various maintenance and operations requirements performed by KBPS personnel at station or right of way daily.

KB personnel met with CFPUA and Duke Energy on planned outage by Duke Energy to do some repairs off the main substation off old lake road that supplies power to the KBPS and CFPUA pump stations. Shut down is estimated to be 4 hours with KBPS on generator.

KB personnel upon preliminary inspection of the Mudd Trax before it being put into operation out of storage found various hydraulic leaks and the installation of the wrong air filters installed by the manufacturer of this vehicle.

KB personnel installed the correct air filters and contacted both parties' manufacturer and sales staff about what was found and what steps were going to be taken to correct the machines issues.

Mudd Trax was picked up 5/30/22 @09:00 by Bost Argo (Mechanic dept.) and carried back to their shop to correct leak issues on the hydraulic system.

Contractor:

McDuffie Pest Control completed quarterly spraying and testing of KBPS and generator building.

Underwood Pump Co. came to KBPS to do some various controlled pump test and requested further testing by KBPS personnel of the pumps at various run cycles, pressures and running 2 pumps in series and speeds.

Pridgen HVAC service has started installation of the 3rd air handling unit at the VFD building.

Thank you,
Jack Hogan

Monthly Operating Reports (MORs) Summary

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

Year: 2022 PWS Name: Bladen Bluffs Water System PWSID#: NC5009012
 Month: May Facility Name: Bladen Bluff

Combined Filter Effluent (CFE) Turbidity

Samples exceeding 1 NTU (count):	<u>0</u>	Number of samples required:	<u>108</u>
Samples exceeding .3 NTU (count):	<u>0</u>	Number of samples taken:	<u>109</u>
Samples exceeding .3 NTU (pct):	<u>0.0%</u>	Highest single turbidity reading NTU:	<u>0.106</u>
		Monthly average turbidity NTU:	<u>0.065</u>

Individual Filter Effluent (IFE) Turbidity

1) Was each filter <u>continuously</u> monitored for turbidity?	Yes	<u>X</u>	No	<u> </u>
2) Was each filter's monitoring results <u>recorded every 15 minutes</u> ?	Yes	<u>X</u>	No	<u> </u>
3) Was there a failure of the continuous turbidity monitoring equipment?	Yes	<u> </u>	No	<u>X</u>
4) Was any individual filter turbidity level > 1.0 NTU in two consecutive measurements ?	Yes	<u> </u>	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	<u> </u>	No	<u>X</u>
6) Was any individual filter turbidity level > 1.0 NTU in two consecutive measurements in each 3 consecutive months ?	Yes	<u> </u>	No	<u>X</u>
7) Was any individual filter turbidity level > 2.0 NTU in two consecutive measurements in 2 consecutive months ?	Yes	<u> </u>	No	<u>X</u>

Entry Point Residual Disinfectant Concentration (EPRD)

Disinfectant Used	<u>Chlorine</u>	Number of samples required	<u>108</u>
Minimum EPRD concentration	<u>0.2900</u>	Number of samples taken	<u>109</u>

Distribution Residual Disinfectant Concentration

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

Lowest CT ratio reading	<u>11.85</u>	Number of CT ratios required	<u>21</u>
Number of CT ratios below 1.0	<u>0</u>	Number of CT ratios calculated	<u>21</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 May, 2022 and that records documenting compliance with this rule are maintained on the premises and available for inspection upon request.



To: Tim Holloman - LCFWASA

From: James Kern – Bladen Bluffs SWTP ORC

Date: 6/2/22

Subject: May 2022 Operations

During the month of May, Bladen Bluffs SWTP operated a total of 21 days, treating 53.51 million gallons of water.

We used:

33,193 lbs. of aluminum sulfate (Alum)

9,441 lbs. of sodium hydroxide (Caustic)

1,454 lbs. of sodium hypochlorite (2,920 gallons of 6% Chlorine Bleach)

James Kern
Water Treatment Plant
Supervisor

(910) 862-3114
(910) 862-3146
(910) 733-0016 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: 6/2/2022

ISSUE:

PLAN OF ACTION:

Air on finished water line (from GAC)	Installed trial valves – currently testing
Running spare cl2 lines to settled/finished	IN PROGRESS
Sump pump check valve needs replacement	FIXED
All PLC need updated	Getting quotes
Ordering backup drives for all pumps	Ordered
Found small leak in lagoon liner	Contractor has inspected
CL2 leaks	Scheduled next week
Clearwells Inspection	Inspection COMPLETE, awaiting recommendations
Clearwell Drain line leaks	COMPLETE
Keep losing radio signal in finished building	IN PROGRESS
Lost signal to three cameras at river	IN PROGRESS
Flash Mixer #1 Failing	FIXED
Truck needs oil change	COMPLETE
Sump Pump Install in Vaults	IN PROGRESS
LED light in maint. shop	COMPLETE
Turbidity meter calibration due	COMPLETE

CONSENT AGENDA (CA-6)**Lower Cape Fear Water & Sewer Authority**

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

LINE-ITEM ADJUSTMENTS FOR 04/30/2022

Operating Fund:	Line-Item Budget Amount prior to Adjustment	Decrease	Increase	Budget Amount as of 04/30/2022
REVENUE				
EXPENSES				
4001-01 Salary	\$ 168,610		\$ 20,000	\$ 188,610
4015-01 Payroll Taxes	\$ 17,967		\$ 1,500	\$ 19,467
4029-01 Retirement Employer's	\$ 18,979		\$ 2,000	\$ 20,879
4035-01 401K Employer PD Contribution	\$ 5,258		\$ 500	\$ 5,758
4038-01 Insurance Group	\$ 40,910		\$ 2,000	\$ 42,910
4055-01 Office Maint/Repair	\$ 22,000		\$ 10,000	\$ 32,000
4070-01 Travel and Training	\$ 24,800		\$ 3,000	\$ 27,800
4501-00 Sales Tax Expense	\$ 110,000		\$ 8,000	\$ 118,000
4520-01 Utilities-Energy Pump Station	\$ 746,667	\$ (47,000)		\$ 699,667
Total	\$ 7,545,776	\$(47,000)	\$47,000	\$ 7,545,776



Lower Cape Fear Water & Sewer Authority
Leland, North Carolina

BUDGET AMENDMENT #3
Fiscal Year 2021 - 2022

BE IT ORDAINED by the Board of Directors of the Lower Cape Fear Water & Sewer Authority that the following amendments are made to the FY 2021-2022 Annual Budget Ordinances as follows:

Section 1: To amend the **Operating Revenue** the appropriations are to be changed as follows:

Bladen Bluffs Revenue:	Increase
3006-01 – 01 Bladen Bluffs Revenue	<u>\$ 450,000</u>

Section 2: To amend the **Operating Expenses** the appropriations are to be changed as follows:

Operating Fund:	Increase
4510-01 – Bladen Bluffs Expenses	<u>\$ 450,000</u>

Section 3: Copies of this Budget Amendment shall be furnished to the Budget Officer for direction in the carrying out of his duties.

Approved as to the availability of funds:

 Tim H. Holloman, Finance Officer

This Budget Amendment adopted this 6th day of June 2022.

 Charlie Rivenbark, Chairman

ATTEST:

 Harry Knight, Secretary

**A RESOLUTION OF
LOWER CAPE FEAR WATER & SEWER AUTHORITY
EXEMPTING LOWER CAPE FEAR WATER & SEWER AUTHORITY
FROM THE PROVISIONS OF N.C.G.S. §143-64.31**

Whereas, N.C.G.S. §143-64.31 requires Lower Cape Fear Water & Sewer Authority (the "Authority") to conduct an initial selection of firms to provide engineering services without regard to fee; and

Whereas, N.C.G.S. §143-64.32 permits the Authority to exempt projects from the provisions of N.C.G.S. §143-64.31 in the case of proposed projects where the estimated professional fee is less than \$50,000.00; and

Whereas, the Authority proposes to enter into a contract with McKim & Creed, Inc. for engineering services as described hereinafter; and

Whereas, the estimated professional fee for the work to be done by McKim & Creed, Inc. in connection with such project is less than \$50,000.00; and

Whereas, the Authority by its execution of this resolution intends to waive the requirements of N.C.G.S. §143-64.31.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Lower Cape Fear Water & Sewer Authority as follows:

1. McKim & Creed appreciates the opportunity to provide this proposal for professional consulting services for the fiscal year 2023-2024. This proposal is based on the project tasks as outlined as follows. McKim & Creed will attend the Monthly meetings of the Authority and assist the Executive Director and Board of Directors by providing technical guidance and responding to general questions with respect to the Authority's facilities during the meetings. The standard service for this item will be \$250 per month (lump sum). Frequently, the Authority receives requests for technical evaluations concerning their capabilities and capacity to meet the needs of its members or public and private entities within the five-county area (Bladen, Columbus, New Hanover, Pender, and Brunswick). At the request and direction of the Executive Director and the Board of Directors, McKim & Creed will provide technical evaluations or assistance for specific issues concerning the Authority's facilities and customers. The consultant will review the activities related to the Authority's raw water pumping facilities for the Kings Bluff system and meet with the O&M Contractor's staff to prepare a summary report concerning current conditions and O&M conducted over the past fiscal year. This summary will constitute the Annual Inspection Report for the Authority for the Kings Bluff Raw Water Facilities. The consultant will review the activities related to the Authority's Bladen Bluffs Surface Water Treatment Facility, located in Tar Heel, NC. We will meet with plant operations staff to prepare a summary report concerning current conditions and O&M conducted at the facility over the past fiscal year. This summary will constitute the Annual Inspection Report for the Authority for the Bladen Bluffs Water Treatment Facilities.
2. This Resolution shall be effective upon passage.

This Resolution adopted this 6th day of June 2022.

Charlie Rivenbark, Chairman

ATTEST:

Harry Knight, Secretary



ENGINEERS

SURVEYORS

PLANNERS

April 13, 2022

221101

Mr. Tim Holloman, Executive Director
 Lower Cape Fear Water & Sewer Authority
 1107 New Pointe Blvd Suite 17
 Leland, NC 28451

Re: **Proposal for Professional Consulting Engineering Services**
Lower Cape Fear Water & Sewer Authority
FY 2023-2024 Annual Retainer Services

Dear Mr. Holloman:

McKim & Creed appreciates the opportunity to provide this proposal for professional consulting services for the fiscal year 2023-2024. This proposal is based on the project tasks as outlined below.

Task 1 – Monthly Authority Meetings

McKim & Creed will attend the Monthly meetings of the Authority and assist the Executive Director and Board of Directors by providing technical guidance and responding to general questions with respect to the Authority's facilities during the meetings. The standard service for this item will be \$250 per month (lump sum).

Task 2 – Technical Evaluations & On-Call Services

Frequently, the Authority receives requests for technical evaluations concerning their capabilities and capacity to meet the needs of its members or public and private entities within the five-county area (Bladen, Columbus, New Hanover, Pender, and Brunswick). At the request and direction of the Executive Director and the Board of Directors, McKim & Creed will provide technical evaluations or assistance for specific issues concerning the Authority's facilities and customers.

