



SPECIAL BOARD MEETING

DECEMBER 19, 2023 AT 9:00 AM
BRWA BUSINESS OFFICE – 112 N MAIN STREET

AGENDA

*112 North Main Street, Rutherfordton, NC 28139
PHONE: 828.286.0604 | FAX: 877.375.1630*

A. WELCOME/ROLL CALL

B. CALL TO ORDER

C. APPROVAL OF AGENDA

D. NEW BUSINESS

1. Consideration of Resolution 13-23: NOTICE OF AWARD FOR THE BABER RD WTP ACCESS HAUL ROAD
2. Consideration Resolution 14-23: FY 2024 Budget Amendment

E. REPORTS

1. Director's Report
2. Financial Reports for November 2023

F. BOARD MEMBER REMARKS

G. ADJOURNMENT

Item G-1: Resolution 13-23 – Award for the Baber Rd WTP Access Haul Road

One of the capital projects proposed in the FY 24 budget was preparing an access haul road to dispose of residuals (aluminum sulfate sludge) on BRWA property. The road's path follows an existing logging road and due to the topography of the land, a more direct route is not possible. The road leads to an area where we plan to use land application for the alum sludge that is produced in the water treatment process. McGill Associates prepared the plans, permitting and bid documents.

In March 2023, we bid the project and received two bids:

- W & W Grading Inc \$350,552.91
- Sugar Hill Contractors LLC \$459,428.50

FY 23 budget allocated was \$100,000. The bids were rejected and the project was postponed until the FY 24 budget.

The project was re-advertised and reissued to contractors. An informal bid was held December 7 and we received two bids.

- Thompson Contractors Inc \$367,540.00
- Site Development Corporation \$513,016.36

Included is a recommendation letter from McGill along with the certified bid tab. The engineer and staff recommend the award to Thompson Contractors.

Resolution 14-23 amends the budget to increase the project budget to \$393,000 to cover the full contract, plus the engineering design, permitting, bidding and award. It is likely that the full construction contract will not be spent. The bid includes a portion for undercut excavation and related aggregate course and geotextile fabric.

RESOLUTION NO. 13-23

Meeting of December 19, 2023

**A RESOLUTION ISSUING NOTICE OF AWARD FOR THE
BABER RD WTP ACCESS HAUL ROAD**

WHEREAS, in accordance with applicable provision of N.C. State law, and Broad River Water Authority purchase requirements; the Broad River Water Authority has accepted informal bids for the Baber Rd WTP Access Haul Road project located in Rutherford County, N.C.

WHEREAS, bids for the proposed project have been tabulated and contract awards recommended by Broad River Water Authority, Engineering Consultant, and Staff; and

WHEREAS, the Broad River Water Authority now desires to proceed with award of contracts as recommended;

**NOW, THEREFORE, BE IT RESOLVED BY THE BROAD RIVER WATER
AUTHORITY:**

1. The Broad River Water Authority desires to proceed with the work detailed in the bid package prepared by McGill Associates.
2. The Broad River Water Authority accepts the low bid and awards work as follows:

<u>Contractor</u>	<u>Bid</u>
Thompson Contractors, Inc	\$367,540

3. The Board Chairman and/or Finance Officer of Broad River Water Authority are hereby authorized and directed to execute an applicable contract for the work to the contractor awarded such work as detailed in paragraph 2 above, and issue Notice to Proceed.
4. Funding for this project will be provided in the FY 2024 budget amended by Resolution 14-23.
5. This resolution shall become effective upon its adoption and approval.

Adopted and approved by vote of (for____)(against____) this the 19th day of December, 2023.

Broad River Water Authority

Attest: _____

By: _____

Maria S. Hunnicutt, Secretary

Mickey Bland, Chairman

(Corporate Seal)



August 16, 2022

Mr. Brad Joyner
Water Treatment Plant Superintendent
Broad River Water Authority
P.O. Box 1269
Rutherfordton, North Carolina 28139

RE: Proposal for Engineering Services
Broad River Water Authority Access Road
Water Plant Residual Beneficial Reuse Site
Rutherford County, North Carolina

Dear Mr. Joyner:

Thank you for requesting McGill Associates provide this proposal to Broad River Water Authority to assist with the civil design, permitting, and bidding services associated with the new access road for the water plant residual beneficial reuse site. Due to the potential land disturbance exceeding 1 acre, an erosion control permit with NCDEQ Land Quality will be required. Below is our proposed scope of services:

SCOPE OF SERVICES

Civil Design and Permitting

1. Attend a site visit to review the access road route for potential stream/wetland disturbances that would require 401/404 permitting with NCDEQ and US Army Corps of Engineers. For the purposes of this proposal, we have assumed no impacts and environmental permitting is required.
2. Prepare the final grading, erosion control, and stormwater plans for access road construction, along with associated detail sheets.
3. Prepare the erosion control report, calculations, and permit documentation for submittal with plans to NCDEQ Land Quality Section.
4. Revise plans per comments received during permit review and resubmit.
5. Prepare final construction drawings, bid documents, and technical specifications.

Bidding and Award

1. Consult with BRWA staff regarding bid and award dates and any other specific bidding conditions.

Mr. Brad Joyner
August 16, 2022
Page 2 of 3

2. The project will be informally bid, with bid documents distributed to bidder list provided by BRWA staff.
3. Prepare and distribute addenda as necessary based on written questions from prospective bidders.
4. Assist in evaluation of emailed bids, including preparation of a recommendation for award of project. Formal bid opening will not be required.
5. Prepare final contract documents and coordinate execution and notice to proceed with selected Contractor.

BASIS OF COMPENSATION

We anticipate providing the above efforts with the following lump sum fee:

- Civil Design and Permitting	\$17,000.00
- Bidding and Award	\$ 7,500.00

Lump sum fees will be billed monthly based on percent complete. Permit application fees are not included in the above fees and will be paid directly by BRWA.

ASSUMPTIONS

This proposal assumes the following:

1. Drawings will be prepared in 24-inches by 36-inches size on McGill Associates title block, unless otherwise requested.
2. Hard copies of plans for distribution to bidders will be billed as a separate reimbursable expense upon request.
3. Our attendance at public meetings, or additional meetings not listed in the above scope, is not included in the above fees and will be billed on an hourly basis in accordance with the attached Basic Fee Schedule.
4. Changes required due to contractor error will be considered additional cost services.
5. Re-bidding the project is not included in the above scope of services and will be billed on an hourly basis in accordance with the attached Basic Fee Schedule is necessary.
6. Services for tasks other than those specifically detailed above are not included in the above fees.

Mr. Brad Joyner
August 16, 2022
Page 3 of 3

If the above is acceptable to you, please sign the attached Consulting Services Agreement and return a signed copy to our office as your notice to proceed. We appreciate the opportunity to present this proposal and thank you for asking us to be a part of your development team. Should you have any questions or need additional information, please do not hesitate to call me.

Sincerely,
McGILL ASSOCIATES, P.A.



