



Town of Pilot Mountain
Town Hall 124 West Main Street Pilot Mountain, NC 27041
Monday, July 08, 2019, 7:00 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes.

Consent Agenda

1. Approval of Minutes from June 10, 2019 Regular Meeting

Board & Committee Reports

New Business

2. AIA Grant
3. AIA Project Engineering Firm Selection

Town Manager & Finance Report

4. Administrative Reports

Mayor and Commissioners Comments

Closed Session Pursuant to NCGS 143-318 (a)(6)-Personnel

Adjourn

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, June 10, 2019
Regular Meeting 7:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Kim Quinn and Commissioner Scott Needham.

Staff Present: Town Manager, Michael Boaz, Town Attorney, Ed Woltz and Town Clerk, Holly Utt

Call to order/Moment of Silence/Pledge of Allegiance – 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. All in attendance observed a moment of silence and recited the pledge of allegiance.

Adoption of Agenda

Commissioner Kiger made a motion to adopt the agenda as presented and it was unanimous.

Public Hearings

Fiscal Year 19/20 Budget

Mayor Cockerham opened the public hearing. Anna Nichols expressed her gratitude for the Board members and all the work that they put into the budget to take care of the community. Mayor Cockerham closed the public hearing.

Unified Development Ordinance

Mayor Cockerham opened the hearing. Mr. Boaz explained that the text amendment would allow accessory structures in the RL and RA zoning district, which are low density districts. Currently no type of shed, barn or other structure can be built or placed on these lots. Many of the lots are large and people tend to build their homes at the back of the lot. The proposed text amendment would allow for these structures to be placed on lots in the front yard as long as they are at least 150' from the right-of-way. Mayor Cockerham closed the public hearing.

Second PH on potential CDBG Grant Application

Mayor Cockerham opened the public hearing. Mr. Boaz stated that the town was applying for funding from the NC Department of Commerce CDBG program, which is a federally funded project that is designed to deal with housing issues in the low to moderate income neighborhoods. The proposed use for the \$750K would be to remodel owner-occupied, low to moderate income brackets, in the areas of Depot Street, Howard Street, Academy Street, Thompson Drive and Dodson Court. They may use some of the funds for a passive park and minor infrastructure such as drainage issues. This funding would also minimize displacement and provide displacement assistance as necessary. This is the second of two required hearings and there will be community meetings in the next few weeks before the application is submitted. Mayor Cockerham closed the public hearing.

Public Comment

No one present to speak

Consent Agenda

- May 13, 2019 Regular Meeting Minutes

Commissioner Quinn made a motion to approve and adopt the consent agenda and the items there upon and it was unanimous.

ABC Board Report

Billy Pell stated that the ABC sales were up by 22% over May2018. Total sales for the month was \$113,878 compared to \$89,110 in the previous year.

Unfinished Business

FY 2019-2020 Budget Ordinance

Mr. Boaz noted that the new budget ordinance does not change the tax rate, however, it does include an increase water/sewer rates. The budget was balanced with \$20K from the general fund balance and \$11K of the enterprise fund retained earnings. There are no new positions or operational changes. Commissioner Needham made a motion to approve the UDO text amendment and it was unanimous.

FY 2019-2020 Fee Schedule

Mr. Boaz explained that there would be an increase in the solid waste fee of 2% (\$0.26) which keeps the sanitation line item self-sufficient. The water and sewer rates are both increasing. The minimum rate for water/sewer will increase from \$15 to \$16 and the volumetric rate will increase by 2.5%. Commissioner Quinn made a motion to adopt the 2019-2020 fee schedule and it was unanimous.

New Business

Local Government Records Retention Schedule

Mr. Boaz explained that updates had been made to the retention schedule and the town is required to follow it. Commissioner Needham asked what had changed in the schedule. Mr. Boaz stated that the changes mostly pertain to electronic communications. Commissioner Needham made a motion to adopt the Local Government Records Retention Schedule and it was unanimous.

CDBG Grant Application

Mr. Boaz explained that this was an application for \$750K. There is no match from the town and it will address low to moderate income housing and potential infrastructure and recreational opportunities. The money can only be used for owner-occupied housing units and not rental units. Income surveys will need to be completed in order to qualify for the grant. Commissioner Needham made a motion to adopt the resolution and it was unanimous.

FY 2018-2019 Budget Amendment 5

Mr. Boaz explained that this budget amendment would be eliminating the non-departmental department. This will assist the auditors with grouping so departments are not over budget at the end of year. Commissioner Quinn made a motion to adopt FY 2018-2019 Budget Amendment 5 and it was unanimous.

UDO Text Amendment – Accessory Structures

This text amendment would allow for accessory structures to be in the front yard on lots exceeding two acres in the RA and RL zoning districts. Commissioner Needham made a motion to adopt the text amendment and it was unanimous.

WWTP and Pump Station Project Engineer Selection

An RFQ has been issued for the project. Staff has recommended McGill and Associates be selected for the contract. Commissioner Needham made a motion to select McGill and Associates for the WWTP and Pump Station project and to authorize the town manager to execute an agreement with them for the project and it was unanimous.

Administrative Reports

Town Manager's Report

- Food Truck Festival – June 22, 2019 from 11am until 7pm. Main Street will close around 7:30 am and re-open after the event has cleared.
- On Saturday, June 15, 2019, dinosaurs will invade downtown and that evening the Movies on Main will be showing Jurassic Park.
- Commended Officer Randi Wooten for her efforts in recovering money that was almost sent to scammers. Officer Wooten was able to stop the UPS truck and avoid the transfer of a substantial amount of money.
- McGill and Associates have discovered that the NC DOT does not very many recorded right of ways on Old US 52. Letters will be sent out to all the affected property owners in order to secure easements.
- A water line needs to be replaced on Main Street. Mr. Boaz asked the Board to think about whether or not they want to repair it during the streetscape project with an engineering cost of around \$96K.

Financial Report

- The general fund revenues are under expenditures; this is to be expected since a good portion of fund balance had been budgeted.
- The water/sewer fund is close to breaking even which is further evidence that the increase in rates is necessary.

Departmental Reports

Mr. Boaz stated that starting in July the Police Department report would not include security checks.

Mayor and Commissioners Comments

Mayor Cockerham: Recognized Officer Wooten for her effort in making that sure that the citizens were not victimized by the scammer.

Commissioner Quinn: Reminded everyone to come out to the Dinos on Main Street event.

Commissioner Needham: He expressed his appreciation to Anna Nichols and the Charles H. Stone Memorial Library. This a great resource for a town our size.

Closed Session Pursuant to NCGS 143-318(a)(3) – Attorney Client Privilege and NCGS 143-318(a)(6)

Commissioner Needham made a motion to enter into closed session and it was unanimous.

Commissioner Quinn made a motion to come out of closed session and it was unanimous.

Commissioner Needham made a motion to direct the Town Manager to sign the complaints, obtain the surveys, authorize the appropriation of the fair market values of the properties in order to post the deposit with the Clerk of Court and any other ancillary task required in connection with eminent domain for an easement after July 1, 2019 and it was unanimous.

Other Business

No other business to discuss

Adjourn or Recess

Commissioner Needham made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor

**RESOLUTION AUTHORIZING TOWN ACCEPTANCE OF
WATER AND SEWER AIA GRANT FUNDS**

WHEREAS, the North Carolina General Statutes Chapter 159G has created Asset Inventory and Assessment Grants to assist eligible units of government with meeting their water and sewer infrastructure needs, and;

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Reserve Grant in the amount of \$150,000 to perform asset inventory and assessment work for the water system, and;

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Reserve Grant in the amount of \$150,000 to perform asset inventory and assessment work for the sewer system, and;

WHEREAS, the Town of Pilot Mountain intends to perform said project in accordance with the agreed scope of work.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners that:

1. That the Town of Pilot Mountain does hereby accept the State Reserve Grants totaling \$300,000.
2. That the Town of Pilot Mountain does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.
3. That the Town Manager/Finance Officer and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

ADOPTED by the Board of Commissioners of the Town of Pilot Mountain this the 8th day of July 2019.