Based on recent year's activities we recommend a not to exceed ceiling of \$4,000 for the 12-month period of service. We will provide such assistance to the Authority on an hourly not to exceed basis or fixed fee basis at the discretion of

243 North Front Street

Wilmington, NC 28401

910.343.1048

Fax 910.251.8282

www.mckimcreed.com

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 Proposal\Proposal FY 2023-2024.doc

Mr. Tim Holloman, Executive Director
 Lower Cape Fear Water and Sewer Authority
 April 13, 2022
 Page 2

the Executive Director and the Board of Directors. McKim & Creed will obtain approval from the Executive Director prior to commencing work on an item.

Task 3 – Kings Bluff Raw Water Facilities Annual Inspection Report

The consultant will review the activities related to the Authority's raw water pumping facilities for the Kings Bluff system and meet with the O&M Contractor's staff to prepare a summary report concerning current conditions and O&M conducted over the past fiscal year. This summary will constitute the Annual Inspection Report for the Authority for the Kings Bluff Raw Water Facilities.

Task 4 – Bladen Bluffs Water Treatment Facilities Annual Inspection Report

The consultant will review the activities related to the Authority's Bladen Bluffs Surface Water Treatment Facility, located in Tar Heel, NC. We will meet with plant operations staff to prepare a summary report concerning current conditions and O&M conducted at the facility over the past fiscal year. This summary will constitute the Annual Inspection Report for the Authority for the Bladen Bluffs Water Treatment Facilities.

Task 5 – Annual Capital Improvements Plan Update

The consultant will prepare an update to the Fiscal Year 2019-2044 Capital Improvements Plan (CIP). Primary tasks will include:

- Review current CIP projects and update year of occurrence and opinion of probable project costs.
- Remove/edit current CIP projects based on current needs of the Authority.
- Add additional CIP projects based on current needs of the Authority.
- Update CIP document for review and comment by Authority staff and Board of Directors
- Prepare Draft and Final CIP document in hard copy and electronic (PDF) format.
- Present updated CIP to the Authority's Board of Directors.

Mr. Tim Holloman, Executive Director
 Lower Cape Fear Water and Sewer Authority
 April 13, 2022
 Page 3

Fee Summary

The following summarizes the fees proposed for this project.

Task	Fee Type	Annual Cost
1 - Monthly Assistance	\$250 Per Month	\$3,000
2 - Technical Evaluations	Hourly NTE	\$4,000
3 - Kings Bluff Annual Inspection	Fixed Fee	\$4,000
4 - Bladen Bluffs Annual Inspection	Fixed Fee	\$5,000
5 - Annual Capital Improvements Plan Update	Fixed Fee	\$5,000
Total Estimated Fees		\$21,000

Miscellaneous Conditions

- 1.5% per month on overdue invoices.
- Either party may terminate with a 30-day notice.

ACCEPTANCE AND AUTHORIZATION

If this proposal is acceptable, please sign below as indicated and return one executed copy to our office. Upon receipt, McKim & Creed will consider this as the authorization to proceed.

We appreciate the opportunity to provide these services and look forward to our continuing work with the Authority. If you have any questions, please do not hesitate to contact me.

Sincerely,

McKIM & CREED, Inc.



Tony Boahn, PE
 Vice-President

Enclosure: McKim & Creed, Inc. Engineering Division General Conditions
 (01/2011-01)

Mr. Tim Holloman, Executive Director
Lower Cape Fear Water and Sewer Authority
April 13, 2022
Page 4

Accepted by:

LOWER CAPE FEAR WATER & SEWER AUTHORITY

NAME: Charlie Rivenbark

SIGNATURE: _____

TITLE: Chairman, Board of Directors

DATE: _____

E-Verify Requirement. As a condition of payment for services rendered under this agreement, Engineer shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (requirement that employers use E-Verify). Further, if Engineer provides the services to the Client utilizing a subcontractor, Engineer shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes as well. Engineer shall verify by affidavit compliance with the terms of this section upon request of Client.

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act, this the ____ day of _____, 2021

Finance Officer, Lower Cape Fear Water and Sewer Authority

McKim & Creed, Inc.
Engineering Division
General Conditions
(01/2011-1)

Billing and Payment. Invoices will be submitted by McKim & Creed, Inc. (the "Engineer") to the Client monthly for services performed and expenses incurred pursuant to this Agreement. Payment of each such invoice will be due upon receipt and considered past due if not paid within thirty (30) days of the date of the invoice. Any retainers shall be credited on the final invoice.

a) Interest. A service charge will be added to delinquent accounts at 18 percent per annum (1.5 percent per month).

b) Suspension of Services. If the Client fails to make any payment due the Engineer for services and expenses within thirty (30) days of the invoice date on the project(s) covered by this agreement or any other project(s) being performed by Engineer for Client, the Engineer may suspend services under this Agreement until it has been paid in full for all past due amounts owed by Client for services and expenses. The Engineer shall have no liability whatsoever to the Client for any costs or damages occurring as a result of such suspension caused by any such breach of this Agreement by Client.

c) Collection Costs. In the event legal action is necessary to enforce the payment provisions of this Agreement, the Engineer shall be entitled to collect from the Client any judgment or settlement sums due, reasonable attorneys' fees, court costs.

d) Termination Of Services. The failure of the Client to make payment to the Engineer in accordance with the payment terms set forth herein shall constitute a material breach of this Agreement and shall entitle the Engineer, at its option, to terminate the Agreement. Any material breach of this Agreement by the Client shall, at the Engineer's option and in its sole discretion, constitute a breach of and default under any and/or all other agreements between the Client and Engineer.

Confidentiality. The Engineer agrees to keep confidential and not to disclose to any person or entity, other than the Engineer's employees, sub-consultants and the general contractor and subcontractors, if appropriate, any data and information not previously known to and generated by the Engineer or furnished to the Engineer and marked CONFIDENTIAL by the Client. These provisions shall not apply to information in whatever form that comes into the public domain, nor shall it restrict the Engineer from giving notices required by law or complying with an order to provide information or data when such order is issued by a court, administrative agency or other authority with proper jurisdiction, or if it is reasonably necessary for the Engineer to defend itself from any suit or claim.

~~The Client agrees that the technical methods, techniques and pricing information contained in any proposal submitted by the Engineer pertaining to this project or in this Agreement or any addendum thereto, are to be considered confidential and proprietary, and shall not be released or otherwise made available to any third party without the express written consent of the Engineer.~~

Consequential Damages. Notwithstanding any other provision of the Agreement, neither party shall be liable to the other for any consequential damages incurred due to the fault of the other party, regardless of the nature of the fault or whether it was committed by the Client or the Engineer, their employees, agents, sub-consultants or subcontractors. Consequential damages include, but are not limited to, loss of use and lost profit.

Non-Contingency. The Client acknowledges and agrees that the payment for services rendered and expenses incurred by the Engineer pursuant to this Agreement is not subject to any contingency unless the same is expressly set forth in this Agreement. Payments to the Engineer shall not be withheld, postponed or made contingent on the financing, construction, completion or success of the project or upon receipt by the Client of offsetting reimbursement or credit from other parties causing Additional Services or expenses. No withholdings, deductions or offsets shall be made from the Engineer's compensation for any reason.

Opinions of Cost.

(a) Since the Engineer has no control over the cost of labor, materials, equipment or services furnished by others, or over methods of determining prices, or over competitive bidding or market conditions, any and all opinions as to costs rendered hereunder, including but not limited to opinions as to the costs of construction and materials, are estimates only and shall be made on the basis of its experience and qualifications and represent its best judgment as an experienced and qualified professional engineer, familiar with the construction industry; but the Engineer cannot and does not guarantee that proposals, bids or actual costs will not vary from opinions of probable cost prepared by it and the Engineer shall have no liability whatsoever if the actual cost differs from the Engineers estimate. If at any time the Client wishes greater assurance as to the amount of any cost, Client shall employ an independent cost estimator to make such determination. Engineering services required to bring costs within any limitation established by the Client will be paid for as additional services hereunder by the Client.

Termination. The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, the Engineer shall provide a final statement of charges due and will be paid for all services rendered to the date of termination, all expenses subject to reimbursement hereunder, and other reasonable expenses incurred by the Engineer as a result of such termination. In the event the Engineer's compensation under this Agreement is a fixed fee, upon such termination the amount payable to the Engineer for services rendered will be determined using a proportional amount of the total fee based on a ratio of the amount of the work done, as reasonably determined by the Engineer, to the total amount of work which was to have been performed, less prior partial payments, if any, which have been made.

Reuse of Documents. All documents, including but not limited to drawings and specifications, prepared by the Engineer pursuant to this Agreement are related exclusively to the services described herein. They are not intended or represented to be suitable for reuse by the Client or others on extensions of this project or on any other project. Any reuse without written verification or adaptation by the Engineer for specific purposes intended will be at the Client's sole risk and without liability or legal exposure to the Engineer. The Client releases the Engineer harmless from all claims that the Client may have against the Engineer and arising out of any unauthorized reuse.

McKim & Creed, Inc.
Engineering Division
General Conditions
(01/2011-1)

Limitation of Liability. In performing its professional services hereunder, the Engineer will use that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the Engineer's undertaking herein or its performance of services hereunder. THE CLIENT UNDERSTANDS AND AGREES THAT THE ENGINEER HAS NOT MADE AND IS NOT MAKING ANY PROMISE, WARRANTY OR REPRESENTATION EXCEPT THE WARRANTIES EXPRESSLY MADE HEREIN, AND THE ENGINEER EXPRESSLY DISCLAIMS ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER IMPLIED WARRANTIES. Under no circumstances shall the Engineer be liable for extra costs or other consequences due to changed conditions or for costs related to the failure of the contractor or material men to install work in accordance with the plans and specifications. The Engineer shall not be liable for errors in judgment or for any loss or damage, which occurs for any reason beyond the control of the Engineer. ~~No action may be instituted hereunder more than one year after the cause of action accrued or should have been discovered by reasonable diligence.~~ The provisions of this paragraph shall survive the termination of this Agreement.

Controlling Law. This Agreement is to be governed by the law of the State of North Carolina. ~~The parties agree that any suit or action related to this Agreement shall be instituted and prosecuted in the courts of the County of Wake, State of North Carolina, and each party waives any right of defense relating to such jurisdiction or venue.~~

Binding Effect. This Agreement shall bind, and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors and permitted assigns.

Merger; Amendment. This Agreement constitutes the entire agreement between the Engineer and the Client with respect to its subject matter, and all negotiations and oral understandings between the parties are merged herein. This Agreement can be supplemented and/or amended only by a written document executed by both the Engineer and the Client.

Ownership Of Instruments Of Service. All reports, plans, specifications, field data, notes and other documents, including all documents on electronic media, prepared by the Engineer as instruments of service shall become the property of the Owner. The Owner shall retain all common law, statutory and other reserved rights, including the copyright thereto. If the Owner uses any reports, plans, specification, field data, notes or other documents ("documents") for any project other than the specific project for which the documents were intended, then Owner waives any claims for damages related to these other projects.

Photographs. Photographs of any completed project embodying the services of the Engineer provided hereunder may be made by the Engineer and shall be considered as its property, and may be used by it for publication.

Assignment. Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement, including but not limited to fees that are due or fees that may be due, without the prior written consent of the other party.