Scott Burwell, PE
Senior Project Manager

Attachments: Consulting Services Agreement
Basic Fee Schedule

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CONSULTING SERVICES AGREEMENT

This contract entered into this 16th day of August, 2022 by and between Broad River Water Authority, hereinafter called the Client, and McGill Associates, PA;

Witnesseth that: Whereas, the Client desires to engage McGill Associates to provide consulting services; and,
Whereas, the Client finds that the attached Scope of Services and terms of this agreement are acceptable; and,
Whereas, McGill Associates desires to provide said services and agrees to do so for the compensation and upon the terms and conditions as hereinafter set forth. Now, therefore, the parties hereto do mutually agree as follows:

1. Scope of Services: McGill Associates shall provide the services attached hereto in the Contract Proposal "Scope of Services" of this Agreement, hereinafter called services. Fees for additional services will be negotiated with the Client prior to proceeding with the work.

2. Standard of Care: McGill Associates will perform its services using that degree of skill and diligence normally employed by professional engineers or consultants performing the same services at the time these services are rendered.

3. Authorization to Proceed: Execution of this Consulting Services Agreement will be considered authorization for McGill Associates to proceed unless otherwise provided for in this Agreement.

4. Changes in Scope: The Client may request changes in the Scope of Services provided in this Agreement. If such changes affect McGill Associates cost of or time required for performance of the services, an equitable adjustment will be made through an amendment to this Agreement.

5. Compensation: The Client shall pay the compensation to McGill Associates set forth in the Contract Proposal "Basis of Compensation" attached hereto. Unless otherwise provided in the Basis for Compensation, McGill Associates shall submit invoices to the Client monthly for work accomplished under this agreement and the Client agrees to make payment to McGill Associates within thirty (30) days of receipt of the invoices. It is also mutually agreed that should the Client fail to make prompt payments as described herein, McGill Associates reserves the right to immediately stop all work under this agreement until disputed amounts are resolved.

6. Personnel: McGill Associates represents that it has, or will secure at their own expense, all personnel required to perform the services under this agreement and that such personnel will be fully qualified and adequately supervised to perform such services. It is mutually understood that should the scope of services require outside subcontracted expertise McGill Associates may employ such services at their discretion.

7. Opinions or Estimates of Cost: Any costs estimates provided by McGill Associates shall be considered opinions of probable costs. These along with project economic evaluations provided by McGill Associates will be on a basis of experience and judgment, but, since McGill Associates has no control over market conditions or bidding procedures, McGill Associates cannot warrant that bids, ultimate construction cost, or project economics will not vary from these opinions.

8. Termination: This Agreement may be terminated for convenience by either the Client or McGill Associates with fifteen (15) days written notice or if either party fails substantially to perform through no fault of the other and does not commence correction of such non-performance within five (5) days of written notice and diligently complete the correction thereafter. On termination, McGill Associates will be paid for all authorized work performed up to the termination date plus reasonable project closeout costs.

9. Limitation of Liability: McGill Associates liability for Client's damages will, in aggregate, not exceed the total fees paid by the Client for the Scope of Services referenced herein or \$50,000 whichever is greater. This provision takes precedence over any conflicting provision of this Agreement or any documents incorporated into it or referenced by it. This limitation of liability

will apply whether McGill Associates liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and shall include McGill Associates' directors, officers, employees and subcontractors. At additional cost, Client may obtain a higher limit prior to commencement of services.

10. Assignability: This agreement shall not be assigned or otherwise transferred by either McGill Associates or the Client without the prior written consent of the other.

11. Severability: The provisions of this Consulting Services Agreement shall be deemed severable, and the invalidity or enforceability of any provision shall not affect the validity or enforceability of the other provisions hereof. If any provision of this consulting services agreement is deemed unenforceable for any reason whatsoever, such provision shall be appropriately limited, and given effect to the extent that it may be enforceable.

12. Ownership of Documents: All documents, calculations, drawings, maps and other items generated during the performance of services shall be considered intellectual property and remain the property of McGill Associates. Client agrees that the deliverables are intended for the exclusive use and benefit of and may be relied upon for this project only by the Client and will not be used otherwise. Client agrees that any prospective lender, buyer, seller or third party who wishes to rely on any deliverable must first sign McGill Associates' Secondary Client Agreement.

13. Excusable Delay: If performance of service is affected by causes beyond McGill Associates control, project schedule and compensation shall be equitably adjusted.

14. Indemnification: Client agrees to indemnify, defend and hold McGill Associates, its agents, employees, officers, directors and subcontractors harmless from any and all claims, and costs brought against McGill Associates which arise in whole or in part out of the failure by the Client to promptly and completely perform its obligations under this agreement, and as assigned in the Contract Proposal "Scope of Services" or from the inaccuracy or incompleteness of information supplied by the Client and reasonably relied upon by McGill Associates in performing its duties or for unauthorized use of the deliverables generated by McGill Associates. Furthermore, McGill agrees to indemnify, defend and hold the Client harmless from any claims brought against the Client as a result of McGill's work.

15. Choice of Law: This Agreement shall be governed by the internal laws of the State of North Carolina.

16. Entire Agreement: This Agreement contains all of the agreements, representations and understandings of the parties hereto and supersedes any previous understandings, commitments, proposals, or agreements, whether oral or written, and may only be modified or amended as herein provided; and as mutually agreed.

17. Attachments to this document:

1. Contract Proposal including Scope of Services and Basis of Compensation.

Client: Broad River Water Authority

Authorized Signature:



Print Name: Maria S Hunnicutt

Title: Executive Director

Address: P.O. Box 1269

Rutherfordton, North Carolina 28139

McGill Associates, P.A.



Print Name: Scott Burwell, PE

Title: Senior Project Manager

Address: 55 Broad Street
Asheville, North Carolina 28801



BASIC FEE SCHEDULE

August 2022

PROFESSIONAL FEES	I	II	III	IV
Senior Principal	\$245			
Principal – Regional Manager – Director	\$210	\$215	\$230	\$235
Practice Area Lead	\$180	\$195	\$210	\$220
Senior Project Manager	\$195	\$205	\$210	\$215
Project Manager	\$165	\$175	\$180	\$185
Project Engineer	\$125	\$135	\$150	\$160
Engineering Associate	\$110	\$115	\$120	\$125
Planner- Consultant – Designer	\$110	\$120	\$145	\$160
Engineering Technician	\$100	\$115	\$120	\$130
CAD Operator – GIS Analyst	\$80	\$90	\$100	\$105
Construction Services Manager	\$130	\$150	\$170	\$180
Construction Administrator	\$105	\$120	\$130	\$135
Financial Services Manager	\$125	\$135	\$145	\$155
Grant Administrator	\$110	\$120	\$135	\$145
Construction Field Representative	\$85	\$100	\$105	\$115
Environmental Specialist	\$85	\$95	\$100	\$105
Surveyor	\$95	\$105	\$115	\$120
Surveying Associate	\$75	\$80	\$85	\$90
Survey Technician	\$80	\$85	\$90	\$95
Survey Field Technician	\$70	\$75	\$80	\$85
Administrative Assistant	\$75	\$80	\$90	\$105

1. EXPENSES

- a. Mileage - \$0.70/mile
- b. Robotics/GPS Equipment - \$25/hr.
- c. Survey Drone - \$100/hr.
- d. Flow Monitoring Equipment: Pressure Flow Meter- \$400/wk.; Gravity Flow Meter - \$1,000/deployment
- e. Telephone, reproduction, postage, lodging, and other incidentals shall be a direct charge per receipt.