Attest:

Evan Cockerham, Mayor

Holly Utt, Town Clerk

**PROJECT BUDGET ORDINANCE
AIA PROJECT**

BE IT ORDAINED, by the Pilot Mountain Board of Commissioners, that pursuant to North Carolina General Statutes Section 13.2 of Chapter 159, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is the “AIA”.

Section 2: The officers of this unit are hereby directed to proceed with the project within the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project.

NC DEQ State Reserve Grant	\$300,000.00
Transfer from Capital Reserve Fund	\$5,000.00
Total:	\$305,000.00

Section 4: The following amounts are the anticipated expenditures for the project:

Engineering Fees	\$300,00.00
Grant Closing Fee	\$5,000.00
Total:	\$305,000.00

Section 5: The Town Manager is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement state regulations.

Section 6: The Town Manager is directed to report quarterly on the financial status of each project element in Section 4 and on the total revenues received or claimed.

Section 7: Copies of this grant project ordinance shall be made available to the Town Manager for direction in carrying out this project.

Adopted this the 8th day of July, 2019

SEAL:

Evan J. Cockerham, Mayor

ATTEST:

Holly Utt, Town Clerk



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

AIA Grant	
<u>Background Information:</u>	
The Town was awarded \$300,000 in grant funds from the State to be used conduct an asset inventory and assessment of our water and sewer system. The Board will need to adopt the attached resolution in order to accept this money. I am also asking that the Board adopt the attached capital project ordinance for this project.	
<u>Staff Recommendation:</u>	Staff recommends that the Board adopt the resolution and capital project ordinance.
<u>Possible Board of Commissioner Actions</u>	
• Adopt the resolution and capital project ordinance as presented • Make changes to the resolution and/or ordinance and adopt • Deny approval of resolution and/or ordinance • Table to a later meeting • Take no action	
<u>Attachments</u>	
• Resolution 2019/20-01 Acceptance of AIA Funds • AIA Capital Project Ordinance	



STATEMENT OF QUALIFICATIONS

Asset Inventory & Assessment Engineering & Surveying Services

Town of Pilot Mountain



WithersRavenel
Our People. Your Success.

July 1, 2019

Michael Boaz, Town Manager
Town of Pilot Mountain
124 W Main Street
Pilot Mountain, NC 27041

Re: Water and Sewer Asset Inventory & Assessment (AIA) Grant Project

Dear Mr. Boaz,

To assist the Town of Pilot Mountain in identifying and prioritizing water and sewer infrastructure improvements, WithersRavenel will leverage experience gained on past data collection/mapping, condition assessment, and capital planning tasks throughout North Carolina. Because we offer GIS, surveying, and utility engineering services in-house, WithersRavenel has honed our database integration process to efficiently, reliably, and cost-effectively perform water system data validation, data gap infilling, hydraulic model development and model calibration.

In addition, WithersRavenel has prepared more than a dozen water and sewer AIA grant applications, netted clients more than **\$4 million in AIA funding**, and assisted multiple North Carolina municipalities with AIA-grant-funded condition assessments, including Dunn, Clinton, Gastonia, Southern Pines, Clarkton, and Dublin.

Our team has ample experience providing similar services to other municipalities; and the benefit to Pilot Mountain is that we will bring to this project all of the honed skills, lessons learned, and enhancements that those previous and other ongoing projects have provided us.

Our team's familiarity with projects of this kind will enable us to complete the work without overextending the budget or schedule, conserving resources for crucial future phases. We will provide deliverables that will integrate seamlessly with the Town's existing GIS, providing dynamic operational data. This data will be presented in a format that is easily viewed, understood, and analyzed—in the field on a mobile device as well as at the office on desktop.

WithersRavenel is headquartered in Cary, NC, and has a branch office in Greensboro, to serve your needs. Our full-service engineering, planning, and surveying staff improve North Carolina communities like yours every day. By helping to procure and administer grants and loans, provide clean water and sanitary services, create parks and open spaces, and design roadways and greenways, WithersRavenel builds sustainable and vibrant communities and promotes economic growth everyone can enjoy.

We look forward to the opportunity to help you assess critical water infrastructure and prioritize water infrastructure improvements. If you have any questions or would like to discuss our enclosed qualifications in more detail, please do not hesitate to contact me at jmartinlane@withersravenel.com or Kevin at keason@withersravenel.com.

Sincerely,

WithersRavenel, Inc.



Jessica Martin-Lane
Vice President, Management & Transformation Services



Kevin Eason, PE
Senior Project Manager

FIRM OVERVIEW



CONTACT

Jessica Martin-Lane // Client Officer
jmartinlane@withersravenel.com

Kevin Eason, PE // Project Manager
keason@withersravenel.com

424 Gallimore Dairy Road, Suite C
Greensboro, NC 27409
p: 336.605.3009
www.withersravenel.com

LOCATION OF OFFICES

Our headquarters is in Cary, and we have branch offices in Wilmington, Raleigh, Pittsboro, Greensboro, and Asheville.

This project will be performed from our Greensboro office with support from our Cary office as needed.

PROGRAM OF SERVICES



ENVIRONMENTAL



GEOMATICS



UTILITIES



LAND DEVELOPMENT
& PLANNING



FINANCE & FUNDING



STORMWATER



OUR AIA EXPERIENCE

WithersRavenel has worked with numerous large and small municipalities on a wide variety of asset inventory and assessment projects. These range from condition assessment of existing facilities to engineering studies and reports to full design with construction administration. One of the many cost-saving benefits of working with our team is that we are able to provide nearly all required services needed, including GIS services, conventional/GPS surveying, aerial mapping using unmanned aircraft systems (UAS), subsurface utility engineering (SUE), and environmental services.

CONVENTIONAL AND GPS SURVEYING

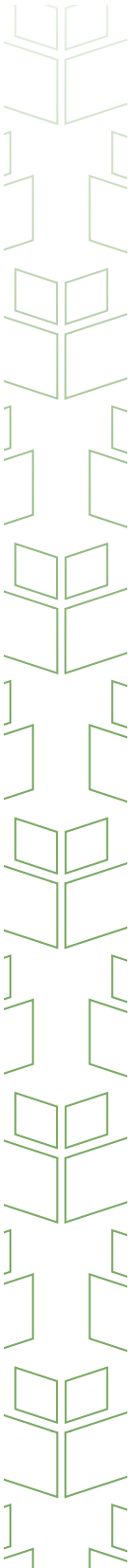
WithersRavenel has 12 North Carolina Professional Land Surveyors on staff. We can complete all facets of surveys through conventional, Global Navigation Satellite System (GNSS), and remote sensing methodologies. Our survey crews are supported by electronic and robotic Total Station equipment that follow strict quality and calibration regimens. Our GNSS crews use Trimble, Spectra, and Leica equipment capable of performing survey-grade static or real-time kinematic data collection missions on the various Real Time Network (RTN) systems in our service area. Remote Sensing capabilities are supported by Unmanned Aerial Systems (UAS), Riegl UAS-based LiDAR sensor, multiple Leica terrestrial scanners, as well as a Seafloor Hydrolite echosounder.