Archiving of Project Documentation. Engineer shall maintain copies of printed project documentation for a period of three years from substantial completion of Engineer's services. Engineer shall maintain copies of all electronic media related to the project for a period of one year from substantial completion of Engineer's services. Requests for reproduction of project documentation after these periods have expired will be considered additional services and will be invoiced at the Engineer's prevailing hourly rates at the time of the request, plus expenses.

Betterment. If, due to the Engineer's error, any required item or component of the project is omitted from the Engineer's construction documents, the Engineer shall not be responsible for paying the cost to add such item or component to the extent that such item or component would have been otherwise necessary to the project or otherwise adds value or betterment to the project. In no event will the Engineer be responsible for any cost or expense that provides betterment, upgrade or enhancement of the project.

Electronic Files. Because data stored on electronic media can deteriorate undetected or be modified without the Engineer's knowledge, the Client agrees that it will accept responsibility for the completeness, correctness, or readability of any electronic media delivered to the Client after an acceptance period of 30 days after delivery of the electronic files, and that upon the expiration of this acceptance period, Client will release, indemnify and save harmless the Engineer from any and all claims, losses, costs, damages, awards or judgments arising from use of the electronic media files or output generated from them. The Engineer agrees that it is responsible only for the printed and sealed drawings and documents, and if there is a conflict between these printed documents and the electronic media, the sealed documents will govern. Engineer makes no warranties, express or implied, under this agreement or otherwise, in connection with the Engineer's delivery of electronic files.

Certifications, Guarantees and Warranties. The Engineer shall not be required to sign any documents, no matter by whom they may be requested, that would result in the Engineer's having to certify, guarantee or warrant the existence of conditions which the Engineer cannot ascertain. The Client also agrees that it has no right to make the resolution of any dispute with the Engineer or the payment of any amounts due to the Engineer in any way contingent upon the Engineer's signing any such certification.

Corporate Protection. It is intended by the parties to this Agreement that the Engineer's services in connection with the project shall not subject the Engineer's individual employees, officers or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against the Engineer, a North Carolina corporation, and not against any of the Engineer's employees, shareholders, officers or directors.

Job-Site Safety. Neither the professional activities of the Engineer, nor the presence of the Engineer or its employees and sub-consultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the Work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory

McKim & Creed, Inc.
Engineering Division
General Conditions
(01/2011-1)

agencies. The Engineer and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The Client agrees that the General Contractor is solely responsible for job-site safety, and warrants that this intent shall be made evident in the Client's agreement with the General Contractor. ~~The Client also agrees that the Client, the Engineer and the Engineer's consultants shall be indemnified and shall be made additional insured under the General Contractor's general liability insurance policy.~~ The Client, upon written request of the Engineer, agrees to use its best efforts to add the Engineer as an additional insured on the contractor's general liability and auto liability policies.

Scope of Services. Services not set forth as Basic Services or Additional Services and listed in this Agreement are excluded from the scope of the Engineer's services and the Engineer assumes no responsibility to perform such services.

Severability And Survival. Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the Client and the Engineer shall survive the completion of the services hereunder and the termination of this Agreement.

Shop Drawing Review. If included in the scope of services to be provided, the Engineer shall review and approve Contractor submittals, such as shop drawings, product data, samples and other data, as required by the Engineer, but only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. The Engineer's review shall be conducted with reasonable promptness while allowing sufficient time in the Engineer's judgment to permit adequate review. Review of a specific item shall not indicate that the Engineer has reviewed the entire assembly of which the item is a component. The Engineer shall not be responsible for any deviations from the contract documents not brought to the attention of the Engineer in writing by the Contractor and approved by the Engineer. The Engineer shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

Specification Of Materials. The Client understands and agrees that products or building materials, which are permissible under current building codes or ordinances may, at some future date, be banned or limited in use in the construction industry because of presently unknown hazardous characteristics. The Client agrees that if the Client directs the Engineer to specify any product or material, after the Engineer has informed the Client that such product or material may not be suitable or may embody characteristics that are suspected of causing or may cause the product or material to be considered a hazardous substance in the future, the Client waives all claims as a result thereof against the Engineer. ~~The Client further agrees that if any product or material specified for this project by the Engineer shall, at any future date be suspected or discovered to be a health or safety hazard, the Client hereby releases the Engineer from any and all~~

~~liabilities and waives all claims against the Engineer relating thereto.~~

Standard Of Care. Services provided by the Engineer under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances in the same geographic area.

Suspension Of Services. If the project is suspended for more than thirty (30) calendar days in the aggregate, the Engineer shall be compensated for services performed and charges incurred prior to such suspension and, upon resumption of services, the Engineer shall be entitled to an equitable adjustment in fees to accommodate the resulting demobilization and re-mobilization costs. In addition, there shall be an equitable adjustment in the project schedule based on the delay caused by the suspension. If the project is suspended for more than ninety (90) calendar days in the aggregate, the Engineer may, at its option, terminate this Agreement upon giving notice in writing to the Client.

Unauthorized Changes To Documents. In the event the Client consents to, allows, authorizes or approves of changes to any plans, specifications, construction documents or electronic media, and these changes are not approved in writing by the Engineer, the Client recognizes that such changes and the results thereof are not the responsibility of the Engineer. Therefore, the Client releases the Engineer from any liability arising from the construction, use or result of such changes. ~~In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) arising from such changes.~~

Compensation for Additional Services. The undertaking of the Engineer to perform professional services under this Agreement extends only to those services specifically described herein. If upon the request of the Client, the Engineer agrees to perform additional services hereunder, the Client and the Engineer shall negotiate and agree upon an additional fee to be paid to the Engineer for completion of the agreed upon Additional Services. The Engineer will be under no obligation to begin or complete requested Additional Services until the additional fee has been negotiated and agreed upon in writing by the Client and the Engineer.

Hourly Billing Rates. All services to be billed on an hourly basis under this agreement will be billed using the Engineer's prevailing billing rate schedule at the time services are provided. If a specific rate schedule is to be used for this Agreement, it shall expire no later than one year from the date of this Agreement and will be replaced with the prevailing rate schedule in effect at that time.

Priority Over Form Agreements. The parties agree that the provisions of this Agreement shall control and govern over any Work Orders, Purchase Orders or other documents, which the Client may issue to Engineer in regard to the project(s) which is (are) the subject of this Agreement. The Client may issue such documents to Engineer for its convenience for accounting or other purposes, but any such Orders will not alter the terms of this Agreement, regardless of any contrary language appearing therein.

McKim & Creed, Inc.
Engineering Division
General Conditions
(01/2011-1)

Paragraph Headings. The paragraph headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

Third Parties. Nothing in this Agreement shall be construed as giving any person, firm, corporation or other entity other than the parties to this Agreement and their respective successors and permitted assigns, any right, remedy or claim under or in respect of this Agreement or any of its provisions.

Default. The Client shall be in default under this Agreement if (i) it fails to pay in full any invoice from the Engineer on the due date or fails to make any other payment due to the Engineer under this Agreement, (ii) it fails to observe or perform any other term, condition or covenant under this Agreement, (iii) it breaches any warranty or representation made under this Agreement, (iv) it dissolves, terminates or liquidates its business, or its business fails or its legal existence is terminated or suspended, (v) any voluntary or involuntary bankruptcy, reorganization, insolvency, receivership, or other similar proceeding is commenced by or against the Client, or (vi) it becomes insolvent, makes an assignment for the benefit of creditors, or conveys substantially all of its assets.

Design Without Construction Phase Services. If the services to be provided by Engineer hereunder do not include construction observation and/or construction administration services, or if such services are included in Engineers contracted services and Client later decides to perform these services itself or decides to retain other consultants or individuals to perform these services, Engineer assumes no responsibility for interpretations of the Engineer's services or for any construction observation, construction administration and/or supervision performed by Client or other parties and Client waives any and all claims against Engineer for any losses, claims, costs or damages of any kind whatsoever that may be in any way connected thereto.

~~In addition Client agrees, to the fullest extent permitted by law, to indemnify and hold Engineer harmless from any loss, claim, damage or cost, including reasonable attorneys' fees and costs of defense, arising or resulting from the performance of construction observation, construction administration and/or supervision by Client, its employees, agents or consultants, and including any and all claims arising from the modification or adjustment of, or any clarifications or interpretations of, the Engineer's Work by others.~~

~~Unless, in the Engineer's sole opinion, appropriate levels of construction observation and construction administration services are contracted for and performed by Engineer, Engineer will not be responsible to provide any engineering or other certifications related to the construction or installation of any improvements.~~

Reliance on Data Provided by Others. Engineer shall be entitled to reasonably rely on the accuracy of information provided to it by Client or any of Client's other consultants or sub-consultants. Engineer shall not be responsible to extensively review the information provided to insure the accuracy thereof. Client agrees to not hold Engineer responsible for errors or omissions in Engineer's work that are directly attributable to errors or incorrect data provided to Engineer by Client or Client's other consultants. Client further acknowledges that any redesign or corrective efforts required by Engineer resulting from incorrect information provided by Client or Client's other consultants will be paid for by the Client as additional services.

Credit and Financial Obligations. Prior to commencement of the work, Engineer may require that Client provide reasonable credit information and other documentation to confirm that the Client has made financial arrangements to fulfill the Client's payment obligations under this Agreement. Engineer may also require such information at any time during the performance of Engineer's services should the Client fail to make payments per this Agreement, a change in the scope materially changes the contract sum, or Engineer identifies in writing a reasonable concern regarding the Client's ability to make payment when payment is due. The Client may be required to furnish this information prior to further commencement or continuation of services by Engineer and Engineer shall not be responsible for the cost of any delay occurring as a result of such a request.

Markup on Expenses. Unless specified otherwise in our proposal, all sub consultant costs and other project related costs incurred by Engineer will be billed with a 15% markup. Company vehicle mileage and internal reproduction costs will be billed at the Engineer's prevailing rate for those items. Personal vehicle mileage costs incurred on the project by employees of Engineer will be billed at the prevailing IRS mileage rate in effect at the time of travel.

SUE Technical Standards. Quality Level A information obtained by direct exposure of the existing utilities can greatly increase the level of confidence with respect to the location of underground utilities at a particular jobsite. Utility exposure (Quality Level A) permits three-dimensional measurements to be taken on utilities for accurate location at each test hole. The overall level of confidence with respect to the location of site utilities can be raised by increasing the number of test holes examined; however, Engineer provides no guarantee of the location of utilities on the site other than at the locations where test holes have been established.

Quality Level B services include the horizontal, above ground detection, marking and mapping of underground utilities. Geophysical prospecting methods are used to indicate the presence and surface position of buried utilities. Utilities are identified and marked in the field in order to be surveyed and mapped. Quality Level B information should not be used for construction purposes, or where exact horizontal and vertical measurements are required.

The accuracy of Quality Level B designating information and depth of cover readings obtained by utilizing Geophysical and Ground Penetrating Radar equipment and techniques are subject to field and soil conditions beyond our control. Engineer will make reasonable efforts to provide comprehensive and correct positional utility marks to the limits obtainable by the instrumentation used and the existing ground conditions; however, Engineer provides no guarantee that all existing utilities on a particular site will be properly located using these methods.