2. ASSOCIATED SERVICES -

- a. Associated services required by the project such as soil analysis, materials testing, etc., shall be at cost plus ten (10) percent.

December 12, 2023

Mr. Brad Joyner, Water Plant Superintendent
Broad River Water Authority
Post Office Box 1269
Rutherfordton, North Carolina 28139

RE: Award Recommendation
Baber Road Water Treatment Plant Access Haul Road
Rutherford County, North Carolina

Dear Mr. Joyner:

The informal bid opening for the Baber Road Water Treatment Plant Access Haul Road project was held on December 7, 2023. After receiving two (2) bids on March 30, 2023 which were substantially greater than the available project funds, the bids were rejected and the project was postponed until additional funds could be allocated for this project. Contractors were invited to re-bid the project in November, and two (2) bids were received on December 7, 2023 for the informal re-bid of the subject project. As informal bidding procedures were being followed, bids were opened, and Thompson Contractors, Incorporated of Rutherfordton, North Carolina, submitted the lowest responsive, responsible bid, with a base bid amount of \$367,540.00.

We recommend award of this project to Thompson Contractors, Incorporated based on the following information:

- Thompson Contractors, Incorporated is appropriately licensed with the North Carolina General Contractor Board
- The low bid was within 5% of the low bid submitted in March 2023.

Enclosed for your use is the certified bid tabulation. If you have any questions or comments, please do not hesitate to contact us at (828) 328-2024.

Sincerely,
McGILL ASSOCIATES, P.A.



MATTHEW D. OETTING, PE
Project Manager

Enclosures: Certified Bid Tabulation

BID TABULATION
BABER ROAD WATER TREATMENT PLANT ACCESS HAUL ROAD
BROAD RIVER WATER AUTHORITY
 Thursday, December 7, 2023; 2:00 pm local time
 Rutherfordton, North Carolina

BIDDERS	BASE BID
Thompson Contractors, Inc.	\$367,540.00
Site Development Corporation	\$513,016.36



1240 19th Street Lane, NW
 Hickory, North Carolina 28603

This is to certify that the bids tabulated herein were publicly opened and read aloud at 2:00 p.m. on the 7th day of December, 2023, at the Broad River Water Authority Water Treatment Plant, 1661 Baber Road, Rutherfordton, North Carolina and that said bids were accompanied by acceptable certified checks or bidder's bonds in the amount of 5% of the bid.



RESOLUTION NO. 14-23

Meeting of December 19, 2023

**A RESOLUTION ADOPTING REVISION TO CAPITAL IMPROVEMENTS BUDGET
FOR THE 2024 FISCAL YEAR FROM JULY 1, 2023 TO JUNE 30, 2024**

WHEREAS, the Broad River Water Authority Board approved the original Operating and Capital Improvements Budget for the 2024 Fiscal Year at the Regular Board Meeting of June 27, 2023; and

WHEREAS, a formal revision to the 2024 Fiscal Year budget is proposed to reflect an increase in capital improvements related to the WTP Access Haul Road project.

NOW, THEREFORE, BE IT RESOLVED BY THE BROAD RIVER WATER AUTHORITY:

1. Effective December 19, 2023, the attached 2024 Fiscal Year budget for operation, maintenance, debt service, capital improvements and estimated revenues is hereby adopted.
2. The Executive Director shall advise the Board on a monthly basis of the Authority’s financial position and recommend any changes that may be required to assure financial stability for the Authority.
3. This resolution shall become effective upon its adoption and approval.

Adopted and approved by vote of (for _____)(against _____) this the 19th day of December, 2023.

Broad River Water Authority

Attest: _____

Maria S Hunnicutt, Secretary

(Corporate Seal)

By: _____

Mickey Bland, Chairman

Revenue:	Approved FY 24	Res 14-23
Operating Revenue:		
Water Services:	8,056,000	8,056,000
Taps and Connections:	99,000	99,000
Late/ Disconnect/ Penalty Fees:	126,000	126,000
Water Testing Fees:	11,000	11,000
Billing Services:	41,000	41,000
Total Operating Revenue	8,333,000	8,333,000
Non Operating Revenue:		
Miscellaneous Revenue	1,000	1,000
Lease of Property	43,600	43,600
Interest & Investment	215,000	215,000
Total Non-Operating Revenue	259,600	259,600
Capital Revenue:		
Reimbursable Revenue (DOT)	-	-
Grants	-	-
Gain on Disposal Fixed Asset	-	-
Transfer From Capital Res. Fund	1,200,400	1,293,400
Total Capital Revenue	1,200,400	1,293,400
Total Revenue:	9,793,000	9,886,000

Operation & Maintenance Expenses	Approved FY 24	Res 14-23
Salaries and Wages:	1,761,830	1,761,830
Employee Benefits and Insurance:	758,100	758,100
Materials & Chemicals:	324,500	324,500
Utilities:	510,000	510,000
Auto Fuel:	90,600	90,600
Department Supplies & Inventory:	342,200	342,200
Billing and Collections:	137,000	137,000
Contracted Services:	262,760	262,760
Professional Services:	145,100	145,100
Repairs and Maintenance:	42,000	42,000
Insurance Property and Liability:	65,000	65,000
Capital Outlay:	23,000	23,000
License and Subscription Fees:	111,500	111,500
Travel and Training:	40,000	40,000
Miscellaneous Expenses:	29,000	29,000
Contingency:	30,000	30,000
Total O & M Expenses	4,672,590	4,672,590
Non-Operating Expense		
Reimbursable Expense (NC DOT)	-	-
Total Non-Operating Expenses	-	-
Debt Expenditures		
Bonds - Principal	2,119,500	2,119,500
Bonds - Interest	292,910	292,910
Total Debt Expenditures	2,412,410	2,412,410
Total Expenses	7,085,000	7,085,000
Net O&M Income	1,507,600	1,507,600

1.62

Capital Improvements Budget	Approved FY 24	Res 14-23
WTP CAPITAL		
WTP Electrical Upgrades	300,000	300,000
Little Mtn Booster Pump	145,000	145,000
WTP Equipment Annual	25,000	25,000
Raw Intake Waterline	400,000	400,000
WTP Scada Upgrade	350,000	350,000
Residual Access Rd & WTP Front	300,000	393,000
Recycle Pump Replacement (Design)	33,000	33,000
Dual System at Poors Ford	-	-
Poors Ford DeZurik Valves	15,000	15,000
DISTRIBUTION CAPITAL		
DOT Hwy 221 Betterments	-	-
Rehab Water Lines	250,000	250,000
Rehab HydrantValveFlush	50,000	50,000
New Extensions	100,000	100,000
ICWD/ Polk Meter	75,000	75,000
Distribution Warehouse Expansion	150,000	150,000
Rubber Tire Loader	200,000	200,000
Truck Replacement	50,000	50,000
Land Improvements ROW Clearing	50,000	50,000
Distribution Equipment Annual	25,000	25,000
Meter Replacement annual	100,000	100,000
Tank Annual Contract	40,000	40,000
ADMIN CAPITAL		
Equipment	20,000	20,000
Equip Asset Management AIA	20,000	20,000
Equip Admin Software	10,000	10,000
Capital Reserve Fund		
Total Capital	2,708,000	2,801,000
Total Expenses	9,793,000	9,886,000