EMPLOYMENT PROFILE

WithersRavenel, Inc. headquartered in Cary, is an Employee Stock Ownership Plan (ESOP) company. Our more than 240 employee-owners excel at providing consulting services for our clients. Founded in October 1983 as Withers & Ravenel, Inc., WithersRavenel is equipped with 35 years of innovative and cost-effective engineering solutions.



RECENT AIA EXPERIENCE



AIA Projects in Progress:

- ▶ City of Gastonia Post AIA Sewer Project
- ▶ City of Gastonia Post AIA Water Project
- ▶ City of Marion Post AIA Sewer Project
- ▶ City of Marion Post AIA Water Project
- ▶ Town of Red Springs AIA Water and Sewer

Post AIA Sewer Project *City of Reidsville*

WithersRavenel has been working with the City to assess critical sewer infrastructure and prioritize improvements. The project was generated from an Asset Inventory & Assessment (AIA) grant. We have gathered GIS data from the City and developed an asset database, updated the data to include missing construction dates and material types and updated the City's sewer mapping.

WithersRavenel has worked closely with the city to develop a risk-based approach to asset management, including developing a risk matrix and level of service scoring system to help the City prioritize its funding for the sewer rehabilitation program projects. We are currently using this data to develop an Asset Management Plan (AMP) and Capital Improvements Plan (CIP). Additionally, WithersRavenel is analyzing a new work order management software for the City to implement. This new software will complement the AMP and CIP efforts.

AIA Grant *City of Clinton*

The City of Clinton engaged WithersRavenel to revise their application and resubmit. WithersRavenel was able to secure water and wastewater grants totaling \$300,000. The grant money is funding an Asset Management Plan (AMP) and investigation of potential water and sewer failures near stormwater infrastructure, both of which are also being completed by WithersRavenel.

Critical Sewer Condition Asset Inventory Assessment *Town of Southern Pines*

WithersRavenel is completing a critical sewer condition assessment, which consists of five key tasks: flow monitoring/rain gauging, smoke testing, manhole inspections, force main analysis, and critical sewer condition assessment report development.

The report will describe all field work and analysis performed, provide a prioritized list of recommended improvements with cost estimates, and outline a preliminary capital improvements plan. The Critical Sewer Assessment is funded through an Asset Inventory Assessment grant.

Water System Inventory, Assessment, and Asset Management Planning *City of Dunn*

WithersRavenel is performing a water system GIS inventory and related database work to facilitate the City's management of the water system as part of their AIA grant. Specific tasks include indexing, georeferencing, and linking as-built drawings; mapping the water system infrastructure; and providing connectivity of the system with existing data. Field crews collected survey-grade locations of all above-ground water features, including valves, hydrants, blowoffs, and meters. Resulting deliverables will be topologically correct and connected GIS geodatabases of water system that the City can use for maintenance and planning purposes. Once the remaining portion of the field work is complete, the WithersRavenel team will take the developed GIS database and pull it into WaterGEMS to update the water model. This will include construction and calibration of the model. Finally, with feedback from the City, an asset management plan will be created that includes the age, type, and size of the water system assets, condition of the infrastructure, updated CIP, and an operation and maintenance plan for the water distribution system.



Asset Management Plan Town of Dublin

The Town of Dublin received a grant of \$15,000 from the North Carolina Division of Water Infrastructure to develop an Asset Management Plan for the Town of Dublin Sewer System in accordance with the State criteria to contain the following four (4) key components:

1. Inventory of the sewer system including maps,
2. Condition of the Assets contained in the inventory,
3. Capital Improvement Plan with Cost Opinions and Prioritization of the Projects,
4. Operation and Maintenance Plan for the Sewer System.

WithersRavenel assisted the Town in producing an Asset Management Plan for the Town of Dublin Sewer System. The scope of the engineering services included:

- ▶ GPS location of the existing sewer infrastructure,
- ▶ Provision of manhole and pipe condition assessments,
- ▶ Updates of the existing sewer maps,

- ▶ Installation of temporary flow monitoring on the lift stations to track flow versus rainfall,
- ▶ Development of the existing sewer system asset inventory,
- ▶ Utilization of GIS mapping to update asset inventory and conditions,
- ▶ Utilize EPA Check-up Program for Small Systems Software to develop database for use in the asset inventory, conditions, prioritization of needs and Capital Improvement Planning,
- ▶ Updates to the existing CIP and development of an Operations and Maintenance Manual and yearly budgetary needs based on the aging assets.
- ▶ Evaluation of records of revenue and expenditures and identify where trends exist in lost revenue, excessive expenditures, future expenditures, potential funding and what and when rate increases are needed.
- ▶ Drafted a Final Report incorporating the above activities for submission to the NCDWI.
- ▶ Grant administration including grant application, compliance documents, schedule and milestone tracking and grant reimbursement requests and closeout documents in accordance with NCDWI requirements.

FUNDING CAPABILITIES

Our team of dedicated funding and financial consultants can assist local governments in navigating the often complex and intricate details involved in applying for, securing, and administering loans and grants, as well as other types of funding for essential infrastructure projects. Our program is one of the most successful in the state among other consulting firms and our team is unparalleled when it comes to funding success.

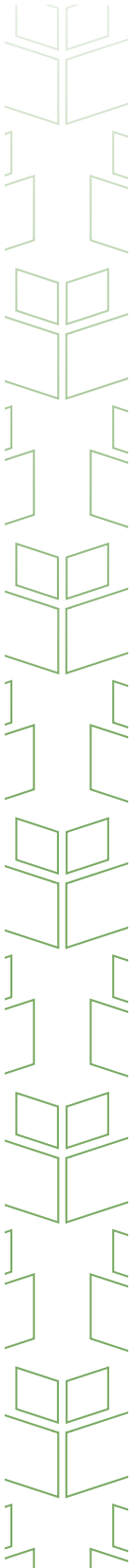
Equipped with responsive, dedicated grant specialists, the voice of your community can be heard through our reputable funding program. Our team locates funding sources and determines the sources that are most applicable for each project and prepares the funding application, ensuring that every detail is handled appropriately.



WR team member Seth Robertson, PE served as director of DWI and has evaluated thousands of projects for funding, and is a great resource as your project develops.



WATER & SEWER EXPERIENCE



Water System Mapping *City of Clinton*

WithersRavenel performed high-accuracy GPS mapping for the water system. Fire hydrants, water valves, blow offs, and air release valves were located for a total of almost 2,000 features. All field data was brought into the office and reconciled with the existing GIS data to provide an accurate representation of the water utility system. All data was published to a web mapping application where all employees can leverage the new GIS layers via a large-screen TV.

An additional GIS web mapping application was put in place for work order management functions as well as asset management. Current GIS data is viewable in the multi-function work order system used extensively in Public Works for hydrant maintenance, solid waste routing, flagging water and sewer data edits, water meter cut ons/off, as well as several other uses.

Water System Mapping *Beaufort County*

WithersRavenel assisted Beaufort County with mapping the county-wide water system. All as-builts were digitized, georeferenced, and indexed into the GIS database in GIS. Above-ground water system features were located with survey-grade GPS equipment. Total water system assets located in the field exceeded 20,000.

The newly captured features were connected with a pipe network in GIS using ESRI's Local Government Data Model for Water systems in File Geodatabase format. This allowed for advanced editing using a geometric network that allows additional QA/QC checks to be completed on the fly while editing.

An online GIS based web mapping application was established for the County to track work and allow the use of the newly mapped GIS water system and digital as-builts on mobile devices for County staff. WithersRavenel currently supports the County with periodic updates to their water database and other GIS support tasks.