Utilizing Engineer's SUE services does not relieve any party from their obligation to contact the utility damage prevention system before digging begins. Utility marks placed on the ground by Engineer are not to be used for construction purposes.

**McKim & Creed, Inc.
Engineering Division
General Conditions
(01/2011-1)**

INSURANCE. Engineer shall take out and maintain during the life of this Contract the following insurance:

- a. Statutory Workers Compensation insurance;
- b. Comprehensive General Liability insurance in an amount of \$1,000,000.00 for each occurrence and \$2,000,000.00 aggregate;
- c. Automobile Insurance in an amount of \$1,000,000.00

Client shall be named as an additional insured on the Comprehensive General Liability and Automobile insurance policies. Prior to commencing work, Engineer shall provide evidence that the required insurance is in place. Each policy shall provide that Client shall receive not less than thirty days prior written notice of any cancellation, non-renewal or reduction of coverage of any of the policies.

AGENDA ITEM

To: CHAIRMAN RIVENBARK AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 6, 2022

Re: FY 2022-2023 Fiscal Year Budget

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

Background: The Finance Committee has met and reviewed drafts since March and recommend the FY 2022-2023 Budget as presented during the Public Hearing on May 9, 2022, for adoption on June 6, 2022. No written comments have been received as of publication of this agenda.

Action Requested: Motion to Approve or Disapprove

ANNUAL BUDGET

Fiscal Year 2022 - 2023



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

AUTHORITY BOARD OF DIRECTORS

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June 6, 2022

Chairman Rivenbark and Directors:

I am pleased to present the FY 2022-2023 Budget for the Lower Cape Fear Water and Sewer Authority for your review and consideration. The enclosed FY 22-23 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 was held during the regularly scheduled monthly meeting of the Authority Board at 9:00 AM on Monday, May 9, 2022, in the conference room of the Authority's offices located 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina.

Legal notice of the public hearing on the budget was published on April 20, April 27, and May 4, 2022, 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 outlines the expenditures 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 456,941 in 2010 to an estimated population of 545,634 in 2022. This represents a 20% increase in the population served by the Authority's customers.

FY 20-21 ACCOMPLISHMENTS

54" PARALLEL RAW WATER TRANSMISSION MAIN

The cost of the project is being funded by Brunswick County and CFPWA based upon the requirements contained in the MOU. Construction began in FY 19-20, and the pipeline began operation on April 28, 2022. The final project cost is \$36.13 MM which is \$1.07 MM under construction estimate and engineering fees where also \$360,000 less for a total savings of 1.43MM.

The project increased 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.

CAPITAL IMPROVEMENT PLAN ALIGNED WITH RATES

The Authority continues to align the CIP to be supported by adequate rates to stabilize various funds and levels to anticipate unexpected emergencies and long-term needs. A Long-Range Planning Committee will work with the anticipated Cost of Service project consultant to establish policy on rates aligned with the needs for construction, refurbishment, or expansion. A cost-of-service study is expected to be completed in the FY 2022-23 Fiscal Year

LEAK ON 48" LINE TO CFPWA AND PENDER COUNTY

This leak occurred on November 4, 2021, and all work was completed by February 9, 2022. This has spurred a renewed and concerted effort by all LCFWASA partners to seek funding to expedite the design and construction of a second parallel line for the remainder of the 10-mile section to have the Authority completely redundant and to allow for maintenance of the existing 48" line. The Authority has been working closely with Legislators, Partners and the directors of member utilities to garner support for total funding of this critical project.

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. As 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, the Authority has determined that of the alternatives, transfer to a third party was the best long-term option for the Authority and its customers. 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. After a meeting with the local Army Corps office in late 2021, there has

been no incremental or final decision on dispensing of the locks and dams. This year, there was a project to realign the fish dam at Lock and Dam #1.

FISCAL YEAR 2021-2022 FUND DESCRIPTION

The Authority maintains has five funds that it maintains. 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 plant's construction, Smithfield Foods operates the facilities and pays all costs related to the facility's operation, including the debt service. The Authority receives the bills related to the facility's operation, pays the vendors, then submits a consolidated statement to Smithfield Foods monthly per the December 19, 2009, Agreement.

The debt service principal for the Bladen Bluffs Regional Water Treatment Plant for FY 22-23 is \$850,000, to be paid in December 2022. The interest rate on the remaining principal is variable, and it is estimated that \$297,500 in interest will be paid based on current interest rates.

In FY 22-23, expenditures by Smithfield on the operation of the Bladen Bluffs Regional Water Treatment Plant are expected to be \$3,654,318.

The Authority charges approximately 30% 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 as accounts payable, accounting of expenditures, and management of capital projects. Smithfield pays its proportionate share of other direct costs such as insurance and audits.

KINGS BLUFF OPERATING FUND

REVENUES

In FY 22-23, the projected water revenues reflect an increase of 2% in demand over the FY 21-22 projections. The projected water demand for FY 22-23 is 10.56 billion gallons or 25.67 million gallons per day (mgd). By Board approval, the raw water rate increases to FY 22-23 at \$0.3600 per 1,000 gallons. This rate and the projected flow will generate \$3,276,239 in operating revenue.

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 several direct costs associated with station operation, such as electric charges from Duke Energy, fuel costs related to the main generators, debt service on capital improvements, and significant capital expenditures for repairs of station equipment.

In FY 22-23, costs associated with the Operations and Maintenance by Brunswick County is recommended to increase from \$453,609 to \$510,822. The increase is not due to any one major area, just general operating costs across the board.

In FY 22-23, cost for operating the Kings Bluff Pump Station is \$3,378,921. This year, the Operating Fund will transfer \$150,000 to Renewal and Replacement and \$100,000 to the Enterprise Fund. \$911,875 in capital funds will be expended for various projects.

Debt service payment to New Hanover County started in FY 20-21. The final payment of \$258,834 will be made in FY 22-23.

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 22-23, there will be no appropriations from this fund because the balance is \$192,454.48. An anticipated transfer from the Operational Fund of \$150,000 will bring the R & R fund up to \$342,454.48 by the end of FY 22-23. Over a ten-year period, the projected balance should be \$3,000,000.00 at a minimum. This needs to be adjusted to a smaller window to arrive at this amount in five years instead of the projected 10-year window.

ENTERPRISE FUND

The Enterprise Fund is the main source of funds for capital projects and major repairs. There are no projects that are budgeted for this fund in FY 22-23. A Capital Project Ordinance would be approved if the need for an additional project arises in FY 22-23. \$391,253.25 was transferred from this fund to purchase a VFD ahead of schedule and for approximately a \$103,000 in spare parts for the VFDs.

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 22-23.

CONCLUSION

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. I would also like to express special appreciation to our Financial Administrative Assistant for her attention to detail with Authority funds. Emergency preparedness is a focal point for our Board of Directors, who are working to make sure the entire length of the raw water pipeline is redundant, allowing customers peace of mind regarding supply. Furthermore, planning to accommodate future growth and promoting business retention and recruitment to the Cape Fear Region is a top concern for the Board.

Respectfully Submitted,

Tim H. Holloman
Executive Director



BUDGET ORDINANCE

FY 2022-2023

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, 2022, and ending June 30, 2023:

APPROPRIATIONS

Administration	\$862,777
Operating Expenses	
Sales Tax Expense	100,000
Operating Capital Expense	911,875
Bladen Bluffs Expense	2,335,094
Utilities/Energy – Kings Bluff Pump Station	756,336
O&M Expense – Kings Bluff	510,822
Transfer to R&R - Kings Bluff R&R Expense	150,000
Transfer to Enterprise	100,000
Series 2012 Revenue Bond-Principal Expense (ST)	
Series 2012 Revenue Bond-Interest Expense (ST)	
Series 2010 Revenue Bond-Principal Expense (BB)	850,000
Series 2010 Revenue Bond-Interest Expense (BB)	297,500
421 Relocation New Hanover County Loan Principal	258,835
TOTAL APPROPRIATIONS	\$7,133,239

Section 2: It is estimated the following revenues will be available in the **Operating General Fund** for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

REVENUES

Operating Revenues	
Brunswick County	\$1,566,597
Cape Fear Public Utility Authority	1,428,403
Pender County	199,518
Hwy 421	79,618
Praxair	2,095
Bladen Bluffs Revenue	3,654,318
Bladen Bluffs Admin Reimbursement	102,190
Sales Tax Refund	100,000
Non-Operating Revenues	
Interest	500
Other Revenue	0
Bladen Bluffs FEMA Admin Reimbursement	0
Renewal and Replacement Fund Appropriated	0
TOTAL REVENUES	\$7,133,239

Section 3: The Board of Directors of the Lower Cape Fear Water & Sewer Authority hereby establishes a raw water rate of \$0.3600 per 1,000 gallons as of July 1, 2022, 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, 2022, and ending June 30, 2023:

APPROPRIATIONS

Operating General Fund – Appropriated for Future Expenditures	\$ 1,482,611
TOTAL APPROPRIATIONS	\$ 1,482,611

Section 5: It is estimated the following revenue will be available in the **Operating General Fund** for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

REVENUES

Operating General Fund - Fund Balance	\$ 1,482,611
TOTAL ESTIMATED REVENUES	\$ 1,482,611

Section 6: The following amount is hereby appropriated in the **Enterprise Fund** for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

APPROPRIATIONS

Enterprise Fund - Reserve for Future Expenditures	\$ 280,430
TOTAL APPROPRIATIONS	280,430

Section 7: It is estimated the following revenue will be available in the **Enterprise Fund** for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

REVENUES

Enterprise Fund - Fund Balance Appropriated	\$ 280,430
TOTAL ESTIMATED REVENUES	\$ 280,430

Section 8: The following amounts are hereby appropriated in the **Renewal and Replacement Fund (R&R)** for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

APPROPRIATIONS

R&R - Reserve for Future Expenditures	\$ 192,454
R&R - Kings Bluff R&R Expense	150,000
TOTAL APPROPRIATIONS	\$ 342,454

Section 9: It is estimated the following revenues will be available in the **Renewal and Replacement Fund** for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

REVENUES

R&R - Fund Balance Appropriated	\$ 192,454
Transfer In From Operating Fund	150,000

TOTAL ESTIMATED REVENUES

\$	342,454
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Section 10: The following amount is hereby appropriated in the **Right of Way Maintenance Fund** for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

APPROPRIATIONS

Right of Way Fund - Reserve for Future Expenditures

\$	281,422
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TOTAL APPROPRIATIONS

\$	281,422
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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, 2022, and ending June 30, 2023:

REVENUES

ROW - Fund Balance Appropriated

\$	281,422
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TOTAL ESTIMATED REVENUES

\$	281,422
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Section 10: Copies of this Budget Ordinance shall be furnished to the Finance Officer to be kept on file for direction in the disbursement of funds. This budget acknowledges and approves any transfers between funds expected as revenue from one fund or account specifically in reference to the Bladen Bluffs Administrative transfers as reflected in this budget and any funds in associated Kings Bluff Funds including the Revenue and Replacement Fund, Enterprise Fund, and Right of Way Fund.