LEADERSHIP TEAM

L10

12/5/2023

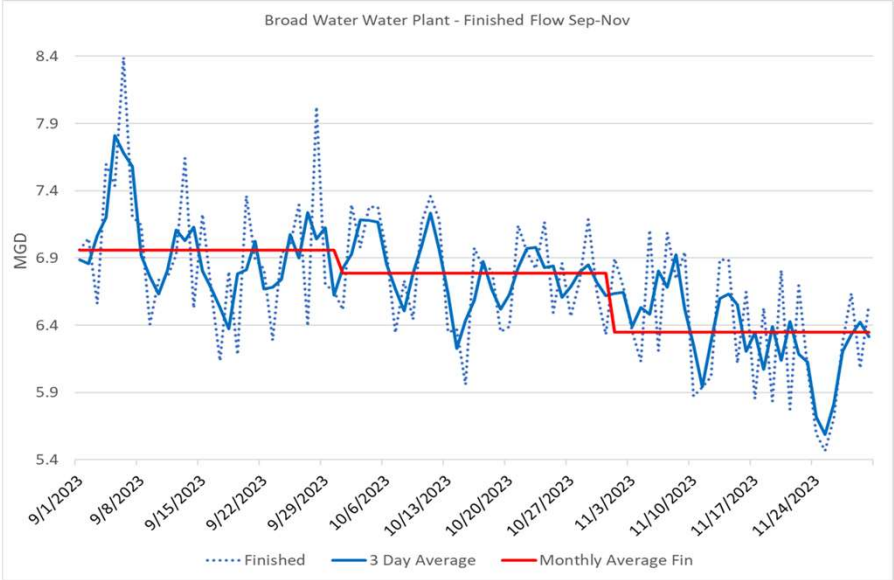


BROAD RIVER

WATER AUTHORITY

1

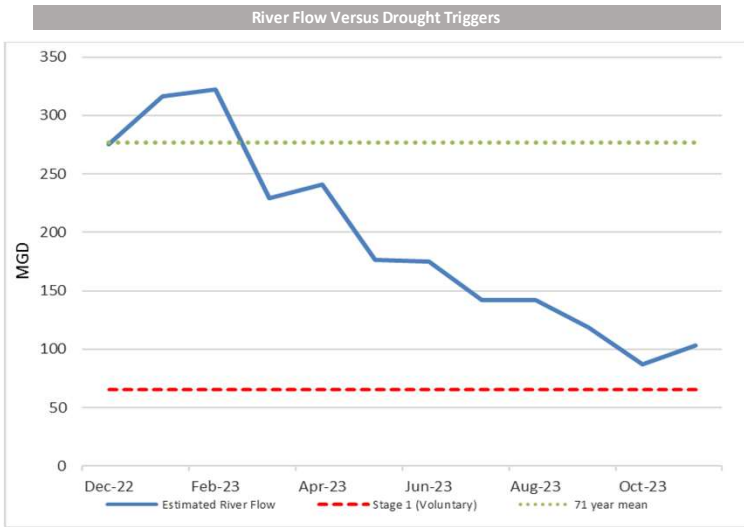
WTP - Recent Flow Rates



Monthly Flow Total and Average (MGD)				
Nov-22	190.085	6.336		
Nov-23	190.046	6.348	-0.039	0.0%

2

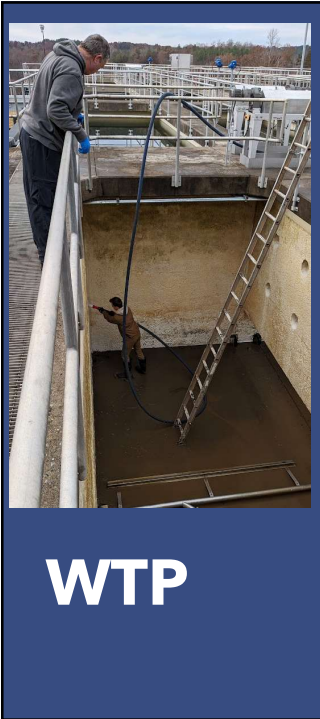
River Flow and Rainfall



Rainfall					
November -23			Last 12 months		
Actual	Hist Avg for Month	Variance	Actual	Hist Avg	Variance
1.48	3.93	- 2.45	43.79	51.36	-7.57

3

3



WTP

Highlights

- Perkinson company finished up control / check valve replacement on High Service Pumps. Isolation valves will be next.
- Camp Electric is making good progress on electrical upgrade; roughly 50% completed.
- Chad Murray doing well, will have 90 days next week.

Priorities

- VT SCADA setup, Nick has been by, but currently on hold.
- WTP Electrical Upgrade – finished with control room and half the filters.
- Coordinating Poors Ford Project- 6 isolation valves and refurbish and align #2 Booster Pump.
- Replace insertion pipe for Bleach.
- Asset Essentials update

AWOP award delivered – 12 years



4

4



What's Coming Up

- Upgrading pumps and controls at Little Mountain Pump Station.
 - Pumps have been ordered
- Access road bid on Dec. 7th
- Kimley Horn should have preliminary drawings on Raw Water Line soon.
- Lead and Copper Inventory – 10 months remaining.
- Hosting NCWOA WTP Surface Certification Class in February



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November 28, 2023 Update

Current Conditions

as of November 28, 2023 at 8am ET

US Drought Monitor of
North Carolina

Drought Classifications

- D0 - Abnormally Dry
- D1 - Moderate Drought
- D2 - Severe Drought
- D3 - Extreme Drought
- D4 - Exceptional Drought

North Carolina Drought Advisory

The North Carolina Drought Advisory issued by the Drought Management Advisory Council has been updated to reflect drought conditions on **November 28, 2023** indicated on the weekly U.S. Drought Monitor of North Carolina.

Until further notice, the NC DMAC strongly urges the implementation of the following drought response actions - in addition to previous advisories - for all water users located in or dependent on water resources from the areas of the state experiencing the following drought conditions:

D3 - Extreme Drought - Extreme Drought

- All water users are advised to follow their Water Shortage Response Plan (WSRP). An effective WSRP should adhere to the guidelines set forth by the water use rules during drought that became effective March 19, 2007. Water users without a written plan are advised to follow the applicable default water use reduction measures outlined in Section .0614 of the rules during extreme drought designations.
- Stay informed on drought conditions and advisories (www.ncdrought.org).
- Participate in regional and local coordination for the management of water resources.
- Reduce socially and economically important water uses to ensure the availability of water for critical needs (e.g. firefighting, health and safety, etc.).
- Revisit and/or explore, if not already accomplished, alternative water sources and reuse options.