Water System Study *Town of Fuquay-Varina*

As a subconsultant, WithersRavenel prepared water demand projections through the 2060 planning horizon and reviewed the Town's existing distribution system and master water plan to identify deficiencies for meeting future demands. Based on projected needs, including need and timing of elevated storage, the firm researched possible future water resources for the Town, including additional capacity from the Town of Cary, City of Raleigh, Johnston County, Harnett County, and a potential new re-use facility. WithersRavenel also updated the Town's water model using Innovyze H2OMap software.

Ostwalt-Amity System Expansion *Iredell Water Corporation*

WithersRavenel is assisting Iredell Water Corporation with water modeling and analysis of three options to expand its system into the Ostwalt-Amity area of the county, which does not have public water services. The analysis will review possible alignments, life cycle costs, and environmental concerns. The proposed \$5 million project will provide approximately 71,340 feet of water line, a new tank, wells, and booster pump station to provide water to approximately 300 new customers in the proposed service area.

Interconnect Pump Stations *City of Sanford*

WithersRavenel provided engineering services for water distribution system improvements, including the design of two 1.3 MGD booster pump stations located between the City of Sanford elevated storage tank and the Chatham County elevated storage tank. Services completed included hydraulic model calibration, analysis of the hydraulic model results to locate the optimum site for the pump stations as well as to determine pump size, field survey, final design, construction drawings, specifications, permitting, easement maps, contract documents, bidding services, and construction administration.



Booster Station & System Improvements *Town of Sparta*

The Town of Sparta's Crestview water pressure zone only had a back-up interconnection via a manually operated booster pump, and it did not have adequate storage or residual pressures during fire flow events. WithersRavenel is assisting the Town with upgrades to this zone of its water system. The project provided a new 20 HP, 250 GPM booster pump station and 2,000 LF of 8-inch PVC water line to interconnect the Crestview water pressure zone with the higher Cecil pressure zones to increase water available and improve system pressures. The project included hydrant flow testing and water modeling of the existing system and design of the pump station with back-up power and hypo-chlorite feed system. The project includes all work from the preliminary engineering and environmental report through bidding and construction observation.

Storage Tank Replacement *Town of Goldston*

WithersRavenel assisted Beaufort County with mapping the county-wide water system. All as-builts were digitized, georeferenced, and indexed into the GIS database in GIS. Above-ground water system features were located with survey-grade GPS equipment. Total water system assets located in the field exceeded 20,000. The newly captured features were connected with a pipe network in GIS using ESRI's Local Government Data Model for Water systems in File Geodatabase format. This allowed for advanced editing using a geometric network that allows additional QA/QC checks to be completed on the fly while editing. An online GIS based web mapping application was established for the County to track work and allow the use of the newly mapped GIS water system and digital as-builts on mobile devices for County staff. **WithersRavenel currently supports the County with periodic updates to their water database and other GIS support tasks.**

System Inventory & Hydraulic Model *Town of Southern Pines*

During Phase 1, WithersRavenel met with Town staff to determine the type of hydraulic model most suited to accomplishing the Town's modeling goals. Once a decision was reached, WithersRavenel designed a geodatabase to align with the model requirements and developed field survey and inventory procedures to thoroughly and accurately populate the geodatabase with attributes. WithersRavenel took care to specify field procedures that would allow Town staff to maintain the utility network in the future. During

Phase 2, WithersRavenel performed survey-grade GPS location of all valves, hydrants, pump stations, tanks, and other water system features. In addition, all as-built plans were scanned and georeferenced to assist with connectivity and to compare to field observations for QA/QC purposes. During Phase 3, WithersRavenel integrated GIS data into the hydraulic model and calibrated the model by using utility billing data and hydrant flow data. Multiple scenarios were created, including peak flow, average day, and fire flow.

Strategic Sewer Investment Plan *Town of Kernersville*

WithersRavenel completed a four-phased project designed to inventory and assess the existing sewer system and recommend future improvements. During Phase 1, WithersRavenel performed a sewer basin study. During Phases 2–4, WithersRavenel met with the WinstonSalem / Forsyth Utility Commission to discuss the condition of the existing system to serve current and proposed extensions, parameters for future sewer extensions that would support economic growth, and locating regional pump stations in compliance with immediate and longterm development needs. The final deliverable was a comprehensive document detailing the cost, phasing, and location for basin sewer expansion plus required repairs or modernization to the existing system. In addition, each basin was prioritized based on criticality of need, availability of funding assistance, economic impact, and on projected revenue growth. The final document was presented to the Town Council for consideration in long-term planning.

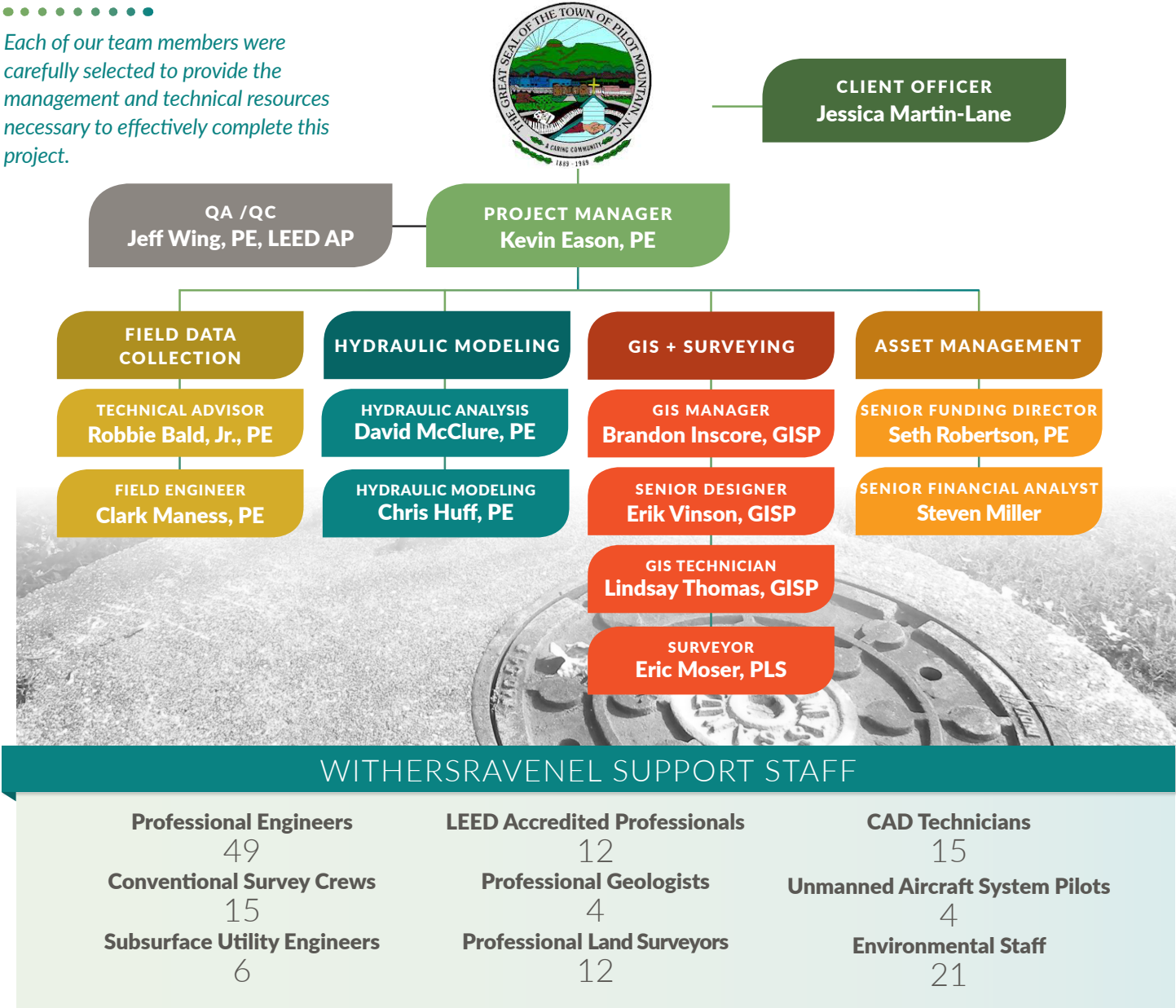
Water & Sewer CIP Master Plan *Town of Fuquay-Varina*