Adopted this 6th day of June 2022

 Charlie Rivenbark, Chairman

ATTEST:

 Harry Knight, Secretary

LOWER CAPE FEAR WATER AND SEWER AUTHORITY
FISCAL YEAR 2022-2023 BUDGET

ACCOUNT NO.	REVENUES	FY 20-21 APPROVED BUDGET	FY 20-21 ACTUALS	FY 21-22 AMENDED BUDGET	FY 21-22 ACTUAL 04/30/2022	PROPOSED FY 22-23 BUDGET		FY 22-23 TOTAL COMBINED BUDGET
						KINGS BLUFF	BLADEN BLUFFS	
	OPERATING							
3001-01	Brunswick County	\$ 1,303,072	\$ 1,425,384	\$ 1,491,553	\$ 1,395,951	\$ 1,566,597	\$ -	\$ 1,566,597
3002-01	Cape Fear Public Utility Authority	\$ 1,162,726	\$ 1,102,675	\$ 1,296,405	\$ 1,015,428	\$ 1,428,403	\$ -	\$ 1,428,403
3003-03	Pender County	\$ 175,975	\$ 157,838	\$ 179,822	\$ 157,015	\$ 199,518	\$ -	\$ 199,518
3004-01	Stehphan/Invista	\$ 70,642	\$ 32,488	\$ 40,000	\$ 81,189	\$ 79,618	\$ -	\$ 79,618
3005-01	Praxair, Inc	\$ 2,989	\$ 2,088	\$ 4,314	\$ 2,259	\$ 2,095	\$ -	\$ 2,095
3006-01	Bladen Bluffs Reimbursement for Plant Operation Costs	\$ 2,454,409	\$ 2,484,174	\$ 3,444,127	\$ 3,234,286	\$ -	\$ 3,654,318	\$ 3,654,318
3006-02	Bladen Bluffs Administrative Reimbursement	\$ 81,972	\$ 90,888	\$ 126,302	\$ 105,835	\$ 102,190	\$ -	\$ 102,190
3007-01	Sales Tax Refund	\$ 56,000	\$ 67,220	\$ 70,000	\$ 55,833	\$ -	\$ 100,000	\$ 100,000
	Subtotal	\$ 5,307,784	\$ 5,362,755	\$ 6,652,523	\$ 6,047,796	\$ 3,378,421	\$ 3,754,318	\$ 7,132,739
	Non-Operating							
3105-01	Interest	\$ 25,321	\$ 2,352	\$ 2,000	\$ 228	\$ 500	\$ -	\$ 500
3120-01	Other Revenue (Insurance Proceeds/FEMA)	\$ 25,000	\$ 260,063	\$ -	\$ 600	\$ -	\$ -	\$ -
3125-01	Federal Tax Subsidy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3156-00	Rental House Income	\$ -	\$ -	\$ -	\$ 8,007	\$ -	\$ -	\$ -
3170-01	Transfer In	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -
3900-01	Renewal and Replacement Fund Appropriated	\$ 178,290	\$ 192,190	\$ -	\$ -	\$ -	\$ -	\$ -
2900-00	Fund Balance Appropriated	\$ -	\$ 14,500	\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal	\$ 228,611	\$ 266,690	\$ 2,000	\$ 8,835	\$ 500	\$ -	\$ 500
	TOTAL REVENUES	\$ 5,536,395	\$ 5,629,445	\$ 6,654,523	\$ 6,056,631	\$ 3,378,921	\$ 3,754,318	\$ 7,133,239

LOWER CAPE FEAR WATER AND SEWER AUTHORITY
FISCAL YEAR 2022-2023 BUDGET

ACCOUNT NO.	EXPENDITURES	FY 20-21 APPROVED BUDGET	FY 20-21 ACTUALS	FY 21-22 AMENDED BUDGET	FY 21-22 ACTUAL 04/30/2022	PROPOSED FY 22-23 BUDGET		FY 22-23 TOTAL COMBINED BUDGET
						KINGS BLUFF	BLADEN BLUFFS	
	Administration							
4001-01	Salaries	\$ 163,206	\$ 170,224	\$ 168,610	\$ 141,033	\$ 130,917	\$ 56,107	\$ 187,024
4010-01	Per Diem and Mileage Board Members	\$ 58,600	\$ 51,812	\$ 62,500	\$ 44,464	\$ 43,750	\$ 18,750	\$ 62,500
4012-01	Vehicle Allowance	\$ 5,200	\$ 5,000	\$ 5,200	\$ 4,400	\$ 3,640	\$ 1,560	\$ 5,200
4019-01 4024-01	FICA Taxes	\$ 16,002	\$ 17,425	\$ 17,967	\$ 14,298	\$ 13,679	\$ 5,862	\$ 19,542
4029-01	Retirement	\$ 17,790	\$ 17,191	\$ 18,879	\$ 15,525	\$ 15,723	\$ 6,738	\$ 22,462
4035-01	401K Plan	\$ 4,925	\$ 4,560	\$ 5,258	\$ 3,977	\$ 3,718	\$ 1,593	\$ 5,311
4036-01	Miscellaneous Payroll Expenses	\$ 2,900	\$ 2,367	\$ 2,900	\$ 2,216	\$ 2,900	\$ -	\$ 2,900
4038-01	Group Insurance	\$ 36,260	\$ 33,224	\$ 40,910	\$ 31,315	\$ 26,652	\$ 11,422	\$ 38,074
4039-01	Property and Liability Insurance	\$ 120,000	\$ 105,167	\$ 87,000	\$ 87,417	\$ 56,011	\$ 28,290	\$ 94,301
4046-00	Professional Services General			\$ 15,000	\$ -	\$ 10,500	\$ 4,500	\$ 15,000
4046-01	Attorney	\$ 40,000	\$ 32,980	\$ 27,900	\$ 13,949	\$ 21,000	\$ 9,000	\$ 30,000
4047-01	Auditor	\$ 7,000	\$ 8,200	\$ 9,000	\$ 8,200	\$ 6,300	\$ 2,700	\$ 9,000
4048-01	Engineer	\$ 50,000	\$ 30,179	\$ 50,000	\$ 29,239	\$ 232,041	\$ 21,000	\$ 253,041
4049-01	Information Technology			\$ 4,098	\$ 13,800	\$ 6,430	\$ 9,800	\$ 14,000
4055-01	Office Maintenance/Repair/Common Charge	\$ 14,000	\$ 18,017	\$ 22,000	\$ 17,605	\$ 23,903	\$ -	\$ 23,903
4058-01	Office Utilities	\$ 3,000	\$ 5,408	\$ 3,000	\$ 1,603	\$ 5,000	\$ -	\$ 5,000
4059-01	Office Expenses (telephone, Printing, Adv)	\$ 9,100	\$ 99,567	\$ 26,300	\$ 11,737	\$ 14,000	\$ -	\$ 14,000
4062-01	Office Equipment			\$ 12,500	\$ 9,047	\$ 10,000	\$ -	\$ 10,000
4064-01	Printing and Advertising			\$ 2,000	\$ 688	\$ 6,500	\$ -	\$ 6,500
4065-01	Telephone and Internet			\$ 3,200	\$ 1,823	\$ 3,500	\$ -	\$ 3,500
4070-01	Travel and Training	\$ 15,000	\$ 14,863	\$ 24,800	\$ 18,728	\$ 26,000	\$ -	\$ 26,000
4070-20	Phone Allowance			\$ 520	\$ 440	\$ 520	\$ -	\$ 520
4075-01	Vehicle Expense			\$ -	\$ -	\$ -	\$ -	\$ -
4080-01	Miscellaneous Expense	\$ 17,000	\$ 18,262	\$ 23,000	\$ 15,807	\$ 15,000	\$ -	\$ 15,000
	Subtotal	\$ 579,983	\$ 578,544	\$ 642,244	\$ 479,941	\$ 691,053	\$ 171,724	\$ 862,777
	Operating							
4501-01	Sales Tax Expense	\$ 56,000	\$ 55,832	\$ 110,000	\$ 88,477	\$ -	\$ 100,000	\$ 100,000
4510-01	Bladen Bluffs O & M	\$ 1,257,430	\$ 1,809,867	\$ 2,139,330	\$ 2,031,010	\$ -	\$ 2,335,094	\$ 2,335,094
4515-01	Bladen Bluffs Hurricane Florence					\$ -	\$ -	\$ -
4520-01	Utilities/Energy Kings Bluff	\$ 925,000	\$ 718,272	\$ 746,667	\$ 446,308	\$ 756,336	\$ -	\$ 756,336
4530-01	Contract O & M Kings Bluff	\$ 453,609	\$ 375,620	\$ 453,609	\$ 325,053	\$ 510,822	\$ -	\$ 510,822
4537-01	O&M Kings Bluffs Pump Station					\$ -	\$ -	\$ -
4541-01	Combined Enterprise Funded Series 2010 Principal					\$ -	\$ -	\$ -
4542-01	Combined Enterprise Funded Series 2010 Interest	\$ 589,940	\$ 589,940	\$ 601,443	\$ -	\$ -	\$ -	\$ -
4543-01	Combined Enterprise System Ref Series 2012 Principal	\$ 23,232	\$ 25,076	\$ 11,730	\$ 5,864	\$ -	\$ -	\$ -
4544-01	Combined Enterprise System Ref Series 2012 Interest	\$ 790,000	\$ 790,000	\$ 850,000	\$ 850,000	\$ -	\$ 850,000	\$ 850,000
4545-01	Bladen Bluffs Debt Service Principal	\$ 275,000	\$ 25,526	\$ 297,500	\$ 16,357	\$ -	\$ 297,500	\$ 297,500
4546-01	Bladen Bluffs Debt Service Interest		\$ 55,664	\$ 716,253	\$ 313,120	\$ 911,875	\$ -	\$ 911,875
4998-05	Operating Capital Expense					\$ 150,000	\$ -	\$ 150,000
4998-06	Transfer to R&R - Kings Bluff R&R Expense	\$ 196,201		\$ 137,000	\$ 62,000	\$ 100,000	\$ -	\$ 100,000
2001-01	421 Relocation New Hanover County Loan Principal	\$ 390,000	\$ 390,000	\$ 390,000	\$ 390,000	\$ 258,835	\$ -	\$ 258,835
	Subtotal	\$ 4,956,412	\$ 4,835,797	\$ 6,453,532	\$ 4,526,189	\$ 2,687,668	\$ 3,582,594	\$ 6,270,462
	TOTAL EXPENDITURES	\$ 5,536,395	\$ 5,414,341	\$ 7,095,776	\$ 5,008,130	\$ 3,378,921	\$ 3,754,318	\$ 7,133,239