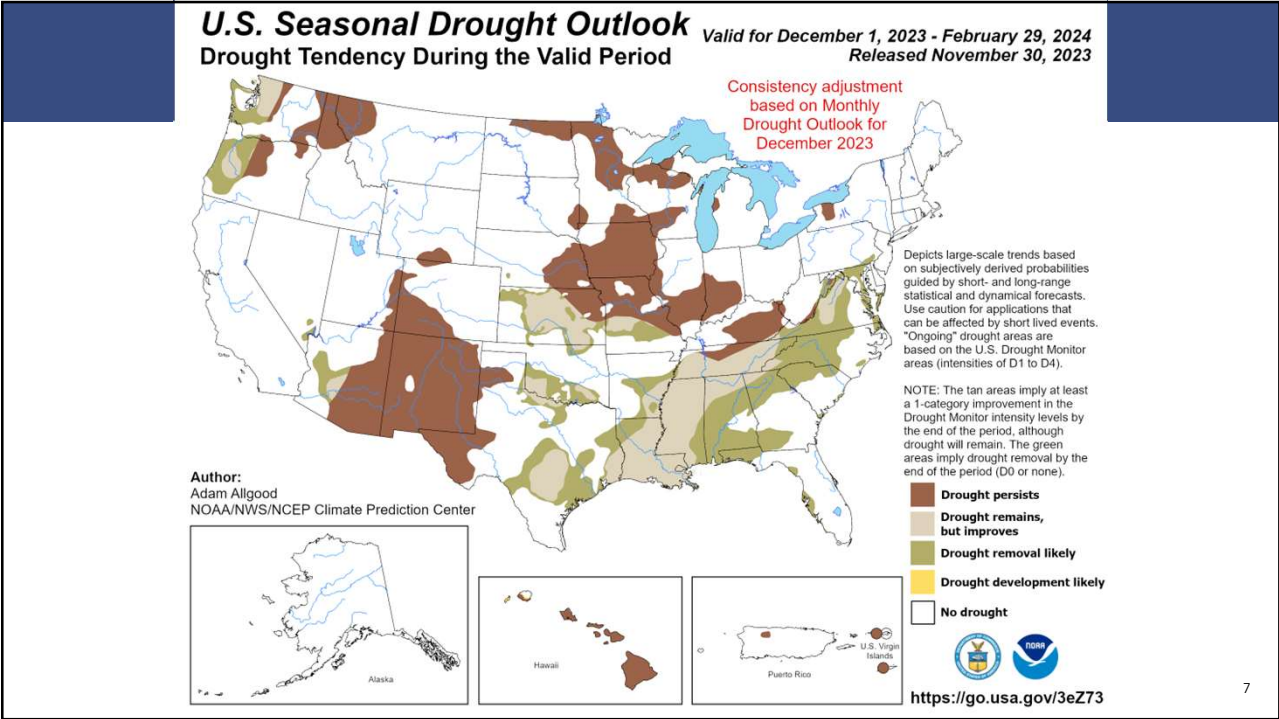
River Flow estimated at 83 MGD on 11/7

River Flow estimated at 83 MGD on 12/4

Trigger for Voluntary Conservation is 65 MGD for 7 days

6

6



7

WTP
Capital
Projects

FY 24	Budget	Spent 11/30	Status
Equip WTP Electrical Upgrades (127618)	300,000	41,968	Camp started at Poors Ford, panels in by mid-November, #5 back up and running (Buchanan Pump), Perkinson work done except #4 high service, all filters/ air scours done.
Equip Little Mtn Booster Pump (127621)	145,000	7,268	BJ and RH met with Scott Hale (Carolina Pumpworks) to redo pump set ups
Equip WTP Equipment annual (127608)	25,000	0	
WSL Raw Intake Waterline (127307)	400,000	1,820	KHA discussing route and providing proposal for project (original estimate was over \$600,000)
Equip WTP Scada Upgrade (127612)	350,000	24,679	Mirroring VT Scada late Dec
Residual Access Rd & WTP Front (127120)	300,000	750	Project to rebid Dec 7.
Recycle Pump Replacement Design (127614)	33,000	0	KHA provided cost estimate a few years ago. Is this the direction we want to go?
PF Valves (127600)	15,000	0	Valves only, not construction - Garver proposal

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Distribution



Highlights

- Horseshoe Dr. Waterline extension completed
- Gave Odom go ahead to start design of Green Hill Fire Dept waterline extension

Priorities

- Survey requested waterline extension areas for potential customer connections

What's coming up

- Repair flushers (South Ridge Estates, Queens Gap, Rutherfordton Elementary)
- Replacement of several large meters throughout dist. system

9

9

On-Call / After Hours

	1Q 23	2Q 23	3Q 23	Oct	Nov	Dec
# calls	25	18	17	4	15	
Hours	82	37.5	54	8	37	

Construction

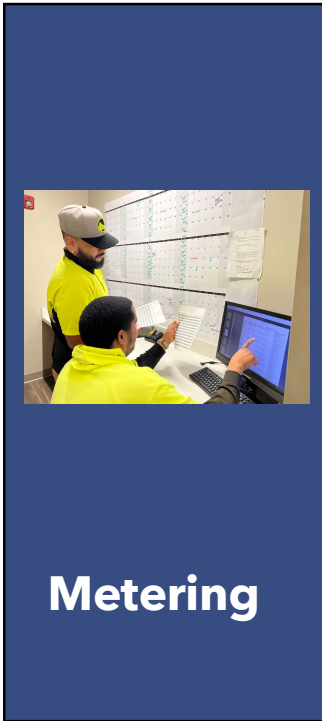
	1Q Hours	2Q Hours	3Q Hours	Oct	Nov
New Construction	331	295	370	0	45
Rehab/ Maintenance	458.5	63	330	90	0
Hydrant Replacement	15	7	1	3	1
Service Replacements	67	13	4	18	5

Outages

	1Q Hrs/ # Services Affected	2Q Hrs/ # Services Affected	3Q Hrs/ # Services Affected	Oct Hrs/ # Services Affected	Nov Hrs/ # Services Affected
Unplanned	3/ 25	3/ 35	6/ 36	1/34	2/300
Planned	46/ 152	6/ 30	14/ 74	1/10	3/96

10

10



Metering

Highlights

- Order placed for larger meters from Consoidated (radio and datalog capability)
- Found several brain dead meters that were lost
- Leak notifications twice a week
- Great progress on replacing brain dead registers (highest 500 down to 136)

Priorities

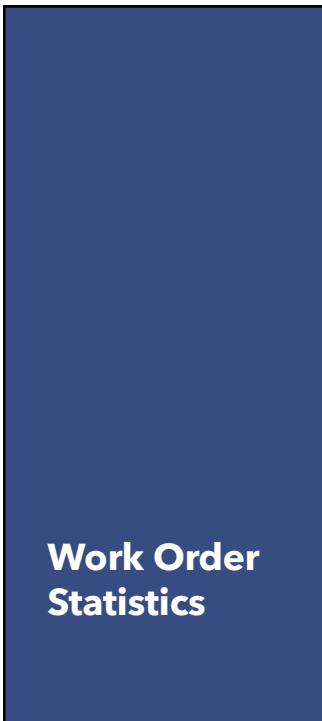
- Cut off on Monday, December 18

What's coming up

- Continue register change out
- GIS locate meters along with Lead Service Line inventory
- Prop study with MasterMeter for AMI system

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Work Order Statistics

	1Q 23	2Q 23	3Q 23	Oct	Nov	
Quality Inquiries	9	5	1	3	2	
Meter Change-outs	44	292	387	143	244	57%
Taps	14	10	16	5	8	2%
Datalog On/ Off/ Transfer	17	5	18	8	5	1%
Leak Reported	400	326	350	113	122	29%
Other	39	21	36	15	6	1%
Re-Read Meter	50	42	56	28	33	8%
Re-Read Meter	9	8	15	3	7	2%
Total Service Orders	582	709	879	318		