WithersRavenel used GIS software to create a new system to analyze growth and infrastructure issues. After mapping water, sewer, and drainage systems using GIS, WithersRavenel transferred that information into a model to show effects of growth on water and sewer flows, allowing the Town to plan new subdivisions within the existing infrastructure or plan for new utility extensions and other needs. WithersRavenel also performed survey-grade GPS location of all water, sewer, and drainage features for the eight-square-mile town limits, and the Urban Services Area (USA) that serves more than 30,000 citizens. All sewer manholes and drainage inlets were assessed and photographed and invert elevations were captured. With the captured information, each utility system was imported into Haestad water system and sewer system modeling software. Modeling projections were calculated using GIS via the adopted Land Use Plan.

TEAM OVERVIEW

WithersRavenel has built a strong work ethic with all of the selected team members for this project. Having worked together on dozens of projects, our diverse skill set and collaborative project approach will allow us to handle any obstacle that is placed in front of us, allowing us to effectively meet project objectives and deadlines. We are excited about the potential of working with the Town of Pilot Mountain on this project, and are ready to assist you by helping increase the reliability and design life of your system.

Each of our team members were carefully selected to provide the management and technical resources necessary to effectively complete this project.



ABOUT YOUR CLIENT OFFICER: JESSICA MARTIN-LANE



As your Client Officer, Mrs. Martin-Lane will act as a liaison between the Town and your Project Manager, Kevin Eason, PE, ensuring that as a team we are continually maintaining the highest standards of service and quality. She will have check-ins with the Town to ensure all project milestones are met and to address any concerns or questions the Town may have.

RESUMES



PROJECT MANAGER // KEVIN EASON, PE

Mr. Eason has three decades of civil engineering experience. He has been involved with the direct design of numerous

utility projects, including water and sewer lines, sewer pump station and force mains, water booster stations, and the development of utility master plans. He has coordinated additional large infrastructure projects and has managed municipal delegated permit programs and worked with various agencies in pursuing funding opportunities.

EDUCATION: M.B.A, UNC-Greensboro; B.E.T, Civil Engineering Technology, UNC-Charlotte

PROFESSIONAL REGISTRATION: PE: NC, #023974; NASSCO Certified

PROJECT EXPERIENCE: Sewer Rehabilitation Consulting Services, Greensboro, NC. *Project Engineer*; Engineering & Inspections On-Call, Greensboro, NC. *Project Engineer*; Jim Johnson Road New Water Line, Kannapolis, NC. *Project Engineer*



FIELD OPERATIONS MANAGER // ROBBIE BALD, PE

As Technical Advisor, Mr. Bald will leverage his 31 years of service with the City of Greensboro as a Water Resources

Engineering Supervisor to advise the project team on innovative techniques and industry best practices. As an Engineer for the City of Greensboro, Mr. Bald has developed and administered the City of Greensboro Water Resources Department's annual \$8 million rehabilitation program.

EDUCATION: B.S. Industrial Technology; NC A&T State University

PROFESSIONAL REGISTRATION: PE: NC, #033829; Treatment Facility Operators Grade Distribution: NC, #060386; Pollution Control System Operators Grade; NAASCO Certified

PROJECT EXPERIENCE: Asset Inventory and Assessment, City of Clinton NC. *Project Engineer* Sewer Rehabilitation Consulting, City of Greensboro, NC. *Rehab Specialist*; DIP Sewer Replacement, Town of Cary, NC. *Project Engineer*



QA /QC // JEFF WING, PE, LEED AP

Mr. Wing has over 30 years of experience providing detailed design and coordinating approvals for water mains, gravity sewer mains, force mains, and pump stations for

various municipal, residential, commercial, and industrial projects. He has reviewed water, sewer, and stormwater construction plans and coordinated with regulatory agencies regarding permitting and project documentation. In addition, he has worked as a construction observer and surveyor and has managed numerous projects from conceptual planning through design and construction.

EDUCATION: M.A.S., Environmental Policy and Management (Energy and Sustainability), University of Denver; B.S., Civil Engineering, University of Alaska at Anchorage

PROFESSIONAL REGISTRATION: PE: NC, #030056 NASSCO Certified; LEED Accredited

PROJECT EXPERIENCE: Post AIA Grant, Town of Troy, NC. *QA /QC Manager*; Industrial Park Water & Gravity Sewer, City of Sanford, NC. *QC/QA Manager*



FIELD ENGINEER // CLARK MANESS, PE

Mr. Maness has experience in pump station analysis and design, sewage sludge incineration system design, anaerobic

digester biogas system design, construction administration for various wastewater and water treatment plant projects, project cost estimation, life cycle cost analysis for prospective biosolids improvement projects, and the development of contract specifications.

EDUCATION: MS Environmental Engineering, NC State University; BS Civil Engineering, NC State University

PROFESSIONAL REGISTRATION: PE: NC, #047235

PROJECT EXPERIENCE: Asset Inventory & Assessment Grant, Town of Southern Pines, NC. *Project Engineer*; Preliminary Engineering and Environmental Report for the Ostwalt-Amity Area System Expansion, City of Statesville, NC. *Staff Professional*; Booster Pump Station and Water System Improvements, Town of Sparta, NC. *Staff Professional*; Post AIA Water Grant, Town of Troy, NC. *Project Engineer*



HYDRAULIC ANALYST // DAVID McCLURE, PE

Mr. McClure brings experience in the design of municipal water distribution systems and wastewater collection systems.

His expertise includes the design of water mains, water booster pumping stations, elevated water tanks, sewer mains, and submersible and above-grade sewage pump stations. He also has experience with the creation and calibration of large models for water distribution systems and sewage collection systems.

EDUCATION: BS Civil Engineering, Tennessee Technological University

PROFESSIONAL REGISTRATION: PE: NC, #030282

PROJECT EXPERIENCE: Asset Inventory and Assessment, City of Dunn, NC. *Project Engineer*; Asset Inventory and Assessment, Town of Southern Pines, NC; *Project Engineer*; Lynwood Lakes Water and Sewer, City of Greensboro, NC. *Project Engineer*; On-Call Water and Sewer Projects, Town of Clinton, NC. *Project Engineer*; On-Call Water and Sewer Projects, Town of Fuquay-Varina, NC. *Project Engineer*



HYDRAULIC MODELING // CHRIS HUFF, PE

Mr. Huff is a water resources engineer with experience in wastewater treatment and collection facilities, water distribution

and storage systems, site design, roadway design, and stormwater drainage design. He has extensive modeling experience, including SewerCAD and WaterCAD.