WATER REVENUE ESTIMATES AND WATER RATE CALCULATION

Raw Water Customer	FLOWS			
	FY 20-21 Actual	FY 21-22 Projected	FY 21-22 Actual (as of 04-30-2022)	FY 22-23 Projected
Brunswick County	5,246,138	4,662,657	4,230,153	4,486,246
CFPUA	4,058,429	4,050,000	3,077,056	4,090,500
Pender County	580,928	561,770	476,354	571,360
Stephan	119,574	121,212	246,026	228,000
Praxair	11,000	11,000	6,845	6,000
	10,016,069	9,406,639	8,036,434	9,382,106
Raw Water Customer	REVENUES			
	FY 20-21 Actual	FY 21-22 Projected	FY 21-22 Actual (as of 04-30-2022)	FY 22-23 Projected
RATE PER 1,000 GALLONS	\$ 0.2717	\$ 0.3300	\$ 0.3300	\$ 0.360
Brunswick County	\$ 1,425,376	\$ 1,491,553	\$ 1,395,951	\$ 1,566,597
CFPUA	\$ 1,102,675	\$ 1,296,405	\$ 1,015,428	\$ 1,428,403
Pender County	\$ 157,838	\$ 185,384	\$ 157,197	\$ 199,518
Stepan	\$ 32,488	\$ 40,000	\$ 81,189	\$ 79,618
Praxair	\$ 2,088	\$ 3,614	\$ 2,259	\$ 2,095
	\$ 2,720,465	\$ 3,016,956	\$ 2,652,024	\$ 3,276,231
KINGS BLUFF EXPENSES				
ADMINISTRATION	\$	691,053		
OPERATING INCLUDING DEBT SERVICE	\$	2,687,868		
TOTAL EXPENSES	\$	3,378,921		
KINGS BLUFF REVENUES				
WATER SALES BASED ON CURRENT RATE	\$	3,276,231		
OTHER REVENUES	\$	99,485		
TOTAL REVENUES	\$	3,375,716		

BRUNSWICK COUNTY
PROJECTED WATER USE
FOR JULY 1, 2022 THROUGH JUNE 30, 2023
WATER RATE OF \$0.36 / 1,000 GALLONS

Month	Estimated Usage	Cumulative Total
July 2022	547,884,030.00	547,884,030.00
August	509,390,260.00	1,057,274,290.00
September	482,421,953.84	1,539,696,243.84
October	435,378,850.00	1,975,075,093.84
November	289,796,766.00	2,264,871,859.84
December	244,971,792.00	2,509,843,651.84
January 2023	221,715,016.00	2,731,558,667.84
February	221,170,392.00	2,952,729,059.84
March	259,331,360.00	3,212,060,419.84
April	378,720,570.00	3,590,780,989.84
May	423,428,561.20	4,014,209,551.04
June	472,036,162.00	4,486,245,713.04
TOTAL	4,486,245,713.04	
Annual Daily Average:		Annual Revenue
		\$ 1,566,597.00

CAPE FEAR PUBLIC UTILITY AUTHORITY
PROJECTED WATER USE
FOR JULY 1, 2022 THROUGH JUNE 30, 2023
WATER RATE OF \$0.36 / 1,000 GALLONS

Month	Estimated Usage	Cumulative Total
July 2022	290,880,000.00	290,880,000.00
August	300,980,000.00	591,860,000.00
September	324,210,000.00	916,070,000.00
October	319,160,000.00	1,235,230,000.00
November	248,460,000.00	1,483,690,000.00
December	364,610,000.00	1,848,300,000.00
January 2023	419,150,000.00	2,267,450,000.00
February	375,720,000.00	2,643,170,000.00
March	435,310,000.00	3,078,480,000.00
April	406,020,000.00	3,484,500,000.00
May	319,160,000.00	3,803,660,000.00
June	286,840,000.00	4,090,500,000.00
TOTAL	4,090,500,000.00	
Annual Daily Average:	11,206,849.32	Annual Revenue
		\$ 1,428,402.60

PENDER COUNTY

PROJECTED WATER USE

FOR JULY 1, 2022 THROUGH JUNE 30, 2023

WATER RATE OF \$0.36 / 1,000 GALLONS

Month	Estimated Usage	Cumulative Total
July 2022	52,040,000.00	52,040,000.00
August	51,810,000.00	103,850,000.00
September	50,970,000.00	154,820,000.00
October	48,900,000.00	203,720,000.00
November	44,080,000.00	247,800,000.00
December	45,990,000.00	293,790,000.00
January 2023	46,560,000.00	340,350,000.00
February	42,150,000.00	382,500,000.00
March	41,480,000.00	423,980,000.00
April	46,400,000.00	470,380,000.00
May	49,720,000.00	520,100,000.00
June	51,260,000.00	571,360,000.00
TOTAL	571,360,000.00	
Annual Daily Average:	1,565,369.86	\$ 199,518.91

Employee	PERSONNEL COST			Notes
	Adopted FY 21-22	Salary	Proposed FY 22-23	
Executive Director	\$	112,200.00	\$ 123,420.00	7.5% COLA/2.5% Merit
Administrative Assistant	\$	48,730.50	\$ 53,604.00	7.5% COLA/2.5% Merit
Part-Time	\$	10,000.00	\$ 10,000.00	
	\$	170,930.50	\$ 187,024.00	
Board Per Diem and Mileage				
	Board			
	\$	62,500.00	\$ 62,500.00	
Executive Director		FICA		
Administrative Assistant	\$	9,593.10	\$ 10,552.41	8.55 % of Salary
Part-Time	\$	3,968.05	\$ 4,583.14	8.55 % of Salary
Board Members	\$	855.00	\$ 855.00	8.55% of Salary
	\$	3,550.95	\$ 3,550.95	8.55% of Salary
	\$	17,967.10	\$ 19,541.50	
Executive Director		Retirement		
Part-Time	\$	12,734.70	\$ 14,822.74	12.01%
Administrative Assistant	\$	1,135.00	\$ 1,201.00	
	\$	5,267.54	\$ 6,437.84	12.01%
	\$	19,137.24	\$ 22,461.58	
Executive Director		Health Insurance		
Administrative Assistant	\$	18,130.00	\$ 19,037.00	Assumes Coverage of Employee
	\$	18,130.00	\$ 19,037.00	Assumes Coverage of Employee
	\$	36,260.00	\$ 38,074.00	
Executive Director		401 K Contribution		
Administrative Assistant	\$	3,366.00	\$ 3,702.60	3.0% of the salary
	\$	1,392.30	\$ 1,608.12	3.0% of the salary
	\$	4,758.30	\$ 5,310.72	

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	\$	0.585 per mile
Total Mileage Cost Per Year	\$	6,142.50
Total for Budget	\$	56,902.5
Round to \$50,000 increase of committee meetings outside of normal meetings		
Social Security	\$	3,883
Breakfast	\$ 183.21 per month	\$ 2,198.52
	\$	62,984.2

BLADEN BLUFFS ADMINISTRATIVE COST CALCULATION

Employee	Allocation		Bladen Bluffs Allocation
	SALARY		
Executive Director	\$	123,420.00	
Administrative Assistant	\$	53,604.00	
Part Time	\$	10,000.00	
	\$	<u>187,024.00</u>	\$56,107.20
Board Per Diem, Mileage and Expense		\$62,500.00	\$18,750.00
	VEHICLE & CELL PHONE ALLOWANCE		
Executive Director - Vehicle		\$5,200.00	
Executive Director - Cell phone		<u>\$520.00</u>	
		\$5,720.00	\$1,716.00
	FICA		
Executive Director		\$10,552.41	
Administrative Assistant		\$4,583.14	
Part Time		\$855.00	
Board Members		<u>\$3,550.95</u>	
		\$19,541.50	\$5,862.45
	RETIREMENT		
Executive Director		\$14,822.74	
Part Time		\$1,201.00	
Administrative Assistant		<u>\$6,437.84</u>	
		\$22,461.58	\$6,738.47
	401K		
Executive Director		\$3,702.60	
Administrative Assistant		<u>\$1,608.12</u>	
		\$5,310.72	\$1,593.22
	HEALTH INSURANCE		
Executive Director		\$19,037.00	
Administrative Assistant		<u>\$19,037.00</u>	
		\$38,074.00	\$11,422.20
	\$	340,631.80	\$102,189.54

BLADEN BLUFFS ADMINISTRATIVE COST CALCULATION CONTINUED

ATTORNEY	\$	9,000
ENGINEER	\$	21,000
AUDITOR	\$	2,700
INFORMATION TECHNOLOGY	\$	4,200
ADMINISTRATIVE COST FROM FIRST SHEET	\$	102,190
	\$	139,090
INSURANCE PROPERTY & LIABILITY		
Total cost of Property and Liability Insurance is \$94,301		
Bladen Bluffs share is		
based upon percent	\$	28,290
Total Annual Admin Cost	\$	167,380

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

COUNTY OF BRUNSWICK
 Fiscal Year 2023 Budget

Dept.#	Item #	Description	Prior Years Actuals 2020	2021	2022 Amended Budget	2022 Original Budget @ 7/1/21	2022 Actual @ 12/31/2021	% Received/ Expend @ 12/31/2021	Input Column 2023 Department Requested	2023 Increase (Decrease) Requested
617150	383927	LCFWSA O and M Reimbursement	426,163	345,879	3,321,377	435,377	141,417	4%	564,822	129,445
617150		Add New Revenue Line Item In Space Below:								
617150		Administration	-	-	-	-	-	0%	24,000	24,000
617150			-	-	-	-	-	0%	-	-
		Total Revenues	426,163	345,879	3,321,377	435,377	141,417	4%	588,822	153,445
617150	412100	Salary & Wages - Regular	98,286	106,447	103,662	103,662	63,840	62%	146,787	43,125
617150	412200	Salaries & Wages - Overtime	5,735	6,647	1,000	1,000	7,290	729%	7,000	6,000
617150	412203	Salaries & Wages - Pager on Call	9,856	10,851	9,317	9,317	5,308	57%	10,287	970
617150	412204	Salary & Wages - Call Back	474	961	6,000	6,000	960	16%	-	(6,000)
617150	412600	Salaries & Wages - Temp / Part	-	-	27,000	27,000	-	0%	27,000	-
617150	412700	Salary & Wages - Longevity	1,325	3,490	2,187	2,187	-	0%	2,271	84
617150	412990	Salary and Wages Reimbursements	12,756	13,808	10,000	-	8,854	89%	10,000	10,000
617150	418100	FICA	8,808	10,123	11,411	11,411	5,920	52%	14,791	3,380
617150	418200	Retirement	16,100	19,195	19,925	19,925	12,866	65%	28,794	8,869
617150	418300	Health Insurance	15,111	16,281	16,290	16,290	8,140	50%	21,383	5,093
617150	418303	Workers Compensation Insurance	5,124	5,464	6,010	6,010	5,068	84%	-	(6,010)
617150	418306	Life Insurance	82	94	200	200	38	19%	250	50
617150	418310	Dental Insurance	537	573	766	766	305	40%	1,150	384
617150	418400	Disability & Long - Term Ins	304	338	341	341	168	49%	484	143
617150	418900	Fringe Benefits Reimbursements	5,040	5,377	5,400	-	4,003	74%	-	-
617150	419900	Prof Ser - Other	2,991	2,991	-	-	-	0%	-	-
617150	421200	Uniforms	402	-	1,200	1,200	-	0%	1,200	-
617150	425101	Fuel - Emergency Generator	-	-	14,625	14,625	-	0%	14,625	-
617150	426000	Supplies and Materials	998	462	675	500	485	72%	500	-
617150	426002	Departmental Supplies	1,651	2,920	3,200	2,000	2,941	92%	2,000	-
617150	426010	Computer Software	-	-	500	500	-	0%	500	-
617150	426200	Operating Equip \$500 - \$4,999	-	1,250	-	-	-	0%	-	-
617150	426205	Computers \$500 - \$4,999	-	-	-	-	-	0%	-	-
617150	431100	Travel - Mileage	999	1,034	2,000	2,000	2,142	107%	2,000	-