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Electronic Alarms



	Leak Alarms	Leak Adj
1Q 23	667	\$24,062
2Q 23	617	\$7,404
3Q 23	737	\$8,500
October 23	218	\$613
November 23	259	\$2,845

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Meter Inventory & Need

Tracking meter replacement needs and failure rate (<3% November)

	Meters in Stock	RMA	Brain Dead/ Manual Reads	Total Active Meters
End 1Q 23	126	129	408	7,122
End 2Q 23	119	104	247	7,139
End 3Q 23	316	127*+ 378= 505	243	7,181
October 23	271	529	231	7,177
November 23	297		438	7,172

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FY 24	Budget	Spent 11/30	Status
WSL Rehab Water Lines (127500)	350,000	8,184	4 th St installed; Southern St done;
WSL Rehab HydrantValveFlush (127400)	50,000	14,430	Note: hydrant assembly cost has increased to \$5000 per unit
WSL New Extensions (127300)	100,000	13,512	Edwards St/ John Smith done; Horseshoe Drive next, Mountain Creek timing TBD, Soco Gap (and others) requests
ICWD/ Polk Meter (127600)	75,000	0	B&V evaluation
Distribution Warehouse Expansion (127210)	150,000	0	Walker estimate \$167,000; Champion shell and Brad Hill inside (quote pending)
Rubber Tire Loader (127609)	200,000	188,336	Delivered
Dist Service Truck (127702)	50,000	47,881	Delivered
Land Improvements ROW Clearing (127140)	100,000	0	Hold off for now
Equip Distribution annual (127602)	25,000	26,986	
Equip Meter Replacement annual (127603)	50,000	1,950	2" and above assessment by Consolidated; PO for \$37,000
Tank Annual Contract (127622)	40,000	0	USG

Distribution Capital Projects

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Admin/
Operations

Highlights

- FY 23 audit submitted before deadline and NO weaknesses identified

Priorities

- MuniBilling software implementation
- Brightly/ Asset Essentials implementation - Uploaded our GIS

What's coming up

- Cut off on Monday, Dec 18

Overall Organizational Projects

- Polk County Regional Water Authority -
 - Determined a suitable parcel of land in Rutherford County on Green River as a potential intake site
 - Meeting December 13
- Lead Service Line planning and funding opportunities (W/R)
- Contract review from Verizon wireless on RR Ave tank

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Billing Usage by Customer Type

★ Nov 2023 usage 2% less than same period 2022

Monthly Usage (M gal)	Aug 23	Sept 23	Oct 23	Nov 23	% Total
Residential	25.12	26.49	25.70	21.52	11%
Industrial	7.43	5.82	5.54	5.96	3%
Commercial	3.63	3.48	4.92	4.22	2%
Other+ Public Govt	3.70	3.91	3.64	3.70	2%
Bulk Grassy Pond	35.98	29.96	26.69	33.56	17%
Bulk Polk/ ICWD	155.33	147.4	131.24	131.85	66%
TOTAL	231.19 (7.46 MGD)	217.06 (7.24 MGD)	197.73 (6.38 MGD)	200.41 (6.68 MGD)	

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Billing Revenue by Customer Type

★ Nov 2023 revenue 2% less than same period 2022

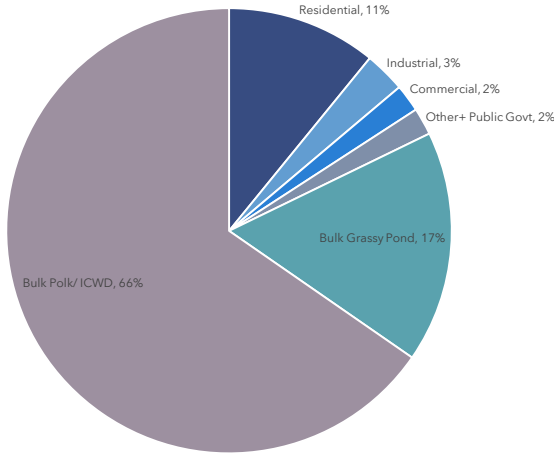
Monthly Revenue	Aug 23	Sept 23	Oct 23	Nov 23	% Total
Residential	\$319,776	\$322,463	\$323,325	\$293,512	45%
Industrial	\$43,853	\$34,468	\$32,734	\$33,781	5%
Commercial	\$36,015	\$35,152	\$41,811	\$39,191	6%
Other+ Public Govt	\$30,939	\$32,641	\$30,359	\$286,768	4%
Bulk Grassy Pond	\$71,459	\$59,722	\$53,335	\$66,732	10%
Bulk Polk/ ICWD	\$226,477	\$215,057	\$191,795	\$192,673	29%
TOTAL	\$728,519	\$699,503	\$673,359	\$654,560	

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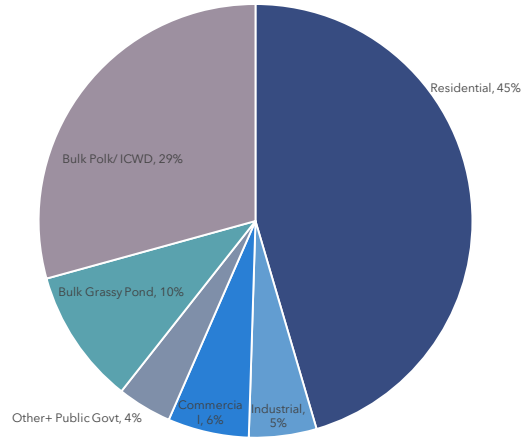
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Nov 2023 Billing Breakdown

Usage by Customer Type



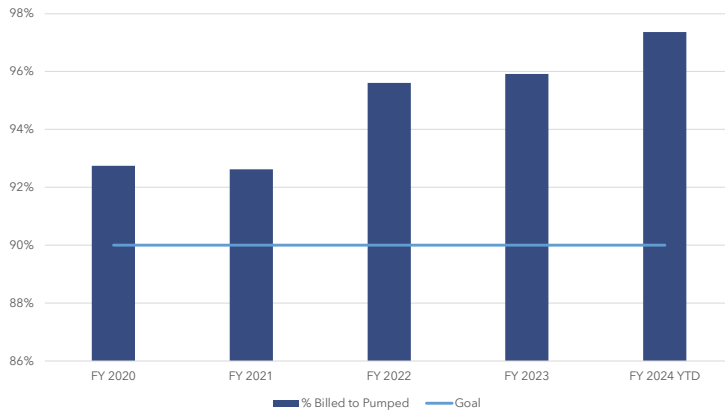
Revenue by Customer Type



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Unaccounted For Water



	% Billed to Pumped
FY 2020	93%
FY 2021	93%
FY 2022	96%
FY 2023	96%
FY 2024 YTD	97%

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HR

Highlights

- Liberty Enrollments completed - effective 1/1
 - Premium deductions begin on 12/6 paycheck
 - Info and prescription savings card mailed out to those who opted in
- Thanksgiving Lunch 11/21 - FUN BINGO GAME!
- Matt Wilson - new hire through the NCRWA Apprentice Program starts 12/11
 - Will work in WTP and Distribution throughout the first two years