EDUCATION: BS Civil Engineering, Indiana Institute of Technology

PROFESSIONAL REGISTRATION: PE: NC, #024420; NASSCO Certified

PROJECT EXPERIENCE: Asset Inventory & Assessment Grant, Town Southern Pines, NC. *Project Engineer*; 2015 Water System Improvements, Town of Clarkton, NC. *Water Resources Engineer*; Water and Sewer Improvements (2007–2008), Town of Fuquay-Varina, NC. *Project Engineer*; Amity Hill Pump Station Replacement, Town of Cleveland, NC. *Project Engineer*; Water and Sewer Improvements (2007–2008), Town of Fuquay-Varina, NC. *Project Engineer*; Water Main Replacement (2018, 2019), Town of Cary, NC. *Water Resources Engineer*; Old Apex Road Water Line, Town of Cary, NC. *Water Resources Engineer*



GIS MANAGER // BRANDON INSCORE, GISP

Mr. Inscore is the GIS Manager responsible for overseeing GIS project management and staff coordination, which includes mobilizing field

staff for large and small data collection projects, then integrating that field data into office work flows, and providing oversight of final quality control/quality assurance on deliverables. His role also includes overseeing the creation and implementing office as well as mobile GIS solutions.

EDUCATION: MBA, Liberty University; MA Applied Geography, University of North Carolina, Greensboro; BA Social Science Education, Elon University

PROFESSIONAL REGISTRATION: GISP: NC, #58189

PROJECT EXPERIENCE: Asset Inventory & Assessment Grant, Town of Dunn, NC. *GIS Manager*; Asset Inventory & Assessment Grant, Town of Southern Pines, NC. *GIS Specialist*; GIS Services, Sampson County, NC. *GIS Manager*; GIS Services, Town of Clinton, NC. *GIS Manager*; GIS Services, City of Sanford, NC. *GIS Manager*



SENIOR DESIGNER // ERIK VINSON, GISP

Mr. Vinson is a senior designer with experience in water and sewer design, as well as providing field data needs and

identification, GIS database creation, and CAD-to-GIS data conversion. He creates client-model-ready utility base maps and databases by researching, compiling, and manipulating data from several sources, including construction plans, surveys, shapefiles, and other databases. His expertise is in asset management using GIS technologies, water/wastewater design, as well as ArcGIS Online mapping.

EDUCATION:

Masters Certificate GIS, North Carolina State University; B.A., Geography with GIS Concentration, University of North Carolina at Greensboro; A.A.S., Architectural Technology, Sandhills Community College

PROFESSIONAL REGISTRATION: GISP: NC, #67681

PROJECT EXPERIENCE: Asset Inventory and Assessment Critical Sewer Condition Assessment, Town of Southern Pines, NC. *Senior Designer*; Post AIA Water Grant, Town of Troy, NC. *Senior Designer*; Pump Station Mapping, City of High Point, NC. *Senior Designer*; Water Main Replacement CIPP, Town of Cary, NC. *Senior Designer*



GIS TECHNICIAN // LINDSAY THOMAS, GISP

Ms. Thomas is a GISP with over a decade of database design and GIS development and implementation experience. She is responsible for and involved in all aspects of GIS projects. Her areas of expertise include data creation, base mapping, database management, cartography, and SDE. She is also the lead for training clients in the use of GIS software and data and map layout creation. She is well-versed in multiple asset management systems and understands the importance of datasets in work order systems.

EDUCATION: M.S., Geography, East Carolina University; B.S., Earth Science, Central Michigan University

PROFESSIONAL REGISTRATION: GISP: NC, #54020

PROJECT EXPERIENCE: Asset Inventory & Assessment Grant, Town of Dunn, NC. *GIS Specialist*; Asset Inventory & Assessment Grant, Town Southern Pines, NC. *GIS Specialist*; Post AIA Water Grant, Town of Troy, NC. *GIS Specialist*; Stormwater Mapping, City of Greensboro, NC.



SENIOR FINANCIAL ANALYST // STEVEN MILLER

Mr. Miller's background and experience provide a unique perspective for planning and financing capital improvements. He is able to analyze past trends and forecast key variables that influence the client's ability to fund and finance projects, which are linked to enterprise operations or tax base. His public sector work has included capital planning, economic analysis and rate studies. Mr. Miller understands communities throughout North Carolina, their limitations and their financial characteristics.

EDUCATION: MBA., Finance, New Venture, and Logistics, University of Tennessee; BS, Management and Finance, New York University

AWARDS: NYU Trustee Scholar; American Mensa member

PROJECT EXPERIENCE: Mr. Miller has developed Asset Management Plans and / or CIPs, as well as performed financial analyses, for clients throughout NC, including Bessmer City, Pilot Mountain, Marion, Shelby, Spruce Pine, Burnsville, Waynesville, Hendersonville, Brevard, Hickory, Catawba County, Lenoir, Conover, Dallas, Henderson, Salisbury Rowan Utility District, and Statesville, among others.



SURVEYOR // ERIC MOSER, PLS

Mr. Moser has over 20 years of experience in the Land Surveying, Engineering, Contracting and Construction field. He is familiar with a wide range of technologies, design and function, surveying methods, calculations and best practice procedures, including plan and profile design, subdivision, subdivision design/layout, boundary/retracement survey, topography, construction staking, GPS – Static, RTK,VRS, blue booking, aerial photo control, as-built surveys, research, 3D point cloud scanning and processing, corridor/route surveys, mobile/static LiDAR, photogrammetry, ALTA and airport obstruction surveys.

EDUCATION: A.A.S. Surveying Technologies, Guilford Technical Community College; B.S. Soil Sciences, NC State

PROFESSIONAL REGISTRATION: PLS: NC, #L-4697

PROJECT EXPERIENCE: Sunset Sub-Basin Sewer Line, Pilot Mountain, NC. *Surveyor*; Water System Expansion, Iredell Water Corp. *Surveyor*; Main Street Sidewalk Survey, City of Graham, NC. *Survey Project Manager*.



DIR OF ASSET MANAGEMENT // SETH ROBERTSON, PE

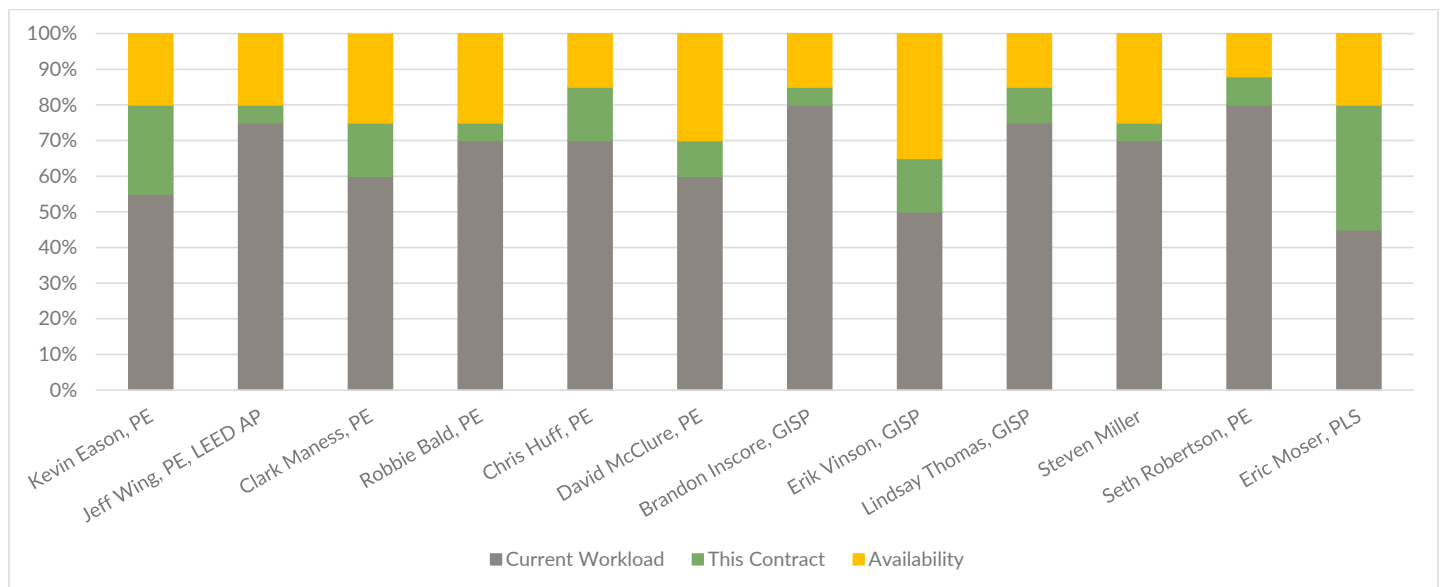
Mr. Robertson has more than 20 years of progressive engineering and management experience which includes more than 10 years with the N.C. Division of Water Infrastructure, the last four years leading the SRF section. He has experience in process design, remediation engineering, municipal water and wastewater engineering, project and program management, environmental permitting, state and federal funding program administration, asset management, and client services. He is recognized as an expert in the funding of municipal water and wastewater infrastructure in North Carolina.