617150	431200	Travel - Subsistence	1,874	-	250	250	0%	250	-
617150	431500	Travel - Registrations	5,200	-	1,000	1,000	0%	1,000	-
617150	432100	Telephone	-	356	662	-	50%	700	700
617150	432150	Cell Phone Reimbursement	1,213	975	1,300	1,300	40%	1,300	-
617150	432500	Postage	24	24	50	50	20%	50	-
617150	435100	Repair and Maint - Building	-	575	6,000	8,500	1%	8,500	-
617150	435102	Repair and Maint - Grounds	-	-	343	343	0%	1,000	657
617150	435200	Repair and Maint - Equipment	134,120	41,065	73,062	63,000	21%	69,000	6,000
617150	435203	Repair and Maint - Instrument	3,349	23,078	26,000	30,000	21%	30,000	-
617150	435208	Repair and Maint - Roadways	-	-	2,000	2,000	0%	2,000	-
617150	435217	R and M - Transmission Mains	-	-	2,886,000	-	0%	-	-
617150	439900	Contract Services	50,184	37,501	19,000	19,000	80%	21,000	2,000
617150	441400	Rent of Equipment	4,210	2,486	2,000	2,000	45%	2,000	-
617150	444000	Service and Maint Contracts	38,883	31,516	74,161	83,000	7%	83,000	-
617150	449913	CY FEMA Event 1	526	-	-	-	0%	-	-
617150	451000	Furniture/Office Equipment	-	-	-	-	0%	-	-
617150	454000	Vehicles On Road	-	-	-	-	0%	-	-
617150	455000	Equipment	-	-	18,750	-	0%	-	-
617150	458000	Buildings	-	-	-	-	0%	-	-
617150	459000	Improvements	-	-	-	-	0%	-	-
Add New Expenditure Line Item In Space Below:									
617150			-	-	-	-	0%	-	-
617150			-	-	-	-	0%	-	-
617150			-	-	-	-	0%	-	-
617150			-	-	-	-	0%	-	-
617150			-	-	-	-	0%	-	-
617150			-	-	-	-	0%	-	-
Total Expenditures			426,163	345,879	3,352,287	435,377	5%	510,822	75,445
Revenues Over(Under) Expenditures			(0)	-	(30,910)	-		78,000	78,000

Salaries and Wages	204,109	270,197
Operating Expenditures	231,268	240,625
Repair and Maint	103,843	110,500
Capital Outlay	-	-
		Summary

OPERATING FUND CAPITAL EXPENDITURES AND TRANSFERS

EQUIPMENT TO BE REPLACED	REPLACEMENT COST
FORKLIFT	\$ 30,000
VFD COMPONENT REPLACEMENT	\$ 266,875
VTR PUMP	\$ 200,000
ANTI VORTEXING	\$ 50,000
ELEVATED WALKWAY	
INDEPENDENT RATE STUDY	\$ 100,000
ROW ACQUISITION	\$ 100,000
MATCHING SRF FUNDING	\$ 150,000
TRANSFER TO RENEWAL AND REPLACEMENT	\$ 150,000
TRANSFER TO ENTERPRISE FUND	\$ 100,000
MISCELLANEOUS	\$ 15,000
TOTAL	\$ 1,161,875

LOWER CAPE FEAR DEBT SERVICE SCHEDULE

KINGS BLUFF RAW WATER PUMP STATION

FY 22-23	NHC CONTRACT 19-0343	Date of Payment	Interest Rates	Old Balance	Principal Payment	Interest Payment	Total Series Payment	Total Bi-Annual Payment	Total Annual Payment
		7/1/2023	2.0000%	239,634.63	239,634.63	19,200.00	258,834.63	258,834.63	258,834.63

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

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

Period Ending	County Interest Owed	LCFWSA Interest Payment	County Principal Owed	LCFWSA Principal Payment	LCFWSA Total Payment	Fiscal Yr Totals
8/1/2020	\$25,666.66	\$25,666.66	\$0.00	\$0.00	\$25,666.66	
2/1/2021	\$26,400.00	\$26,400.00	\$480,000.00	\$337,933.34	\$364,333.34	390,000.00
8/1/2021	\$19,200.00	\$19,200.00	\$0.00	\$0.00	\$19,200.00	
2/1/2022	\$19,200.00	\$19,200.00	\$480,000.00	\$351,600.00	\$370,800.00	390,000.00
8/1/2022	\$9,600.00	\$9,600.00	\$0.00	\$0.00	\$9,600.00	
2/1/2023	\$9,600.00	\$9,600.00	\$480,000.00	239,634.63	\$249,234.63	258,834.63
6 Payments	109,666.66	\$109,666.66	1,440,000.00	\$929,167.97	\$1,038,834.63	\$1,038,834.63

Proceeds Distributed to LCFWSA	915,346.00
Closing Costs Paid from Proceeds	13,821.97
Total Loan Distributed for LCFWSA	<u>929,167.97</u>
Total Par Amount	<u>1,440,000.00</u>
Remaining Proceeds	<u>510,832.03</u>
 Total Principal & Interest Paid by NHC	 1,549,666.66
Less: Remaining Proceeds	<u>510,832.03</u>
Amount of repayment required by LCFWSA	<u><u>1,038,834.63</u></u>

**LOWER CAPE FEAR WATER AND SEWER AUTHORITY
5 YEAR CAPITAL IMPROVEMENT PLAN**

0.33 0.36

KINGS BLUFF CIP PROJECTS	FY2022	FY2023	FY 2024	FY2025	FY 2026 PROJECT TOTALS
INTERMEDIATE BOOSTER PUMP STATION SHELTER	\$ -	\$ -	\$ -	\$ 700,000.00	\$ -
SURVEYING	\$ -	\$ -	\$ -	\$ -	\$ -
VFD	\$ 266,875.00	\$ 266,875.00	\$ -	\$ -	\$ 533,750.00
VTR PUMP	\$ -	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 400,000.00
ROW MAINTENANCE	\$ -	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 140,000.00
ROW CLEARING	\$ -	\$ -	\$ 225,000.00	\$ 225,000.00	\$ 450,000.00
SCADA UPGRADE	\$ -	\$ -	\$ -	\$ 125,000.00	\$ 125,000.00
REBUILD EXISTING HIGH SERVICE PUMP MOTORS	\$ -	\$ -	\$ -	\$ -	\$ -
48" PARALLEL LINE LAST 10 MILE SECTION	\$ 10,000,000.00	\$ 15,000,000.00	\$ 17,500,000.00	\$ 17,500,000.00	\$ 60,000,000.00
TRANSFER TO RENEWAL AND REPLACEMENT	\$ 75,000.00	\$ 150,000.00	\$ 350,000.00	\$ 350,000.00	\$ 1,245,000.00
TRANSFER TO ENTERPRISE FUND	\$ -	\$ 100,000.00	\$ -	\$ -	\$ -
ANTI VORTEXING	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 200,000.00
INDEPENDENT RATE STUDY	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
ROW ACQUISITIONS	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 300,000.00
4TH PUMP	\$ -	\$ -	\$ 800,000.00	\$ 2,000,000.00	\$ 3,600,000.00
REPLACE GENERATOR RADIATORS	\$ -	\$ -	\$ -	\$ -	\$ -
WALKWAY REPLACEMENT AND AIR BACKWASH BUILDING	\$ -	\$ -	\$ 200,000.00	\$ 1,350,000.00	\$ 1,550,000.00
VEHICLE REPLACEMENT/ARGO/FORKLIFT	\$ 122,000.00	\$ 30,000.00	\$ 130,000.00	\$ -	\$ 282,000.00
PIG 48" WATER MAIN TO CFPUA/PENDER	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000.00
TOTALS KINGS BLUFF PROJECTS	\$10,463,875.00	\$ 16,031,875.00	\$ 19,390,000.00	\$22,635,000.00	\$71,625,750.00

KINGS BLUFF CIP-SOURCES	FY 2022	FY2022	FY 2024	FY 2025	Source Totals
OPERATING CAPITAL	\$ 385,000.00	\$ 881,000.00	\$ 1,110,000.00	\$ 435,000.00	\$ 3,216,000.00
CAPITAL RESERVES	\$ -	\$ -	\$ -	\$ -	\$ -
DEBT PROCEEDS	\$ -	\$ -	\$ -	\$ 2,000,000.00	\$ 2,000,000.00
GRANT	\$ -	\$ 15,000,000.00	\$ -	\$ 15,000,000.00	\$ 30,000,000.00
OTHER SOURCE	\$ 10,000,000.00	\$ -	\$ 18,300,000.00	\$ 5,200,000.00	\$ 36,300,000.00
TOTAL KINGS BLUFF SOURCES	\$10,385,000.00	\$15,881,000.00	\$19,410,000.00	\$22,635,000.00	\$71,516,000.00

AGENDA ITEM

To: CHAIRMAN RIVENBARK AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 6, 2022

Re: Executive Director's Report

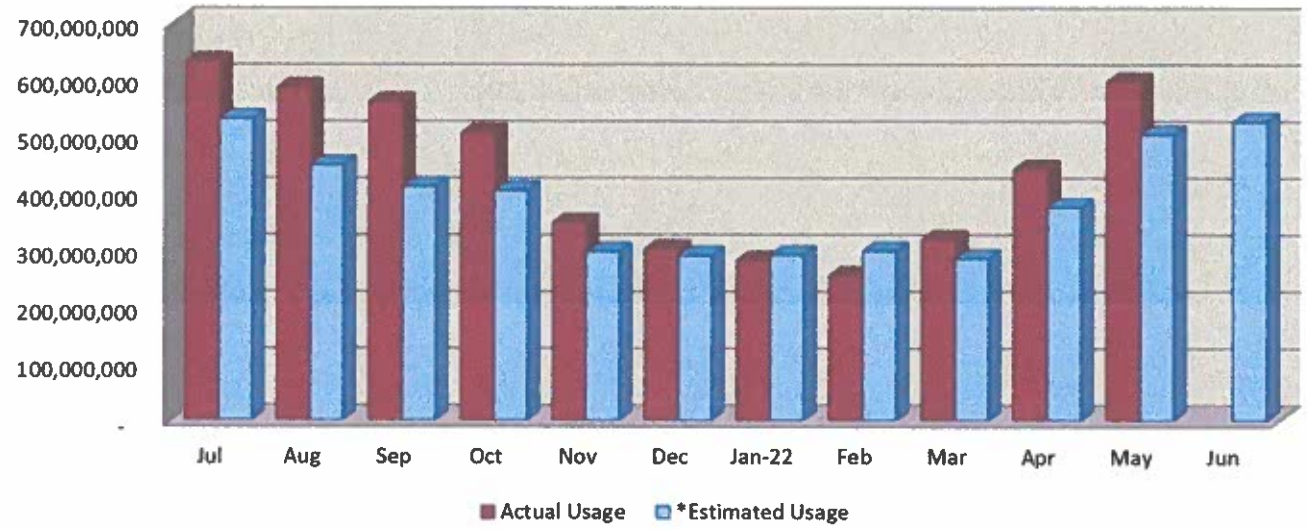
EDR1 - Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending May 30, 2022

EDR2 - Operating Budget Status, Ending April 30, 2022.