Priorities

- New Pryor Learning Bytes to be assigned
- Get with managers about Trakstar

What's coming up

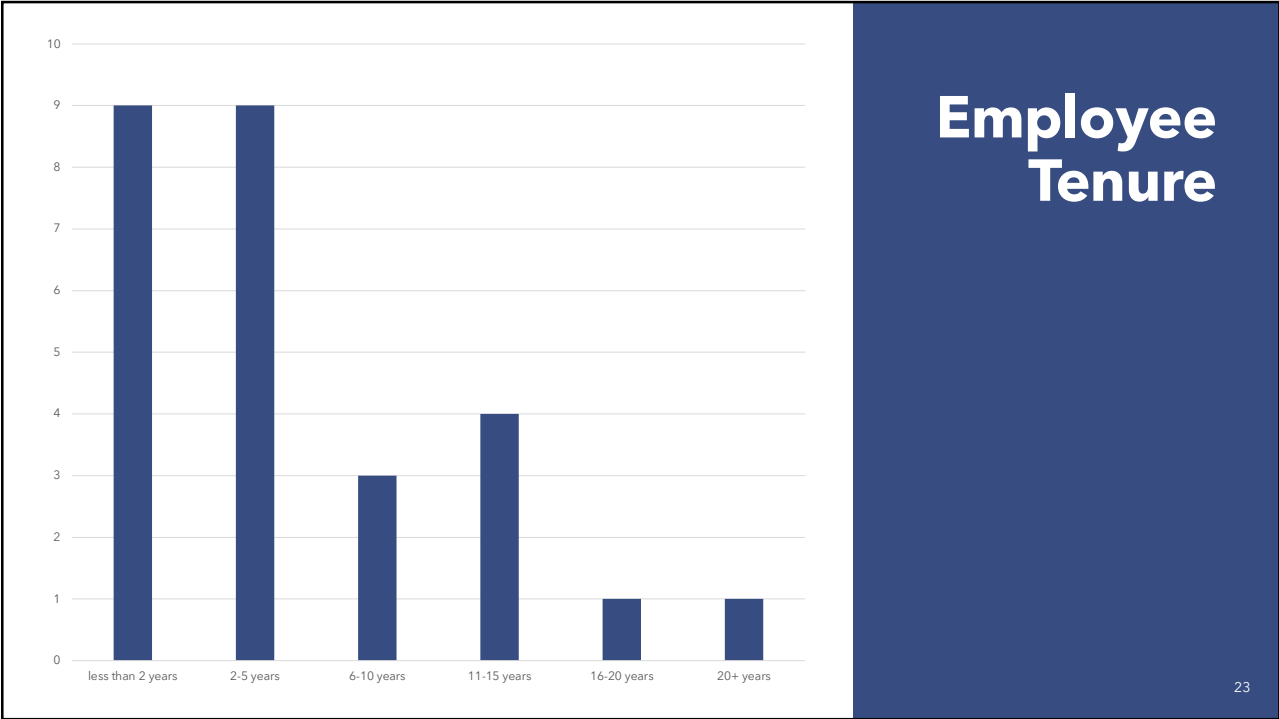
- Colonial Visit - 12/6 (for those who still have plans through them)
- Holidays Office Closed - 12/25, 12/26, 12/27
- Hosting NCWOA WTP Surface Certification Class in February
- Holiday Lunch - 12/20 - Wear Festive Attire

Employee Lunch 11/21

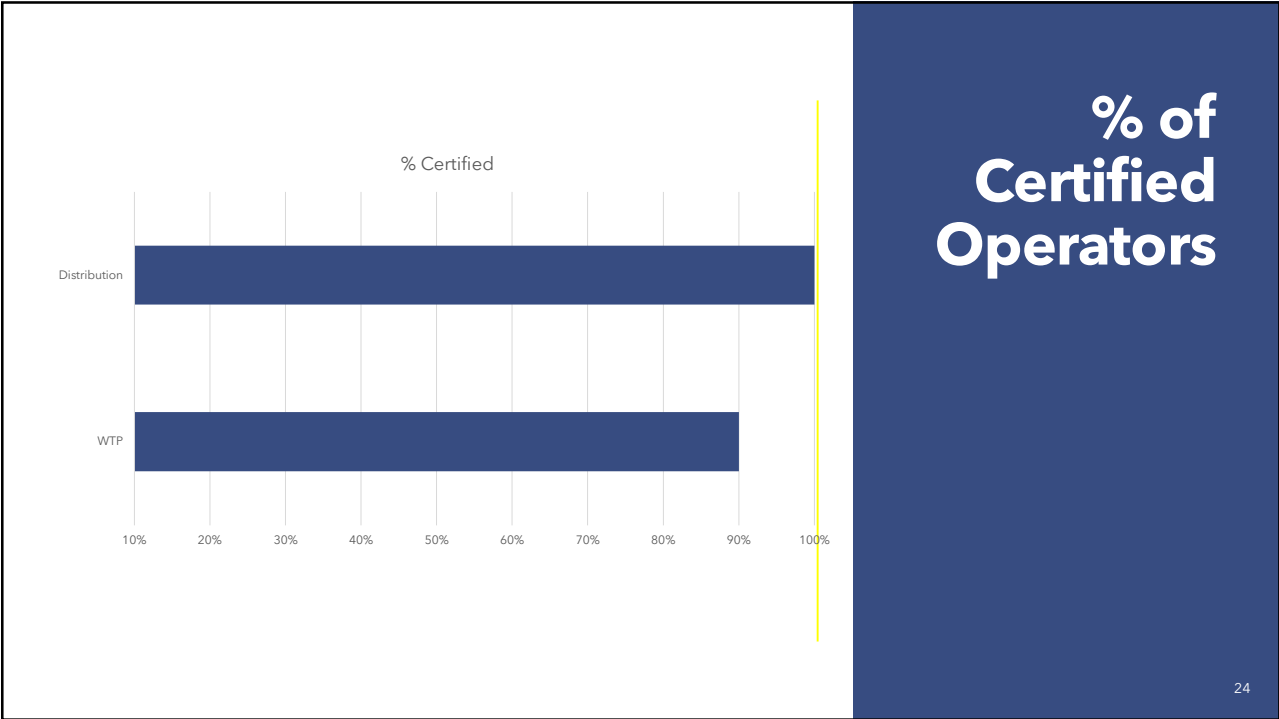






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Social Media/Community Engagement

- Highlights
 - Growth in shares and new followers on Social Media
- Priorities
 - Develop communications plan (PFAS and Lead and Copper)
 - Get information and photos from all departments for future posting
- What's next
 - Reindeer Games - Christmas lunch 12/20
 - Office Closure - December 25, 26 and 27
 - Developing communication plan with WaterPIO



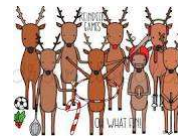
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Company-Wide Meeting Schedule

Location will be announced on Teams per usual

- Reindeer Games
 - December 20th



20XX 26

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Meeting
Schedule

L10 Meetings


- Tuesday, Dec 5th
- Tuesday, Jan 2nd or 9th

Board of Directors and Managers Meetings

- December Meeting TBD , if needed

20XX 27

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NCBRWA
Income Statement
As of November 30, 2023

Section E, Item 2.