EDUCATION: BS Civil Engineering with MDS, Science Minor, NC State University

PROFESSIONAL REGISTRATION: PE: NC, #028420

PROJECT EXPERIENCE: SRF Applications, Cleveland County Water. *While leading the SRF section at NCDWI;* SRF Applications (2019), City of Hickory, NC. *Senior Funding Director*; DWSRF Application Simon and Sunset Street, Town of Pilot Mountain, NC. *Senior Funding Director*; DWI Stream Restoration Funding Application, Town of Biltmore Forest, NC. *Senior Funding Director*

TEAM AVAILABILITY



REFERENCES

At WithersRavenel, we believe that the ultimate award is objectives met, results achieved, and clients satisfied. The references provided below can attest how the quality and timeliness of our work helped them to meet their goals. As a North Carolina-based firm, WithersRavenel focuses on delivering big city capabilities to smaller North Carolina municipalities. Our extensive capabilities in utilities and GIS services are backed by a comprehensive suite of in-house services. Keeping this work in house allows a firmer grip not only on the timeline of but also—and more importantly—on the quality of deliverables.

CITY OF DUNN

DEAN GASTER
Public Works Director
(910) 892-2948
dgaster@dunn-nc.org

TOWN OF SPARTA

BRYAN EDWARDS
Town of Sparta
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CITY OF OXFORD

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BEAUFORT COUNTY

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CITY OF CLINTON

CHRIS MEDLIN
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910-299-4905 x3059
cmedlin@cityofclintonnc.com

CITY OF SANFORD

PAUL WEEKS, PE
City Engineer
(919) 777-1119
paul.weeks@sanfordnc.net

WithersRavenel did an excellent job assisting Kernersville with our Sewer Master Plan /Sanitary Sewer Infrastructure Plan (SSIP). The report was a quality document and has helped Kernersville decide where investments in the sewer system should be made.

JEFF HATLING, AICP | COMMUNITY DEVELOPMENT DIRECTOR
Town of Kernersville, NC



WITHERSRAVENEL

424 GALLIMORE DAIRY ROAD, SUITE C
GREENSBORO, NC 27409



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

AIA Project Engineering Firm Selection	
<u>Background Information:</u>	
The Town issued a request for qualifications from engineering firms to help with the AIA project. The RFQ was posted on the Town's website and we received one proposal from WithersRavenel which is included in the agenda packet. I believe WR to be well qualified to perform this work and would recommend that the Commissioners select them to do this work and authorize me to enter into an agreement for \$300,000, which is the amount of the grant.	
<u>Staff Recommendation:</u>	Staff recommends that the Board select WithersRavenel to perform this work
<u>Possible Board of Commissioner Actions</u>	
• Select WithersRavenel and authorize Town Manager to enter into a contract • Solicit more proposals • Table to a later meeting • Take no action	
<u>Attachments</u>	
• WithersRavenel Proposal	

**Pilot Mountain Town Hall
124 West Main St.
Pilot Mountain, NC 27041**



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MEMORANDUM

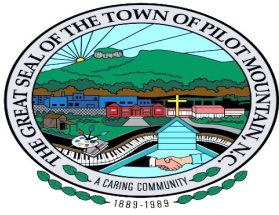
TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: July 3, 2019
RE: July 2019 Town Manager's Report

- The Food Truck Festival and the Dinosaurs on Main events were both great successes. I really appreciate all the work that our town staff and our volunteers put into both of these events.
- National Night Out will be in the Town Hall parking lot on August 6.
- We will be having a concert on Depot Street on July 27. Andrew Millsaps will be performing. This is a ticketed event and anyone interested in tickets should see Jenny.
- Our next Movie on Main will be July 20. We will be showing Field of Dreams.
- After having a community meeting and doing some talking to folks in the proposed CDBG project area, we have decided not to submit a grant application for this round of funding. Our consultants felt, and I agreed, that our application would not be strong enough to get funded at this time. However, we anticipate another round of grant funding in the fall. We are planning to work over the next few months, through a Housing Selection Committee, to pre-select the houses that will be involved in the project which will make our application much stronger.

PROJECT UPDATES

1. Depot Street Stream Restoration Project: We have been awarded three grants, totaling \$1,100,000 for this project. This is enough money to do most of the stream restoration work on project. We have signed easements from 20 of 40 property owners. We are still working with property owners to get signed easements.
2. Water/Sewer Regionalization/Interconnection Study: The final report will be ready for the Board to approve by August 2019.
3. Landfill Rehabilitation Project: The engineers are continuing to work on a remediation plan for this old landfill project. This project is being completed funded by the State of NC.
4. Main Street National Register District: The survey work has been completed and submitted to the NC Historic Preservation Office.
5. Street Paving Project: We are waiting on some updated numbers from the NC DOT before we can complete the application process.
6. Sunset Sewer Sub-Basin Project: Plans have been submitted to DEQ for review.
7. Water Treatment Upgrade: Plans have been submitted to DEQ for review.
8. Streetscape Project: Staff has reviewed the draft plans for this project. The engineers will be making changes and will still hope to have final plans done by later summer. We have had an initial meeting with Duke Energy and are using their comments and thoughts to guide the engineering for this project.

Date Exported	Work Type	Total	Complete	New Request
7/2/2019 8:39	AMI Coms Check	2	2	0
7/2/2019 8:39	Brush	1	1	0
7/2/2019 8:39	Clear Street of Obstruction/Debris	1	1	0
7/2/2019 8:39	Cut Off	1	1	0
7/2/2019 8:39	Cut On	4	4	0
7/2/2019 8:39	Flooding Issue	2	1	1
7/2/2019 8:39	Grave Marking	2	2	0
7/2/2019 8:39	Hydrant Flushing	2	2	0
7/2/2019 8:39	Hydrant Maintenance	1	1	0
7/2/2019 8:39	Junk	1	1	0
7/2/2019 8:39	Meter Check	3	3	0
7/2/2019 8:39	Sink Hole	1	0	1
7/2/2019 8:39	Water Leak	1	1	0
7/2/2019 8:39	Water Tap	2	0	2
7/2/2019 8:39	White Goods	3	3	0



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2019

Reporting Period: June 1-June 30 2019

OUR CASH AND INVESTMENTS

Balances on June 30, 2019, in whole dollars

CASH & INVESTMENTS BY FUND

GENERAL FUND

	June 2018	June 2019
Central Depository	\$ 7,730	\$ 518,042
NCCMT	196,783	2,264
NCCMT-Powell Bill	139,035	701
NCCMT-Term Account	354,144	35,076
Police Drug Forfeiture	1,398	2,195
Centura Bank CD	25,031	25,031
Fiduciary Funds	60,056	64,180
TOTAL GENERAL FUND	\$ 784,176	\$ 647,491

OTHER FUNDS

	June 2018	June 2019
Water & Sewer Fund	\$ 35,374	\$ (3,070)
NCCMT-Water/Sewer	\$ 2,105	\$ 3,541
Water Meter CP	\$ 3,180	\$ 9,059
Interconnection CP	\$ (44,600)	\$ (3,900)
Landfill Project CIP	\$ (18,812)	\$ (64,551)
Lola Lane CP	\$ 61,115	\$ 3,286
Water Treatment Upgrade	N/A	(\$196,400)
Streetscape Project	N/A	\$34,503
Sunset Sewer Project	N/A	(\$214,834)
Street Resurfacing	N/A	\$18,404
Capital Reserve	\$ 65,129	\$ 3,385
TOTAL OTHER FUNDS	\$ 103,491	\$ (410,576)

TOTAL CASH & INVESTMENTS TOWN-WIDE

	June 2018	June 2019
ALL FUNDS	\$ 887,667	\$ 236,914

OUR CASH FLOWS...