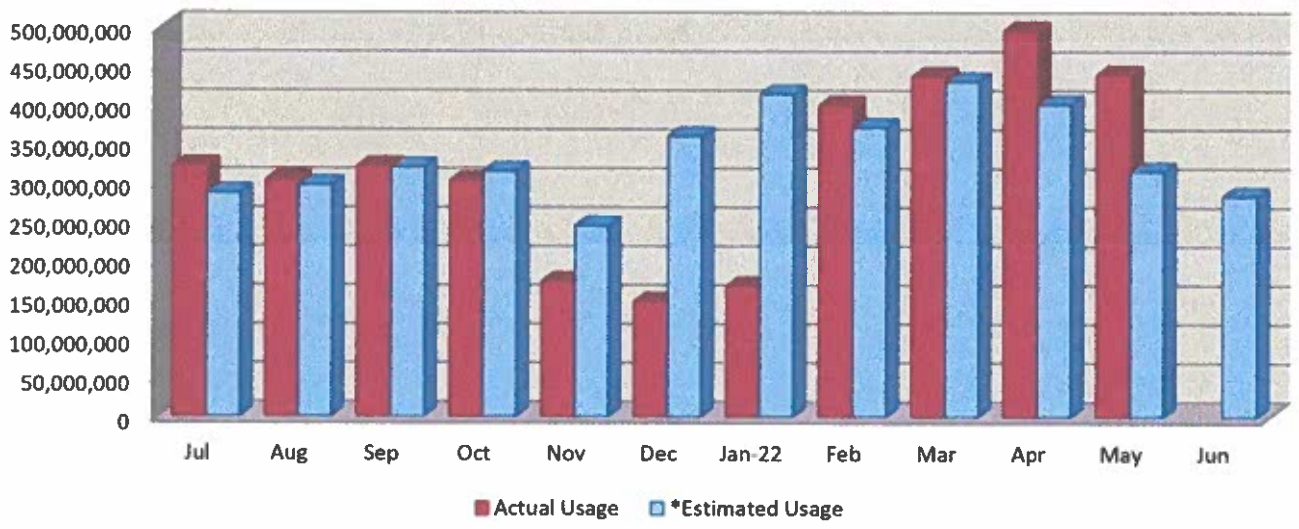
EDR3 - Summary of Activities.

Action Requested: For information purposes

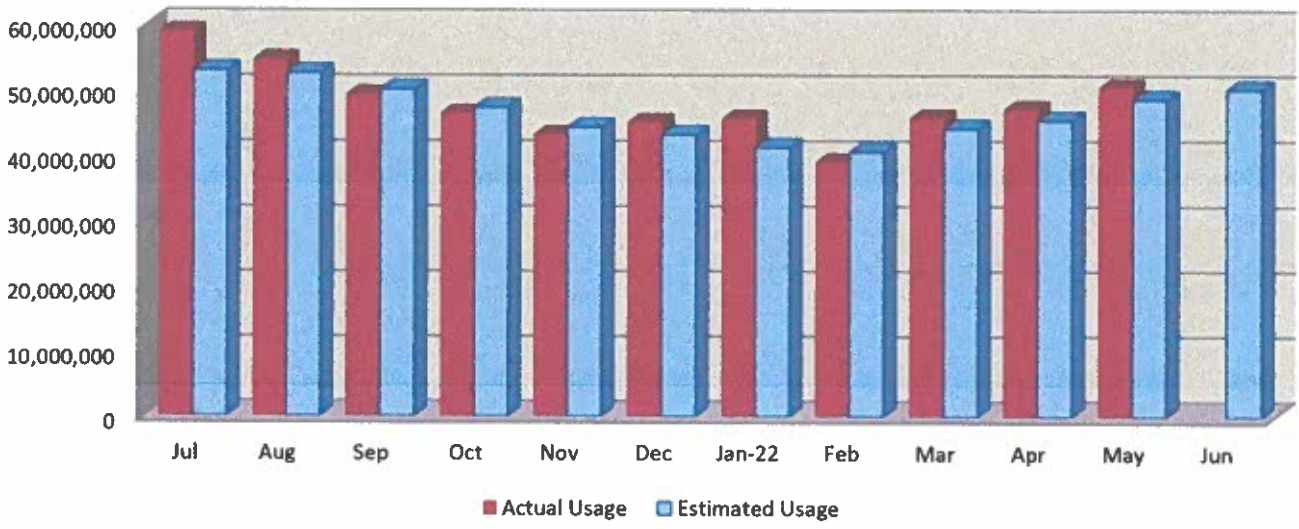
Brunswick County Water Usage FY 21-22



CFPUA Water Usage FY 21-22



Pender County Water Usage FY 21-22



OPERATING FUND BUDGET PERFORMANCE

Jul-1 through Apr-30

Income	Approved	Adjust/Amdended	Jul 1- Apr 30	Jul 1- Apr 30	Jul 1- Apr 30	Budget
	Annual Budget	Annual Budget	Kings Bluff	Bladen Bluffs	OF BUDGET	As of 04/30/2022
3000-01 - OPERATING REVENUE						
3001-01 - 01 Bruns County Public Utility	1,491,553	1,491,553	1,395,951		1,395,951	94%
3002-01 - 01 CFPWA	1,296,405	1,296,405	1,015,428		1,015,428	78%
3003-01 - 01 Pender County	179,822	179,822	157,015		157,015	87%
3004-01 - 01 HWY 421 - Invista	40,000	70,000	81,189		81,189	116%
3005-01 - 01 Praxair, Inc	4,314	4,314	2,259		2,259	52%
3006-01 - 01 Bladen Bluffs Revenue	3,194,127	3,884,127		3,234,286	3,234,286	83%
Bladen Admin Reimb	94,302	128,302		105,835	105,835	84%
3007-01 - Sales Tax Refund Revenue	70,000	90,000		55,833	55,833	62%
Total 3000-01 - OPERATING REVENUE	6,370,523	7,152,523	2,651,842	3,385,954	6,047,796	85%
3100-00 - OF NONOPERATING REVENUE						
3120-00 - Revenue-Other						
Interest & Investment Revenue	2,000	2,000	287		287	14%
FEMA Reimbursement	0	0	2,378		2,378	
Refunds / Insurance Proceeds/ Other	0	0	600		600	
3158-00 - Rental Income	0	0	13,094		13,094	
3900-01 R&R Fund Appropriated	0	0	0		0	
2900-00 Fund Balance	0	391,253	0		0	
Total 3100-00 - OF NONOPERATING REVENUE	2,000	393,253	16,358	0	16,358	4%
Total Income	6,372,523	7,545,776	2,668,200	3,385,954	6,064,154	80%
Expense						
4000-01 - ADMINISTRATION EXPENDITURES						
4001-01 - Salary - gross	188,610	188,610	98,880	42,153	141,033	75%
4010-01 - Per Diem= mileage+per diem pay	62,500	62,500	28,810	15,655	44,464	71%
4012-01 - Vehicle Allowance	5,200	5,200	3,100	1,300	4,400	85%
4070-02 - Phone Allowance	520	520	310	130	440	85%
4015-01 - Payroll Taxes	17,967	19,487	9,799	4,499	14,298	73%
4029-01 - Retirement Employer's Part	18,379	20,879	10,930	4,595	15,525	74%
4035-01 - 401K Employer PD Contribution	4,758	5,758	2,787	1,190	3,977	69%
4038-01 - Payroll Processing Exp	2,900	2,900	2,216		2,216	76%
4038-01 - Insurance Group	40,910	42,910	22,250	9,065	31,315	73%
4039-01 - Insurance, Property	87,000	87,000	65,687	21,750	87,417	100%
4048-00 - Professional Services General	15,000	15,000	0	0	0	0%
4046-01 - Attorney	30,000	27,900	13,949		13,949	50%
4046-02 - Auditor	9,000	9,000	5,400	2,800	8,200	91%
4046-03 - Engineer	55,000	50,000	29,239	0	29,239	58%
4049-01 Information Technology	10,000	13,800	6,430	0	6,430	47%
4055-01 - Office Maint/Repair	17,000	32,000	17,605		17,605	55%
4058-01 - Office Utilities	7,000	3,000	1,603		1,603	53%
4059-01 - Office Expense	35,000	26,300	11,737		11,737	45%
4062-01 - Office Equipment	0	12,500	9,047		9,047	72%
4064-01 - Printing & Advertising	0	2,000	688		688	34%
4065-01 - Telephone and Internet	0	3,200	1,823		1,823	57%
4070-01 - Travel & Training	17,500	27,800	18,728		18,728	87%
4080-01 - Miscellaneous Expenses	15,000	23,000	15,807		15,807	69%
Total 4000-01 - ADMINISTRATION EXPENDITURES	619,244	681,244	376,808	103,135	479,941	70%
4500-01 - OPERATING EXPENDITURES						
4501-00 - Sales Tax Expense - Other	70,000	118,000		88,477	88,477	75%
4510-01 - Bladen Bluffs Expenses	1,889,330	2,589,330		2,031,010	2,031,010	78%
4520-01 - Utilities-Energy Pump Station	789,667	699,667	446,308		446,308	64%
4530-01 - Kings Bluff O&M Expenses	453,609	453,609	325,053		325,053	72%
4535-01 - Kings Bluff Hurricane Other FEMA			0		0	0%
4543-01 - Series 2012 Bond Principal (ST)	601,443	601,443	0		0	0%
4544-01 - Series 2012 Bond Interest (ST)	11,730	11,730	5,864		5,864	50%
4545-01 - Series 2010 Bond Principal (BB)	850,000	850,000		850,000	850,000	100%
4548-01 - Series 2010 Bond Interest (BB)	297,500	297,500		16,357	16,357	5%
7400-01 - Operating Capital Expense	325,000	716,253	313,120		313,120	44%
4998-05- Transfer to R&R- KB R&R Expense	75,000	137,000		62,000	62,000	45%
2041-01- 421 Relocation NHC Loan Principai	390,000	390,000		390,000	390,000	100%
Total 4500-01 - OPERATING EXPENDITURES	5,753,279	6,864,532	777,225	3,437,844	4,528,189	66%
Total Expense	6,372,523	7,545,776	1,154,031	3,548,979	5,008,130	66%

Executive Director Highlighted Activities:

- Confirmed with Power Secure to continue generator monitoring for participation with the Demand Automation Response program.
- Coordinated tour of CFPUA facilities for a Marine group from Camp Lejeune
- Finalized with McKim and Creed the documents necessary to continue the design of the aerial crossing structure.
- Worked with CFPUA Director and legislators and their staff on securing funding for the 10-mile parallel line.
- Attended Annual North Carolina Rural Water Conference
- Participated in the Pender County 1st Annual Business Expo
- Finalized plans for the ACE 2022 Conference
- Met with Auditor to finalize plan response from prior year's budget regarding Bladen Bluffs revenue procedures
- Conferred with Partners about a continued response to Fuquay-Varina's IBT request
- Continue to work with Source Water Protection team spearheaded by Kathryn Pohlman, Director of Environmental Management and Sustainability, CFPUA