	Month Ending 11/30/2023	Month Ending 10/31/2023	Year To Date 11/30/2023	Prior Year To Date 11/30/2022
REVENUE				
Operating Revenue				
Water Services:	652,035.65	691,289.20	3,438,739.87	3,323,668.58
Taps and Connections:	15,610.00	11,350.00	58,560.00	48,985.04
Late/ Disconnect/ Penalty Fees:	7,708.50	11,123.18	50,241.63	79,624.56
Water Testing Fees:	920.00	1,065.00	4,200.00	4,505.00
Billing Services:	3,413.80	3,412.95	17,258.81	16,049.85
Total Operating Revenue	679,687.95	718,240.33	3,569,000.31	3,472,833.03
Non-Operating Revenue				
Miscellaneous Revenue	0.00	0.00	0.00	2,256.35
Lease of Property	6,414.16	3,857.01	9,351.23	16,264.44
Interest Investment	17,086.18	16,835.50	82,920.76	85,551.99
Total Non-Operating Revenue	23,500.34	20,692.51	92,271.99	104,072.78
Capital Revenue				
Reimbursable Revenue	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00
Gain on Disposal Fixed Asset	0.00	0.00	0.00	0.00
Transfer From Other Funds	0.00	0.00	0.00	0.00
Total Capital Revenue	0.00	0.00	0.00	0.00
TOTAL REVENUE	703,188.29	738,932.84	3,661,272.30	3,576,905.81
EXPENSES				
O&M Expenses				
Salaries and Wages:	128,415.74	129,692.58	657,187.83	679,523.46
Employee Benefits and Insurance:	60,905.40	34,098.35	267,702.78	292,983.20
Materials and Chemicals:	18,903.32	37,326.79	142,425.87	133,154.50
Utilities:	45,442.63	79,346.60	245,309.16	177,233.78
Auto Fuel:	6,924.80	4,356.11	21,024.05	39,023.16
Department Supplies & Inventory:	16,255.89	19,188.21	109,053.48	158,716.69
Billing and Collections:	15,599.22	10,912.17	49,503.55	49,771.56
Contracted Services:	7,024.41	13,478.43	35,408.75	22,123.67
Professional Services:	6,348.50	1,110.00	28,238.21	111,986.04
Repairs and Maintenance:	1,522.36	24,853.85	38,452.65	13,446.14
Insurance Prop Liab:	7,107.00	8,350.00	58,741.00	49,865.00
Capital Outlay:	0.00	2,628.34	2,628.34	950.00
License and Subscription Fees:	1,385.00	2,113.44	15,413.92	29,796.49
Training and Travel Expense	1,319.00	4,627.29	8,198.05	9,814.37
Miscellaneous Expenses:	0.00	0.00	1.99	0.00
Contingency:	0.00	0.00	0.00	0.00
Total O&M Expenses	317,153.27	372,082.16	1,679,289.63	1,768,388.06
Non-Operating Expenses				
Reimbursable Expenses	0.00	0.00	0.00	0.00
Loss on Disposal Fixed Asset	0.00	0.00	0.00	0.00
Transfer To Reserve Fund	0.00	0.00	0.00	0.00
Total Non-Operating Expenses	0.00	0.00	0.00	0.00
Depreciation & Interest				
Depreciation	183,182.00	183,182.00	915,910.00	844,960.05

NCBRWA
Income Statement
As of November 30, 2023

Section E, Item 2.

	Month Ending 11/30/2023	Month Ending 10/31/2023	Year To Date 11/30/2023	Prior Year To Date 11/30/2022
Amortization	0.00	0.00	0.00	0.00
Interest Expense	17,165.00	17,165.00	85,825.00	116,955.80
Total Depreciation & Interest	<u>200,347.00</u>	<u>200,347.00</u>	<u>1,001,735.00</u>	<u>961,915.85</u>
TOTAL EXPENSES	<u>517,500.27</u>	<u>572,429.16</u>	<u>2,681,024.63</u>	<u>2,730,303.91</u>
NET INCOME FY	<u>185,688.02</u>	<u>166,503.68</u>	<u>980,247.67</u>	<u>846,601.90</u>

NCBRWA
Balance Sheet
As of November 30, 2023
Year To Date 11/30/2023

Section E, Item 2.

Current Assets	
Cash NC CMT	358,434.82
Checking OZK	(19,897.83)
Sweep OZK	8,290,906.45
Petty Cash	2,934.98
Water Receivable	860,757.16
Sewer Receivable	269,730.46
Sanitation Receivable	65,970.01
Allowance for Doubtful Account	(132,004.34)
Unbilled Revenue	194,771.90
Grants Receivable	229,720.95
Reimbursable Receivable	5,991.45
State Sales Tax	30,102.35
2% Food Tax	26.09
Co Sls Tax RcvblRutherford	14,216.81
Co Sls Tax RcvblOther Countie	184.87
Other Receivable	0.00
Prepaid Expenses	12,318.25
Total Current Assets	10,184,164.38
Noncurrent Assets	
Lease Receivable	439,346.95
Capital Assets	
Construction in Progress	220,078.27
Land	939,736.48
Buildings	23,335,131.92
Water System Lines	24,856,306.81
Equipment	9,910,659.77
Furniture and Fixtures	119,382.21
Vehicles	989,895.29
Accumulated Depreciation	(29,146,366.88)
Capital Assets, net of depreciation	31,224,823.87
Total Noncurrent Assets	31,664,170.82
Deferred Outflow of Resources	
Pension Deferrals	380,547.00
Deferred Charge on refunding	39,579.16
Total Deferred Outflow of Resources	420,126.16
Total Assets	42,268,461.36
Current Liabilities	
Accounts Payable	79,297.19
Employee Deductions	5,073.15
Retirement Payable	24,019.92
Accrued Interest	139,280.15
Accrued Salaries	0.00
Accrued Vacation	81,754.35
Payable from restricted assets	
Customer Deposits Water	180,694.81
Customer Deposits Sewer	37,997.17
Customer Deposits Sanitation	1,793.30
Customer Overpayments	2,451.73
Sewer Receipts PayableRutherf	91,336.70

NCBRWA
 Balance Sheet
 As of November 30, 2023
 Year To Date 11/30/2023

Section E, Item 2.

Sanitation Rcpts PayableRthrf	19,877.35
Sewer Receipts PayableSpindal	99,487.65
Sanitation Rcpts PayableSpndl	27,103.29
Sewer Receipts PayableCliff	13,932.79
Water Taps County	0.00
Reserve For Sewer/ Sanitation	335,700.47
Deferred Revenue	429,682.07
Total Current Liabilities	1,569,482.09
Long Term Liabilities	
Pension Liability	226,359.00
Bonds Payable 2008	0.00
Bonds Payable 2010	723,976.15
Bonds Payable 2015	5,289,375.00
Bond Discount	188,063.24
Total Long Term Liabilities	6,427,773.39
Total Liabilities	7,997,255.48
Deferred Inflows of Resources	
Pension Deferrals	332,760.00
Total Deferred Inflows of Resources	332,760.00
Capital	
Net Income	904,182.78
Cash and Available Assets	33,034,413.10
Total Capital	33,938,595.88
Total Liabilities and Capital	42,268,611.36