		Comparison of FYTD %	
GENERAL FUND REVENUES & EXPENDITURES		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 1,864,825	\$ 1,892,090
Revenues Fiscal Year to Date		82.00%	92.00%
Expenses Fiscal Year to Date		91.13%	99.78%
WATER & SEWER ENTERPRISE FUND			
Fiscal Year Budget		\$ 964,700	\$ 935,190
Revenues Fiscal Year to Date	\$ 930,474	93.03%	95.35%
Expenses Fiscal Year to Date	\$ 920,636	97.27%	98.44%
LANDFILL REHAB PROJECT			
Project Budget		\$ 15,803	\$ 93,554
Revenues Project to Date	\$ 77,657	95.88%	83.01%
Expenses Project to Date	\$ 89,817	89.94%	96.01%
Water Treatment Upgrade Project			
Project Budget		N/A	\$ 3,978,000
Revenues Project to Date		N/A	0.00%
Expenses Project to Date	\$ (121,200)	N/A	-3.05%
Sunset Sewer Rehabilitation Project			
Project Budget		N/A	\$ 2,573,038
Revenues Project to Date	44,254	N/A	1.72%
Expenses Project to Date	\$ (153,224)	N/A	-5.95%
WATER & SEWER INTERCONNECTION STUDY PROJECT		\$ 100,000	\$ 100,000
Project Budget			
Revenues Project to Date	\$ 87,000	54%	87%
Expenses Project to Date	\$ 90,900	68%	91%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

		Comparison of FY %	
		Prior FY %	Current FY %
AD VALOREM PROPERTY TAX			
Fiscal Year Budget	\$ 812,500	\$ 834,280	
Revenues this Month	\$ 8,573	1.84%	1.03%
Revenues FYTD	\$ 848,279	98.51%	101.68%
SALES & USE TAX			
Fiscal Year Budget	\$ 440,000	\$ 446,310	
Revenues this Month	\$ 43,359	8.79%	9.72%
Revenues FYTD	\$ 459,833	98.38%	103.03%
UTILITY FRANCHISE TAX			
Fiscal Year Budget	\$ 117,500	\$ 107,000	
Revenues this Month	\$ 33,091	29.00%	30.93%
Revenues FYTD	\$ 114,760	96.51%	107.25%
REFUSE COLLECTION FEES			
Fiscal Year Budget	\$ 66,150	\$ 68,000	
Revenues this Month	\$ 5,650	9.75%	8.31%
Revenues FYTD	\$ 69,641	103.15%	102.41%
SALES & SERVICES			
Fiscal Year Budget	\$ 27,700	\$ 41,500	
Revenues this Month	\$ 14,199	17.17%	34.21%
Revenues FYTD	\$ 59,771	121.68%	144.03%
WATER & SEWER ENTERPRISE FUND REVENUES			
Fiscal Year Budget	\$ 1,017,711	\$ 975,800	
Revenues this Month	\$ 88,199	10.07%	9.04%
Revenues FYTD	\$ 930,474	93.03%	95.35%

EXPENDITURES AT A GLANCE...

		Comparison of Monthly Expenses	
		Fiscal Year	YTD Expenses
GENERAL FUND DEPARTMENTS		2019 Budget	Prior FY Current FY
Governing Body	\$ 66,780	\$ 117,017	\$ 85,871
Administration	299,010	283,003	268,204
Community & Economic D	32,600	26,809	25,304
Downtown Revitalization	110,870	39,394	110,431
Police Dept	689,670	618,714	720,173
Street Dept	157,550	119,008	147,406
Powell Bill	145,000	40,111	141,506
Sanitation	212,240	248,220	218,837
Pilot Center	19,060	63,714	24,074
Library	44,140	62,116	40,175
Debt Service	49,620	40,805	49,614
Non Departmental	43,050	40,567	33,882
	\$ 1,869,590	\$ 1,699,479	\$ 1,865,476
Fiscal Year Budget	\$ 1,864,825	\$ 1,892,090	
YTD % of Annual Budget Expended		91.13%	99.78%
WATER & SEWER ENTERPRISE FUND			
General	\$ 137,720	\$ 170,679	\$ 132,713
Water/Sewer Administration	115,680	101,663	123,849
Production	212,090	256,207	221,105
WWTP	205,550	180,695	198,318
Line Maintenance	264,150	280,635	244,651
	\$ 935,190	\$ 989,878	\$ 920,636
Fiscal Year Budget	\$ 1,017,711	\$ 935,190	
YTD % of Annual Budget Expended		97.27%	98.44%

**Pilot Mountain Police Department
Monthly Report for June 2019**

Accidents

6/1/2019 806 S Key St
 6/6/2019 N Key St @ W 52 Byp
 6/7/2019 650 S Key St
 6/11/2019 320 N Key St
 6/13/2019 319 W Main St
 6/18/2019 873 W 52 Byp
 6/26/2019 316 Nelson St (Hit & Run)

	TOTAL	AMOUNT	RECOVERED
Police Service	216		
Wrecks Investigated	7	\$ 10,350.00	
Assaults	1		
Larcenies	7	\$ 39,676.38	\$22,000.00
Disturbances/Domestic	5		
Burglar Alarms	15		
Breaking & Entering	0	\$ -	
MIP & Property Damage	1	\$ 400.00	
Traffic Citations	6		
Intoxicated Drivers	1		
Intoxicated Pedestrians	1		
Forgery	3	\$ 82.51	
Armed Robbery	0		
Drug Charges	1		
Other Crimes	6		
Total Arrests	8		
Totals:	278	\$ 50,508.89	\$ 22,000.00

Other

6/4/2019 Served WFA
 6/8/2019 Served WFA
 Served OFA
 6/9/2019 Poss of controlled substance
 Carrying a concealed weapon
 Resist a public officer
 6/11/2019 Served OFA
 6/21/2019 Served WFA
 6/28/2019 Weapons Violation

Notes:

6/1/2019 All Officer's worked the Cruise In
 6/3/2019 Officer's court date
 06/6 and 06/07/2019 Sgt Chrismon attended Radar Re-cert
 6/7/2019 Officer Livengood & Officer Monteith worked ESHS Graduation
 6/10/2019 Officer's court date
 6/15/2019 Officers assisted with Movie night & Dinosaur Day
 6/17/2019 Officer's court date
 06/17 thru 06/20/2019 Sgt Chrismon attended SFST School
 6/22/2019 Sgt Collins, Officer Monteith & Officer Wooten worked the Food Truck Event
 6/24/2019 Officer's court date
 6/28/2019 Officer Livengood & Officer Horn assisted with SECU Customer Day
 With fingerprinting kids